

SAMPLE AWARD AGREEMENT

OF THE SEEDING THE FUTURE GLOBAL FOOD SYSTEM CHALLENGE (GFSC)

This SEEDING THE FUTURE GLOBAL FOOD SYSTEM CHALLENGE AWARD AGREEMENT is between [***] (“Awardee”) and Welthungerhilfe (“WHH”) and is effective as of the date of last signature (“Effective Date”) of this Agreement. Each party to this Agreement may be referred to individually as a “Party” and together as the “Parties”. WHH is operating its Seeding The Future Global Food System Challenge (“GFSC”) which is funded by Seeding The Future Foundation (“STF”). WHH is awarding funds to the Awardee contingent upon the following:

A. APPLICATION, AWARD AMOUNT AND PAYMENT SCHEDULE

1. APPLICATION

WHH is awarding the Awardee this grant to carry out the innovative initiative described in the GFSC Application submitted by the Awardee to WHH (hereafter only “Project”). The Application’s project title, executive summary, project plan, budget, and timeline as submitted in the Application are attached to this Agreement as Exhibit A.

2. AWARD AMOUNT AND PAYMENT SCHEDULE

- **Award Category: Seed Grants (\$25,000 each):** The Award Funds shall be paid in two installments. WHH shall pay the first installment, in the amount of ninety percent (90%) of the Award Funds (\$22,500), no earlier than the public announcement of all Seed Grant Winners and no later than forty-five (45) days following the Effective Date of this Agreement. The timing of the second installment depends on the Project duration, which was specified by the Awardee in its application but shall not exceed two (2) years following the Effective Date of this Agreement. The remaining ten percent (10%) of the Award Funds (\$2,500) shall be payable no later than forty-five (45) days following the submission of a “Final Report” by the Awardee, consisting of both a “Final Financial Report” and a “Final Narrative Report,” as further described in Schedule 1. The Final Report shall be submitted no later than 2 months after the end of the Project.
- **Award Category: Growth Grant (\$100,000 each):** The Award Funds shall be paid in three installments. The timing of the second and third installments depends on the Project duration, which was specified by the Awardee in its application but shall not exceed two (2) years following the Effective Date of this Agreement.
 1. WHH shall pay the first installment, in the amount of sixty percent (60%) of the Award Funds (\$60,000), no earlier than the public announcement of all Growth Grant Winners, and no later than forty-five (45) days following the Effective Date of this Agreement.
 2. WHH shall pay the second installment, in the amount of thirty percent (30%) of the Award Funds (\$30,000) no later than forty-five (45) days following the submission of an “Interim Report” by the Awardee, consisting of both an “Interim Financial Report” and an “Interim Status Report,” as further described in Schedule 1. The Interim Report shall be submitted at the midpoint of the Project duration, which for purposes of this Agreement shall be defined as any date falling within a window beginning one (1) month prior to and ending one (1) month after such midpoint.
 3. WHH shall pay the last installment, in the amount of the remaining ten percent (10%) of the Award Funds (\$10,000) no later than forty-five (45) days following the receipt of a “Final Report”, consisting of both a “Final Financial Report” and a “Final Narrative Report,” as further described in Schedule 1. The Final Report shall be submitted no later than two (2) months after the end of the Project.

- **Award Category: Seeding the Future Grand Prizes (\$250,000 each):** The Award Funds shall be paid in three installments. The timing of the second and third installments depends on the Project duration, which was specified by the Awardee in its application but shall not exceed two and a half (2.5) years following the Effective Date of this Agreement.
 1. WHH shall pay the first installment, in the amount of sixty percent (60%) of the Award Funds (\$150,000), no earlier than the public announcement of all Seeding the Future Grand Prize Winners, and no later than forty-five (45) days following the Effective Date of this Agreement.
 2. WHH shall pay the second installment, in the amount of thirty percent (30%) of the Award Funds (\$75,000) no later than forty-five (45) days following the submission of an “Interim Report” by the Awardee, consisting of both an “Interim Financial Report” and an “Interim Status Report,” as further described in Schedule 1. The Interim Report shall be submitted at the midpoint of the Project duration, which for purposes of this Agreement shall be defined as any date falling within a window beginning one (1) month prior to and ending one (1) month after such midpoint.
 3. WHH shall pay the last installment, in the amount of the remaining ten percent (10%) of the Award Funds (\$25,000), no later than forty-five (45) days following the submission of a “Final Report” by the Awardee, consisting of both a “Final Financial Report” and a “Final Narrative Report,” as further described in Schedule 1. The Final Report shall be submitted no later than 2 months after the end of the Project.

