



**The Agitos Foundation Grant Support Programme (GSP)**  
**Application guidelines for IFs & IOSDs**  
**July 2013**

**Agitos Foundation**

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## **The Agitos Foundation Grant Support Programme (GSP)**

### **Grant Support Programme**

In order to fulfil the IPC's strategic goal of **Athlete Development** and in accordance with the IPC Development Strategy, from 2013 onwards the Agitos Foundation will introduce an annual Grant Support Programme (GSP).

The GSP aims to provide IPC Member Organisations (International Federations (IFs), International Organisations of Sport for the Disabled (IOSDs), National Paralympic Committees (NPCs) and Regional Organisations (ROs)), IPC Sports and the IPC Americas Region with financial resources to implement development projects that support the strategic athlete development priorities of the IPC.

Therefore we would like to ask you to first read carefully the following guidelines, and then use the application form to submit your organisation's project.

### **Eligible Project Areas**

The GSP is divided into two components, (1) for NPCs and ROs (including the IPC Americas Region) and (2) for IFs (including IPC Sports) and IOSDs. For IFs and IOSDs the following areas of activity have been identified as eligible for funding:

#### **The IFs/IOSDs Grant Support Programme will fund projects in the following areas:**

- a) Education of International Technical Officials and/or International Classifiers.
- b) Education of national technical officials, national classifiers and coaches in a particular Region or sub-region.
- c) Development of a sport in a particular Region or sub-region.
- d) Organisation of competitions at Regional or sub-regional level, including classification evaluation.
- e) Development of low cost sports equipment or mobility devices.
- f) Classification research.

In addition and in accordance with the general priorities of the IPC, the GSP will prioritise funding to projects that focus on gender mainstream and athletes with high support needs.

The grant applications forms and all related information will be published in English, French and Spanish and members' applications will also be welcomed in any of these three languages.

A short description, including the grant amount, of all successful projects will be published on the Agitos Foundation website.

**Financial conditions**

The total Agitos Foundation's budget available for IFs' and IOSDs' projects under this GSP call is 250,000 EUR.

The maximum Agitos Foundation grant per IF/IOSDs project will be limited to 20,000 EUR.

**Budget**

The budget must indicate clearly the costs that are eligible for funding. The grant is limited to a maximum co-financing rate of 80% of eligible costs by the Agitos Foundation. The part not covered by the Agitos foundation should be funded by the organisation itself and/or by third party partners.

The budget must be drafted in euros. Applicants not based in the euro zone must use the exchange rate from an official currency convertor with date 1<sup>st</sup> July 2013.

**Eligible direct costs**

Eligible costs of a project are those incurred during implementation, provided that they are identifiable and assigned to the project. These may include but not be limited to, reasonable costs of staff directly assigned to the project, reasonable subsistence allowances, reasonable travel costs, meetings costs, purchase or renting costs of equipment (new or second-hand), and subcontracting when strictly needed. Please note that staff costs should not exceed 30% of other direct eligible costs. For further information please refer to the budget template.

**Eligible indirect costs**

Eligible indirect costs of a project are those incurred during implementation that are not identifiable. A flat-rate amount, not exceeding 7% of the eligible direct costs of the project, is eligible under indirect costs.

**Ineligible costs**

Costs arising from any institutional meeting such as General Assemblies or Executive Boards meetings, as well as excessive, unnecessary or reckless expenditure are non-eligible for funding. The IPC reserves the right to determine which costs are considered ineligible.

**Timeline**

The GSP call for submissions will be announced to the membership and published on the Agitos Foundation website on 1<sup>st</sup> July 2013. The deadline for applications will be the 15 August 2013. Applicants will be informed not later than 6 September 2013 of the result of their application.

The project must start between 1<sup>st</sup> September 2013 and 31 March 2014 and be finalised by 31 December 2014. Any project started before 1<sup>st</sup> September 2013 (but after 1<sup>st</sup> January 2013) might also be considered, provided its duration does not exceed one year. All expenses incurred between the start of the project and 1<sup>st</sup> September 2013 will not be covered by the Agitos Foundation, but may be considered as the organisation/third party contribution.

### **Selection Process**

The review of the submitted projects will be undertaken by a committee composed of the Chairpersons of the IPC Sports' Council Management Committee, the IPC Development Committee, the IPC Athletes' Council and the CEO of the Agitos Foundation who will act as the Chairperson of the selection committee.

Eligible applications will be assessed on the basis of the following criteria:

- Overall quality of the proposal
- Direct impact on organisation's partnerships
- Promotion of the project and Paralympic Movement
- Long-term sustainable impact of the activity
- Financial accountability

For more information, please refer to the document called "Selection Criteria".

### **Monitoring and Evaluation**

The Agitos Foundation will implement a monitoring and evaluation process for the Grant Support Programme. Templates will be provided to the organisations to help them produce the final report of the project.

### **Submission of the application**

Please make sure your complete application (i.e., application form and supporting documents) reaches us before 15 August 2013 via e-mail, fax or post. Applications received after that date will not be considered.

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### **Publicity**

The organisation must clearly refer to the Agitos' contribution in all communications or publications, in whatever form or whatever medium, including the Internet, or in conjunction with activities for which the grant is used. The Agitos Foundation logo must appear on all publications, banners and marketing tools used during the project. Further documents will be provided to the organisations which project proposal is shortlisted.