

Policy Title  
Approved:  
Date of Last Review:

Development Funds Grants Policy  
September 24, 2006

Procedure: IRF 1  
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- 1.0 Goal
- 1.1 To provide guidelines for requests for and allocations of IRF development grants.
- 2.0 Principles
- 2.1 Grants to member nations and emerging nations should be directed to helping those nations develop the sport at the grassroots or the elite level.
- 2.2 Grants that are immediately tied to participation in the 2007 WRC are of priority.
- 2.3 Grants may be directed only to legally constituted non profit bodies.
- 3.0 Field of Application
- 3.1 The policy applies to the Developing and Emerging Nations grant pool.
- 3.2 This policy does not apply to other expenditures of the IRF or any member nation.
- 4.0 Definitions
- 4.1 See Constitution
- 4.2 All references to funds are in US Dollars.
- 5.0 Policy Statement
- 5.1 Members and emerging nations need financial and other assistance from established ringette nations. Through the IRF grants program, financial aid, and accountability are established.
- 6.0 Provisions
- 6.1 **Filing Deadline**
  - 6.1.1 All requests for Developing Nations funding must be made by October 31 of the current fiscal year.
  - 6.1.2 Requests may be submitted via email, fax or mail.
  - 6.1.3 All requests for Developing Nations will be reviewed once the deadline has passed.
  - 6.1.4 Requests for Emerging Nations funds must be submitted no less than thirty (30) days before the project is to be undertaken.
- 6.2 **Contents of Requests**
  - 6.2.1 The request must clearly outline the following:
    - The NSGB making the request
    - The type of request being made
    - The nature of the project to be supported
    - The total annual budget of the NSGB
    - The total membership (licensure) revenue of the NSGB
    - The total budget for the projects for which funding is requested.
    - A commitment to provide the Congress with a full accounting of the funds used at the end of the project.
    - A contact name and coordinates.
  - 6.2.2 Requests will only be entertained from full members.
  - 6.2.3 Members should use the appropriate forms to make requests.
- 6.3 **Evaluation Timeline**
  - 6.3.1 Requests will be evaluated within two weeks of the filing deadline.
  - 6.3.2 Funds will be distributed within two weeks of the evaluation of the requests.
- 6.4 **Evaluation Committee**
  - 6.4.1 The Congress shall appoint an evaluation committee of no less than three (3) members, comprised of persons from at least two (2) members.
- 6.5 **Eligible Projects and NSGB's**
  - 6.5.1 Eligible projects will include all projects that either support the development of new members for the NSGB, the creation of a new NSGB or support the participation by the NSGB in the WRC.
  - 6.5.2 Funds directed to the participation in the WRC may not be directed to travel or accommodations at the WRC.
  - 6.5.3 All members are eligible to apply for Emerging Nations funds.
  - 6.5.4 Only members whose annual membership (licensure) revenue is less than \$15,000 USD may apply for Developing Nations Grants.

6.5.5 Members who have not reported their project performance to the Congress for a previous grant are ineligible to apply for any grants.

## 6.6 **Funding Pools**

6.6.1 The Congress shall determine the amount of funds to be allocated to two pools for grants annually.

6.6.2 One shall be referred to as the Developing Nations Grant. This pool will support existing member nations in their grassroots development or in their participation in the WRC.

6.6.3 One shall be referred to as the Emerging Nations Grant. This pool will support existing members or potential new members in establishing new ringette communities or NSGB's.

## 6.7 **Evaluation Guidelines**

6.7.1 The evaluation committee is charged to follow these evaluation guidelines for the Developing Nations Grant:

- If possible, the entire pool should be expended.
- All projects must be evaluated separately. Funds will be allocated to projects, not as packages to members.
- Previous performance in executing supported projects may be considered.
- Eligible projects to support participation in the WRC must be funded first.
- Funding for any one project may not exceed \$3000.00.
- Requests must be for projects (or elements of projects) to be completed in the current fiscal year.

6.7.2 The evaluation committee is charged to follow these guidelines for the Emerging Nations Grant:

- During the fiscal year, the committee should retain funds for future, unforeseen opportunities.
- All projects will be evaluated separately.
- Previous performance in executing supported projects may be considered.
- Requests must be for projects (or elements of projects) to be completed in the current fiscal year.
- Emerging nations geographically suited to compete with or against existing members must be given priority.
- Funding for any one project may not exceed \$2500.00.

## 7.0 **Review and Approval**

7.1 This policy was approved by the Congress September 24, 2006.

7.2 **Date of Last Review:** N/A

7.3 **Original Policy Development Lead:** David Patterson, CAN

7.4 **Date of Next Review:** 2007 Congress Meeting