Notwithstanding the foregoing, WHH shall make the second and third installments for any of the prize categories only after the Awardee has submitted the applicable Interim or Final Reports in a timely manner and in an acceptable format, as specified in Schedule I, “Payment and Reporting Schedule”.

Any material misuse of the Award Funds shall entitle WHH to suspend further payments.

It is the sole responsibility of the Awardee to distribute any Award Funds to team members, partners, or contractors, if any, as identified in the approved Project Plan and Budget.

Currency of Payment. For all prize categories and payments, WHH shall pay the Award Funds in United States Dollars (USD). If the Awardee’s designated bank account is maintained in a currency other than USD, any currency conversion shall be conducted by the Awardee’s financial institution at its applicable exchange rate on the date of conversion. WHH shall not be responsible for, and shall not reimburse, any fees, charges, or exchange rate losses incurred because of such conversion or any related banking transactions.

REPORTING SCHEDULE

The Awardee shall use its reasonable best efforts to complete the activities set forth in the Project. Payments are subject to Awardee’s compliance with this Agreement, including Awardee’s achievement. The Awardee will submit reports (i.e., applicable Interim Reports and/or Final Reports) to WHH pursuant to the Payment and Reporting under Paragraph A.1 and Schedule 1 using WHH’s templates or forms, demonstrating meaningful progress against the targets or milestones as outlined in the application. In the event it becomes reasonably foreseeable that meaningful progress cannot be achieved as set forth in the original project plan, or if any circumstance arises that reduces, or may reasonably be expected to materially reduce or delay, the Awardee’s ability to perform the activities described in the Application, the Awardee shall promptly notify WHH in writing, provide a detailed explanation of the circumstances, and propose measures intended to restore performance in accordance with the Agreement. In addition, the Awardee shall promptly notify WHH in writing of any material change in Project implementation relative to the approved Project plan and budget, namely (i) any reallocation of funds that results in an increase or decrease of twenty percent (20%) or more in any budget line item, but without affecting the overall budget, or (ii) any extension of the Project duration exceeding two (2) months. Any such changes shall be subject to WHH’s prior written approval. The Awardee agrees to submit other reports WHH may reasonably request. WHH may share Awardee’s reports prepared under this Agreement with STF. WHH and STF may publish the Awardee’s Final Narrative Report, results, or summaries, provided that the Awardee’s confidential or commercially sensitive information (if any, as clearly identified by the Awardee) is not disclosed without prior written consent. Financial Reports will not be published.

B. TERMS & CONDITIONS

This Agreement is subject to the following terms and conditions:

1. MANAGEMENT OF AWARD FUNDS

1.1. USE OF AWARD FUNDS

The Awardee may not use the Award Funds for any purpose other than the Project. The Awardee may not use the Award Funds to reimburse any expenses incurred prior to the Effective Date.

1.2. SEGREGATION OF ACCOUNTS

Awardee must maintain separate accounting records dedicated to the Project so as to clearly show how award funds were spent during the award period.

1.3. DIRECT AND INDIRECT COSTS

Costs allowable under this Agreement are based on the Project and budget and shall be consistent with the Awardee's policies. The Award Funds may be used for direct expenses such as personnel, cost for using existing hardware, existing pilot plant or existing laboratory infrastructure, necessary travel (coach class), supplies, new equipment if specified in Exhibit A, contracted services, sub-grants, and consultants.

Conference related travel costs: The Awardee is highly encouraged to allocate up to \$2,500 of the Award Funds to cover conference travel costs for one person from the project leadership team to attend as an invited speaker (in direct connection to its role as GFSC price winner e.g. at award ceremonies or dedicated side events) at a global, relevant conference (such as for example the World Food Forum in Rome, or the African Food Systems Summit). This allocation can cover reasonable, modest and necessary travel expenses (coach class airfare, ground transportation, accommodation) and should be spent during the duration of the project.

