**ISRAEL EARTH PRIZE – Submission Form Appendix**

 Shalom and thank you for your interest in our prize!

This form includes questions about the activity for which the prize is requested.

1. Please read the instructions before filling the form.
2. It is important to fill the form clearly and to use font Arial 11.
3. Please fill all parts of the form and answer all the questions. Do not add files that explain the project instead of filling the form. Please do not exceed the number of lines allocated for each question.
4. Shoot a 2 minutes long introduction video according to the instructions specified in section 4.
5. Enter your submission by clicking on “Apply” tab on the prize website - <http://israelearthprize.toyota.co.il>. Fill in the digital form, attach this document and your video and click submit.

**Unfortunately, a request that deviates from this limit will not be considered.**

**Accompanying pictures and documents cannot be added at this stage. Applicants that progress to the next stage will be able to submit additional material.**

**Good luck!**

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

1. Specify the goal of the organization or activity organizer submitting the request (up to 90 words).
2. Describe the activity (up to 90 words).
3. Present the proposed project 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 If you answered No: please provide a general description of the proposed activity (up to 30 words).
	2. Describe the problem / 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? (Up to 50 words).
	5. What is the extent of the impact of the activity and how will you measure it? (Up to 90 words).

Impact For examples: environmental impact – reduced emissions and pollutants / waste / use of natural resources; protection of the natural environment. Impact on target audiences – education, knowledge, awareness, changed behavior, etc.

Measurements examples: LCA research, survey, existing data bases etc.

* 1. What do you strive to achieve with the help of the prize? (Up to 50 words).
	2. What is the planned timeframe for achieving the goals? (Up to 30 words).
	3. What will be your courses of action? (Up to 120 words).

For example: legal battle, happening, campaign, technological development, new business model, informal education, etc.

Explain the choice of each course of action, up to a maximum 4 courses of action (up to 12 lines for each course of action).

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

Please indicate at least 3 quantitative success metrics for the project (up to 120 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 Three – 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 Four – acquaintance video**

Please add a short video presenting the project and the staff.

In this part we want to get to know you and the project through a short 2-minute video.

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

Professional production or editing of the video is not required.

**Part Five – 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 Six - 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 in order to effectively carry out 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 2022- 2023? (Up to 90 words)
2. If different: what is the total annual budget of the requesting organization/activity organizer for the coming year?
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 additional supporters/sponsors of the project (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?
	2. Amount/monetary equivalent?

If you answered Yes to question 3a above - specify **Information about grant(s) received in the past**

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 Seven – 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

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