



## SECTION 1: PRELIMINARY APPLICATION DETAILS

Please complete the following application form, in English, French or Spanish. Note that incomplete applications will not be accepted. The applicant may save the application at any point and return to it at a later date.

### ALL PROGRAMME CATEGORIES

1.1	Country	FIA
1.2	ASN name	FIA France
1.3	Please confirm primary contact details for this application:	
	Title (primary contact): *	Mr
	First name (primary contact): *	Sample Application
	Surname (primary contact): *	Sample Application
	Position (primary contact): *	Project Manager
	Contact e-mail (primary contact): *	sample@sample.com
	Confirm contact e-mail (primary contact): *	sample@sample.com
	Contact telephone number 1 (primary contact): *	33 11111111
1.4	Is the ASN applying on behalf of a third party? *	No
1.5	Please provide details regarding the third party:	
	Organisation name: *	
	Title (primary contact): *	Select title
	First name (primary contact): *	
	Surname (primary contact): *	
	Contact e-mail (primary contact): *	
	Confirm contact e-mail (primary contact): *	
	Contact telephone number (primary contact): *	Select 33
1.6	Does the ASN endorse the application? *	

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- 1.7 Is the application endorsed by the government or another relevant organisation? \* Yes
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- 1.8 Please provide details of the government organisation and / or the other organisations that endorse this application: \*  
The Ministry for Education and the Ministry for Sport
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- 1.9 Under which programme is the applicant applying? \* Social Responsibility
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- 1.10 By what name does the ASN want to refer to this application? \* SAMPLE: Women in Motor Sport

## SECTION 2: PRELIMINARY APPLICATION ELIGIBILITY CRITERIA

### SOCIAL RESPONSIBILITY PROGRAMME CATEGORY

- 2.1 What is the main focus of your activity? \*
- 2.2 Is your ASN submitting an FIA Sport Cluster Application? \* No
- 2.3 Please list the other ASNs in the cluster: \*
- 2.4 Please provide a brief summary of your proposed activity: \*
- The aim of this activity is to roll out an education and engagement programme to encourage increased participation of women at all levels of motor sport.
- 2.5 Is the activity based in the applying ASN's country? \* Yes
- 2.6 Does the activity involve participants who are from the applying ASN's country? \* Yes
- 2.7 Does the activity involve only participants who are classified as adults? \* Yes
- 2.8 Will parental consent be sought for participants who are not classified as adults? \*
- 2.9 Does the activity benefit more than one (1) individual? \* Yes

## SECTION 3: ACTIVITY DETAILS

### SOCIAL RESPONSIBILITY PROGRAMME CATEGORY

3.1 When will the activity commence (approximately)? \* 02/03/2016

3.2 Does the activity have an approximate end date? \* No

3.3 When will the activity conclude (approximately)? \*

3.4 What are the goals of the activity? \*

- The overall goal of this activity is to increase participation and improve access to motor sport for women as both competitors and officials.
- To develop resources to engage young female drivers through a 'women in motor sport' education programme to be piloted in 25 schools nationally.
- To develop a targeted communication plan to recruit and retain female volunteers as part of our existing volunteer officials network.
- To establish an ambassadorial programme to assist in the promotion of female participation in the sport.

3.5 What are the major tasks associated with implementing the activity? \*

- To produce a 'tool box' of resources to roll out to the 25 pilot schools for the young female competitor education programme.
- To plan and develop communication and engagement strategy for the officials programme and to monitor female participation and upcoming training and volunteer days.
- To identify key female competitors and officials in our existing ASN network to become part of our ambassadorial and promotion team.
- To liaise with FIA Women in Motor Sport Commission to request key speakers to participate in our education and ambassadorial programme.

3.6 Please upload an activity work plan: \*

**Please note, ASNs can skip this question at this stage and upload the document at the end of the application if preferred.**

CURRENTLY UPLOADED FILE: **SAMPLE SR WORK PLAN.PDF**

3.7 Who will be responsible for managing the activity, and what prior experience do they have in this area? \*

Ms X, Director, ASN Education and Training - currently manages all ASN training programmes and education initiatives, has already established strong relationships with the Ministry of Education who endorse the proposed schools programme to increase female participation in the sport.  
Mr Y, Motor Sport Project Manager - key coordinator for the development of the communication strategy to recruit and retain new female officials. Has already had success in engaging with young volunteers through a similar targeted communications campaign.

3.8 Will other organisations collaborate with the applicant on the activity? \* No

3.9 What are the names of these organisations, and what prior experience do they have in this area? \*

3.10 How will the success of the activity be measured? \*

Key milestones for measuring female participation will be established at several points throughout the year in conjunction with the roll out of training and competitions.

Registration, participation and retention figures will be recorded and analysed linked directly to both the schools education programme and the targeted communications campaign.

We also plan to undertake feedback questionnaires to all new and existing female participants (either drivers or officials) to measure perception of access to the sport, identify successes and identify areas where our ASN needs to continue to improve.

