

## CALL FOR DEVELOPMENT COOPERATION PROJECTS

1. Purpose of the call .....	2
2. Objectives, sectorial and geographical priorities of the projects to contest.....	2
• Sectorial Priorities:.....	3
• Geographic Priorities: .....	3
3. Groups and typology of projects to be submitted to the call.....	4
4. Requirements of the applicant entities .....	5
5. Documentation to be provided .....	5
6. Deadline and presentation of projects .....	6
7. Contribution of the BARCELÓ Foundation.....	7
8. General assesment criteria Projects .....	7
9. Resolution of the call: pre-selection, voting and selection of projects .....	8
• Acceptance ot the terms.....	8
10. Documentation, formalization of collaboration and disbursement of grant .....	9
11. Control and monitoring of the project .....	9
12. General rules.....	10
13. Responsibility .....	11
14. Data Protection.....	11
15. Documentation to be presented by the applicant entities .....	11
16. Interpretation of the Conditions of the Call for Proposal.....	12

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## 1. Purpose of the call

BARCELÓ Foundation, in accordance with its objective of contributing to the development and progress of society through actions aimed at improving the living conditions of the most disadvantaged people and groups, is promoting in 2021 through its Development Aid Projects Area, the Call of Aid for development cooperation projects.

Through this call, BARCELÓ Foundation will support and finance projects of non-profit organizations that develop cooperation for development actions.

The projects of cooperation for development are the set of activities and resources focused on the achievement of a general objective specified in one or more specific development objectives, in favor of disadvantaged and vulnerable populations in developing countries, and must be carried out in a single country or territory of those included in the target countries for this call, and that will be implemented in collaboration with a counterpart or local partner and in some cases by a different entity, applicant of the grant, if it is legally constituted and has the capacity to act in the country where the project is carried out.

This call may be submitted by those entities that meet the requirements set out in these rules.

The maximum total amount established for the grants awarded in the call for proposals of January 2021 by the BARCELÓ Foundation, will be 100.000 euros, which will be divided among selected entities, with a maximum of 20.000 euros per project.

## 2. Objectives, sectorial and geographical priorities of the projects to contest

Every Project must be oriented towards the achievement of the Sustainable Development Objectives and, if were appropriate, in accordance with the strategic guidelines and priority lines of action.

As the main priority of the Barceló Foundation is to contribute to the fight against poverty, to improve the living conditions of the beneficiaries based on the human rights approach, in order to achieve a sustainable and equal development of the society on which it acts.

- Sectorial Priorities:

- I. Universal access to education. Access to quality education, access to vocational training and technical education and training for employment are considered priority actions in this sector.
- II. Universal access to health. Priority actions in this sector are considered to be basic health care, nutrition, health education, training of health personnel and the fight against infectious diseases.
- III. Universal access to drinking water and improved access to sanitation and basic living conditions. Priority actions in this sector are considered to be those aimed at providing basic drinking water supply, basic sanitation.
- IV. Access to social services and infrastructure. Priority actions in this sector are considered to be multi-sector assistance for basic social services (education, health and social services), support for special programs for children, the disabled and the elderly, and social inclusion programs for young people.
- V. Rural development, promotion of food security and food sovereignty. Priority actions in this sector are those aimed at promoting sustainable agriculture, aimed at ensuring food security, through alternative crops, orchards or agricultural cooperatives, as well as promoting the marketing of products from small farmers.

- Geographic Priorities:

- I. The proposal is open to all countries that, according to the United Nations Development Programme (UNDP), are ranked 120th in the 2019 HDI (human development index), (see list in annexes). Priority is given to countries where the Foundation is already developing its own projects: Ethiopia, Uganda, Rwanda, Kenya, Tanzania and Southern Sudan.

International cooperation projects for development in sectors other than those prioritized and in other countries or territories included in the current list of countries may be subsidized when, due to exceptional circumstances, the support of the BARCELÓ Foundation is considered appropriate.

### 3. Groups and typology of projects to be submitted to the call

The projects submitted to this Call must be aimed at vulnerable groups and their aims must follow the following lines of action: health, education, infrastructure, access to water and agricultural development.

