



POLICY

OF THE NON-PROFIT PUBLIC BENEFIT ASSOCIATION "School for Every Child"



I. OBJECTIVES

1. **“School for Every Child”** is a Non-Profit Public Benefit Association (hereinafter referred to as **“the Association”**) under the Non-Profit Legal Entities Act, which is an autonomous, democratic, voluntary, self-governing and non-partisan association. The Association was established in 2024.
2. The role of the Association is aimed at the development and promotion of spiritual values, education, science and culture in the adolescent generation. The Association provides financial assistance to children from families with lower socio-economic status and / or in an ethnically / religiously disadvantaged situation who have been accepted in private schools in the Republic of Bulgaria for school and pre-school education.
3. The Association operates effectively on the basis of sound humane principles and independent decision-making in compliance with all applicable laws, regulations and internal rules. Each application for assistance shall be examined by a collective body (Management Board) of the Non-Profit Public Benefit Association "School for Every Child".
4. The Association shall carry out its activities following the principles of social justice and responsibility, preventing discrimination and conflicts of interest.
5. The Association shall guarantee equal rights for all potential beneficiaries, regardless of their gender, race, education, ethnic origin, place of residence, etc., as well as the appropriate use of the funds raised.

II. FUNDS AND PROPERTY OF THE ASSOCIATION

6. **The funds raised by the Association shall be used to achieve the following objectives, namely:**
 - ✚ To support the education, vocational training and creative development of children and pupils in private schools;
 - ✚ To improve the conditions of private education and upbringing of children (pupils in difficult financial situation and / or those in socially / ethnically / religiously disadvantaged situation);
 - ✚ To organise charity campaigns and implement projects aimed at supporting the private education of socially / ethnically / religiously disadvantaged children and those with special educational needs;
 - ✚ To support private schools in increasing the professional qualification of the teaching staff for special education of children with varying social needs;
 - ✚ To grant annual / monthly / one-off scholarships to socially / ethnically / religiously disadvantaged children for private school education;
 - ✚ To support and help strengthen the moral values in children / pupils as future members of our society;
 - ✚ To promote and support the creation and maintenance of a social environment in a spirit of goodwill, assistance and cooperation in society.
7. **The property of the Association** consists of: monetary funds; movable property; receivables and other assets. The Association’s bank account is with ProCredit Bank (Bulgaria) EAD as follows:

Account holder: Non-Profit Public Benefit Association “School for Every Child”, IBAN: BG19PRCB92301053683601.

8. The property of the Association is comprised of:

- ✚ Funds raised from regular membership fees and additional contributions of the Members;
 - ✚ Donations, sponsorships, bequests, money and property made for the benefit of the Association by natural and / or legal persons, governmental and non-governmental organisations in the country and abroad;
 - ✚ Income from additional economic activity relating to the principal activity of the Association, the proceeds of which are used to ensure the self-financing of the Association and to achieve the objectives set out in its Charter;
 - ✚ Revenue from participation in European funding programmes.
9. **The property of the Association shall be managed in such a manner** as to provide sufficient income for funding the objectives of the Association in accordance with its Charter.

III. MEMBERSHIP IN THE ASSOCIATION

10. **Membership in the Association is voluntary and free and without regard to political, national or religious affiliation.** Membership in the Association may be regular, sponsoring and honorary.

IV. PROCEDURE FOR MAKING AND IMPLEMENTING FUNDING DECISIONS

11. All proposals for funding decisions and the granting of target assistance, which the Association accepts or rejects, shall be examined and completed by a **special Commission** composed of members elected by the Management Board of the Association. Upon receipt by the special Commission of the complete set of required documents from the applicant for funding, the Commission shall systematize all applications for funding received during the respective calendar year and shall present them together with a draft reasoned decision to each application at the first regular meeting of the Management Board of the Association by 31 January of the following year.
12. Members of the Commission shall have equal rights and, in principle, equal obligations.
13. The Management Board of the Association shall meet once or twice a year and shall, by 31 January of the year following the year in which the applications for funding are received by the Association, examine the applications submitted by the special Commission and the attached proposals for funding approval / refusal decisions.
14. The Management Board may conduct business provided the meeting is attended by more than half of its members. Attendee shall also be considered a person in two-way communication by telephone or otherwise, which guarantees identification of such person and enables participation in discussions and decision-making. The vote of such person shall be asserted in the minutes of the meeting by the chairperson of the meeting.
15. Decisions shall be made by a majority of the present members of the Management Board.

