

# 2021 Ashden Awards - application form

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*This copy is for reference only (please complete and submit your application via our online portal). It includes all questions that may be seen, but when completing online only relevant questions for your application will be shown.*

## 1. Basic information

**1.1 The categories for the 2021 Ashden Awards are listed below. You can select *up to two* categories in which you would like your work to be considered.**

Please refer to our website for more information on these categories. If you are not sure about which award category to apply for, contact us at [apply@ashden.org](mailto:apply@ashden.org).

**Humanitarian energy (International)**

**Natural climate solutions (International)**

**Energy access innovation (International)**

**Cooling in human settlements (International)**

**Green skills (UK)**

**Climate innovation in the UK**

**Green communities (UK)**

## 1.2 Your organisation

Legal name of your organisation

Any other names used

Website

When was your organisation established?

What is the legal status of your organisation?

- for-profit business
- social enterprise
- Charity/NGO
- Community group
- government/public sector
- other

Describe your organisation's legal status

### Address of headquarters

Building name or number

Street 1

Street 2

City

Post code

Country

## 1.3 Contact details for administration

We have saved the contact details from your Expression of Interest form for this person:

This will be the primary person we will contact regarding this application.

## 1.4 Contact details for the applicant

The applicant should be the person leading the work submitted for an award, and with most knowledge of it. This will normally be the person responsible for developing and managing the work. If this is not the administration contact named above, please fill in details of the applicant here:

Title (Ms, Mrs, Mr, Dr, etc.)

First name

Last name

Role in organisation

Email address

Phone number

Ashden may use the above contact details to get in touch regarding your application for an award. Would you also be happy for us to contact you about other opportunities and events?

- Yes
- No

## 1.5 Short description of the work you are submitting for an award (max. 200 words)

Summarise as simply as possible the work that you would like to be considered for an award.

## 1.6 When was the work submitted for an award first offered to customers, clients or the public?

\_\_\_/\_\_\_/\_\_\_ (YYYY/MM/DD)

### 1.7 Where is the work submitted for an award carried out?

Please list the countries where your work is carried out.

### 1.8 How many full-time equivalent staff and volunteers are involved in the work submitted for an award?

### 1.9 Approximately what percentage of your employees and volunteers identify as female?

### 1.10 Is this a joint application from two organisations?

- No - single organisation
- Yes - two or more organisations

### 1.11 Main partner organisation details

Name of partner organisation

Country where partner organization is based

What is the legal status of the partner organisation?

- for-profit business
- social enterprise
- Charity / NGO
- Community group
- government/public sector
- other

Describe the legal status of the partner organisation

### Contact details for partner organisation

Title (Ms, Mrs, Mr, Dr, etc.)

First name

Last name

Role in organisation

Email address

Phone number

Ashden may use the above contact details to get in touch regarding your application for an award. Would you also be happy for us to contact you about other opportunities and events?

- Yes
- No

## 2. The work submitted for an award

This must be work that is already in progress, not proposed or future work. Do not list achievements or sales numbers here, you will be asked about them later.

### 2.1 Describe the problem addressed by the work you are submitting for an award. (max. 200 words)

Make clear how the problem/challenge affects your end-users or beneficiaries, and their options for addressing it apart from your product or service.

## **2.2 Explain in more detail how you address the problem described above, and how your work is delivered. (max. 350 words)**

For example, how do you find your customers or beneficiaries, how do you engage with them, what do you offer them and how is it delivered in practice? If your work involves manufacturing, distribution, installation, maintenance or training, please say a bit about how this work is done. If you use partners or outsource some aspects of your delivery, please say which areas and who carries out which roles.

If you work in multiple countries, where does most of your work take place?

If this is a joint application from more than one organisation, please make clear what the role of each is.

## **2.3 Describe any technical features of the work you are submitting for an Award (max. 200 words)**

If **your work depends on a particular technology**, please give technical details, such as design, specifications and manufacturers of the technology used. Focus on any aspects that are particularly innovative. Also mention if the technology complies with any national or international standards.

## **2.4 Describe the nature and scale of the demand for your product, service or programme, and who else is engaged in meeting it. (max. 100 words)**

Who are your clients/customers/beneficiaries/end users? How many people benefit at the moment, and how many could benefit in the future? List other organisations that are engaged in solving the same problems or challenges as you, and say whether you view them as competitors or partners.