3.11 Does the activity involve delivering training? \* No

3.12 Who will participate in the training and how many participants will there be? \*

3.13 How will the training participants be selected? \*



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3.14 How will this training integrate with other related training in the applicant's country or region? \*

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3.15 Has the applicant conducted the activity in a previous year? \*  No

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3.16 Please upload the success data from the previous period \*

Please note, ASNs can skip this question at this stage and upload the document at the end of the application if preferred.

## SECTION 4: FINANCIAL DETAILS

You indicated in Question 2.2 that this is an individual application. If your application is from a cluster of ASNs, please return to Question 2.2 and select 'Yes' before proceeding with Section 4.

### SOCIAL RESPONSIBILITY PROGRAMME CATEGORY

4.1	Funding will be supplied for the year:	2016
4.2	Based on the information provided in this application, the following funding criteria apply for this project:	
	(a) Maximum contribution from the FIA Sport Development Fund:	€ 25,000.00
	(b) Funding relief:	No
	(c) Minimum contribution from the applicant:	50%
4.3	What is the total estimated annual cost associated with the activity? *	€ 50,000.00
4.4	What annual funding has already been secured for the activity? *	€ 25,000.00 50.00%
4.5	Please provide details regarding the source of the funding shown above: *	
	This will be covered by ASN resources and support from a Ministry of Education grant.	
4.6	Estimated current deficit:	€ 25,000.00 50.00%
4.7	Is the applicant applying for the deficit shown above? *	Yes
4.8	What is the amount of funding being requested for the current funding period? *	€ 25,000.00 50.00%
4.9	Please download a budget template, complete and upload in question 4.10	<a href="#">Download...</a>
4.10	Please upload the budget for the activity: *	
	<b>Please note, ASNs can skip this question at this stage and upload the document at the end of the application if preferred.</b>	
	<b>CURRENTLY UPLOADED FILE: SAMPLE SR BUDGET.PDF</b>	
4.11	Does the activity require more than one year of funding from the FIA Sport Development Fund to ensure success? *	No
4.12	Please provide details in relation to question 4.11 above: *	

## SECTION 5: DECLARATION

### SOCIAL RESPONSIBILITY PROGRAMME CATEGORY

We agree that the information provided in this funding application is, to the best of our knowledge and belief, correct at the time of submission.

We authorise the FIA to make such enquiries as it considers appropriate and undertake to provide any further information with the FIA requests for the approval of this funding application.

We acknowledge that the submission of the application does not automatically grant a fund assignment.

We acknowledge that the approval of this funding application will be at the discretion of the FIA and we agree to accept an independent evaluation of the proposed activity should it be considered necessary.

We also undertake to provide any further information that may affect our funding application should the situation change at any time during the assessment period and we acknowledge that a change in our situation may lead to our application being rejected.

Should this application be approved, the ASN agrees to sign a Grant Agreement with the FIA, that cannot be modified upon request. We undertake to respect all relevant laws and to take reasonable steps to ensure that any grant allocated to the ASN is used exclusively for appropriate purposes.

We confirm that the person that who submits this funding application for the ASN to the FIA is authorised to do so.

We confirm that the use of the FIA and other partners brand identity will be respected and used according to the Brand Guidelines that will be provided.



## PLEASE NOTE THAT THIS IS ONLY AN EXAMPLE BUDGET

### ASN Project Budget

Accounting period from 01.01.16 to 31.12.16

Budget, submitted for approval on 1 July 2015  
In Euros

# ASN NAME

<u>INCOME</u>		<u>Budget</u>
<u>Direct Programme Income</u>		
I-001	Programme Licence Fees	0
I-002	Programme Sponsorship	5 000
TOTAL DIRECT PROGRAMME INCOME (I1)		<u>5 000</u>
<u>Grant Income</u>		
I-003	Government Grant	10 000
I-004	FIA Sport Development Fund	25 000
TOTAL GRANT INCOME (I2)		<u>35 000</u>
<u>ASN Contribution</u>		
I-005	ASN Contribution (balance of funding)	10 000
TOTAL ASN CONTRIBUTION (I3)		<u>10 000</u>
TOTAL INCOME (TI = I1 + I2 + I3)		<u>50 000</u>
<u>EXPENSES</u>		
<u>Administration Expenses</u>		
E-001	Employment Expenses	
	Project Director	12 250
	Project Manager	7 500
E-003	IT Expenses	
	Hosting	2 500
	Website development	7 500
TOTAL ADMINISTRATION EXPENSES (E1)		<u>29 750</u>
<u>Marketing &amp; Media Expenses</u>		
E-004	Promotional Materials	
	Brochure development	5 500
	Brochure printing	1 500
E-005	Television Coverage	
	Commercial production	4 500
	Broadcast	3 500
TOTAL MARKETING EXPENSES (E2)		<u>15 000</u>
<u>Education Expenses</u>		
E-006	Develop Educational Resources	
	Developer fees	4 000
	Subject matter expert fees	1 250
TOTAL TRAINING EXPENSES (E3)		<u>5 250</u>
TOTAL EXPENSES (TE = E1 + E2 + E3)		<u>50 000</u>
SURPLUS (TI - TE)		<u>0</u>

TOTAL ESTIMATED PROJECT VALUE (TI) 50 000

FIA SPORT DEVELOPMENT FUND GRANT PERCENTAGE 50%