

**Ministry of Environment, Solid Waste Management and Climate
Change**



Environmental Awards

2023

Guidelines for Participation - Non- Governmental Organisations

1. Background

With increasing environmental awareness and consciousness, various local organisations are taking sustainable and best environmental initiatives to inter-alia, reduce their carbon footprint, optimise use of resources and curb down the environmental nuisances. These efforts need to be encouraged, recognized and awarded.

In this respect, for the celebration of the World Environment Day, the Ministry of Environment, Solid Waste Management and Climate change in collaboration with the Mauritius Council of Social Service (MACOSS) and the United Nations Development Programme (SGP/GEF) is launching an Environmental Awards. The aim of this award is to publicize the best environmental initiative/project by various local organisations and encourage their replication for a cleaner, greener and safer Mauritius.

2. Eligibility criteria

- ❖ **Registration** is open to all **Non-Governmental Organisations (NGOs)**.
- ❖ **Only NGOs in Mauritius** are eligible for participation.
- ❖ Only initiatives/projects which have already been implemented within the past 5 years and have demonstrated tangible results and outcomes will be considered.

3. Submission process

Participants should submit the following documents to this Ministry via email on wedawardsngo@gmail.com, *not later than 08th May 2023 at latest by 10hrs00.*

- ❖ The participation form should be duly filled and signed (e.g., digital signature) by the Head of organisation
- ❖ The participant should clearly indicate the category under which the project/initiative is captured (i.e either climate change or biodiversity or others)
- ❖ A summary of their initiative(s) (*not exceeding 500 words*) should be submitted
- ❖ A comprehensive write up of the best environmental practices/project initiated and sustained within the organisation (*not exceeding 1,000 words*) should be submitted. The appropriate section under Para D-best environmental initiatives of the participation form should be clearly specified e.g D.1.1- Renewable energy (Solar PV, solar water heater, solar lighting of landscapes and public areas, traffic lights and signs).

- ❖ All relevant certified documents should be attached together with the submission.

📌 Important Note:

- *The Participation Form can be downloaded from the website of the Ministry of Environment, Solid Waste Management and Climate Change (<https://environment.govmu.org>).*
- *Only entries/ submissions on the following email address wedawardsngo@gmail.com, not later than 08th May 2023 at latest by 10hrs00 to this Ministry will be accepted. Other means of submission will be automatically rejected.*
- *Upon submission of an entry, an acknowledgment email will be sent within 5 working days. In the event, participants do not receive same, they are requested to contact the Plastic Management Division of the Ministry of Environment, Solid Waste Management and Climate Change on 203 6200, Ext 218 or 241.*
- *Contact details must be correctly and clearly written for future correspondences.*

4. Submission format for the project write-up

- ❖ Only one entry per NGO to describe one or more initiatives under one project.
- ❖ Each entry should be submitted electronically as a pdf document.
- ❖ Submissions must be written in English.
- ❖ All entries should include a cover page, a summary (max. 500 words) and the project write up (of not more than 1,000 words)
- ❖ The write up should also demonstrate the aims and objectives, positive impacts and benefits of the project on the environment and the community, targets achieved and degree of success, as well as the replicability of the project

5. Selection process

Jury

An independent panel of jury members will assess the project reports, conduct site visits and select 3 best submissions for which prizes will be awarded.

Evaluation criteria

- ❖ The projects will be assessed based on: aims and objectives, positive impacts and benefits on the environment and the community, targets achieved and degree of success, their replicability, uniqueness and sustainability.

6. Prizes

- ❖ Shields and certificates will be awarded to the 1st Prize winner and 2 runner ups for each category under which the project/initiative is captured (i.e either climate change or biodiversity or others)

7. Phases in the competition

- ❖ Registration will close on **08th May 2023 at 10hrs00**
- ❖ It is understood that once an enterprise enters the competition, jury members will be allowed to access premises of enterprises for on-site evaluation which might consist of inspection and interviews with relevant staffs.
- ❖ The initiatives of the selected nominees will be filmed in order to produce a short video for dissemination during the award ceremony and posting on the website of the ministry.
- ❖ Selected nominees will be informed at latest by end of **May 2023** via email.
- ❖ The winners will be announced during an Awards Ceremony to be held in the context of the World Environment Day Celebrations on **Monday 5th June 2023**.

8. Terms & Conditions

- **Only one** submission per NGO.
- Participants should provide all required information in their participation forms. Failure to do so and non-compliance to the guidelines of the competition will result in disqualification.
- If the information included in the project write-up submitted or participation form is not true, the Organiser can terminate the application from further participation in the Awards. The Organiser also reserves the right in its absolute discretion to dismiss the applications contrary to the spirit of these Award Terms or the intention of the Awards.
- The decision of the Jury Panel shall be final and irrevocable.

- The Organiser may use the names of the Winners, quotes, photos, videos from the Award Ceremony where the Participants are visible in any media channels.
- The Organiser is allowed to publish any details related to the Winners, brief descriptions of their actions fostering sustainability and innovation development, their organisation' names, and other related information deemed appropriate subject to the consent of the winners.
- The Ministry of Environment, Solid Waste Management and Climate Change reserves the right not to proceed with the competition.
- The Organiser will not be held liable for any entries not received for any reason such as network connectivity or hardware issues experienced while submission of participation form and project write up.

For further queries, please contact officers of the Ministry of Environment, Solid Waste Management and Climate Change (Plastic Management Division) on Tel: 203 6200 / Ext 218 or 241)