

COVID-19

Partner Information



COVID-19 Partner Information

The LEGO Foundation would hereby like to inform our partners about our position on funded projects affected by the COVID-19 outbreak.

In the LEGO Foundation we always put the wellbeing and health of our employees, the partner's employees and public health first. In close cooperation with you and our other partners we will find appropriate solutions to the issues caused by the current COVID-19 outbreak, considering the long-term impact of our actions and omissions.

Generally, the LEGO Foundation understands that this is an extraordinary situation for our partners and suggests that everyone involved acts proactively and openly with an aim to identify current and future issues that could cause delays in the progress of our projects and engages in discussing appropriate measures, including inter alia change of timing.

This information document reflects the current position of the LEGO Foundation in respect of various issues and may be updated as the situation evolves. Please note that not all issues may be relevant to you.

- 1. Due to the COVID-19 outbreak, you as partner expect that certain grant project deliverables will be delayed. What is the position of the LEGO Foundation?**
 - We encourage that delays in the timing of deliverables is minimized to the greatest possible extent but at the same time stress that public health comes first. The LEGO Foundation therefore supports the necessary measures to be taken in order to keep the project on track, including agreeing on necessary delays in timing. We request that you prepare a detailed plan describing the impact of such delays and discuss this plan with your LEGO Foundation partner node.
- 2. You are to deliver a project progress report prior to the next funds release. The project progress report cannot be prepared in due time because of the COVID-19 outbreak. What is the general position of the LEGO Foundation in this respect?**
 - The position of the LEGO Foundation is that the COVID-19 outbreak does not release you from submission of project progress reports. The LEGO Foundation will release funds based on submitted project progress reports (narrative and financial). In the instance that certain items cannot be completed due to clearly linked issues from the COVID-19 outbreak, then this should be explained when submitting the report.
- 3. Due to the COVID-19 outbreak, you have been delayed in delivery of activities but have, however, spent the funds to cover e.g. employee costs and other costs. If the funds release is withheld, the project will wind down as you will be forced to make employees redundant (or other similar measures) with no guarantee of you being able to bring back similar capacities within the workforce at a later stage. Will the LEGO Foundation provide additional funding to keep the project afloat?**
 - We expect you to do the utmost to keep the project up and running and to stay within the grant budget. As a general rule the LEGO Foundation will not provide any additional funds. If additional funds are critical for project completion, it will be evaluated on a case by case basis. In case additional funds are indeed critical for the project, any additional grant funds must be approved by the Board of Directors of the LEGO Foundation.

- 4. Due to the COVID-19 outbreak, you expect additional costs. Will the LEGO Foundation cover such additional costs?**
 - As a main rule, The LEGO Foundation does not cover any additional costs caused by the COVID-19 outbreak. We suggest that the LEGO Foundation and you as partner discuss if any budget can be reallocated to soften the situation, taking overall grant deliverables and scope into consideration. In exceptional cases the LEGO Foundation can decide to cover additional costs if critical for the project completion. Any additional costs must be approved by the Board of Directors.

- 5. As part of a project, you are to host an event/meeting/conference, but you foresee that such activity must be cancelled due to the COVID-19 outbreak unless alternative solutions can be identified. What is the position of the LEGO Foundation in this situation?**
 - Generally, we support all measures assuring that such activity is carried out in a way ensuring that the outcome is as close to the original plan as possible, provided that you act in accordance with the guidelines and recommendations in respect of hosting meetings and events of the relevant international and national authorities. We expect you to minimize losses, take timely measures and consider alternative solutions such as virtual convenings, postponements etc. Based on a dialogue between the LEGO Foundation and you we will decide on a joint solution.

- 6. As part of a project, your employees have travelling activity including flights to various parts of the world. Does the LEGO Foundation support (or even require) that your employees do not travel until further notice even though this means that certain deliverables will be delayed?**
 - The LEGO Foundation acts in accordance with the guidelines and recommendations of the Danish Ministry of Health and other national authorities of relevance. The LEGO Foundation will not issue instructions in this regard to you but expect that you act in accordance with the guidelines and recommendations of the relevant international and national authorities as well as exercise good practice of duty of care towards your employees. Further, the LEGO Foundation respects and supports that you act in accordance with your internal policies on the matter.

- 7. In your territory there is not yet a major COVID-19 outbreak and the authorities have not yet imposed restrictive measures in the territory affecting your work directly. Accordingly, you can continue the work until further notice, but does the LEGO Foundation require you to put work on hold or any other measures?**
 - We expect and encourage you to exercise caution and to act in a timely and proactive manner and take appropriate measures to ensure continuation of the project as planned. We encourage that you proceed with the work in light of the above to the greatest extent possible.

- 8. You have submitted the annual report in due time but not yet received payment. Can you expect payment from the LEGO Foundation?**
 - Yes, all employees of the LEGO Foundation are working from home to the extent possible and fund release meetings are held as planned. Instalment letters still need signatures to release funds, but we are working on a digital solution. Minor delays may happen due to less efficient ways of working, but we will do our utmost to ensure a fast processing.