



**ECOCLUB.com Awards 2010**  
**Theme: “Ecosocial Justice Through Tourism”**

**A. Terms & Conditions (last update: 9 July 2010)**

***1. Awards Scope & Theme:***

Since 2004, each year ECOCLUB.com allocate a portion of our previous year’s revenues to fund community projects according to our [philosophy and aims](#) . You may find past winners and projects at <http://ecoclub.com/grants>

The theme of our 7th Annual Awards is “**Ecosocial Justice Through Tourism**”. We call on our Members to consult with their local community and submit tourism-related projects that can help rectify ecological and social injustices at the local level.

***2. Details, Eligibility & Guidelines:***

- (a) **Who can apply:** The Awards are **open to all**. The project must be officially undertaken by a legal entity that the applicant (an individual) is legally authorised to represent. The details of this entity (such as company registration number & Tax ID) must be clearly stated in the application form.
- (b) **Prize:** The total funds set aside in 2010 amount to Euros 6,000, so that **up to** three winners may share 2,000 upon successful completion of their projects. Each project must be officially undertaken by a legal entity (including the self-employed) that is able to issue an official invoice to us, for legal & transparency reasons. As is customary in the ECOCLUB.com Awards, the prize is paid only **after successful completion of the project**.
- (c) **Submission Deadline:** The submission deadline is **August 1, 2010** (formerly 25 June 2010). However Members are advised to apply as soon as possible so as to have time to amend the project in case it is not eligible.
- (d) **Project Eligibility:** We seek new, independent, realistic, implementable projects which provide tangible, non-abstract, results, compatible with our philosophy of Ecosocially Just Tourism and this year's theme. Projects should have a strong social element, be tangible, small-scale, should be focused on the applicants’ local community, improving its life and meeting urgent needs in a direct manner and have a sustainable, lasting impact. We particularly encourage projects in 'developing' countries which constitute/promote a cooperative/ community-owned approach. The applicant should have discussed the real needs of their local community, and decided on this project through a direct democratic, participatory approach. Before submitting projects applicants should have duly researched all legal, technical & practical aspects. Projects should not depend on the performance of 3rd parties, or on factors outside the applicants' control. The applicant should be directly involved with the implementation of the project, on location. We only accept projects that cost up to a **maximum of Euros 2,000** to fully implement, including all costs such as wages, fees and materials. Projects should not already be under way, should not also be funded or part-funded by other sources, or submitted for funding to any other organisations and should not in any way depend on the performance of other projects or of other organisations.
- (e) **Project Implementation:** Members can only submit projects that can be initiated by September 1, 2010 at the latest, and completed within 3 months. Projects should cost up to a **maximum of Euros 2,000** to fully implement, **including all costs** such as wages, fees, materials and transport.
- (f) **Realistic Proposals only please:** Please only submit realistic projects that you are able to implement, and only if you are certain that you can allocate the time & resources required. We reserve the right not to accept a project as eligible for any reason and in particular if we feel it is unrealistic, overambitious or abstract but also if we are not certain that it enjoys the support of the local community. In this case it will not be entered as a candidate.

(g) The Award organisers, ECOCLUB S.A. will be the sole & final judge upon applicant and project eligibility matters.

### *3. Application Procedure & Key Dates:*

To apply you need to complete the Application Form at the end of this document.

**Applications should be sent by email to [a@ecoclub.com](mailto:a@ecoclub.com) by August 1, 2010** at the latest.

Members are encouraged to submit their applications as soon as possible. Please complete all application fields, incomplete applications will not be processed.

### *4. Winner Selection:*

**The winners will be determined in a democratic fashion by ECOCLUB.com Member vote. However, if there are three or fewer eligible project proposals received by August 1, 2010, the winner(s) will be chosen by the ECOCLUB.com Team (as no selection will need to take place).**

### *5. Winning Project Responsibilities & Schedule:*

(a) **Prize:** Winners will receive up to **Euros 2,000 upon successful completion of their project.**

(b) **Legal Agreement & Invoice:** For legal & tax purposes, the winners are officially providing a service on behalf of ECOCLUB S.A. in the context of our social responsibility policy, and billing ECOCLUB S.A. for this service. To claim the Award funds, the winner's company / organisation (or herself/himself if self-employed) should be able to sign a legal agreement and issue a legal invoice to ECOCLUB S.A., detailing project costs up in the local currency in an analytical manner and to provide all relevant payment receipts. The agreement form will be sent to the winner upon completion of the project. It is the responsibility of the winner to report this income (the prize) to their tax authorities if applicable / required by the law of their country.

(c) **Documentation & Reports:** We pay particular importance to transparency. Winners should meticulously document the progress implementation and keep us updated by email. They should submit a Project Initiation Notification by **September 1, 2010** by email to [a@ecoclub.com](mailto:a@ecoclub.com) briefly confirming that the project has started. Next, they should submit a **Project Progress Report** by **October 1, 2010** providing **Textual, Photographic and Video** evidence of project initiation & implementation, clarifying the precise dates of each action. A final, **Project Completion Report** containing Textual, Photographic *and* Video Evidence must be submitted by **December 1, 2010**. Both the Project Progress Report and the Project Completion Report are public, and ECOCLUB S.A. may publish and use these reports in any way we see fit.

