



# GUIDE FOR PROJECT LEADERS



FONDS DE DOTATION  
CHRISTIAN ROULLEAU

*ÉLAN DU CŒUR*





# CONTENTS

- 1 Commitment to better living
- 2 Project funding process
- 3 Applying and submitting your project
- 4 Supporting documents
- 5 Criteria for non-eligibility
- 6 Useful information





1

# COMMITMENT TO BETTER LIVING





# OUR VALUES

The **Christian Roulleau Endowment Fund** is a family-run fund with a philanthropic purpose.

Its actions are guided by the values of **integrity, benevolence, respect** and **transparency**.

It is committed to promoting the **well-being** of children, women and men, as well as the **protection** of biodiversity and wildlife, helping to create **environments and living conditions conducive to a better future for all**, in keeping with **respect for human rights and the planet**.





# OUR 3 KEY PROGRAMS



EDUCATION & INCLUSION



HEALTH & MEDICAL RESEARCH



BIODIVERSITY & WILDLIFE



2

# PROJECT FUNDING PROCESS





# PROJECT FUNDING PROCESS

## *Key stages*

1

### **Ensuring project eligibility**

carefully read the eligibility and non-eligibility  
criteria listed in the Guide for Project  
Leaders

2

### **Completing & submitting your project funding application**

via our website:  
[fondsdedotationchristianroulleau.org](https://fondsdedotationchristianroulleau.org)

3

### **Review & shortlisting of projects**

by the Selection Committee

4

### **Approval for project funding**

by the Endowment Fund  
Board of Directors

5

### **Signature of funding agreement**

if your project proposal  
is approved

7

### **Project impact assessment**

implementation  
and achievements



3

# APPLYING & SUBMITTING YOUR PROJECT







# IMPORTANT INFORMATION BEFORE SUBMITTING A PROJECT

## *Eligibility requirements*

### Your organisation:

- ✔ Must be eligible for endowment funding
- ✔ Must be a non-profit organisation, serving the general interest, having legal status and be eligible for philanthropic funding
- ✔ Must have been founded and been operating for at least two years
- ✔ Must not directly or indirectly redistribute part of its income to its members
- ✔ Must not be religious, denominational or political in nature
- ✔ If French, must be able to issue a tax receipt

### Your project:

- ✔ Must be related to one of the three key programs supported by the Endowment Fund: Education & Inclusion, Health & Medical Research, Biodiversity
- ✔ Must support collective action
- ✔ Must have a measurable impact
- ✔ Must not be of religious, denominational or political nature



*It is essential that you first check that your organisation is eligible for this type of funding and that your project meets the specific criteria of the Christian Roulleau Endowment Fund.*



# SUBMITTING YOUR PROJECT

## *Two stages*



### STAGE 1: ELIGIBILITY

**Objective:** checking your organisation's eligibility and administrative compliance.

**Procedure:** fill in the information requested and provide all the necessary administrative documents.



### STAGE 2: PRESENTING YOUR PROJECT

**Objective:** presenting the context, proposed actions, expected results and budget.

**Procedure:** fill in the information requested and provide all the necessary documents, then submit your project.

**What happens next:** your project will be reviewed and shortlisted before entering the final selection process. You will be informed by email whether or not your project has been selected.



4

# SUPPORTING DOCUMENTS





# SUPPORTING DOCUMENTS

## *Required before submitting your project*

- Presentation of your organisation: history, mission, projects, achievements, etc.
- Detailed overall budget for your project
- Amount of funding requested (must be consistent with your needs and not exceed 30% of your organisation's operating budget)
- Other sources of funding received, applied for, or known about
- Your organisation's articles of association, dated and signed
- Publication from the Journal Officiel (France)
- Registration document certifying your legal form
- Minutes of the last general meeting or board meeting
- Bank details (RIB/IBAN) with the address of the organisation's registered office
- Certificate of eligibility for philanthropic funding (declaration of public utility, tax ruling, certificate of honour)
- Your organisation's most recent annual activity report
- Your organisation's most recent annual budget

*NB: The amount of funding requested must cover a period of at least one year, whether it is a first-time application or a renewal of support*



5

# CRITERIA FOR NON-ELIGIBILITY





# CRITERIA FOR NON-ELIGIBILITY

## Projects, activities and organisations considered ineligible for funding:

Activities or organisations of an advocacy nature.

Activities or organisations that do not comply with the United Nations international standards, including those relating to human rights, health and safety, labour law, anti-corruption, environment and climate change, etc.

- Organisations, activities with potential negative repercussions (controversy, polemics, etc.)
- Organisations/activities that discriminate against beneficiaries on the basis of gender, race, religion or personal beliefs (non-exhaustive list)
- Organisations/activities with a direct religious, political or military connection, content or purpose
- Organisations/activities involving forced labour or child labour
- Activities having a negative impact on the environment (carbon emissions, degradation of biodiversity or water resources, etc.) or on people's well-being and living conditions
- Activities likely to harm indigenous populations and minorities
- Organisations/activities that do not guarantee beneficiaries and employees the right to freedom of speech, freedom of association and collective bargaining.



6

# USEFUL INFORMATION



# USEFUL INFORMATION



The Endowment Fund is open to international projects and can support initiatives based locally or in another country.



You can start filling in your application form online, put it on hold and come back to it later to complete it.



The project submission platform is accessible according to a fixed annual timetable



Once you have checked that the summary information in the 'Summary' section at the end of the application form is correct, click on 'Confirm and Send' to submit your project.



If you have any problems connecting, please send an email to:  
[contact@fddcr.org](mailto:contact@fddcr.org)





**Submit a project**

**Or visit our website**

[fondsdedotationchristianroulleau.org](https://fondsdedotationchristianroulleau.org)



*Funding requests can only be submitted online.*

*No requests will be processed if sent by post or email.*

