



## **Olympic Federation of Ireland**

### **National Federation Funding Support Programme**

**This document outlines the purpose and details of the application process for National Federations to apply for additional funding from the Olympic Federation of Ireland towards specific Olympic focused projects.**

#### **Introduction**

In line with our Strategic Plan, the Olympic Federation of Ireland will make a 'discretionary fund' available to National Federations to support Olympic focused projects across the current Olympic cycle. This is the second year that the discretionary fund has been made available and it is planned that further funds will be made available annually for the subsequent Olympic cycles.

The purpose of this programme is to provide additional funds to the National Federations towards specific Olympic focused projects and programmes. This is over and above the funding the OFI will provide to support costs associated with sending athletes and teams to compete in the 9 Olympic events and support provided to members through Olympic Solidarity Projects / Programmes funding.

For clarification purposes, this fund does not include Olympic Solidarity Funding. We are constantly reviewing these programmes to ensure National Federations will receive maximum qualifying support.

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The 'discretionary fund' will be aimed at providing support for projects in the following categories:

1. National Federation Olympic Development Support
2. Performance Coach Support
3. 'Make a Difference' Projects

All National Federations may apply for funding under any or all of these headings. However, this should be done in line with the core principles outlined as part of this document. Therefore, National Federations should carefully consider the scale and scope of any funding applications they submit and bear in mind that subsequent funding opportunities will be available in following years allowing NFs time to prepare adequately robust applications.

National Federations can apply for funding from €5k up to a maximum of €30k for any of the projects but the total funding granted to any single National Federation will not exceed €30k per annum.

National Federations are only eligible to receive a funding allocation twice during the current cycle (2018-2020) unless exceptional circumstances can be demonstrated. This means that if sports which received a grant last year in any of the categories, are successful again this year in any of the categories, they will NOT be eligible to apply in 2020.

### ***National Federation Olympic Development Support***

The purpose of support under this category is to provide grant support to National Federations for Olympic Development projects.

Any application under this heading must provide clear evidence of how the support will be used for ongoing development projects within the sport with a clear Olympic focus.

### ***Performance Coach Support***

Investment in performance coaching support is highlighted as a key strategic priority for National Federations to develop long-term sustainable success in Olympic Sports and legacy impact. The OFI will target, in partnership with Sport Ireland and other key stakeholders within the high-performance sports system, specific supports to National Federations in performance coach support. For example, support targeted to the coaches working with current Olympic cycle athletes and specific next generation high performance athletes.

In partnership with the Performance Directors of the NGBs the OFI may carry out an audit of coach needs and gaps, when assessing the applications under the heading.

Other supports are already available through Olympic Solidarity Funding programme for coaching related support such as coaching scholarships, coaching with impact programmes, and national level coaching courses.

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### ***'Make a Difference' Projects***

The OFI will provide additional supports to National Federation high performance programmes based on a needs' analysis with the CEO's and Performance Directors identifying where there are potential gaps not being served through existing funding and services provided by Sport Ireland, Sport Ireland Institute or other stakeholders.

### ***Olympic Events***

The OFI supports 9 Olympic events during each four-year cycle. The events included are:

- Olympic Summer Game (once every four years)
- Olympic Winter Games (once every four years)
- European Youth Olympic Festival – Summer (once every two years)
- European Youth Olympic Festival – Winter (once every two years)
- Youth Olympic Games Summer (once every four years)
- Youth Olympic Games Winter (once every four years)
- European Games (once every four years)

Therefore, applications for discretionary funding associated with any of these events are eligible under the three funding areas outlined above.

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## Funding Principles

The following core principles apply to the OFI 'discretionary fund' policy:

1. OFI Funding should be used to support National Federations where that funding can add value, make a real difference, deliver impact and be more relevant to contributing to Olympic Sport success;
2. Any funding supports should be directly linked to a set of objectives which can be tracked and measured for impact through Key Performance Indicators;
3. All funding supports will be provided based on agreed and clear investment criteria linked to delivery of impact and with transparent decision-making processes;
4. The OFI will seek to maximise the Olympic Solidarity Funding grants over the next Olympic cycle;
5. Discretionary OFI funding will be focused on supporting the 'journey' of the National Federations and recognise that each sport is in a different stage of their ongoing journey. Therefore, the funding supports will be tailored to reflect the individual needs and potential value added role that the OFI can play to assist the sports;
6. The OFI will work closely with other stakeholders within high-performance sport in Ireland to ensure the funding is used in a co-ordinated way and complimentary to other funding supports made available to NFs through Sport Ireland and other funding bodies;
7. Discretionary OFI funding will not be allocated to individual athletes rather it will be provided to the NFs linked clearly to an Olympic focus (note: The Athletes' Commission has a separate budget);
8. Discretionary OFI funding will not be used to fund new/existing 'positions' within NFs except in exceptional circumstances based on NF applications linked to an Olympic focus and in such exceptional cases funds will only be made available to part fund 'positions' and only for a defined period of time (i.e. not on a long-term basis);
9. Discretionary OFI funding cannot be used for duplicate funding i.e. the National Federations must be able to prove that the funding request is not used for programmes already covered through other funding sources;
10. The role the OFI plays (and will play in the current and future Olympic cycles) should be communicated more clearly by those in receipt of support to demonstrate the practical, value added impact it has with the Olympic sports in Ireland;
11. The OFI will investigate the value of available funds to maximise the scale of discretionary funding possible over each Olympic cycle. Depending on the take-up in any year some projects/programmes may not receive the full fund applied for.
12. The following split of funding will be used as a guideline for how any available funds will be allocated. This is merely a guideline and is not definitive:
  - a. National Federation Olympic Development Support 15%
  - b. Performance Coach Support 35%  
(topped up with OS funding)
  - c. 'Make a Difference' Projects 50%

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## Application Process

All National Federations are invited to apply for funds within the scope of this programme. Applications, under each of the three funding areas, will be reviewed by a specially appointed OFI review group (which will include independent/external personnel and will also include Sport Ireland personnel). The review groups will recommend funding awards to the OFI Board based on the value, purpose, viability, longevity of impact and quality of the proposals from the National Federations. Individual Board members will declare conflicts of interest in the meeting and where such conflicts exist will not take part in the final decision-making process by the Board.