(d) **Evaluation:** ECOCLUB S.A. will closely examine the Project Progress Report and the Project Completion Report, to determine if they contain adequate proof that the project has been implemented. **If** we feel that the project is nearing completion but that for reasons beyond your control it has not been fully implemented by the Completion Date, an extension of **up to 60 days** may be offered on request (hereafter Extended Completion Date), to fully complete the project and resubmit the Project Completion Report. **During the Extension Period you should submit detailed Project Progress Reports every 2 weeks. There will be no Extension Period if we feel that the project has not been initiated at all or is still at a very early stage.**

(e) After the Project Completion Report is received and approved, the Winner will be asked to send by registered post (NOT Courier):

- i: **original** project receipts amounting **up to Euros 2,000** or if such receipts must be filed with their tax authorities, legally certified copies of the receipts.
- ii. the **signed** Private Agreement (to be provided) explaining that ECOCLUB S.A. has agreed to pay you / your organisation in return for the implementation of the project.

(f) The Private Agreement and original receipts should be received by registered post (NOT Courier) **60** days after the Completion Date, or 60 days after the Extended Completion Date if applicable.

**(g) Project Organisers that are deemed by us NOT to have implemented their projects and/or documented the implementation of their projects in the manner specified above, will forfeit the Awards grant! Please only submit realistic projects and only if you can initiate & fully implement them within the given time-frame.**

(h) **Prize Payment:** The Prize funds payment will be sent by ECOCLUB S.A. within 60 days after receiving the Private Agreement and the Original Receipts. Payment can only be made by PayPal or by Bank Transfer **in Euros**. To determine the actual final Euros amount, ECOCLUB S.A. we will use the exchange rate valid on **December 2, 2010** if the Completion Report is received on time. In all other cases we will use the exchange rate valid on the day we receive the Completion Report. It is your (the recipients) responsibility to provide us with accurate PayPal and bank a/c data such as Swift / IBIC and IBAN. Please include a Euros 50 'PayPal/ Bank charges' item in the proposed budget and in the final invoice. Project Organisers should confirm receipt of the prize funds by email. If the final actual project cost is below Euros 2,000, then the Awards grant will cover the actual cost and **not** the whole Euros 2,000 amount. We will not pay above Euros 2,000 under any circumstances, even if the total final project cost exceeds Euros 2,000.

(i) Project Organisers should use the following expression in any literature they produce related to their project: **"Project funded by ECOCLUB.com, network for an Ecosocially Just Tourism"**. A graphic/ logo may be provided on request for online use after project completion. Where feasible/appropriate, the above expression may be inscribed / included on the product(s)/outcome(s) of the winning project.

(j) When a Winning Project is deemed complete by ECOCLUB S.A., a certificate can also be provided (by post) on request to the Winner stating that the project was funded by ECOCLUB.com and implemented by the Winner.

## ***6. Acceptance of these Terms***

Submitting a project to the ECOCLUB.com Awards 2010, indicates acceptance of the above Terms & Conditions and constitutes a legal, private agreement. Any dispute arising from this Agreement will be referred to the Law Courts of Athens, Greece, according to the Greek Laws.

**If you have any queries or suggestions about the Awards, please email [a@ecoclub.com](mailto:a@ecoclub.com)  
*(please continue on to the next page for the Awards Application Form)***

## B. Application Form

### ECOCLUB.com Ecotourism Awards 2010 - APPLICATION FORM

Please type number your replies and return as a word document, **paying attention** to the word limits. You are welcome to email [a@ecoclub.com](mailto:a@ecoclub.com) for any clarifications.

By completing this Application Form and submitting a project to the ECOCLUB.com Awards 2010, you indicate acceptance of the Awards Terms & Conditions as stated above.

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**01. Your Organisation's Official Name (Please enter your own name if self-employed)**

**02. Your Name & Official position/role at this Organisation**

**03. Company Registration Number / TAX ID / VAT Registration / Year of Incorporation**

**04. Your full contact details (Telephone, Fax, Email, Website, Skype)**

**05. Project Title** (up to 5 words)

**06. Project Short Summary** (up to 40 words)

**07. Project Description** (up to 400 words)

**08. Total Project Budget. Budget should include all costs including materials, fees and wages.**

In Local Currency:

In Euros:

*(for up to date exchange rates please see <http://www.xe.com> )*

Any Important Notes:

**09. Project Budget Breakdown in as much detail as possible.**

Number of Items	Item Description	Item Cost per unit in local currency	Total Item Cost in local currency	Total Item Cost in Euros exchange rate used:
1	PayPal / Bank Transfer Charges			Euros 50
<b>TOTAL:</b>				<b>EUROS</b>

**10. Exact physical location of the project:**

Address: Village / City, Area, State, Country

Map: Precise Longitude &amp; Latitude and / or link to location using Google Maps.

**11. Pictures - Up to five relevant pictures illustrating the site of the project and what it is all about.**

( Please cut and paste here)

**12. Is this project, or parts of this project already under way?****13. Project Completion Schedule with dates**

**14. Who or what will mostly benefit from your project?** (up to 200 words)

**15. Do you have experience with similar projects in the past?** (up to 200 words)

**16. Have you consulted the local community and/or their elected representatives about their real needs and feelings about this project? Please clarify and provide evidence if you can.** (up to 200 words)

**17. Have you examined all legal, tax and technical aspects of this project? Please clarify and provide evidence if you can.** (up to 200 words)

**18. Are there any other unknown or uncertain parameters about this project? Does it depend on any external factors?** (up to 100 words)

**19. Who will actually implement this project? (organisation employees, local volunteers, tourist volunteers, local workers, others?)** (up to 100 words)

**20. If your project is not chosen, will you still go ahead with its implementation?** (up to 50 words)

*Please enter your full name below and the date to indicate acceptance of the above terms:*

*Date:*

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*Thank you very much for your time.  
Please save and email the complete document by to [a@ecoclub.com](mailto:a@ecoclub.com)*

*If you have any questions or comments, please do not hesitate to contact us*

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