

Documents required for construction projects

Enclosure to the application for financial support

1. General information

| | |
|--------------------------|--|
| Name of the organisation | |
| Project title | |
| Architect/Engineer | |

Following documents shall be submitted:

- Description of requirements planning and room program
- Drawings
- Architect's report
- Cost estimate

The planning architect and applicant shall sign the above-mentioned documents. All documents shall be provided with date, owner, author and plan status. Working drawings are not necessary for the project application.

In addition to the documents, the architect(s)/engineer(s) responsible on site shall confirm/prove that all local standards have been taken into account in the planning and will be implemented in accordance with the requirements of Bread for the World.

2. Description of requirements planning and room program

| Document | Remarks | Enclosed? yes/no |
|---------------------------|---|---------------------|
| 2.1 Requirements planning | Shall include the following: <ul style="list-style-type: none"> - Type(s) of use - Major groups of beneficiaries (such as schoolchildren, teachers, visitors) and expected numbers of future beneficiaries, useful lives - Number of beneficiaries - Special requirements for building design, if applicable Please insert remarks here | |
| 2.2 Room program | Shall include the following: <ul style="list-style-type: none"> - List of rooms (room designation with respective planned use, net floor space, number of (working) places, beds, etc., if applicable, special space requirements, etc.) Please insert remarks here | |

3. Drawings

All drawings shall contain the following information:

New construction projects

- Scale
- External and internal dimensions (metric system)
- Planned room designations

Additionally for conversion projects/expansion projects

- Existing buildings in grey/black, new buildings in red, demolition in yellow

| Document | Remarks | Enclosed? yes/no |
|---|---|---------------------|
| 3.1 Overall situation | With description of site and surroundings Please insert remarks here | |
| 3.2 Fotos | Property or the existing buildings (indoor/outdoor) in case of conversion projects/expansion projects Please insert remarks here | |
| 3.3 Site plan (scale 1:1000/1:500) | Shall include the following: <ul style="list-style-type: none"> - Site boundaries - Existing buildings (in grey/black) and planned buildings (in red) - Access roads and paths - Existing and planned supplies (water, electricity, sewage) - Existing and planned outdoor facilities (parking space, paths, fences, Infrastructure, plantings) - North direction - Contour lines with height indication - Scale Please insert remarks here | |
| 3.4 Design drawings (scale 1:200/1:100) | For all planned and existing buildings which are to be rebuilt: <ul style="list-style-type: none"> - All floor plans with room designations and furniture (in case of conversion projects: existing buildings in grey/black, new buildings in red) - Sections (longitudinal and cross section) with terrain section - All views - Roof view including rainwater drainage Please insert remarks here | |

4. Architect's report

| Document | Remarks | Enclosed? yes/no |
|----------------------------------|---|---------------------|
| 4.1 Site and general description | <ul style="list-style-type: none"> - Ownership (submission of an extract from the land register or similar) - Site boundaries and area (m²) - Description of site (location and condition of the building site and the subsoil) and surroundings - Public transport and access roads - Distance to the nearest town or village - Height above sea level - Climatic conditions (seasonal temperatures min./max., rainfall/year, humidity, dry and rainy season, main wind direction) - Risks of expected natural disasters (type and frequency) e.g. earthquakes, hurricanes, floods etc. Please insert remarks here | |
| 4.2 Planning description | <ul style="list-style-type: none"> - Concept description of climate-adapted and resource-efficient design (building shape and orientation, handling of terrain and surroundings, natural ventilation and lighting, shading, building materials, insulation if necessary, etc.) - Description/concept of planned escape routes and structural fire protection - Description/concept of planned accessibility - Description/concept of subsequent maintenance | |

| Document | Remarks | Enclosed? yes/no |
|---|---|-----------------------------|
| | structure/proof of building maintenance Please insert remarks here | |
| 4.3 Description of the building, construction and technical installations | <ul style="list-style-type: none"> - System of construction (conventional, prefabricated, etc.) - Material description: foundations, floors, walls, masonry, ceilings, roof construction, doors, windows, coverings, suspended ceilings and claddings, etc. - Description of the technical installations (installations for electricity, heat/cooling, water, communication, conveyor systems like elevator, etc.) - Short description of the origin of the materials to be used (please ensure that priority is given to the use of locally available or locally produced materials) Please insert remarks here | |
| 4.4 Outdoor facilities and supplies | <ul style="list-style-type: none"> - Water management concept (water supply and disposal, if necessary use of grey and rainwater, etc.) - Energy supply concept (grid connection, possibly solar, wind and water energy, biomass etc.) - Concept of exterior design (planting, surface sealing, access, parking areas etc.) Please insert remarks here | |
| 4.5 Execution of the construction project | <ul style="list-style-type: none"> - Type of tender (public or restricted) - by a construction company, several construction companies or on its own initiative - Design of the construction management, supervision Please insert remarks here | |

5. Cost estimate

| Document | Remarks |
|--|---|
| 5.1 Construction costs of building | <ul style="list-style-type: none"> - Are to be determined through a detailed calculation of costs according to construction elements or trades - Infrastructure measures - The construction costs have to be verifiable by the construction consultant of Bread for the World Please insert remarks here |
| 5.2 Construction costs for outdoor facilities and supplies | <ul style="list-style-type: none"> - Terrain interventions, access roads - Water and electricity supply - Waste water and surface water disposal - Fences, enclosing walls - Terrain retaining walls - Outdoor facilities, paths, planting, etc. Please insert remarks here |
| 5.3 Equipment costs | <ul style="list-style-type: none"> - Detailed and complete list of equipment and furniture which are not firmly attached to the building Please insert remarks here |
| 5.4 Additional building costs | <ul style="list-style-type: none"> - Fees for (specialist) planning services (architecture, structural engineer, etc.) - Fees for further consulting services (if required) - Possibly other consultants - Administrative costs, licenses, further additional costs, etc. Please insert remarks here |

Please take into account the planning of a reserve. You will find the relevant information in the “Explanatory notes regarding the expenditure and income plan”.

Please enter the total construction costs (sum of the points 5.1 until 5.4) here: EUR

6. Further information

6.1 Please enter the inflation rate in the country per year here: %

6.2 Please enter the exchange rate here: EUR 1,00 = (local currency)

6.3 Please note that the content of the technical documents shall be agreed with the construction consultant of Bread for the World during the application phase.