## 2.5 How much do end-users or customers pay for your products and/or services, or how is your work funded? (Max. 100 words)

If your application is about products or services, please include brief details on the price and how end-users pay, i.e. up-front, through loans, through a pay-as-you-go system, etc. If your work is not a product or service, for example a community programme or local government project, please explain how it is funded. **All information submitted will be treated in complete confidence, and used only by the judging panel, specialist assessors and Ashden staff.**

## 2.6 How has your work been affected by the coronavirus pandemic? (Max. 100 words)

Please explain significant impacts on your work (now and those expected in the future), and how you are dealing with them. Mention any steps you have taken to increase your organisation's resilience.

## 2.7 Additional questions for specific award themes

The following questions allow you to give us more information for specific award themes.

### Energy Access (1)

**Describe any ways you have supported customers, communities or the wider energy access ecosystem to cope with the pandemic and become more resilient. (Max. 100 words)**

For example: have you pivoted your business activities to meet urgent needs? Have you introduced new products and services or provided additional flexibility/support to customers/end users? Have you introduced new ways of working or service innovations?

### **Humanitarian Energy (1):**

**How does your work enable collaboration inside and outside the humanitarian system? (max. 100 words)**

Where relevant, how have host governments, support agencies and/or local partners been involved in this work? To what extent does the work involve and benefit both displaced people and the host community?

### **Humanitarian Energy (2)**

**How does your work involve refugees, displaced people and/or members of the host community in the ownership, leadership, management of the work? (Max. 100 words)**

### **Innovation (1)**

**Describe any intellectual property that you own, relating to the work submitted. (Max. 100 words)**

Please mention any patents applied for or granted.

### **Green Skills (UK) (1)**

Explain the extent to which you are involving local colleges, other education providers and/or local authorities in the work you are submitting for an award **]. (Max. 150 words)**



### **Green Skills (UK) (2)**

Describe how your initiative creates an increase in demand for trained specialists within the retrofit or low carbon heat sector (for example by educating consumers or commissioners of retrofit/low carbon heat). **(Max. 150 words)**

### **Natural Climate Solutions (1)**

**Summarise how your model builds the resilience of indigenous and local communities, and their ability to protect the forest, land and resources.**

**(Max. 100 words)**

[explanatory text]

### **Cooling for Human Settlements (1)**

**How do you ensure your work on heat alleviation or cooling reaches the most marginalised people? (max. 100 words)**

### 3. Outcomes, results and benefits of the work that you are submitting for an award

We want to know about what has already been achieved - please focus on the existing outcomes you have evidence for.

#### 3.1 What difference have your products, services or programmes made for end-users/beneficiaries? (Max. 100 words)

Have they saved people money, helped them earn more money, reduced air pollution, warmed homes, encouraged them to take action on environmental issues, enabled easier access to transport, etc. Please don't give sales numbers here.

#### 3.2 Please quantify the impact your work has had.

Please summarise the most important outcomes of your work, using data wherever possible.

Use whatever figures best communicate your impact, for example products sold, systems installed, energy saved or generated, volume of materials, campaigns run, people engaged or trained, square metres of floorspace, hectares of forest conserved, etc.

Focusing on the most important two or three measures, please tell us both the cumulative impact (since your work started), and the impact achieved in the current and past two financial years

Cumulative impact (since your work started):	
Impact in the financial year to date	
Impact in the previous financial year	
Impact two financial years ago	

### 3.3 Please tell us the total number of customers/beneficiaries/end-users you have served since the work you are submitting for an award started

Direct beneficiaries (i.e. the primary end-users)

The proportion of women and girls amongst the direct beneficiaries

## 4. Ashden assessment criteria

The following core criteria are used by the Ashden judging panels to assess all applicants. Please provide as much evidence as you can in each answer. We recognise that most applicants will be stronger in some areas and weaker in others.

### 4.1 Decarbonisation. We want to know the scale of greenhouse gas reduction resulting from your work.

Please estimate the current *annual* reduction in greenhouse gas emissions (CO<sub>2</sub>, methane, etc.) due to the work you're submitting for an award. Please include your calculations. If you find it difficult to answer this question, please explain why and give us whatever information you can to help us understand the impact your work is having on reducing greenhouse gas emissions. (Max. 100 words)

### 4.2 Reducing inequality (max. 100 words)

Please describe how the work you're submitting for an award is reducing inequality, particularly in the context of making the transition to a fair and sustainable low-carbon society. This could impact both the end-users of your work, those involved in delivering it, and those benefiting indirectly. Where you have evidence, please provide it.