Those projects will be positively evaluated in which:

- The Project where the grant recipient is the local partner who will directly implement the project in the country of action.
- Those projects in which the final local partner has proven experience in the field of the presented project.
- Those projects that are integral projects and not part of projects
- Those projects that can be sustainable in the long term
- Those projects in which the need for the project is endorsed by the recipients of the project, either in the form of signed letters or oral or written testimonies
- Those projects in which the local partner is directly the applicant entity.

The projects that are excluded from this call will be those:

- The actions are carried out by more than 3 partners or intermediary organizations, making it difficult to achieve them.
- Infrastructure projects that involve a high percentage of investment in administrative and management costs.
- Sponsorship projects.
- Are destined for specific events (publications, studies, seminars, etc)
- That do not focus on vulnerable groups and do not focus on the above-mentioned lines of action.

## 4. Requirements of the applicant entities

Beneficiary entities:

- In order to participate in this call, entities must comply with the following requirements at the end of the application period:
- Be registered in the corresponding registry and be more than 3 years old since its constitution
- That its corporate purpose is, among others, the attention of the groups to which this call is addressed.
- Demonstrate a minimum work experience of 3 years with the group to which the project is addressed.
- To have the structure and capacity to guarantee the development of the subsidized projects.
- In case the entity represents a local partner, it must present evidence and guarantees of its collaboration and terms of agreement.

The entities will be excluded from the call for applications:

- Those entities that demonstrate sufficient economic capacity to obtain the requested aid.
- Those projects of entities that do not fully comply with the requirements set forth in these bases or whose application is not duly completed.

## 5. Documentation to be provided

Without detriment to the provisions of clause 15 of these Rules, the entities that opt for aid must provide the BARCELÓ Foundation with the following obligatory documentation:

- Copy of the registration of the entity in the corresponding registry.
- Activity report of the entity for the last year.
- Copy of the CIF of the entity or representative.
- Documents that accredit the co-financing declared in the form (certificate of the legal representative stating the grants requested and the own funds to be contributed by the entity, agreements in force, resolutions of grants already approved, etc.).
- Budget of the entity for the year 2021.
- Proof of registration ownership of the entity's bank account.

- In addition, and in order to comply with the requirements established by the Spanish Law on the Prevention of Money Laundering and the Financing of Terrorism (Art. 2 of Law 10/2010 of 18 April), the legal entity receiving funds provided by the BARCELÓ Foundation must send the following documentation within the same period:
  - Copy of the Identity Card/Passport of the representative of the entity.
  - Letter of recognition of the representative by the applicant entity.
  - Copy of the current statutes of the entity.
  - Declaration of responsibility for the validity of the documentation.

## 6. Deadline and presentation of projects

The required documentation must be attached in one of the following electronic formats: PDF (portable document format), JPEG (image format), JPG (image format), DOC (Word document), DOCX (Word document), XLS (Excel format), or XLSX (Excel format).

In addition, this attached documentation should not exceed 5MB per file and 10MB in total, allowing only 1 file per document.

Exceptionally, and exclusively in the case of the annual report of activities of the NGO, this may be presented by indicating a link for online access to it.

Once the application process has been completed, the application will be registered with a number. This number must be kept for any consultation on the subject.

The deadline for presenting projects will begin on January 18, 2021 and end on February 8, 2021 at 11:59 p.m.

Those applications that are submitted outside the established channel (exclusively via email) or after the deadline for submission, will be automatically excluded.

Projects will be applied exclusively to the foundation's email:

[fundacion@barcelo.com](mailto:fundacion@barcelo.com)

BARCELÓ Foundation is not responsible for operational failures outside their own systems, in the event that it happen, measures will be taken that do not harm the call or the applicants

The Barceló Foundation may require additional information and documentation that it considers of interest in order to evaluate the project or the requesting entity. This documentation must be presented within a period of no more than 10 working days from the date it is required.

## 7. Contribution of the BARCELÓ Foundation

The aid requested from the BARCELÓ Foundation and, where appropriate, granted by the latter may not exceed 20.000 euros per project, assessing positively those projects with fewer resources to achieve more impact.