Indirect costs: Award Funds may also be used to pay any indirect costs so long as the aggregate amount of indirect costs does not exceed 6% of the total Award Funds. Indirect costs are defined as (1) overhead expenses incurred as a result of the Project, but that are not easily identifiable with the Project and (2) administrative expenses that are related to overall general operations and are shared among projects and/or functions. Examples of indirect costs include, but are not limited to, rent, insurance, gas, and electricity.

1.4. INVESTMENT OF FUNDS

The Awardee is not allowed to invest the award funds in illiquid investments (i.e., unlike liquid assets, such as interest-bearing bank accounts or a registered money market mutual fund) for income generating purposes, as the Awardee needs to ensure the availability of the Award Funds for the Project. Together with any progress or Final Reports required under this Agreement, the Awardee must report the amount of any currency conversion gains (or losses) and the amount of any interest, or other income generated by the Award Funds (collectively, "Income"). Any Income must be used for the Project.

1.5. LOBBYING AND POLITICAL ACTIVITIES

The Awardee shall not use funds provided under this Agreement, directly or indirectly, for any lobbying or political activities. In particular, the Awardee agrees that:

- a) funds may not be used for activities prohibited under section 501(c)(3) of the U.S. Internal Revenue Code, including attempts to influence legislation or to participate in, or intervene in, any political campaign on behalf of or in opposition to any candidate for public office;
- b) funds may not be used for activities prohibited by applicable European Union or German laws relating to political activities, including financing political parties, election campaigns, or partisan advocacy; and
- c) funds may only be used for the purposes set out in this Agreement and in compliance with all applicable U.S., EU, U.K., and German laws and regulations.

Any breach of this provision shall entitle WHH to terminate this Agreement with immediate effect, without

prejudice to any other rights or remedies available.

2. INTELLECTUAL PROPERTY RIGHTS

The Awardee will maintain ownership of any and all Background Technology and Funded Developments; provided, however, Award Funds may not be used to limit third party access to “Funded Developments” or any innovations created with the use of Award Funds. Award Funds may not be used to file any patents. “Funded Developments” means the products, services, processes, technologies, materials, software, data, other innovations, and intellectual property resulting from the Project (including modifications, improvements, and further developments to Background Technology). “Background Technology” means any and all products, services, processes, technologies, materials, software, data, or other innovations, and intellectual property created by the Awardee or a third party prior to or outside of the Project used as part of the Project.

3. SUBCONTRACTS

The Awardee has the exclusive right to select subcontractors to assist with the Project. The Awardee acknowledges that WHH has not and will not earmark the use of any Award Funds for a specific subcontractor.

4. SUBGRANTS

The Awardee may not issue subgrants (i.e., transfer funds to a partner to carry out part of the program and achieve donor objectives), unless expressly approved by WHH in writing. Any approved subcontracting must be accompanied by written agreements requiring compliance with this Agreement’s terms, and the Awardee remains fully responsible for their performance.

5. RESPONSIBILITY FOR OTHERS

The Awardee is responsible for all acts and omissions of any of its trustees, directors, officers, employees, subcontractors, contingent workers, agents, and affiliates assisting with the Project and ensuring their compliance with the terms of this Agreement.

6. PROHIBITED ACTIVITIES

6.1. GENERAL

In performing its obligations under this Agreement, the Awardee shall comply with all relevant laws and regulations, and executive orders applicable to such activities. Without limiting the preceding sentence, the Awardee shall comply with all laws relating to discrimination by employers or in public accommodations, receipt and disbursement of funds, tax reporting and withholding requirements, workers’ compensation, and wage and hour laws, in each case as they relate to the Awardee’s activities to meet its obligations under this Agreement.

6.2. FINANCIAL SANCTIONS AND TERRORISM

Prior to granting an award - WHH has checked the data of grant recipients against relevant public sanctions lists, e.g. of the United States, the United Nations and the European Union (EUCON/European Sanction; HMT/Her Majesty Treasury; US OFC/OFAC OFAC Specially Designated Nationals and UNS/United Sanctions).

