

COMPETITION RULES



SUEZ-Institut de France Award

6th edition

2017 - 2018

COMPETITION RULES of the 6th edition (2017 – 2018) of the SUEZ-Institut de France Award

Article 1. ORGANISERS

The SUEZ Foundation, with head offices at Tour CB21 - 16 Place de l'Iris - 92040 Paris La Défense - France,

and

L'Institut de France, with head offices at 23 quai de Conti - 75006 PARIS – France,

organizes the 6th edition of the competition entitled “**The SUEZ–Institut de France Award**”.

Article 2. PURPOSE OF THE AWARD

- The SUEZ-Institut de France Award rewards projects and innovations that contribute to the development of water services, sanitation and waste management in developing countries.

Article 3. AWARDS GIVEN

The SUEZ-Institut de France Award includes two categories, for two types of applicant:

- The **Access to Essential Services Award**, for a sum of €50,000 (fifty thousand euros) is awarded to a non-profit organisation as a reward for its innovation.

It aims at creating a bridge between applied research and operational development projects. The objective is to promote the innovations to the greatest number of people so that then they may be used by professionals in the water, sanitation and waste management sectors in developing countries. The innovations, applicable in the field, can be technical, organisational, financial or social, and may concern tools for spreading information and knowledge.

- The **Social Entrepreneurship Award**, for a sum of €50,000 (fifty thousand euros), is awarded to a social entrepreneur for an initiative in the field of water access, sanitation or waste management.

It aims at supporting business activities developed by social entrepreneurs in the sectors of water, sanitation and waste management in developing countries. These initiatives, which often generate jobs, have a positive social impact, particularly for poor and at-risk populations.

Article 4. SELECTION CRITERIA

- Applications are selected according to the following criteria, common to both Award categories or specific to one of the two categories. Projects already subsidized by the SUEZ Foundation cannot win the Award :

SELECTION CRITERIA common to both Award categories	
Objective	The project contributes to the improvement or development of water services, sanitation or waste management.
Implementation zone	The project concerns at least one developing country.
Progress	The project has already produced conclusive results through one or several significant pilot phases. The Award is not designed to finance a project idea or launch.
Replicability	- The project is replicable (generalisation to different contexts, easy implementation, adapted costs, etc.); - The project must be free of all rights or at least not subject to restrictive intellectual property rights.
Expertise	The applicant organisation and the team responsible for the project are recognised for their qualifications and experience.
Compliance of the form	The application form complies and is complete in form and content, the answers to the requested information are concise and clear, the presentation is clear etc.
Use of the Award	The application form must explain and describe the use that will be made of the Award funds in order to improve water services, sanitation or waste management in developing countries.
Innovative nature of the project and research	The Award rewards the achievement of applied research to develop an innovation. It is not designed to finance a "traditional" development project for which the Fonds and the Institut de France have other means of providing support (grants, patronage, etc.).

SELECTION CRITERIA specific to the ACCESS TO ESSENTIAL SERVICES AWARD	
Application form	The application is presented by a non-profit organisation (research institute, training institute, association, etc.). It cannot be awarded to one single person.
Local support	The project is supported or developed locally in collaboration with a public organisation (local authority, decentralised government service, etc.).

SELECTION CRITERIA specific to the SOCIAL ENTREPRENEURSHIP AWARD	
Application form	The application is presented by a social entrepreneur.
Purpose	Social entrepreneurs are individuals who provide concrete solutions to social and environmental issues. If the solutions are based on a commercial approach to ensure the project's economic sustainability, their purpose is not to make profit but to ensure social and environmental progress.
Local support	The project is locally supported or developed in collaboration with local stakeholders.

○ PRIORITY PROJECTS AND INNOVATIONS

The jury will give priority to projects:

- designed for appropriation by local stakeholders and the project's beneficiaries (populations, local authorities, etc.);
- enabling the integration and participation of at-risk populations;
- applicable to urban and peri-urban environments.

Article 5. PARTICIPATION AND SELECTION FORMALITIES

Article 5.1. Selection stages

Stage 1: Pre-selection

- A call for projects is launched by the organisers, for which the applicants are invited to complete an application form. The organizing team, composed with members of the SUEZ Foundation and from the Institut de France, will pre-select applications based on how well the competition rules are respected.
- A technical Commission, with members designated by the organisers, will receive and examine the applications. It then selects 3 to 5 application forms per category ("Access to Essential Services" and "Social Entrepreneurship") to be submitted to the Jury. Applicants may be invited to take part to a videoconference or conference call during the meeting of the Technical Commission.