The resources contributed to the project by other institutions, entities or by the managing entity itself must be accredited.

Costs directly related to the development of the project are considered eligible for the purposes of this call.

In general, will not be funded:

- Current costs of maintenance and operation of the applicant entity.
- Amortization of credit operations, expenses or financial costs.
- Acquisition and installation costs.
- Costs in concept of diets, stays and trips of the team responsible for the project.
- Costs derived from the organization and/or participation in congresses, seminars, conferences and similar.

## 8. General assesment criteria Projects

The projects must be aimed at one of the groups and purposes defined in the rules of this call:

The criteria that the Projects Commission will value favorably in the pre-selection of the proposed projects are:

- Identification, quantification and extent of the project's beneficiaries.
- Social utility, objective foundation and adaptation of the project to the needs of the target group.
- Experience of more than 3 years of the managing entity in carrying out projects aimed at the beneficiary group and the results obtained during these projects.
- Sustainability and possibility of development after the action taken.

## 9. Resolution of the call: pre-selection, voting and selection of projects

Applications that are incomplete or do not comply with the terms of this call will be excluded from this call.

Only projects submitted within the established deadline will be accepted. If any of the documents requested from the entity is not submitted within the established deadline, it will not be accepted.

The formalization of the application involves the acceptance of the bases of the call and the resolution of the evaluation board of the Barceló Foundation.

The projects received on time and that fulfill the requirements established in these bases will be evaluated by an Advisory Commission appointed by BARCELÓ Foundation, which will have technical experts in the field and will make a pre-selection according to the criteria established in these bases. In order to carry out the pre-selection of the candidates, these will be grouped according to the territorial demarcations already indicated, depending on the place of development of the project presented.

The pre-selected projects will be put to the vote between the members of the Committee. Based on the result of the voting, the most voted projects will be selected according to the budget allocated to this call.

The final resolution will be made public, foreseeably, during the first fortnight of March 2021, which will be of an executive nature and will not be subject to appeal. Each of the chosen entities will be informed by e-mail of the final amount granted and the steps to be followed for the signing of the corresponding agreement.

Exceptionally and with duly justified reasons, the Barceló Foundation reserves the right to modify the wording of the bases in order to clarify or specify their content, without this involving any substantial or arbitrary alteration.

- Acceptance of the terms

The participation in this call implies the full acceptance of these rules. The Barceló Foundation reserves the right to modify the conditions of this call at any time. In any case, it commits itself to communicate through its web pages the modified conditions in such a way that all participants have access to this information.

These bases, as well as any possible modifications, will be published on the Barceló Foundation's website and will be available to anyone interested in consulting them.



## 10. Documentation, formalization of collaboration and disbursement of grant

The selected entities will have a period of 10 days for the delivery of any additional information that may be requested by the BARCELÓ Foundation.

The rights and obligations derived from the development of the projects that are awarded the grants, will be regulated in accordance with these rules reflected in the corresponding collaboration agreement.

If the amount of funding finally granted for the development of the project is less than the amount requested, the entity will be obliged to readjust the project report to that amount or justify the complementary funding.

The amount allocated will be paid into the bank account of the entity developing the project, which will be the one that, if appropriate, will make the corresponding economic consideration to the participants in the project.

The Foundation will finance, with respect to the approved projects, the grant fixed in the resolution for the execution of the project.

## 11. Control and monitoring of the project

The deadline for the execution of the project will start from the date of receipt of the first amount, and the entity undertakes to continue it uninterruptedly until its completion, without any previous or future commitment being able to prevent the fulfilment of the obligations derived from these bases.

The entity is committed to carry out the project according to the completed form, as well as the report and project control models that will be delivered when signing the collaboration agreement.

The entity must regularly send to the Barceló Foundation, the project follow-up report filled, which shows the situation of the approved project, defining the degree of achievement of the objectives, activities developed, resources used and budget status, as well as any other relevant milestone concerning the project.

