

DONATION POLICY

APPLYING FOR DONATIONS AND SUPPORT

JUNE 2022

1 Introduction

The Ramboll Foundation wishes to promote a sustainable and innovative development for the benefit of nature, society and people. We wish to contribute to a future based on the Foundation's core values and ideals as presented in the Our Legacy document (available on our website).

The Foundation donates within these topics as defined in our charter:

- Research and education projects in the areas of natural sciences, engineering, and design (Foundation charter section 2.3)
- Support in difficult situations for Foundation-owned companies' staff (previously or currently employed) and their families (Foundation charter section 2.4)
- Contributions to and building up of civil society and humanitarian activities, both nationally and internationally (Foundation charter section 2.5)

This policy is for applicants seeking support from The Ramboll Foundation and should be studied carefully before applying.

The Foundation maintains a list of donations on its webpage, and applicants are encouraged to consult the list as this will give an impression of the nature of projects that are found eligible.

The full Foundation Donation Policy is available on the Foundations webpage.

2 Donation process

Donations are decided by the Foundation Board on its quarterly board meetings. Applications shall be submitted before the deadlines given on the Foundations webpage: <https://www.rambollfonden.com/apply/>.

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Applicants shall fill in the online application form. Applications may be written in English or in any of the Scandinavian languages (Danish, Norwegian, Swedish). Supplementary information can be uploaded through the online form. Please note that supplementary information (e.g. appendixes) cannot be expected to be read unless specifically referenced in the application.

Upon receipt of the application, the applicant will receive an automated acknowledgement of receipt. Decisions will be provided in writing, but please note that no justification for the decision can be expected.

3 Donation principles

Donations and support should:

- in general, relate to Our Legacy and the Foundation Donation Policy
- be aligned with the current Ramboll Group Strategy, or
- promote research, studies and higher education at universities, or
- alleviate difficult situations for employees or their families, or
- contribute to civil society, in particular where Ramboll employees are volunteering in NGOs and charity.

The criteria listed in this document are applied by the board of the Ramboll Foundation, but the board may within the scope of the Foundation Charter, at its discretion, also choose to deviate from these criteria.

3.1 Research, education and humanitarian applications (charter section 2.3 and 2.5)

The Ramboll Foundation wishes to receive ideas for projects and initiatives within the charter section areas of *research, education and humanitarian activities and civil society*, where a concrete and lasting difference can be made for the benefit of nature, society and people. In the assessment of applications, we focus on the following criteria.

3.1.1 Cross-cutting evaluation criteria

- The project has focus on sustainability, technology, innovation, design and/or digitalisation. Sustainability is broadly defined and can be projects which strengthen coherence socially and in the local community, or solutions that enhance the "green transition" in the form of a sustainable production and optimisation of sustainable energy sources.
- The project clearly points to societal relevance and challenges and offers solutions to these which reflect a high degree of insight into the area in question.
- The project clearly describes how changes are anchored after the project ends, and how it can potentially be scaled – both nationally and internationally.
- The project involves volunteering Ramboll employees and taps into Ramboll's knowledge base and expertise in the development and implementation of innovative and sustainable solutions.
- The project has the organisational capacity needed to ensure project progress and hence create lasting and sustainable improvements and changes for nature, society and human conditions in the future.
- The project behaves with responsibility, transparency and due care towards both citizens and the society where the project is located. The includes compliance with relevant international agreements and conventions, including the UN Global Compact.

3.1.2 Evaluation criteria specific for research projects (charter section 2.3)

- The project contributes with new knowledge about sustainability, digitalisation, design and/or technology.
- The project has a clear plan for how new knowledge can be translated into concrete scalable solutions.

The Foundation has a preference for applications for research projects from recognized research entities or NGO's.

Donations may also be granted to Ramboll business units in support of Ramboll staff conducting specific studies enhancing technical knowledge and skills, providing the results are made available to the general public and society.

In case of applications from Ramboll entities preference is given to applications including:

- A project that is financially supported by the relevant business unit (50-50 split)
- A supportive statement from the MD of the country or market business unit
- A project that is cross-border and/or involves different Ramboll business units and external parties.

3.1.3 Evaluation criteria specific for education projects (charter section 2.3)

- The project has a clear plan for how it intends to increase interest in and knowledge about science, technology, engineering, design and/or digitalisation
- The project contributes to ensuring a diversified interest in science, engineering, design and technology and seeks to create equal educational opportunities across gender, ethnicity, socio-economical background, etc.
- The project contributes to securing a highly qualified, inclusive and divers workforce within technology, IT, engineering, design and natural sciences – now and in the future.
- The project contributes to the visibility of engineering, architecture and consultancy companies as attractive employers.

Donations will *not* be given to bachelor and master students, nor to student exchange programmes.

3.1.4 Evaluation criteria specific for humanitarian development and aid projects (charter section 2.5):

The Foundation may support non-governmental organisations (NGOs), as well as other philanthropic and cultural organisations and projects.

Evaluation criteria are:

- The project has a clear plan for local capacity building, as well as for anchoring and maintaining the solution over time.
- The project is based on a relevance and needs assessment, where the potential of the project in the community is clearly described.
- The project is carried out in a collaboration between volunteering Ramboll employees and acknowledged NGOs.

The Foundation will *not* compensate salary costs of Ramboll staff but may support expenses (travel and accommodation) and other costs.

The Foundation will *not* provide general budget support to NGO's but will give priority to specific projects of positive impact to people and their living conditions. The Foundation Board may support charity but will abstain from supporting through national campaigns such as TV campaigns and the like, apart from cases of immediate humanitarian emergency.

4 Support for employees and their families (charter section 2.4)

The Foundation may support previous and current employees who are in a difficult situation. The support may also be extended to family members. There is no application procedure under section 2.4, but support may be granted after consultation between the management of the business unit of the employee and the Foundation Board.

The Foundation Board understands 'difficult situations' as events that have occurred without warning, which could not have been reasonably foreseen, and with great impact to the employee and/or his/her health or financial situation. This may e.g. be in connection with death or serious illness of the employee or in his/her closest family.

Applications under 2.4 should be endorsed by the Managing Director of the relevant business unit in which the employee is employed.

5 General conditions for donations

- You must confirm and declare that the project will be implemented as described in the application.
- The project must be started no later than six months after you have received a commitment letter from the Foundation; Otherwise, you will need to apply again.
- The donation amount is inclusive of any VAT and other taxes. As a beneficiary, you should determine the VAT and tax implications of the donation yourself; the Foundation undertakes no responsibility for this. The donation may be reported to the tax authorities in accordance with current reporting rules.
- In case of delays in executing the project and spending the donation, of more than 6 months, you must apply for prolongation.
- If the donation is spent on assets with a remaining value after the termination of the project, such assets must be disposed of in a manner decided by the foundation, and the proceeds returned, unless otherwise agreed with the foundation
- Any excess funding must be returned to the Foundation.
- An account and a report in a format decided by the foundation, regarding the donation must be submitted to the Foundation by the end of the project or 6 months after the committed finishing date at the latest. A part of the donation may be withheld until this has been fulfilled.
- The Foundation shall be credited in any announcement or publication about the donation project, whether it is for an internal or external use.
- The Foundation may at its discretion require milestone reporting and decide payouts in tranches for larger projects or projects with special risks.
- By submitting an application for a donation, consent is given to the Ramboll Foundation processing the personal data included in your application, subject to our privacy policy available on our website.