

WOMEN FORWARD PARTNERSHIPS *by Chloé.*

Introduction

Chloé was established in 1952 by a woman, with women and for women. Our partnership with UNICEF began in 2019, and since then we have initiated many other collaborations, including all our stakeholders, with one common goal: uplifting women and eliminating the barriers that stop them from reaching their full potential. Staying true to our founder Gaby Aghion's legacy – and going one step further towards our commitment of creating an impact fund by 2025 – the next chapter of this hopeful journey is the introduction of our Women Forward Partnerships.

Systemic change will only happen through allyship and collaboration, which is why we take great care in selecting the partners we work with. Through donations, volunteering time and supply chain orders, Chloé supports its partners who are working tirelessly to close the gender gap. Answering this questionnaire will help us assess the possibility of collaboration between your organisation and ours. If you wish to receive it in Word, you can reach out to us a sustainability@chloe.com.

If there is any document you would like to share with us (pictures, reports, articles, etc.), you are welcome to send it with your questionnaire. If anything is unclear while you are answering, please feel free to reach to us, we will be happy to assist. Last but not least, if you have any feedback, please do share it as well, we will only get better if we learn from you.

Once you have finished answering the questions, please send us your questionnaire at sustainability@chloe.com.

The questionnaire below will be used by Chloé team to screen projects received from third parties.

It can be used for requests of donation (financial and goods donation), request volunteering from our team members or for supply chain collaborations. Please note that for supply chain collaborations, the process will be different and will involve product & quality assessments.

ELIGIBILITY CRITERIA

Before starting filling in the questionnaire, please verify that your organisation and your project meet the following eligibility criteria:

1. Legal status

- Will be considered as eligible only applicants who are:
 - secular organizations
 - grassroot non-profit or non-for-profit organization (women's associations, community organizations, national or international organisations), of general interest, with official accreditation and eligible to philanthropic funds
 - social enterprises registered under the relevant laws of the country where it is registered, and in the country where it will be implementing the proposed project

The following organisations or activities will not be considered for application:

- Project proposals concerned only or mainly with individual sponsorships for participation in workshops, seminars, conferences, congresses, scholarships, etc.
- Credit or loan schemes
- Debts and provisions for losses or debts
- Project proposals which consist exclusively or primarily of capital expenditure e.g. land, buildings, equipment, vehicles, etc
- Political party and religious activities
- Structures which discriminate based on age, gender, religion, or background
- Activities having negative impact on the environment (carbon, biodiversity, water, etc.) or people's welfare and livelihoods

2. Organisation and scope

- Only organizations with more than three years of official existence are eligible for donations.
- There should be at least 50% of women in their team (if the team is composed of more than 8 employees) and in leadership positions
- They must be directly responsible for the preparation and management of the project, i.e. not acting as an intermediary and without subcontracting to local/smaller organizations.
- For request of donations, please note that Chloé funds specific programmes or projects managed by organisations, not the entire organisation. Hence, only up to 20% of the donation can be dedicated to administrative costs of the structure.
- Until March 2023, only organisations with direct actions in France, US, China & Japan will be considered for donations and volunteering. This does not apply to supply chain collaboration with social enterprises.

3. Areas of activity

Organisations need to be active in on one of the following Chloé's focus areas related to education and economic inclusion, namely:

- a. Alleviating actions to address basic needs of marginalised women
- b. Confidence-building training to enhance employment opportunities
- c. Mentoring opportunities
- d. Social entrepreneurship skills development
- e. Social procurement
- f. Vocational Education Training programmes, including environmental literacy and green skills courses
- g. Fostering women employment within the green economy

APPLICATION PROCEDURE

Applications can be submitted all year long, and Chloé will provide a response within 30 days. Please respect the lines limit when it is indicated.

All eligible organisations wishing to apply for support, must fill in Section 1 of this questionnaire.

Moreover, if you are applying for:

- A financial donation: please also fill in section 2
- Volunteering: please also fill in section 3
- Other donation (goods, fabrics, etc.): please also fill in section 4

- Ethical sourcing: please fill in section 5

The application will be screened and approved by:

- Chloé's Sustainability team if you are requesting volunteering support only
- Chloé's Sustainability team for a financial donation that is below 100 000 euros.
- The CEO and Sustainability Board for a financial donation that is above 100 000 euros.
- Chloé's Sustainability team and product development department if you wish to be part of our responsible sourcing program

A risk assessment will also be conducted either by our internal compliance team or by an external agency.

