

INTERNATIONAL SKATING UNION

Communication No. 1017

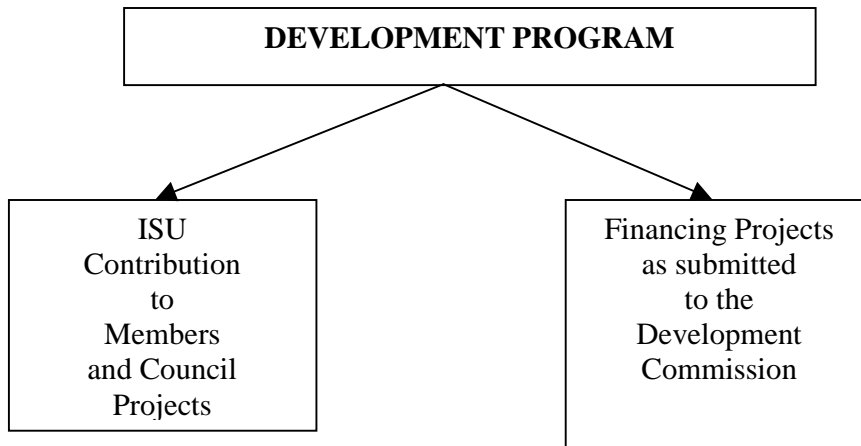
ISU Development Program (replacing Communications No. 914, 929 and 953)

I. Introduction

Recently, Communication No. 1010 outlined the changes made to the ISU Development Commission. The Chair and Co-Chair have moved quickly to restructure and to allocate monies through approved projects.

This Communication outlines the revised procedures for making applications and reporting.

The following is a graphic overview of the ISU Development Program:



It is a precondition that all financial support made available by the ISU, including the ISU Development Program, must be used by the Member for ISU sport disciplines only.

II: Development Commission - Questionnaire Database

The Development Commission has been tasked by the ISU Council to restructure and increase the activity of the ISU Development Program. The restructuring details were included in Communication No. 1010.

As part of the progress of the Development Commission, it has been decided to develop a **database** of basic organizational information about all ISU Members. This information will assist the Commission in the following ways:

a) **Financing of Member Projects:**

To assess projects in the context of the current organization of the Member.

b) Contribution to ISU Members (Yearly):

To enable the Commission to have a view on the status of an individual Member in regard to meeting the criteria of membership of the ISU on an ongoing basis.

c) Future Projects Initiated by the Commission:

To enable the Commission to initiate projects on behalf of Members, based on the information contained in the database.

In order to compile the database, each Member is requested to complete the attached questionnaire (see **Appendix A**) and to return it by no later than **April 1, 1999** to:

International Skating Union
Chemin de Primerose 2
CH-1007 Lausanne
SWITZERLAND

This information will be used confidentially by the Development Commission to service better the applications received and to develop programs based on the perceived needs of Members.

The development of a list of various resources (coaches, administrators, planning leaders) is also important to the work of the Commission. The long-term goal is to develop lists of resources and programs that can be placed before Members for their use, financed by the Development Program.

III. Financing Development Projects (Appendix B1 and Appendix B2)

1) Making applications

Financial support to Members for projects is awarded with the aim of broadening interest in and improving the standard of skating according to the Development Program Mission Statement agreed by the ISU Council, 1998. Projects for young skaters up to junior age will be given priority.

Commencing April 1, 1999, all ISU Members have the opportunity to apply for financial support for development projects at any time of the year. Please use the form (Appendix B1) for applying, and forward your application to the Chair and Co-Chair of the Development Commission.

The Commission will act upon all applications in a timely manner. Investigations will be undertaken, and reference will be made to the Member information in the database.

If an application is not accepted by the Development Commission, Members will be advised of the reasons. Major modifications as directed must be undertaken before re-submitting the application.

It is important to acknowledge that these projects are funded in order to improve the skating activities of Members. The ISU Development Commission must have clear evidence that the project's objectives will be achieved. For this purpose, the Development Commission may also visit Members in order to gain an overview of how the projects may or will develop, and to determine whether the financial support from the ISU will result or has resulted in an improvement of skating in the country.

Under the budget allocated for projects there is **no** financial support for:

- a) Camps (except for projects which include such camps as a required part of the project)
- b) Competitions (travel costs, organizing, etc.)
- a) Medical services
- b) Ice rinks (construction and reconstruction) or ice-cleaning machines etc.

If development funds are allocated, the Member should provide written payment instructions, signed by the Member's President and General Secretary. These payment instructions should include the amount to be paid and exact bank details (bank name, address, account number, name of the account holder). Even though the budget and applications are based on Swiss Francs, the payment may be made in US\$.

At the time of approval, the Development Commission will outline reporting requirements and their timelines. All Members who receive financial support shall send their report to the Development Commission, specifying how the money has been used in the project. The reports (Appendix B2) are a necessary requirement in order to evaluate new applications and to enable the Development Commission to decide on future allocations.

The application form for projects is at **Appendix B1**

The reporting form for projects is at **Appendix B2**

2) **Principles for the Evaluation of Development Program Projects.**

- a) Applications must contain complete information, explanation and a detailed budget in Swiss Francs.
- b) The Member submitting the application must make a financial contribution towards the project. This amount must be shown on the application.
- c) Training camps will not be funded unless they are a required part of a project.
- d) Any application which requires a training camp and which suggests the use of a coach or moderator (administrative), must submit the name and background of the person concerned and, in the case of a coach, the full support, in writing, of the Coaches Commission.
- e) Private skating schools will not be funded.
- f) Support for competition participation (organization, travel, costs, etc.) will not be funded.
- g) Priority will be given to projects involving the participation of Juniors as defined in the ISU Regulations in the particular discipline.
- h) Costs for securing ice time will only be paid when such ice time is a required part of a project and clearly detailed in the project budget.
- i) Costs for equipment will only be paid when such equipment is a required part of a project and clearly detailed in the project budget.

- j) The Development Commission will not fund projects whose intention is to establish a non-existing branch of a skating discipline. There must be evidence that the discipline is established in base form, and that Development Program project monies will be used to increase, improve or expand this branch.

These principles are subject to review from time to time as issues evolve and progress within the ISU.

IX. Contributions: Contribution to ISU Members (Appendix C)

Financial support as a **contribution** is made to permit Members to send athletes to Championships and important competitions, training camps, and other important initiatives. The amounts will be distributed in the following way.

- i) CHF 2'500'000 will be equally divided among the Members who have not been finally allotted an ISU Championship other than the World Junior Speed Skating Championships or World Junior Short Track Skating Championships. The ISU Secretariat will inform the Members of their respective share by separate letter.

Payment will be made not earlier than December 13 of each year, upon receipt of written payment instructions from the Member, signed by the Member's President and General Secretary. Such payment instructions should include the amount to be paid and exact bank details (bank name, address, account number, name of account holder).

- ii) The remaining amount budgeted under this item will be used, as accepted by Congress, for supporting other activities as decided by the Council.

After every season, the Members having received such a contribution must send a report (**Appendix C**) specifying how the money has been used during the season by stating set objectives and how those have been reached. This report must be received at the ISU Secretariat no later than November 1 of each year.

Milan,
February 15, 1999
Lausanne,

Ottavio Cinquanta, President
Fred Schmid, General Secretary