**ISRAEL EARTH PRIZE – Submission Form Appendix**

Hello!

We're delighted that you're also committed to environmental stewardship and are interested in our award to further your own vision.

How can you win this award?

Simply follow the guidelines to accurately complete the submission form.

Make sure to fill out the form in a clear and organized manner, using Arial font with a size of 11.

Complete all sections of the form and answer **every** question.

Please refrain from attaching additional files to explain your project instead of filling in the form, unless specifically asked to do so in certain sections.

Don't go over the word limit set for each question; **Unfortunately, submissions that exceed the limit will not be reviewed and may therefore be disqualified.**

**For top submissions that make it to the next (and final) stage, we may request that you provide more information.**

**Good luck!**

**Part One – basic information about the activity**

1. Organization/Initiative/Association Name
2. Business ID/Personal ID/Not Relevant
3. Organization Details (Revenue/Number of Employees) – Open text up to 30 words / Not Relevant
4. Activity/Initiative Name
5. Contact Person
6. Primary Area of Impact

**Part Two – goal and description of the activity for which you are submitting the request.**

1. Specify the goal of the organization, entrepreneurship or activity organizer submitting the request (up to 90 words).
2. Describe the activity (up to 90 words).
3. Present the proposed initiative according to the headings specified below:
	1. Is this a current/continuing activity or a new activity? Yes / No
		1. If you answered that this is a current/continuing activity: specify what has been carried out to date (up to 30 words).
		2. If you answered No: please provide a general description of the proposed activity (up to 30 words).
	2. Describe the environmental challenge / motivation that led you to organize this activity. (up to 50 words).
	3. The main goals: what are the main goals of the proposed activity and why are they important? (Up to 90 words).
	4. What is the newness of the submitted activity/initiative? (Up to 50 words).
	5. What do you strive to achieve with the help of the prize? (Up to 50 words).
	6. What is the planned timeframe for achieving the goals? (Up to 30 words).
	7. What will be your courses of action to promote your initiative? (Up to 120 words).

 For example: Legal Battle, Lobbying, Campaign, Technological Development, New

 Business Model, Informal Education, etc. Please explain your choice for each approach, up to a maximum of 4 approaches.

**Part Three – metrics for measuring activity success**

Please indicate at least 3 quantitative success metrics for the project (up to 180 words).

**Examples of activity success metrics:**

Environmental impact – reducing pollution and emissions / Waste / Natural resources use; conservation of the natural environment. Impact on target audiences – education, knowledge, awareness, behavioral change, etc.
Measuring Methods: LCA research, Behavioral survey, Data from existing resources, etc.

**Part Four – activity timetables and major milestones**

Please indicate the project timetable and the major milestones (up to 150 words to all section );

Note that the prize is paid in two installments: the first upon winning the prize and the second when achieving the goals during the year after award of the prize.

**Part Five – acquaintance video** (\*)

Please add a short video presenting the initiative/ project and/or the staff.

In this part we want to get to know the project, the challenges and the solutions, through a short – up to 2-minute video.

In the video you can add information which you think is important and was not included in your answers above.

(\*) You can attach a link to the video, but it should also be a maximum of two minutes long.

**Part Six – relevant knowledge and experience**

1. Please specify your knowledge and experience relevant to the proposed activity (Up to 100 words).
2. What collaborations/contact do you have with other organizations and/or other groups with similar projects? (Up to 120 words)
3. Did you conduct an initial examination? In other words, did you conduct a comprehensive examination of the current situation in Israel in the project field of activity?
4. Are there initiatives in Israel and around the world in the project field of activity?
5. What is the added value of the project considering these activities? (Up to 120 words to both clauses)

**Part Seven - Budget**

In this part, please specify the activity budget according to the specific budget items and the budget item amount.

Please pay attention to the following:

* In this part of the form as well the information should refer to the organization/activity organizer for which the request is submitted **and not** the organization through which the prize money will be paid, if awarded.
* The prize money is not intended, in principle, to fund equipment and infrastructures. Exceptions may be made only in cases in which equipment acquisition is necessary to effectively promote the application of the project. In this case, please clarify in the “Activity Timetables and Major Milestones” section (Part Two, item 5) how the equipment will help achieve the goals.
* The prize money is not intended for expenses incurred before receipt of the prize; Do not rely on the request you submit to cover commitments for carrying out the project (as noted in the Call for Proposals, answers are received about two months after the final request submission date).

What we would like to know?

1. What was the budget of the project for which the prize is requested for the years 2023- 2024? (Up to 90 words)
2. If different: what is the total annual budget of the requesting organization/activity organizer for the next 18 months?
3. In the event of a continuing project that is expected to continue after the activity that will be funded by the prize - what amount is needed to complete the project? (Up to 120 words)
4. Are there any additional supporters/sponsors/ donations of the project (or planned to be in the near future), including monetary equivalent? Mark your answer in the appropriate box:

 ☐ No

 ☐ Yes

1. If yes, please provide the following information (up to 150 words):
	1. Who are these entities, financing sources to whom you approach to get fundings? Please list all sources.
	2. Amount/monetary equivalent you are planning to collect?
	3. If you received a grant(s) for the project in the past, **briefly specify, including sources, duration, scope and amount.**

1. Description of the budget - **fill the table for each budget component the prize will fund**

|  |  |  |  |
| --- | --- | --- | --- |
| **Budget item [such as staff, field/community activity (e.g. workshops, demonstrations, conferences, etc.) professional consulting, etc.]** | **Activity budget** | **Budget allocated from the prize** | **Estimated activity duration** |
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| **Total (total of the two budget columns)** |  |  |  |

**Part Eight – if the activity takes place under the auspices of an organization - information about this organization:**

1. Name of the association
2. Number of the association (private company number)
3. Name of contact person
4. Address
5. Landline phone number
6. Mobile phone number
7. Email

**Part Nine - Short Overview for Marketing Use and Permission to Use Detailed Content**

To participate in the open "People's Choice Award" competition, please write down a concise summary of the initiative. Explain the environmental solution you're proposing (up to 500 characters).

Include the name of your initiative, who's leading team, and attach a representative image.

The initiative that garners the most votes from the public will be awarded 10,000 NIS.

By filling out this part, I give my consent to share the details listed here for the purpose of advancing my Submission in marketing campaigns aimed at promoting the Israel Earth Prize competition.

\* Winning the open competition won't influence the official judges' decision in the main Israel Earth Prize competition.

**Thank you for submitting and good luck!**