The Awardee represents and confirms that:

Neither the Awardee, nor its founders, management staff, board members, nor any affiliated entity within the meaning of § 15 of the German Public Companies Act (AktG) is named on or owned or controlled by any person or any entity named on any sanctions lists issued by the United Nations, the European Union (including EUCON/European Sanction), the United Kingdom (Her Majesty’s Treasury, HMT), and the United States (including OFAC Specially Designated Nationals (SDN) List and the OFAC Consolidated Sanctions List; [Front page | U.S. Department of the Treasury](#)).

The Awardee will not use funds provided under the grant agreement, directly or indirectly, in support of activities:

- (a) prohibited by applicable European, U.K., U.S., or U.N. counter-terrorism or sanctions laws
- (b) involving persons or entities listed on the sanctions lists referenced above or entities owned or controlled by such persons
- (c) involving countries or regions subject to comprehensive sanctions (currently Cuba, Iran, Syria, North Korea,

the Crimea Region, and the Donetsk and Luhansk People's Republics of Ukraine), including paying or reimbursing the expenses of persons from such countries or territories, unless such activities are fully authorized by the U.S. government under applicable law and specifically approved by WHH and STF in their sole discretion.

The Awardee agrees that any breach of these representations, or the later addition of an Awardee to the sanction lists, shall entitle WHH to terminate the grant agreement with immediate effect, without prejudice to any other rights or remedies available.

6.3. SEAH STANDARDS AND OBLIGATIONS

1. The Awardee acknowledges and accepts that WHH maintains a zero-tolerance policy towards sexual exploitation, abuse, and harassment (SEAH).
2. As a condition of this Agreement, the Awardee, including affiliated persons and entities, hereby declares and warrants that it:
 - a. Has not engaged in SEAH;
 - b. Shall take all appropriate measures to prevent SEAH by persons under its control;
 - c. Shall take immediate corrective action in the event of a SEAH incident;
 - d. Shall promptly report any SEAH incident to WHH through the designated reporting channel;
 - e. Shall fully cooperate with WHH and relevant authorities in the investigation and resolution of any SEAH allegation;
 - f. Has read, understood, and agrees to comply with:
 - i. The UN Secretary-General's Bulletin ST/SGB/2003/13 (2003),
 - ii. WHH's Child Protection Policy, available at [2014-child-protection-policy-welthungerhilfe.pdf](#)
 - iii. WHH's Policy Against Sexual Violence, available at [Microsoft Word - Policy_against_Sexual_Violence_v2.1_240315_ENGLISH](#)
3. Any breach of this clause shall constitute a material breach of the Agreement and entitle WHH to suspend payments, terminate this Agreement with immediate effect, and seek any other remedies available under law or contract.

6.4. CODE OF CONDUCT

The Parties have high standards of corporate integrity, sustainable development, and social responsibility. Maintaining and promoting these standards through their work is paramount for both Parties. WHH's Code of Conduct reflects those standards and puts them in the context of development cooperation and humanitarian aid work. Therefore, the Parties acknowledge WHH's Code of Conduct, available at [Microsoft Word - Code_of_Conduct_v3.1_240501_ENGLISH](#) and the Awardee undertakes to abide by its core principles.

6.5. ANTI-CORRUPTION; ANTI-BRIBERY

The Awardee shall not offer or provide money, gifts, or any other things of value directly or indirectly to anyone in order to improperly influence any act or decision relating to WHH or the Project, including by assisting any party to secure an improper advantage.

6.6. LOBBYING, GIFT, AND ETHICS RULES

The Awardee shall not use the Award Funds to influence the outcome of any election for public office or to carry on any voter registration drive. WHH is not retaining or employing the Awardee to engage in lobbying activities. The Awardee may not use the Award Funds to support lobbying activity or to otherwise support attempts to influence local or foreign legislation. The Awardee's strategies and activities, and any materials produced with the Award Funds, must comply with applicable lobbying laws. The Awardee agrees to comply with gift and ethics rules applicable to the Project.

7. OTHER

7.1. PUBLICITY

WHH may at any time publicly disclose information about the Project and award described in this Agreement, including the Awardee's name, the total amount awarded, and a description of the Project. WHH and STF are hereby granted the right to post winners' Final Narrative Reports (see details under Schedule 1) on their websites or WHH's online community (see details under Section A.2.). The Awardee agrees to publicly disclose

information about the awarded project and the award of this grant on its websites and refer in any and all of its public facing communication about the project to the Seeding The Future Global Food System Challenge and use the STF Logo. If its website has a section with logos of other supporters or funding partners, it will also include the Seeding The Future and WHH logos in this website section. For the use of WHH's logo it is necessary to adhere to WHH's branding guidelines which will be provided by WHH together with the award agreement.