The criteria for approval will be:

- Clear identification of the objective, context & impact of the donation
- Direct link with Chloé's purpose and focus areas. Activities with an intersectionality approach will be considered as a plus.
- Measurable positive impact for women to be reported twice a year.
- Feasibility and potential scaling of the work to benefit as many people as possible.

Emergency relief funds will be disbursed using the same eligibility criteria. Funds will be firstly offered to organisations already supported by Chloé, provided their field of expertise or geographical scope (without limitations) is relevant to the emergency at stake.

SELF ASSESSMENT QUESTIONNAIRE FOR NGOs APPLYING FOR DONATIONS OR VOLUNTEERING

SECTION 1 – STRUCTURE DETAILS (to be filled by all applying partners)	
Full name of the organisation:	
Address:	
Contact person (name / email / phone number / job title):	
Website of the organisation:	
Social media accounts (if any):	<input type="checkbox"/> Instagram: <input type="checkbox"/> Facebook: <input type="checkbox"/> Other, please specify:
How many employees do you have (full and part time)? How many volunteers do you have?	
<i>[For structures with more than 8 employees]</i> % of women in the team: % of women in management positions / board of directors / Executive committee:	
Geographical scope:	
Main activity & Current projects: <i>Between 10 and 20 lines.</i>	

Type of organization:	<input type="checkbox"/> Non-Governmental Organisations (NGO) <input type="checkbox"/> Social Enterprise (<i>please note that no financial donations will be made to social enterprises</i>) <input type="checkbox"/> Grassroot/ Community Based Organisation (CBO) <input type="checkbox"/> Other, please specify:
Annual budget:	
Do contributions received by the organization qualify for a philanthropy tax regime (ex: CERFA in Europe)?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Funding model/Revenue stream: <i>Please describe your strategy of funding for the next 2 years (objectives, main funding partners, allocation of resources and expenses, affiliation to lucrative entity(ies) if applicable)</i> Max 20 lines.	
Has the organization more than 3 years of existence?	<input type="checkbox"/> Yes <input type="checkbox"/> No Please specify its official date of creation:
<i>[For structures with more than 3 years of existence]</i> Have you collaborated with an external partner to carry a detailed impact measure research of your organisation?	<input type="checkbox"/> Yes (If so, please attach it to your application) <input type="checkbox"/> No
Is your structure affiliated to another entity?	<input type="checkbox"/> Yes, please specify: <input type="checkbox"/> No

Is your structure involved in lucrative activities?	<input type="checkbox"/> Yes please specify the activities carried on: <input type="checkbox"/> No
Is your structure a member of a specific network? <i>Examples: WFTO, BCorp, Rain Forest Alliance, 1% for the planet, FTA, Friends of the Earth...</i>	<input type="checkbox"/> Yes, please specify: <input type="checkbox"/> No
Does your structure have any certifications (on social or environmental impact)?	<input type="checkbox"/> Yes, please specify: <input type="checkbox"/> No
To which Chloé's focus areas are organization's core activities corresponding? You can select on or more options.	<input type="checkbox"/> Alleviating actions to address basic needs of marginalised women <input type="checkbox"/> Confidence-building training to enhance employment opportunities <input type="checkbox"/> Mentoring opportunities <input type="checkbox"/> Social entrepreneurship skills development <input type="checkbox"/> Vocational Education Training programmes, including environmental literacy and green skills courses <input type="checkbox"/> Fostering women employment within the green economy
What are you requesting from Chloé?	<input type="checkbox"/> Financial Donation <input type="checkbox"/> Other donations: goods, deadstock. <input type="checkbox"/> Volunteering time
Are you able to provide twice a year qualitative and quantitative indicators to measure the impact on girls/women by your activities?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Do you agree to be mentioned in communication (reports, website, social media)? <i>All content will be approved by your organisation prior to posting/publishing.</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No
Please use this field if there is anything else you would like to share with us (extra information, links to press articles, videos, etc.): Max 15 lines.	

SECTION 2 – FINANCIAL DONATIONS (to be filled only by structures applying for financial donations)	
SECTION 2.1 - IMPACT <i>In this section, please fill in your answers in line with the specific programme or project you are applying for, not for the entire organisation.</i>	
Programme geographical scope: <i>Until March 2023, only organisations with direct actions in France, US, China & Japan will be considered for donations and volunteering. This does not apply to supply chain collaboration with social enterprises.</i>	
Launch date and duration:	
Phase of the project:	<input type="checkbox"/> Design/Ideation <input type="checkbox"/> Launch <input type="checkbox"/> Operation <input type="checkbox"/> Scale
Identified needs addressed by your project 10 to 20 lines.	
Overall goal and specific purpose of the programme: 10 to 20 lines.	

