The Purpose of This Gift

It's Time Foundation (ITF) is giving this solar system to the school as a major gift. Our goal is to help:

- Improve education and success for students.
- Make teachers' work easier.
- Improve the quality of life for teachers and their families.
- Help the environment by reducing air pollution (carbon dioxide).

Our Partnership Agreement

To make this solar system last 20 years or more , we must work together. By accepting this gift, the school management and leaders agree to the following.

1. School Responsibilities: Reports and Payments

Report Each Term

- You **must** complete a "Term Report" to ITF in the first month of every school term. **Why?** This report keeps contacts up to date, informs us of new buildings and tells us how the solar system is performing.
- If you do not send this report, ITF will not provide maintenance or repairs for your system.

Pay Invoice Each Term

- You will get an invoice from ITF every term. Invoices start the term following solar installation.
- **What this payment is for:** This is **NOT** a bill for buying electricity. The money you pay goes into **'The Solar Fund (Fiji)'**. This special fund pays for the long-term maintenance of your system for the next 15-20 years. For more information visit https://solarfund-fj.org.
- **ITF also adds FJD 15,000** to this fund for your school.
- Your Invoice is calculated as:
    - **FJD 90** for *each* teacher's house (per term). Paid by the teachers. This is less than power costs on the mainland.
    - No more than **FJD 3.50** per student, per term. A minimum FJD120 applies for small schools. This is from the school budget, not collected from students - for most schools the savings on generator fuel and maintenance will be greater than this cost.
    - **FJD 200** for system monitoring with Starlink (per term). You receive access to Starlink, networked to classrooms, at no cost.
- The invoice will show one total amount.
- If the invoice is not paid within 60 days, ITF may turn the system off until it is paid.
- The invoice amount may be adjusted for inflation each year.

YOUR INVOICE WILL BE FJD1500 per term

Using Your Savings

Please use fuel savings to buy computers and other resources to help students learn.

2. ITF's Commitment to Your School

- **Our Goal:** We expect to give you 24-hour power, every day.
- **Our Minimum Commitment:** We commit to supply power from **10:00 AM to 10:00 PM** every day, with **no more than three days** of power outages per term.
- **Repairs:** If you have paid your invoice and need a repair, 'The Solar Fund (Fiji)' will arrange it as soon as possible.
- **Checks:** Our team will occasionally visit to do maintenance checks. When the ITF team or contractor visits for maintenance or repairs the school must provide:
    - Transport (from the nearest main town or landing).
    - Meals and accommodation.
    - Help from villagers for digging, if needed.

3. School Responsibilities: Caring for the System

- **MOST IMPORTANT: DO NOT** try to fix or adjust the equipment unless specifically instructed by ITF.
- **If the system breaks because it was not cared for or tampered with:** the school must pay Its Time Foundation for the repairs.
- If you have a problem, email: **office.manager@iitime.org** and CC **thefund.fj@gmail.com**

Monthly Jobs (Your Checklist):

You must do these things every month:

1. Keep the area clear. Do not store items on, under, or against the equipment.
2. **Clean:** Dust the battery and inverter room and equipment.
3. **Check for Pests:** Check *all* buildings (school and houses) for mud wasp nests and spider webs, especially near lights and equipment. Remove them immediately.
4. **Run Generator:** Run your backup generator for 10 minutes to keep it in good working order.
5. **Check Teachers' Houses:** Make sure no teacher has changed any of the electrical wiring. Check that posters about saving power stay visible in all rooms. Replacement posters are at itstimehub.org (see 'Docs & Links' at your school)

DO NOT TAMPER

- **NO ONE** is to change any settings, wiring, or equipment without having clear approval and instructions from ITF.
- If a teacher changes the wiring to their house, the school committee agrees to engage an electrician to disconnect their power for one term. The teacher must pay for the disconnection and reconnection.
- Students **must not** touch or play near the solar equipment.

4. School Responsibilities: Saving Energy

This is very important for making the batteries last 15-20 years!

The Main Rule: In the school and teacher's houses follow all instructions on the power saving posters provided to the school.

- **Teacher's houses (Power Limits):** To manage the available power, high-power items will not work in teachers' houses. For example: Electric Irons, Electric Cooktops / Fry Pans, Air Conditioners, Electric Kettles and other items greater than 960W. Appliances such as Medium-sized Rice Cookers, small Washing Machines, TVs, Laptops, Phone Chargers are fine.

- **Ironing:** The school may allocate an area in a school building, so teachers can do clothes ironing. It is best to do this during the day when the sun is shining.

New Teachers: The Head of School **must** explain all these energy rules to new teachers and students.

5. School Plastics Commitment

- **Weekly Job:** Once a week (for 10-15 minutes), all students must pick up plastic rubbish around the school. **Why?** This protects the ocean and it teaches students they can be part of the solution for a more sustainable world. Please send a photo of this activity to **schools@itstime.org.au** monthly.

6. Final Agreement

- Please post this agreement in the school office where everyone can see it.
- Please review/acknowledge the agreement at each school management committee meeting.

[SCHOOL NAME]

Signature by school representative 1:

Name: _____

Position: _____ Date: _____

Signature by school representative 2:

Name: _____

Position: _____ Date: _____

Signed by **Its Time Foundation**



Rob Edwards, Founder Date: 20/1/2026

Send scanned copy of agreement to **office.manager@itstime.org.au**