7.2. LEGAL ENTITY AND AUTHORITY

The Awardee confirms that: (a) it is an entity duly organized or formed, qualified to do business, and in good standing under the laws of the jurisdiction in which it was organized or formed; (b) it is not an individual (i.e., a natural person) or a disregarded entity (e.g., a sole proprietor or sole-owner entity) under U.S. law; (c) it has the right to enter into and fully perform this Agreement; and (d) its performance will not violate any agreement or obligation between the Awardee and any third party. The Awardee will notify WHH immediately if any of the above changes during the term of this Agreement.

7.3. COMPLIANCE WITH LAWS

In carrying out the Project, the Awardee shall comply with all applicable laws, regulations, and rules and shall not infringe, misappropriate, or violate the intellectual property, privacy, or publicity rights of any third party.

7.4. COMPLIANCE WITH REQUIREMENTS

The Awardee shall conduct, control, manage, and monitor the Project in compliance with all applicable ethical, legal, regulatory, and safety requirements, including applicable international, national, local, and institutional standards ("Requirements"). The Awardee shall obtain and maintain all necessary approvals, consents, and reviews before conducting the applicable activity. As a part of the Awardee's progress reports to WHH, the Awardee must report whether the Project activities were conducted in compliance with all Requirements.

If the Project involves:

- (a) any protected information (including personally identifiable, protected health, or third-party confidential), Awardee shall not disclose this information to WHH without obtaining WHH's prior written approval and all necessary consents to disclose such information;
- (b) children or vulnerable subjects, Awardee shall obtain any necessary consents and approvals unique to these subjects; and/or
- (c) any trial involving human subjects, Awardee will adhere to current Good Clinical Practice as defined by the International Council on Harmonization (ICH) E-6 Standards (or local regulations if more stringent) and will obtain applicable trial insurance.

Any activities by WHH in reviewing documents and providing input or funding do not modify Awardee's responsibility for determining and complying with all Requirements for the Project.

7.5. RELIANCE

The Awardee acknowledges that WHH is relying on the information it provides in the progress and final reports and during the course of any due diligence conducted prior to the Effective Date and during the term of this Agreement. Awardee represents that WHH may continue to rely on this information and on any additional information it provides regarding activities, progress, and Funded Developments.

7.6. INDEMNIFICATION

The Awardee will indemnify, defend, and hold harmless WHH and STF and both of its trustees, employees, and agents ("Indemnified Parties") from and against any and all demands, claims, actions, suits, losses, damages (including property damage, bodily injury, and wrongful death), arbitration and legal proceedings, judgments, settlements, or costs or expenses (including reasonable attorneys' fees and expenses) (collectively, "Claims") arising out of or relating to the acts or omissions, actual or alleged, of the Awardee or its employees, subcontractors, contingent workers, agents, and affiliates under this Agreement. The Awardee agrees that any activities by WHH in connection with the Project, such as its review or proposal of suggested modifications to the Project, will not modify or waive WHH's rights under this paragraph. An Indemnified Party may, at its own

expense, employ separate counsel to monitor and participate in the defense of any Claim.

7.7. INSURANCE

The Awardee will maintain insurance coverage sufficient to cover the activities, risks, and potential omissions of the Project in accordance with generally accepted industry standards and as required by law. The Awardee shall ensure its subcontractors maintain insurance coverage consistent with this section.

7.8. TERM

This Agreement commences on the Effective Date and continues until the conclusion of the Project as outlined in Exhibit A, unless terminated earlier as provided in this Agreement. WHH, in its discretion, may approve in writing any request by the Awardee for a no-cost extension or to amend the end date of the Project, and to adjust any affected reporting requirements.