<p>Description of the project activities to be funded by the grant:</p> <p>15 to 25 lines.</p>	
<p>Target Direct beneficiaries, ie girls and/or women directly involved with your project and benefiting from it:</p> <ul style="list-style-type: none"> • Total amount of girls and/or women directly impacted by your project/programme • Specifically, amount of girls and/or women directly impacted by Chloé's contribution (if approved based on the amount requested above) to your project/programme 	
<p>Target Indirect beneficiaries:</p> <ul style="list-style-type: none"> • Total amount of girls and/or women directly impacted by your project/programme • Specifically, amount of girls and/or women directly impacted by Chloé's contribution (if approved based on the amount requested above) to your project/programme <p>This applies to beneficiaries who are not directly connected with the project but will still benefit from it. This could be other members of the community or from the area or family members of the participants.</p> <p>Please give a brief explanation of your criteria for defining indirect beneficiaries.</p>	
<p>Please indicate the key qualitative and qualitative indicators (KPIs) set to measure the impact you have on generating social and/or economic impact for girls and/or women.</p> <p>5 to 10 lines.</p>	

SECTION 2.2. BUDGET	
Global annual budget of the project/programme to be supported by the donation:	Year 1: Year 2 (if applicable): Year 3 (if applicable):
Amount requested to Chloé:	
Is your activity for this specific programme/project benefitting from other private donations or public subventions for this specific	<input type="checkbox"/> Yes, please specify: <input type="checkbox"/> No
% of indirect/administrative costs requested: <i>We will accept up to 20% of the donation to be dedicated to administrative costs of the structure.</i> <i>Description of what is considered as administrative costs is described in APPENDIX 1.</i>	

SECTION 3 – VOLUNTEERING (to be filled only by structures applying for volunteering)	
Types of volunteering activities: <i>You can select one or more.</i>	<input type="checkbox"/> Field Volunteering (distributions, clean-ups, etc.) <input type="checkbox"/> Mentoring & Teaching <input type="checkbox"/> Strategic workshop <input type="checkbox"/> Other, please specify:
Please describe the activity or activities you are requesting, including : <ul style="list-style-type: none">• Content of the activity / Result expected• Location of the activity (online or in-presence)• Duration of the activity• Amount of participants needed• Date, time and frequency, if applicable• Skills required to participate, if applicable• Impact target & KPIs <i>You can apply for one or more activities.</i> <i>Max 10 lines per activity.</i>	

SECTION 4 – OTHER DONATIONS REQUEST: GOODS, DEADSTOCK	
Type of donation requested:	<input type="checkbox"/> Finished Goods <input type="checkbox"/> Fabrics <input type="checkbox"/> Other, specify:
Quantity requested:	
Please indicate what they will be used for and the country of destination of the goods. Max 10-15 lines.	
Will you need Chloé to take care of transportation?	<input type="checkbox"/> Yes, please give us the recipient address details <input type="checkbox"/> No
Will you be able to provide certificates/documents (ex: CERFA in Europe) to qualify the donation for a philanthropy tax regime? <i>The value from the goods donation will be provided by Chloé.</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No
Will you need Chloé to take care of custom duties?	<input type="checkbox"/> Yes <input type="checkbox"/> No

SECTION 5 – ETHICAL SOURCING	
What product categories are you working or could you potentially work on?	<div><input type="checkbox"/> Leather Goods/Bags</div> <div><input type="checkbox"/> Ready-to-wear</div> <div><input type="checkbox"/> Fashion Accessories/Jewelry</div>
<p>Please give a brief explanation of the techniques and know-how you use.</p> <p><i>If you wish to attach pictures with your application, you are most welcome to send it with your questionnaire when submitting your request.</i></p>	
Have you already collaborated with fashion/luxury brands?	<div><input type="checkbox"/> Yes, specify:</div> <div><input type="checkbox"/> No</div>

APPENDIX 1: ADMINISTRATIVE COSTS SPECIFICATION:

- Administrative expenses are the necessary costs required to maintain an organisation's daily operations and administer its business
- Administrative costs are not directly attributable to the project activities or the production of any goods and services related to it.
- Typical items listed as general and administrative expenses include:
 - Rent
 - Utilities
 - Insurance
 - Executives wages and benefits
 - The depreciation on office fixtures and equipment
 - Legal counsel and accounting staff salaries
 - Office supplies