V. CRITERIA FOR granting FINANCIAL ASSISTANCE TO COVER ANNUAL TUITION FEE

16. In deciding to grant financial assistance to a child in need, the Commission shall observe the following criteria:
- ✚ Income of up to 150% of minimum wage per family member for full subsidy;
 - ✚ Property status;
 - ✚ Belonging to a minority and / or religious group;
 - ✚ The child to be awarded assistance is a semi-orphan or an orphan (who has lost one or both parents) or is being raised by a single parent / relative and / or lives in a home for children deprived of parental care;
 - ✚ The child who will receive the scholarship is from a family with more than two children;
 - ✚ The child to be awarded a scholarship has special educational needs /medical documents attached/;

- ✚ The child who will receive the scholarship is from a single-parent family who is socially disadvantaged;
- ✚ Other case-specific criteria considered.

VI. FUNDING LIMITS, ALLOCATION OF FUNDS

17. Funding limits and conflicts of interest:

- ✚ To ensure the optimal allocation of the funds of the Association, a limit shall be set for the funding of each approved for study child, which shall not exceed EUR 10,000 in financial grant per school year. The financial assistance shall be full 100% and reduced to 50%, according to the specific case and the real needs of the child.
- ✚ The maximum limits, as an exception for a specific case, may be changed by a decision of the Management Board of the Association, to be made unanimously by all members of the Management Board.
- ✚ No member of the Commission / Management Board may participate in or influence a vote on a decision relating to the case of a relative, acquaintance, client, friend or any person with whom a particular relationship could be established which might cast doubt on the impartiality of the decision.
- ✚ In the event of a conflict of interest disclosed by a member of the Commission / Management Board or by an outside party, the member shall not vote on the case.
- ✚ Financial statements shall be published monthly on the website of the Association.
- ✚ The Management Board shall prepare a report on the decisions made and the results achieved and shall publish it on the website of the Association.

18. Disbursement of the funds:

- ✚ The funds for the education of the approved child shall be allocated directly to the educational institution (private school) or to the provider of the relevant educational, social and / or training service to pay the fees for the current school year. Funds to pay for the current school year shall be provided in the form of a scholarship.
- ✚ The disbursement of sums by the Association shall be made following a decision of the Management Board to approve the disbursement of a grant in accordance with Section IV of these rules, in accordance with the Charter of the Association and applicable Bulgarian law.

19. In order for a particular case to be considered, the parents, guardians or custodians of the child must present the following documentation and prerequisites:

- ✚ Documents containing information about the child's age and family;
- ✚ A copy of medical documents (TELK decision, interim medical reports) noting the course of the illness, if available, in order to assess whether the conditions of the school are appropriate and consistent with the child's state of health;
- ✚ An Application Statement from the person(s) representing the child (parent / guardian / custodian) stating that the information provided is true, complete and accurate;
- ✚ Documents giving information about the child's family, the school the child attended until the time of application, the parents' income, their overall financial situation, etc;
- ✚ An application, expressed in free text, concerning the need to apply for the assistance and additional circumstances which could not be provided in other documents under the application procedure;
- ✚ Declaration of consent to the Association using the child's name, photos and other data, but only for the purpose of promoting the Association's activities and fundraising.

20. A record of the documentation shall be kept at the seat of the Association. A central register of incoming files shall be maintained on paper. An electronic register of the Association shall contain an inventory

of each paper file that has been filed for storage. A record of all documents provided shall be kept for a period of 5 years from the child's last grant provided. Files shall be destroyed upon:

- ✚ Refusal of assistance – the documents provided shall be destroyed immediately (not later than 1 month) after the refusal decision is made and the parent / guardian / custodian of the child is notified;
- ✚ Information about the personal data provided by the children (parents), as well as the application together with the documents / papers / photos enclosed thereto that have led to the allocation of a targeted financial donation, are kept from the date of signing the contract for granting gratuitous assistance up to 5 years after the last grant awarded by the Association.

VII. PROHIBITORY PROVISIONS

21. In no way may the participation of any member in the Association be linked to or conditional upon the receipt of any advantage, benefit or favour whatsoever in whatever form.
22. Neither the management of the Association, nor its members may participate in any social or public events on behalf of the Association, except for the publicity officer of the Association, subject to the approval of the Management Board.

VIII. PUBLICITY POLICY

The Management Board of the Association is obliged to maintain a good public image, to preserve the status of the Association as a stable and socially responsible public-oriented organisation. Accordingly, any public relations concerning the activities of the Association must be conducted in a prudent manner.

This Policy was adopted by the Management Board of the Association on 06.08.2024.

MB Chairperson:.....

(Zhenya Paperova)