7.9. TERMINATION

WHH may modify, suspend, or discontinue any payment of the Award Funds or terminate this Agreement if: (a) the Awardee has not submitted the applicable Interim or Final Reports in a timely manner or in an acceptable format, as specified in Schedule I, "Payment and Reporting Schedule"; (b) there are significant changes to Awardee's leadership or other factors that WHH reasonably believes may threaten the Project's success; (c) there is a change in Awardee's control; (d) there is a change in Awardee's tax status; or (e) Awardee fails to comply with this Agreement as reasonably determined by WHH, including any kind of false declarations or misinterpretation of facts.

8.10. MONITORING, REVIEW AND AUDIT

WHH may monitor and review the Awardee's use of the Award Funds, performance of the Project, and compliance with this Agreement, which may include teleconference meetings or onsite visits to assess Awardee's organization's governance, management and operations, discuss the Awardee's program and finances, and review relevant financial and other records and materials. In addition, WHH may conduct audits, including onsite audits, at any time during the term of this Agreement, and within four (4) years after the Award Funds have been fully spent. Any onsite visit or audit shall be conducted at WHH's expense, following prior written notice, during normal business hours, and no more than once during any 12-month period.

8.11. INTERNAL OR THIRD PARTY AUDIT

If during the term of this Agreement the Awardee is audited by its internal audit department or by a third party, Awardee will provide the audit report to WHH upon request, including the management letter and a detailed plan for remedying any deficiencies observed ("Remediation Plan"). The Remediation Plan must include (a) details of actions that Awardee will take to correct any deficiencies observed, and (b) target dates for successful completion of the actions to correct the deficiencies.

8.12. RECORD KEEPING

The Awardee shall maintain complete and accurate accounting records and copies of any reports submitted to WHH relating to the Project. The Awardee will retain such records and reports for ten (10) years after the Award Funds have been fully spent. At WHH's request, the Awardee will make such records and reports available to enable WHH to monitor and evaluate how the Award Funds have been used or committed.

8.13. SURVIVAL

A Party's obligations under this Agreement will be continuous and survive expiration or termination of this Agreement as expressly provided in this Agreement or otherwise required by law or intended by their nature.

8.14. ENTIRE AGREEMENT, CONFLICTS, AND AMENDMENTS

This Agreement contains the entire agreement of the Parties and supersedes all prior and contemporaneous agreements concerning its subject matter. If there is a conflict between this Agreement and the Application, this Agreement will prevail. Except as specifically permitted in this Agreement, no modification, amendment, or waiver of any provision of this Agreement will be effective unless in writing and signed by authorized representatives of both Parties.

8.15. NOTICES AND APPROVALS

Written notices, requests, and approvals under this Agreement must be delivered by mail or email to the other Party's primary contact specified on the Payment and Reporting Schedule, or as otherwise directed by the other Party.

8.16. SEVERABILITY

Each provision of this Agreement must be interpreted in a way that is enforceable under applicable law. If any provision is held unenforceable, the rest of the Agreement will remain in effect.

8.17. ASSIGNMENT

The Awardee may not assign, or transfer by operation of law or court order, any of its rights or obligations under this Agreement without WHH's prior written approval. This Agreement will bind and benefit any permitted successors and assigns.

8.18. COUNTERPARTS AND ELECTRONIC SIGNATURES

Except as may be prohibited by applicable law or regulation, this Agreement and any amendment may be signed in counterparts, by facsimile, PDF, or other electronic means, each of which will be deemed an original and all of which when taken together will constitute one agreement. Facsimile and electronic signatures will be binding for all purposes.

8.19. GOVERNING LAW AND JURISDICTION.

All disputes arising out of or in connection with this contract or its validity shall be finally settled in accordance with the Arbitration Rules of the German Arbitration Institute (DIS) without recourse to the ordinary courts of law.

The arbitral tribunal shall be comprised of a sole arbitrator.

The seat of the arbitration is Bonn, Germany.

The language of the arbitration shall be English.

The rules of law applicable to the merits shall be German.

[Signature page follows]

IN WITNESS WHEREOF, the parties hereto have caused this Award Agreement to be duly executed the day and year first above written.

