

Konde Foundation (Ev.-Luth. Church District of Northern Frisia)  
c/o Commissioner on Ecumenical Affairs, Kirchenstr. 4, D - 25821 Breklum, Germany

## **PROCUREMENT REGULATIONS**

(Alle Personenbezeichnungen in diesem Formular gelten für alle Geschlechter gleichermaßen):

### **1. Purpose**

The aim of the Foundation is to strengthening the partnership between den Ev. Luth. Konde Diocese in Tanzania and the Ev. Luth. Church District of Northern Frisia. This will be achieved by supporting ecclesiastical projects and programmes, according to the statute of the Foundation (§2).

### **2. Application**

- a) Applications must have reached the Commissioner on Ecumenical Affairs (address above), acting as the office of the foundation, not later than March 31st of the respective year.
- b) Complete application forms must be made available.
- c) The board of the foundation decides about the assignment of funds. The board meets at least once a year and makes its decisions in compliance with the procurement regulations regarding the allocation of funds.

### **3. Sponsorship of Projects**

#### a) Requirements for Grants

In order to acquire funds, it is mandatory

- to provide an adequate amount of internal funds,
- apply in due time according to paragraph 2

The board reserve its right to reduce the amount of money applied for.

#### b) Obligations

The recipient of funds agrees that the results of the projects sponsored by the foundation will be published online.

The recipients of funds obliges to present a settlement statement as well as a final report, including a photo documentation of the project.

#### c) Refundment

In case the recipient of funds uses the grant for other purposes than applied for, he is obliged already while receiving the funds to refund this grant. He agrees that in case there will arise damage to the foundation, to compensate this damage as well.

### **4. Granting of Funds**

There will be a board meeting not later than two months after the application. On this meeting, that will take place in May of the respective year at the earliest, the board will make decisions regarding the allocation of fund.

In case the application is refused, there is not need for for an eplanatory statement. The decision of the board cannot be challenged legally. There is no obligation for a sponsorship.

## **5. Allocation of Grants**

After approving the funds, the financial transfer to the applicant will be handled promptly. Financial statements as well as a written report has to be sent to the board not later than 8 weeks upon the termination of the project. In case of non-compliance, the preconditions of the grant are void and the money has to be refunded.

## **6. Presentation**

The projects of the institutions supported will be made available to the public on the internet.

Breklum, June 1<sup>st</sup>, 2022