

ITACOATIARA INCENTIVE REGULATION

André and Lucia Maggi Foundation
09/November/2020.

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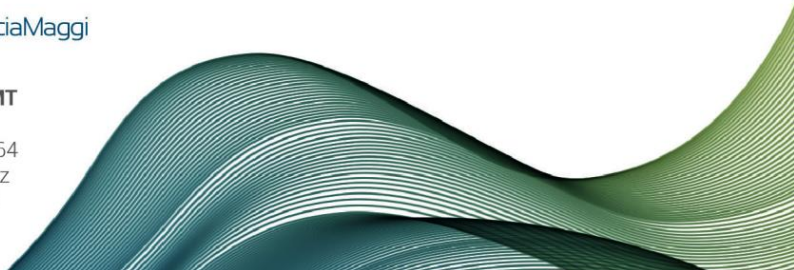


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1. THE ANDRÉ AND LUCIA MAGGI FOUNDATION

The André e Lucia Maggi Foundation has more than 23 years of experience in managing AMAGGI's Private Social Investment, which operates in the agribusiness sector. Our mission is to contribute to local and human development in places where the company operates.

2. ITACOATIARA INCENTIVE REGULATION

The Itacoatiara Incentive aims to encourage projects registered and selected according to this regulation, seeking to contribute to youngsters' social prominence and career as well as promote of human rights, in particular the fight against the sexual exploitation of children and adolescents.

3. REGISTRATION CONDITIONS

To register, the interested parties must:

- 3.1 Be a member of a Social Organization (Legal Entity with no economic purpose), such as associations, social cooperatives or non-governmental organizations (NGOs);
- 3.2 Or, participate in a Social Initiative (Private Individual), e.g., people who work in groups of volunteers, community leaders or social movements. In this case, the social initiative must be composed of at least 3 people, who will be responsible for the preparation, execution and accountability of the project;
- 3.3 At least one member of the project must take part in 75% of the Online Training classes: Project Development and Management, promoted by the Foundation, held from 03 to 06 November 2020;
- 3.4 Be 18 or over;
- 3.5 Operate in the municipality of Itacoatiara- AM;
- 3.6 Participate in projects developed by participants in the Foundation's meetings and training;

3.7 The projects must be related to the Itacoatiara Priority and Transversal Theme: Youth Prominence and Careers, and the Strengthening of the Local Protection Network;

3.8 Projects must benefit the local community.

4. BENEFITS OFFERED BY THE ITACOATIARA INCENTIVE

The Foundation will be able to select up to 08 projects, 04 projects from social organizations and 04 from social initiatives. If there is a smaller number of approved projects in one of the categories, the Foundation may select more organizations or social initiatives. The selected projects, according to the rules of this regulation, will have the following benefits:

4.1 Social Organizations (Legal Entities with no economic purpose)

- a) The amount will be of up to BRL 20,000.00, for each project;
- b) Up to BRL 4,000.00 (four thousand reais), of the total amount transferred, can be spent on fixed expenses (utility bill such as electricity bills, water and internal staff payments) and for infrastructure improvement (renovation of physical spaces, construction of rooms, bathrooms and etc.).

4.2 Social Initiatives (Private Individual)

- a) The amount will be of up to BRL 5.000,00 (five thousand reais), for each project.

Note: The use of the resource must be detailed in a form available for download at fundacaoandreeluciamaggi.org.br/incentivo.

4.3 Virtual Showcase

- 4.3.1 The Foundation will render available the 'Virtual Showcase' on its website, in which the selected projects will be disseminated to raise funds from direct donors and expand their fundraising capacity through online visibility. Each Social Organization will have a page on the Virtual Showcase portal in order to collect donations;

- 4.3.2 The donated financial resource is transferred directly to the Social Organization account and the administrative expenses will be retained;
- 4.3.3 The amount collected in the Virtual Showcase, may be used freely by the Social Organization, but it must be included in the Resource Utilization Report for the Foundation and the community;
- 4.3.4 The selected projects that will incentive have to send photos and a summary of the work developed in order to have access to the Virtual Showcase portal, according to the guidelines in the regulations, to be sent by the Foundation to those selected.

4.4 Project Monitoring

Through virtual meetings there will be experience exchanges between Social Organizations with common causes, territories or action area, with the purpose of acting together, potentially enhancing the positive impacts on communities and the formation of local connections. The participation of at least one representative in the project monitoring meeting will be mandatory for all selected projects.

5. REGISTRATION

- 5.1 Registrations can be made between 09 and 23/11/2020, at 11:59 pm - Brasília time;
- 5.2 Registration will be free and carried out ONLY via the website:
fundacaoandreeluciamaggi.org.br/incentivo;
- 5.3 When registering, the responsible parties must attach the following documents:

Necessary documentation	
Social Organization (Legal Entity with no economic purpose)	
1.	CNPJ card with a maximum of 30 days of issuance
2.	Minutes of the last election registered with a notary with all pages attached
3.	Bylaws registered with a notary with all pages attached