AWARDEE:

By: _____
Name: _____
Title: _____

Welthungerhilfe e.V. (WHH):

By: _____
Name: _____
Title: _____

Please fill in the relevant cost item here (leave empty if no further cost item)								
Please fill in the relevant cost item here (leave empty if no further cost item)								
2. MATERIALS & SUPPLIES (list subcategories as appropriate)								
Please fill in the relevant cost item here								
Please fill in the relevant cost item here (leave empty if no further cost item)								
Please fill in the relevant cost item here (leave empty if no further cost item)								
Please fill in the relevant cost item here (leave empty if no further cost item)								
3. CAPITAL ASSETS (exclusive use for project)								
Please fill in the relevant cost item here								
Please fill in the relevant cost item here (leave empty if no further cost item)								
Please fill in the relevant cost item here (leave empty if no further cost item)								
Please fill in the relevant cost item here (leave empty if no further cost item)								
4. EXTERNAL SERVICES (such as analytical services, provide details as appropriate)								
Please fill in the relevant cost item here								
Please fill in the relevant cost item here (leave empty if no further cost item)								
Please fill in the relevant cost item here (leave empty if no further cost item)								
Please fill in the relevant cost item here (leave empty if no further cost item)								
5. SUBCONTRACTORS / CONSULTANTS (provide details as appropriate)								
Please fill in the relevant cost item here								
Please fill in the relevant cost item here (leave empty if no further cost item)								
Please fill in the relevant cost item here (leave empty if no further cost item)								
Please fill in the relevant cost item here (leave empty if no further cost item)								
6. TRAVEL AND TRANSPORTATION (provide details as appropriate)								
Please fill in the relevant cost item here								
Please fill in the relevant cost item here (leave empty if no further cost item)								
Please fill in the relevant cost item here (leave empty if no further cost item)								
Please fill in the relevant cost item here (leave empty if no further cost item)								
7. OVERHEAD AND ADMINISTRATIVE EXPENSES (not to exceed 6%)								
Please fill in the relevant cost item here								
Please fill in the relevant cost item here (leave empty if no further cost item)								
Please fill in the relevant cost item here (leave empty if no further cost item)								
Please fill in the relevant cost item here (leave empty if no further cost item)								
TOTAL								

- **Interim Status Report:** In addition to the Interim Financial Report, the Awardee shall prepare and submit an Interim Status Report. The Interim Status Report should be a document that contains the following chapters in a two (2) to three (3) page document (totaling at least 600 words):

1. Recap and Status

- 1.1 Work Performed to Date
- 1.2 Achievements and Non-Achievements
- 1.3 Key Challenges, Mitigation Measures and Learnings
- 1.4 Changes in Scope or Budget and Project Implications *(if applicable)*

2. Outlook

- 2.1 Outlook and Next Steps
- 2.2 Anticipated Challenges and Mitigation Measures

3. Images, graphics and pictures *(Include at least three (3) appropriate images, graphics, or pictures of the Project work/assets)*

The key purpose of the Interim Financial and Status Report is to inform WHH and STF about the work that has been conducted so far. The Interim Report will not be published.

For all Award categories, the Awardee is asked to submit a Final Report.

The Final Report shall be submitted no later than 2 months after the end of the Project. **The Final Report shall consist of a Final Financial Report and a Final Narrative Report, fulfilling the following criteria:**

- **Final Financial Report:** The Awardee shall fill in the following table with all relevant and available information, comparing the planned (i.e., budget as per application) versus actual spending figures. Additionally, the Awardee shall prepare a brief explanatory document for all cost items where the total actual expenditure deviates by more than twenty percent (20%) from the planned total.

