



VINCI UK
FOUNDATION

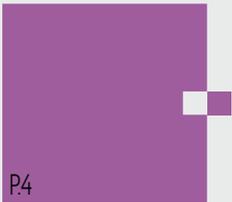
The Sponsor Guide Book

The **Social commitment** of VINCI employee is able to thrive thanks to the VINCI UK Foundation that was created in 2016. Since then, it has supported dozens of projects all over the UK and the Republic of Ireland, helping people who suffer social or employment exclusion.

This guide book is aimed at any VINCI employee who wishes to support an organisation as part of the VINCI UK Foundation initiative.

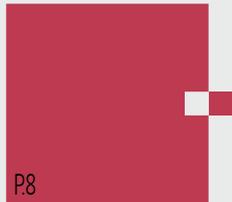
Designed as an instruction book, it will help you to better understand the role of a sponsor and to build a project that fits all of the Foundation criteria.

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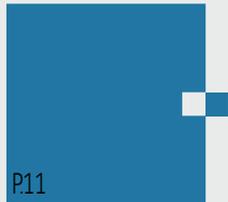
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The Sponsor's Role



The **VINCI UK Foundation** sets up a link between the skills of the Group's employees and organisations carrying out initiatives that add social value to the community.

Along with financial aid, every project selected by the VINCI UK Foundation is supported by one or more VINCI employees called **sponsors**.

The sponsors are at the core of the Foundation and are essential to the success of projects. They are involved with the organisation they have chosen from the filling of the Application Form to the final assessment of the project. They are supported throughout their involvement, by their local coordinators.



The **sponsor's role** consists of:



Using their skills, knowledge to support the project or the organisation.



Encouraging co-workers, clients and suppliers to get involved with the supported organisation.



Introducing the corporate world to the organisation and the people it helps.

There is no prerequisite to become a sponsor. The supported organisation expresses its needs and the sponsors offer their commitment and skills depending on their availability.

Examples of Sponsorship:



Ian Parker

**Professional Services
Consultant, Axians**

Providing in-house IT
and communication
expertise.



Chris Medlock

**Communication
Manager, Nuvia**

Providing expertise
and experience in
communication.



Colin Rankin

**Director, VINCI
Construction**

Offering skills trainings
and mentoring to the
beneficiaries of the
charity.

The Main Steps of the Foundation's Process



1.

Any VINCI employee willing to be involved with the Foundation has to find an eligible organisation located near its workplace/home or to contact its local coordinator to be offered a project to sponsor.

2.

Sponsors have to support the organisation with the filling of the **Application Form** (available on the VINCI UK Foundation website).

3.

The forms are assessed by local coordinators to be short-listed. A meeting can be organised to clarify the sponsor's role and the objectives of the financial support.



4.

The project is submitted to the **Selection Committee** who will decide which projects will be successful for funding.

5.

The project is submitted to the **Board of Director** for funding approval.

6.

If the project is successful, a **Partnership Agreement** is made and signed between the organisation, the sponsor and the local coordinator.

7.

As soon as the organisation receives the money, the Partnership officially starts.

An assessment is made with the sponsor and the organisation at the end of the first year which focuses on the project results and outlook.

Eligibility Criteria



1. The VINCI UK Foundation will only support projects which tackle at least one of the following issues:

Access to employment:

Help those currently excluded from the job market to adapt the working world, whilst also receiving the trainings and support they need.

Insertion through housing:

Enable access to housing for the most underprivileged individuals to provide them with more security and stability.

Inclusive mobility:

Improve the mobility of those deprived of means of transportation to provide them with better access to employment, healthcare and education.

Building better communities:

Strengthen social links and fight social isolation of inhabitants of priority neighbourhoods. Convey citizenship values and educational trainings to young people.

2. The Foundation supports projects located **in the UK and the Republic of Ireland**, in the areas VINCI operates.
3. The Foundation supports **community interest or non for profit organisations** with no religious or political orientation. The smallest organisations will be favoured.
4. The Foundation only supports the purchasing of **tangible goods**. It does not support running costs, wages or one-off events, even if socially oriented.
5. The Foundation supports innovative projects having a **long lasting impact** on the targeted communities.



Key Figures



The VINCI UK Foundation

In 2018

24 projects

£207k funding

27 sponsorships

In Total

67 projects

£570k funding

75 sponsorships



The VINCI UK Foundation is part of the VINCI Foundation network which supports hundreds of projects each year all over Europe.

Frequently Asked Questions



1. How to know if my project can be supported by the VINCI UK Foundation?

If you are not sure whether or not the project you want to apply with fits all the criteria, do not hesitate to contact your local coordinator. They can answer all your questions.

2. What kind of skills could I bring to the project?

Depending of the organisation's needs and your wishes, the sponsorship can take various forms including taking part in the day-to-day activities of the organisation, using your professional skills to benefit the organisation's activities or supporting the completion of a particular project. The first meeting with your local coordinator and the organisation can lay the basis of the sponsorship.

3. Is sponsorship time-consuming?

It is up to you to decide how much time you want to dedicate to the organisation you are supporting, according to the needs of the organisation, your availability and the agreement you have with your manager. Keep in mind that sponsorships can be done in many ways: emails, meetings at the premises of the organisation, phone conversations...

4. What is expected from me during the sponsorship?

Sponsors are expected to help the Foundation monitor and assess the granted project. It implies collecting receipts and completing a survey at the end of the first year.

5. What should I do if I leave my region or my company?

If you won't be able to carry on sponsoring a project, it really matters that you find a colleague that can take over from you as a sponsor and inform the supported organisation and your local coordinator of the changes.

6. When should I inform my manager I wish to be involved with the Foundation?

Sponsorship is a personal choice encouraged by the Group. However it is advisable to include your management in the process as soon as you have decided to support a project. Your manager will be able to free time for your role as a sponsor if aware of your involvement.

7. Can I ask colleagues to join me in a sponsorship?

Of course! The Foundation encourages co-sponsorship that enables employees to rally around a project. It can bring complementary skills to the organisation and develop new relationships between employees in a different environment.

8. I would like to be involved in a project abroad, what can I do?

The VINCI UK Foundation only supports projects in the UK and the Republic of Ireland. However VINCI Foundations are also present in a dozen countries in Europe and may be able to help you getting involved in one of those countries.

Local Coordinators help you throughout your involvement

Maggie Hall (Eurovia)
maggie.hall@eurovia.co.uk

Ruth Ottley (VINCI Energies)
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Andrew Smart (Bachy Soletanche)
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Charlotte Benoit-Desveaux (VINCI Construction Grands Projets)
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Chris Medlock (Nuvia)
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Linda Thomas (Freyssinet)
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Jo Mercer (VINCI Construction)
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For more information, please visit www.vinci-uk-foundation.com.



Become a **Sponsor.**

Fight **social exclusion** together.

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