A weighted criterion will be applied to all applications under the following headings:

<b>Criteria</b>	<b>Key Consideration</b>	<b>Weighting</b>
<b><i>Olympic Focus</i></b>	How does the project/programme demonstrate a clear link to an Olympic focus	30%
<b><i>Planned Outcome</i></b>	What are the planned outcomes and how these will be measured	30%
<b><i>Sustainability</i></b>	How will the project/programme deliver a long-term impact within the sport	30%
<b><i>Accountability</i></b>	What processes are proposed to be put in place to assure the funds are used for the sole purpose of the project/programme applied for	10%

Applications for 2019 funding are invited to be submitted by National Federations, using the form below, **by Thursday 4<sup>th</sup> April 2019**.

***To be eligible to apply for 2019 discretionary funding, NBGs must have submitted all required documentation with the OFI for any funding granted in the 2018 discretionary funding round. Exemptions will only be permitted where 2018 funding is still being spent in 2019 and has been authorised by the OFI.***

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## Conditions of Funding

The National Federations will receive the funding in two instalments. The OFI will issue 70% in an initial instalment following the decision to approve funding. The remaining 30% of the funding will be issued to the National Federation at the end of the project, once the relevant National Federation provide the following materials:

- Final project/programme report
- All proofs of payment related to the project/programme
- Invoice from the National Federation to the OFI.

The OFI will oversee the proper use of funds and may review progress of the project/programme, at any time, to ensure the agreed target outcomes and objectives are in line with the original application.

Each National Federation will submit periodic reports and necessary evidence on an ongoing basis to ensure that the OFI can monitor the execution of the project /programme. The reporting requirements will be agreed with each National Federation upon awarding of the funding.

The OFI is entitled to suspend any decision on a National Federation application for funding where the OFI has any concerns of non-compliance by the Federation in relation to governance requirements or the Federation is subject to any investigation on this or other matters such as financial impropriety, disreputable action or statutory inquiries . Where this occurs when funds have already been allocated the Federation can with-hold any funds still to be allocated pending the outcome of any investigation on the matter internal or external to the OFI.

Any National Federation receiving the funding from the OFI must:

- Provide the OFI with all necessary information and supporting documentary evidence related to the use of the allocated funds and the implementation of the project/programme;
- Have at least two authorised signatories from the National Federation on their application;
- Designate a competent person who shall be responsible for monitoring the project/programme;
- Use the funds made available solely for the purpose outlined in the application process;
- Inform the OFI at any time if the National Federation encounters any issue in relation to the implementation of the project/programme;
- Assist the OFI in the monitoring and overseeing of the implementation of the project/programme.
- Acknowledge support of the OFI in any PR/Media coverage of the project/programme



## Olympic Federation of Ireland

### National Federation Funding Support Programme 2019

### Application Form

<b>National Federation</b>	
<b>Contact Details</b>	Primary Contact : Role : Email : Telephone : Address :
<b>Funding Request</b> (please select one)	National Federation Olympic Development Support <input type="checkbox"/> Performance Coach Support <input type="checkbox"/> 'Make A Difference' Project Support <input type="checkbox"/>
<b>Project/Programme Title</b>	
<b>Project/Programme Summary</b> (include separate attachment as required)	€5,000 <input type="checkbox"/> €10,000 <input type="checkbox"/> €15,000 <input type="checkbox"/> €20,000 <input type="checkbox"/> €25,000 <input type="checkbox"/> €30,000 <input type="checkbox"/>

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## Project/Programme Evaluation Criteria

<p><b>Olympic Focus (30%)</b> (Please summarise how the project/programme demonstrates a clear link to an Olympic focus. Provide additional attachments as required)</p>	
<p><b>Planned Outcome (30%)</b> (Please summarise the planned outcomes and how they will be measured. Provide additional attachments as required)</p>	
<p><b>Sustainability (30%)</b> (Please indicate how the project/programme will provide a long-term impact for the sport. Provide additional attachments as required)</p>	
<p><b>Accountability (10%)</b> (Please provide details of the processes that will be used to ensure the funds are used for the sole purpose of the project/programme applied for)</p>	



## Additional Attachments

Please indicate which of the following documents are attached to the application	Attached/ Applicable
<p><b><u>All projects must be realised during the calendar year of 2019.</u></b></p> <p>Exemptions may be sought for projects taking place in H1 2020 but this must be indicated on the application. Please indicate here if you intend to seek an exemption and the dates of your proposed activity if taking place in H1 2020:</p>	<input type="checkbox"/>
<b>Project/Programme Detailed Description</b>	<input type="checkbox"/>
<b>National Federation Cover Letter</b>	<input type="checkbox"/>
<b>Olympic Focus criteria additional material</b>	<input type="checkbox"/>
<b>Planned Outcome criteria additional material</b>	<input type="checkbox"/>
<b>Sustainability criteria additional material</b>	<input type="checkbox"/>
<b>Accountability criteria additional material</b>	<input type="checkbox"/>
<b>Additional relevant documentation to support the application</b>	<input type="checkbox"/>

I, the undersigned, certify that the information provided in this application is accurate and true and that the National Federation Board and/or Executive Committee have reviewed and approved this submission.

\_\_\_\_\_  
Name Title Date

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Name Title Date