SEEDING THE FUTURE GLOBAL FOOD SYSTEM CHALLENGE – FINAL FINANCIAL REPORT (Amounts in US-Dollar)												
Organization:												
Project Title:												
Project Duration:												
Project Start Date:												
Project End Date (planned):												
Please complete the template below by entering the most relevant cost items. Enter one cost item per row as indicated, specifying the cost item in the first column and then filling in the Plan and Actual values (in USD) under the corresponding half-year columns. Sum up the values in the respective Total columns and rows. Leave blank rows or columns where you have no data. For example, if your Project duration was only 2 years, you may leave Year 3 Half 1 (H1) blank. Similarly, if you have fewer cost items, leave the remaining rows blank.												
POSITION	Year 1 H1		Year 1 H2		Year 2 H1		Year 2 H2		Year 3 H1		Total	
	Plan	Actuals	Plan	Actuals	Plan	Actuals	Plan	Actuals	Plan	Actuals	Plan	Actuals
1. PERSONNEL (provide details on positions as appropriate)												
Please fill in the relevant cost item here												
Please fill in the relevant cost item here (leave empty if no further cost item)												
Please fill in the relevant cost item here (leave empty if no further cost item)												
Please fill in the relevant cost item here (leave empty if no further cost item)												
2. MATERIALS & SUPPLIES (list subcategories as appropriate)												
Please fill in the relevant cost item here												
Please fill in the relevant cost item here (leave empty if no further cost item)												
Please fill in the relevant cost item here (leave empty if no further cost item)												
Please fill in the relevant cost item here (leave empty if no further cost item)												
3. CAPITAL ASSETS (exclusive use for project)												
Please fill in the relevant cost item here												
Please fill in the relevant cost item here (leave empty if no further cost item)												
Please fill in the relevant cost item here (leave empty if no further cost item)												
Please fill in the relevant cost item here (leave empty if no further cost item)												
4. EXTERNAL SERVICES (such as analytical services, provide details as appropriate)												
Please fill in the relevant cost item here												
Please fill in the relevant cost item here (leave empty if no further cost item)												
Please fill in the relevant cost item here (leave empty if no further cost item)												
Please fill in the relevant cost item here (leave empty if no further cost item)												
5. SUBCONTRACTORS / CONSULTANTS (provide details as appropriate)												
Please fill in the relevant cost item here												
Please fill in the relevant cost item here (leave empty if no further cost item)												
Please fill in the relevant cost item here (leave empty if no further cost item)												
Please fill in the relevant cost item here (leave empty if no further cost item)												
6. TRAVEL AND TRANSPORTATION (provide details as appropriate)												
Please fill in the relevant cost item here												
Please fill in the relevant cost item here (leave empty if no further cost item)												
Please fill in the relevant cost item here (leave empty if no further cost item)												
Please fill in the relevant cost item here (leave empty if no further cost item)												
7. OVERHEAD AND ADMINISTRATIVE EXPENSES (not to exceed 6%)												
Please fill in the relevant cost item here												
Please fill in the relevant cost item here (leave empty if no further cost item)												
Please fill in the relevant cost item here (leave empty if no further cost item)												
Please fill in the relevant cost item here (leave empty if no further cost item)												
TOTAL												

- Final Narrative Report:** In addition to the Final Financial Report, the Awardee shall prepare and submit a Final Narrative Report. The Final Narrative Report should be a document that contains the following chapters in a three (3) to five (5) page document (totaling at least 900 words):
 - Project Title and Executive Summary** (Title as per Project application; also include here the logos of your organization or project, the Global Food System Challenge, the Seeding The Future Foundation, and Welthungerhilfe)

2. Recap and Status

2.1 Work Performed

2.2 Achievements, Non-Achievements and Impact *(including a projected mid- and long-term impact of the Project on number of people affected and/or the environment)*

2.3 Key Challenges, Mitigation Measures and Learnings *(describe the challenges that you faced during the Project, how you overcame them, and what your key learnings were)*

2.4 Changes in Scope or Budget and Project Implications *(if applicable, describe why these changes occurred)*

3. Outlook

3.1 Outlook and Next Steps *(e.g., future scaling of the Project results)*

3.2 Future Funding Avenues *(if applicable, add whether you will require further funding and whether you already have a new funding source)*

4. Images, graphics and pictures *(Include at least five (5) appropriate images, graphics, or pictures of the Project work/assets)*

The purpose of the Final Narrative Report is to inform the public about the work that has been conducted, the results that were achieved with the award funds and the impact it has or will generate on people, society or environment. WHH and STF may publish the Awardee's Final Narrative Report, results, or summaries, provided that the Awardee's confidential or commercially sensitive information (if any, as clearly identified by the Awardee) is not disclosed without prior written consent.

The Financial Report is a separate document, not to be included in the Final Narrative Report, and it will not be public facing (i.e., it will not be published). It should include an account of the manner in which the Awardee spent the Award Funds as originally proposed in the Budget Template in the application. In case funds were re-allocated from the originally submitted project budget Awardee must reasonably explain amount and reason for fund reallocation.