4. Valid Federal Union Debt Certificates (available at: http://servicos.receita.fazenda.gov.br/servicos/certidao/cndconjuntainter/informanicertidao.asp?tipo=1)
5. FGTS Regularity Certificate with current validity (available at: https://consulta-crf.caixa.gov.br/consultacrf/pages/consultaEmpregador.jsf)
6. Valid identification of the organization's CEO, Vice-President and Treasurer
7. Proof of address (only water, energy or telephone bills in the name of <u>the organization</u> issued from June 2020
8. Bank account details (statement, photo of a card or printout of the account with the bank details) in the name of <u>the organization</u> for resource transfer (with visible bank identification and account details)
9. Work Plan / Indicators and results / Schedule
10. Budget Worksheet with the resource expenses forecast
Social Initiative (Private Individual)
1. Filling the registration form
2. Identification valid for the person responsible for the initiative and two alternates, participants in the initiative
3. Proof of address (only water, energy or telephone bills in the name of the <u>Person Responsible for the initiative</u> , and two alternates, participating in the initiative issued from June 2020.
4. Bank account details (statement, photo of a card or printout of the account with the bank details) in the name of the Responsible holder, in this case the proposer (with visible bank identification and account details) and two alternates participants in the initiative.
5. Work Plan / Indicators and results / Schedule
6. Budget Worksheet with the resource expenses forecast

- 5.4 Documents must be legible (without erasures, scribbles and other characteristics that may generate doubts or mistakes in reading), under penalty of disqualification;
- 5.5 The budget spreadsheet with an expenditure forecast (available for download at fundacaoandreeluciamaggi.org.br/incentivo) must be attached along with all documents);

- 5.6 Registration must be done with the complete filling of the form; the organization or social initiative is responsible for the veracity of the information provided, bearing the consequences of any errors in the filling, thus exempting the André and Lucia Maggi Foundation from any responsibility (available for download at fundacaoandreeluciamaggi.org.br/incentivo);
- 5.7 The contact information (email and phone) provided in the application will be used to send all official communications. And, during the analysis phases, the technical team can contact you by phone;
- 5.8 In cases of duplicate registrations, the LAST version will prevail for analysis purposes;
- 5.9 Registration will only be confirmed after the responsible person receives confirmation via e-mail;
- 5.10 The results will be updated in due time on the website <https://www.fundacaoandreeluciamaggi.org.br/incentivo> and those responsible will receive an informative email.

6. EVALUATION CRITERIA

- 6.1 Registered projects must be carried out in Itacoatiara-AM and developed by Social Organizations or Initiative;
- 6.2 Be related to the Priority Theme: Youth Prominence and Careers, and the Strengthening of the Local Protection Network;
- 6.3 The person responsible for registration must take part in the Foundation's meetings and training;
- 6.4 The projects must have action relevance for beneficiaries of the locality;
- 6.5 The Social Organization must have experience in social activities and demonstrate their capacity to carry out the project's actions;
- 6.6 The range of beneficiaries that the project can reach;
- 6.7 The project's continuity ability;

6.8 The ability to articulate execution of the project with other local partners.

7. TECHNICAL TEAM ASSESSING ENROLLMENTS

The evaluation of all applications will be carried out impartially by the André and Lucia Maggi Foundation's technical team, which will maintain confidentiality of information from the process of evaluating and selecting initiatives.

8. PROJECT EXECUTION

Selected projects will receive the financial incentive in December 2020, and these must be carried out from January to June 2021. All selected projects will be monitored by the Foundation's technical team.

9. RESOURCE UTILIZATION REPORT

All selected and executed projects must be accountable according to the model sent to those responsible, close to the final period of execution. If necessary, the Foundation's team will be available to provide technical support for the Resource Utilization Report.

10. TIMETABLE

PHASES	DEADLINES
1. Registrations	09 to 23/11/2020
2. Project Analysis	09 to 25/11/2020
3. Selected Projects Result	27/11/2020
4. Period to send photos and short text regarding the project for the Virtual Showcase	27/11 to 04/12/2020

5. Project display on the Foundation's website in the Virtual Showcase	January/2021 to 30/04/2021
6. Term Signature	30/11 to 11/12/2020
7. Financial Resources Transfer	11 to 23/12/2020
8. Execution and Project Monitoring	January to June/2021
9. Resource Utilization Report Delivery	30/07/2021
Note: The above dates may alter.	

11. COPYRIGHT

Those responsible for having their initiatives selected, must indefinitely give free and non-exclusive, photos, videos, testimonies, texts and/or any other materials in order to publicize the actions developed through the resource received. It is the sole responsibility of the responsible registrants any charges relating to the copyright for texts, images and other means that may be inserted in the registration.

12. FINAL CONSIDERATIONS

In cases of substitution of those responsible for the execution of the organizations' projects or social initiatives during any of the stages, an email with a document formalizing the change and with the personal documents of the substitutes must be sent to the electronic address fundacao@fundacaoalm.org.br.

The André and Lucia Maggi Foundation will carry out the necessary conformity analyzes and, subsequently, the changes in responsibilities in the Emergency Incentive formalizing documents.

Situations not presented in this regulation will be defined by the technical team evaluating the Emergency Incentive, whose decisions will be considered sovereign and unappealable.

Failure to comply with any instructions in this regulation will result in disqualification.

The André and Lucia Maggi Foundation reserves the right to modify the dates of the phases of this regulation, change any information on its website

<https://www.fundacaoandreeluciamaggi.org.br/incentivo> as well as cancel it, under any justification without notice.

Considering that the André and Lucia Maggi Foundation's relationship with the community is based on respect and transparency, the Foundation is available for the communication of any attitude or practice in disagreement with the norms of this document and legal provisions, whether of knowledge or distrust of any person, via the Reporting Channels listed below. Any report may be sent anonymously or identified. If identified, the person's identity will be preserved. Once registered, the information will be received by an external, independent and specialized company, which ensures absolute secrecy and the appropriate treatment of each situation, without conflicts of interest.

- a) Telephone: 0800 647 0004
- b) Electronic access via e-mail: denuncia@amaggi.com.br
- c) Electronic access via AMAGGI's website: canaldedenuncia.com.br/amaggi

13. QUESTIONS

In case of doubts or any need for information, please send an e-mail to fundacao@fundacaoalm.org.br

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