All teams must:

* Be employed by the participating company for the duration of the programme.
* Pitch their plans to WaterAid for seed funding.
* Meet (in person/ virtually) as a team at least once at the start of the programme.
* Complete the pre- and post-programme online survey provided by WaterAid.
* Be committed to completing the programme, delivering the activities as agreed with their team and be active participants throughout the programme.
* Be willing to be featured in print, film and photo from Winnovators events by WaterAid and WaterAid’s partners globally for future promotional materials. Images, footage and data collected as part of the Winnovators programme event to be used by WaterAid and WaterAid’s global partners. The material will be stored securely and could be used on printed materials, in the press and online including in social media. WaterAid abides by an Ethical Image Policy and will ensure that all material is used accurately, honestly and in context.

The company must:

* Agree to provide a reasonable level of company time and support for the team to complete Winnovators.
* Cover all reasonable travel costs for the team to complete the programme.
* Provide a senior member of staff to act as company mentor of the team(s) participating in Winnovators.
* Underwrite (per team) the seed fund invested by WaterAid if teams do not raise the minimum agreed profit.
* Allow time away from the business (5 working days in Spring 2020) if the team is selected as "Global Overall Winner" to travel to the focus country of Winnovators. Teams must raise a minimum of $10,000, not including company match funding, to qualify.

Conditions of the seed fund and fundraising activity/activities:

* Subject to approval by WaterAid, following the team's business case pitch.
* The company of the participating teams must underwrite the investment from WaterAid.
* The activities must be approved by WaterAid to ensure they are safe, legal and in accordance with WaterAid’s brand guidelines and insurance.
* All funds raised are the property of WaterAid.

General:

* By entering into the competition, all entrants agree to be bound by Winnovators criteria and Terms and Conditions.
* Closing date for business cases and submissions are fixed. No entries will be accepted after the closing date.
* Entries should be the candidates' own work.
* No alternative prizes are available.
* WaterAid is under no obligation to build, adopt or implement the winning solution(s).
* The copyright in the entry shall remain the candidates', but in entering the competition the candidates agree that WaterAid reserves the right to use any submission ideas in the country of focus

See next page for company signature and agreements.

Company signature & agreements

**I confirm that**

(Company name) ……………………………………….……………………………………….

**agrees to the terms and conditions of Winnovators.**

Signed: ………………………………………….

Print name: …………………………………..…….

Job title: …………………………………………

Date: …………………………………………

Please email a signed copy of this letter to winnovators@wateraid.org

by 1 March 2019.

Contact us

Please contact us if you have any questions. We’re here to help.

Email: **winnovators@wateraid.org**