

UBS Optimus Foundation - Guidelines for Applicants

1. Background

The UBS Optimus Foundation is an independent non-profit philanthropic organization established by UBS AG in 1999. The foundation supports high-quality, innovative, impactful projects around the world focusing on three core areas for children: health, early education and protection. More information about the aims and interests of the UBS Optimus Foundation is available on our webpage (www.ubs.com/optimus).

2. Who can apply and how to apply?

Who can apply?

Any organization or institution is welcome to apply, including organizations and researchers involved in education, public health, nutrition, and the reduction of violence against children.

We strongly encourage applications that involve partnerships between organizations of different disciplines, and between non-governmental organizations and universities or other research institutions.

How to apply?

Please complete the first section of our Application Toolkit Checklist before you develop a proposal to the UBS Optimus Foundation. If you cannot check each box in part one of this checklist, you should not apply.

Proposals must be submitted in English and **must use our standard project application forms**.

As noted in the Application Toolkit Checklist, a complete proposal must include the filled-in project application form; project & organizational organigrams; project budget, a Gantt chart documenting the project's activities and milestones over a timeline, KPI form and the CV(s) of all project leader(s). Please use the UBSOF templates where provided.

Receipt of project proposals will be acknowledged within two weeks of submission. Projects will then undergo a thorough multi-step expert review led by the Optimus Foundation. Our selection process is further detailed below.

3. Selection process and criteria

Selection process:

- Applications will be assessed by a panel of experts according to the specific criteria noted below
- Funding decisions will be communicated by the responsible Program Director.

Selection criteria:

- Topic relevance and responsiveness – does the proposal address a key need relevant to the Optimus Foundation's strategy and/or a specific Request for Proposals (RFP)?
- Innovative, state-of-the art approach – does the proposal provide 'out-of-the-box' thinking to link education, health and/or violence prevention, and will findings advance the field?
- Feasibility – are the goals and milestones clearly defined and achievable, is there a clear logic framework and a coherent organizational structure to carry out the work; is there potential to scale up with a clear path for further support (e.g., preliminary data that can be used to develop a project proposal to the Optimus Foundation or other funders)?
- Generating evidence – is there potential for measurable outcomes and is there a robust plan for monitoring and evaluation?

4. What happens afterward?

All funded projects must provide regular progress update reports as indicated in the specific contracts (minimum once every year, with the first report due 1 year after start of project funding). Furthermore, a closing report is requested from every project.

Funding for most projects will naturally end at this point. However, after assessing each project's further potential within the foundation's global long-term funding strategy, a small number of the most promising projects may be invited to submit a more detailed project application further support.

A project may be considered promising for longer term support by the UBS Optimus Foundation if:

- the project idea has high potential for success
- all reasonable milestones have been achieved
- the lead organization and its partners have sufficient competencies to execute the project
- local partners are included and motivated to continue
- the project is consistent with the long-term strategic vision of the Optimus Foundation