At the end of the project, the entity will be obliged to issue and send to the Barceló Foundation a final report within 30 days from the end of the project, in which the activities carried out, the results obtained, differences with the objectives listed in the application, conclusions, audiovisual documentation, as well as a final economic report explaining the distribution of the amounts contributed by the Foundation and which will include the

justification of the expenses through the presentation of a digital copy of the invoices and receipts of the expenses made.

The BARCELÓ Foundation may request at any time the technical and economic information it deems appropriate to complete, verify or control the execution of the project. Likewise, in the event of non-compliance, inadequate management or failure to submit the periodic report and justification of the expenses incurred, the Barceló Foundation may cancel the financing of the project, request the return of the amounts paid and will keep all legal proceedings it deems appropriate.

## 12. General rules

Likewise, all communications/publications made during the financing of the project and subsequent ones, which deal with the same, must mention the sponsorship of the project by the Barceló Foundation, including its logo in the corresponding materials, both written and on-line, within the framework of the collaboration between both entities

The entity recognizes that the ownership of the name or denomination of Barceló Foundation and all the distinctive signs with which they are distinguished, belong and will continue to belong to Barceló Foundation.

At any time Barceló Foundation may withdraw the authorization for the use of name, denomination and/or distinctive signs granted in the previous paragraphs.

The entity will not carry out any action or adopt any measure that may affect the validity of the distinctive signs of the Barceló Foundation and undertakes not to register or request the registration, in its name or in favor of a third party, of any trade name, domain name, trademark, symbols or other distinctive signs that are similar to those of the Barceló Foundation.

Barceló Foundation may use the project documentation and the logo of the entity in its publications, articles or institutional activities as an example of action in each modality, in this and future editions of the Call.

Failure to comply with the obligations derived from these rules will render the financing of the project by the Barceló Foundation null and void. The Foundation may also request the return of the amounts paid and will keep all legal proceedings it deems appropriate.

The entity, in the event of any variation in the data provided to the Foundation for its treatment in accordance with the provisions of this clause, shall notify the Foundation so that it can proceed with such modification.

### 13. Responsibility

Barceló Foundation will not have any responsibility regarding the implementation and execution of the project to be carried out by the participating entities. The participating entities must keep Fundación Barceló harmless from any claim from third parties that may arise in this respect.

In the event of unforeseen circumstances or force majeure, the Barceló Foundation may delay, modify or cancel this Call for Proposals.

### 14. Data Protection

The personal data included in the documentation provided by the participating entities will be processed by the Barceló Foundation for the purpose of managing this Call.

Likewise, the contact details of the participating entities will be processed by Barceló Foundation to manage the relationship on the basis of this Call. These stakeholders may exercise their rights of access, rectification, deletion, opposition, limitation of treatment, portability and not be subject to individual automated decisions, by contacting [dpo@barcelo.com](mailto:dpo@barcelo.com).

These personal data will be kept by the Barceló Foundation, once the relationship has ended, duly blocked, in order to make them available to the competent Public Administrations, Judges and Courts or the Public Prosecutor's Office during the period of limitation of the actions that may derive from the relationship maintained between the parties and/or the legally established periods of conservation. The Parties shall proceed to physically delete these personal data once these periods have elapsed. Likewise, the interested parties are informed that they may file a claim before the Data Protection Delegate of Barceló Foundation or in any case before the Spanish Data Protection Agency in those cases in which they deem it appropriate.

### 15. Documentation to be presented by the applicant entities

1. Project application form completed and signed.
2. Copy of the certificate of registration of the entity.
3. CIF OR NIF of the applicant entity or legal representative.
4. Report/summary of activities of the last year.
5. Justification of the ownership of the bank account.
6. Maps, location.
7. Document from the local partner proving the need for the project.
8. Testimonials from the local population or organizations.
9. Audiovisual documentation.

10. References from other collaborators.

## 16. Interpretation of the Conditions of the Call for Proposal

The participation in the present Call implies the acceptance of the Bases in all its sections.

The Terms and Conditions of the Call are governed by Spanish Law, and any dispute concerning the interpretation or execution thereof shall be submitted to the jurisdiction of the courts of Palma de Mallorca.