### **4.3 Participation and democratisation (max. 100 words)**

Please describe how the work you're submitting for an award encourages participation and democratisation, for example by involving or consulting with the community, customers or beneficiaries, or by shared ownership. Where you have evidence, please provide it.

### **4.4 Resilience (max. 100 words)**

Please describe how the work you're submitting for an award work builds resilience to climate change impacts and economic shocks, and how it is appropriate for the context in which it operates. Where you have evidence, please provide it.

### **4.5 Additional benefits (max. 100 words)**

Please describe any benefits of the work you're submitting for an award that you haven't mentioned previously. These might include better health and wellbeing, improved air quality, better community cohesion or new and better jobs. Where you have evidence, please provide it.

### **4.6 Award theme-specific questions**

#### **Innovation (1)**

**If you can estimate the cost of saving a tonne of CO2 through your work, please do so. (Max. 100 words)**

Please state any assumptions made in arriving at an estimate.

## Green Skills (UK) (1)

How are you are ensuring a diverse group of people are trained through, and/or benefit from, your work? **(Max. 100 words)**

## Natural Climate Solutions (1)

In the previous questions in this section, please make sure you have described the impact of your work on forest conservation (eg. hectares of forest conserved or restored), as well as the impacts for each of the relevant stakeholders, such as local communities and indigenous peoples, businesses, conservation groups, government bodies etc. If you need to, please use this question to add more information. **(Max. 150 words)**

## 5. The future

This section is about the future and should not describe current or past activities.

**5.1 Describe your plans and goals to expand, replicate or diversify the work you are submitting for an award over the next three years (max. 100 words)**

## 6. Basic financial information

We ask for basic financial information at this stage. If you are selected to proceed to the next stage of the awards process, you will be asked to supply your accounts for the last three years, an estimate for the current year, and forecasts for at least one further year. **All information**

submitted will be treated in complete confidence, and used only by the judging panel, specialist assessors and Ashden staff.

### 6.1 What is your annual revenue?

We need to know this to see the scale of your operations.

Last financial year

Current financial year (estimate)

Next financial year (forecast)

### 6.2 List up to three main sources of income for your organisation in order of importance and with approximate percentages.

eg earned income 80%, government grant 15%, charitable donations 5%.

	Source of income	Percentage
1	<input type="text"/>	<input type="text"/>
2	<input type="text"/>	<input type="text"/>
3	<input type="text"/>	<input type="text"/>

### 6.3 What is the end date of your current financial year?

\_\_\_/\_\_\_/\_\_\_ (YYYY/MM/DD)

### 6.4 Is your work financially sustainable? If not, what measures are you taking and when do you expect to reach sustainability? (Max 100 words)

For businesses, say whether the work is currently profitable, and if not when it will break even. For other organisations, comment on how secure your sources of funding for the work are, and if there is a shortfall explain how it is being met.

### 6.5 What currency are you using for financial figures?

### 6.6 Add any comments or explanations you want to give to explain your finances (optional) (max. 200 words)

E.g comments on the information above or details of recent debt or equity raises or other investment.

## 7. Visit from an Ashden assessor

If you are shortlisted, we expect an Ashden assessor or an Ashden representative to visit your organisation in May or June 2021, and videoconference interviews may also be used. For applicants working in the UK or Europe, the visit will take one day, and for applicants working elsewhere the visit will take one to two days. During this visit, the assessor(s) will need to meet with your senior management team, see the work you have submitted for the award in action, and meet end-users. The assessor will write a report and make a presentation to the judging panel, which will play an important part in the judging process.

### 7.1 List any dates when it will NOT be possible for us to visit you in May and June 2021

### 7.2 What location(s) will need to be visited?

List specific areas/towns/cities/countries, and bear in mind the need to meet both the senior management and end-users, and see the work in action.

## 8. Data protection

Information submitted by shortlisted applicants will be retained by Ashden for future use, but will not be released to third parties without written permission from the winning applicant.

**8.1 For applicants that do not become finalists, if permission is given by the applicants, the information they submit will be retained by Ashden for up to three years. This is to enable potential 'fast-track' re-applications by those applicants during this period. If permission is not given and you wish to reapply, you will need to fill in the application form again. Do you give permission for Ashden to retain the information you submit for up to three years if you do not win?**

- Yes
- No