Stage 2: Selection of the winners

- The Jury deliberates and chooses the winners. Its decisions are final. Only the persons present benefit from full voting rights; other persons have consultative status.
- Applicants may be invited to take part to a videoconference or conference call during the meeting of the Jury.
- The applicants are informed of the Jury's decisions by email.
- Depending on the quality of applications, the Jury reserves itself the right not to give an Award.

Article 5.2. Application filling and content

- The application form can be downloaded from the SUEZ-Institut de France Award website (www.prix-initiatives.com) or is available on request to: prix.initiatives@suez.com
- To respond to the call for projects, the applicant must complete the form and return it with the attached documents by email to: prix.initiatives@suez.com and com@institut-de-france.fr
- The application form must include:
 - The synthesis form (according to the format provided)

- The application form completed according to the format provided (detailed presentation)
- Requested appendices:
 - PowerPoint presentation of the project (maximum 10 slides)
 - presentation of the applicant organisation (number of employees of the organisation, number of volunteers, annual budget, main funding partners, etc.)
 - presentation of the project manager(s) with their CV,
 - for applicants for the Access to Essential Services Award, a letter of recommendation from a public organisation supporting the project (local authority, devolved government department, etc),
 - project budget and calendar: timing and duration of actions, planned and achieved,
 - bank details of the applicant organisation, supported by a document issued by the bank (bank details, IBAN ...)
 - any guarantee concerning scale-up and intellectual property (cf. article 7)
 - any further documentation that the applicant deems useful.
- In the form, the applicant organisation must specify the Award for which it is competing. It must as well explain how it plans to use the financial reward granted by the organisers.
- The organisers may ask the applicant for further documentation that they deem useful. A Skype address may be asked if a videoconference is necessary.
- Incomplete applications or application forms received after the deadline will not be considered.

Article 5.3. Award ceremony and winner commitments for the ceremony

- The Awards will be officially handed to the winners at a ceremony that will take place at the Institut de France in Paris, or at another venue chosen by the organisers.
- To this end, each winner commits to:
 - prepare, in collaboration with the organisers and within the requested time-frame, a three-minute film presenting the successful project, or provide the images necessary to make the film;
 - attend the ceremony to receive their Award and present the successful project.
- The organisers will pay for the expenses associated with the winners' attendance to the Award ceremony, according to the provisions that will be communicated to the winners at an earlier stage.

Article 5.4. Calendar

September 15 th 2017	Call for applications
January 15 th 2018	Deadline for the reception of the application forms
January – March 2018	Examination of applications by Award teams
Early April 2018	Pre-selection of the applications by the Technical Commission
Early May 2018	Selection by the Jury
Early June 2018	Deadline for the reception of winners' films
End of June – early July 2018	Award ceremony at The Institut de France, Paris

Article 6. INTELLECTUAL PROPERTY OF THE PROJECT

- The projects chosen must benefit to the greatest number of people.
- If all or part of the project/innovation is protected as intellectual property:
 - The applicant must clearly indicate it in his application form: titles of ownership cost of use, etc.
 - The applicant must provide elements to demonstrate how this would not hinder the scale-up and broader use of the project/innovation by others, particularly in terms of cost.
 - If the applicant owns the intellectual property rights, he/she pledges to allow free or non-restricted use of all rights if he/she was to win the Award.

Article 7. COMMUNICATION, PRESS, INFORMATION PUBLICATION

- The winning organisations and the members of the teams responsible for the winning projects authorise the Award organisers and SUEZ to promote the Award and its results in the media, with no compensation of any sort.
- The winning organisations and the members of the teams responsible for the winning projects authorise the Award organisers and SUEZ to:
 - mention their names,
 - mention their actions and projects according to the elements presented in their application form,
 - reproduce their images, photos and logos,
 - show the films presenting the winning innovations on whatever media without restriction or reserve, for any promotion, advertisement or public relations, and without providing any right to compensation of any kind or benefit of any kind.
 - The winning organisations and the members of the teams responsible for the winning projects must expressly mention in their application form any documents or information that they would like to remain confidential.
- The winning organisations as well as the member of the teams responsible for the rewarded projects must explicitly indicate in the application form any document or information they wish to be kept confidential.
- The winning organisations and the members of the teams responsible for the winning projects are naturally authorised and invited to freely promote themselves as winners of the Award.
- The winning organisations and the members of the teams responsible for the winning projects pledge to inform the Award organisers (and answer their questions) about the project's development for at least 2 years.

Article 8. MISCELLANEOUS

- For all applicants, entering the competition for the SUEZ-Institut de France Award implies understanding, acceptance and respect of the present regulations.
- Applicants guarantee the accuracy of the information they provide. Applicants may be asked to justify the accuracy of the information, on request of the selection teams (Technical Commission, Jury) or the Award organisers.
- The present regulations may be modified by the organisers.

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