2022 OLYMPIC AQUATIC SUPPORT PROGRAMME
RULES & REGULATIONS
1. **PURPOSE**

The purpose of this programme is to provide financial support to all of FINA National Federations in their endeavours to develop and foster aquatics at all levels within their territories.

The objectives of this programme are:

- to enable the FINA National Federations to develop, strengthen and improve their activities in all Aquatic Disciplines from grassroots to elite level and for all ages and genders.
- to ensure that all FINA National Federations are aligned with minimum good governance standards and guarantee that good governance remain a priority for all National Federation in order become more efficient, transparent and independent.

FINA will review and approve the final allocations for each National Federation.

2. **BENEFICIARIES**

The beneficiaries of the FINA Olympic Aquatics Support Programme are the affiliated FINA National Federations.

In order to be eligible to benefit from the programme the National Federations must meet the following criteria:

- have participated at the last FINA World Championships or FINA Swimming World Championships 25m (Gwangju 2019 or Abu Dhabi 2021)
- have completed previous OASP editions
- have answered the Governance Survey

3. **FINANCIAL CONDITIONS**

The funding granted under the FINA Olympic Aquatic Support Programme for all FINA National Federations (subject to compliance with these regulations) is up to a maximum amount of 30’000USD per National Federation and per year (see article 4).

According to the Governance Survey result, all National Federations will be classified into the following 4 (four) levels of Governance: high, medium, basic and developing. The levels define the maximum amount for which each NF is eligible for the programme.

<table>
<thead>
<tr>
<th>Governance Level</th>
<th>Score</th>
<th>Eligible to:</th>
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</thead>
<tbody>
<tr>
<td>High Level of Governance</td>
<td>16 – 20</td>
<td>30’000 USD</td>
</tr>
<tr>
<td>Medium Level of Governance</td>
<td>11 – 15</td>
<td>22’500 USD</td>
</tr>
<tr>
<td>Basic Level of Governance</td>
<td>6 – 10</td>
<td>15’000 USD</td>
</tr>
<tr>
<td>Developing Governance</td>
<td>0 – 5</td>
<td>Mentorship programme*</td>
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*Please refer to article 6.
At least 75% of the total allocated funds shall be invested into Athletes Programmes, where athletes are the main beneficiaries.

FINA, through the FINA Development Committee, will carefully study and approve the projects submitted by the National Federations in which the value, purpose, viability and quality of the proposals will be assessed.

The funds will be transferred in two instalments one of 70% after the approval of the project and one of 30%, once the project is finalised and the National Federation has submitted the necessary documentation (see article 5.c.) and the total allocated amount has been spent.

The funds will be transferred only to the relevant National Federation’s bank account (unless agreed otherwise with FINA). Any personal or third-party account will not be accepted.

The funds will only be released once all previous OASP editions have been completed and FINA has approved the final report.

4. PERIOD COVERED

The OASP programme starts as of January 1st 2022 and finishes as of December 31st 2022. All projects and their expenditures shall take place into this timeframe.

5. PROCEDURE

a. Initial project proposal from National Federations

After having conducted an analysis of the current Aquatics’ situation in their territories, the FINA National Federation will determine which projects they will propose for the OASP, according to their specific needs and priorities for Aquatics’ Development. The proposal must be submitted using the official FINA forms and materials (Application Form, Cover Letter, Bank Details, Budget Breakdown and CV of the technical expert if applicable).

The projects will have to fit within one of the categories listed in point 9.

The National Federation will submit a concrete and detailed budget of all expenses related to the implementation and development of the selected projects. A template will be provided from FINA.

The deadline for project submissions is November 30th 2021.

It is mandatory to submit the application by using the forms provided by FINA. Applications using other forms will not be considered by FINA. Supporting documents must be provided in English and in a readable format.

b. FINA’s approval

FINA will review all the projects submitted by the FINA National Federations. Only those projects submitted according to these rules and regulations will be considered for approval.
FINA will inform the National Federations about the decision taken, and will provide a feedback accordingly. A positive decision will include the specification on the final budget allocation, agreed objectives and project outline.

c. Execution of the project

Once a project has been approved by FINA, the necessary measures will be taken to release the first instalment of the total approved budget as described in article 3 (70%). The National Federation shall implement the project according to their application.

The remaining 30% of the budget will be transferred at the end of the project, only once the National Federation will have submitted the following documentation:

- Interim project Report (for projects longer than 6 months)
- Final project Report
- All proofs of payment related to the project
- Itemization of expenses
- Invoice from the National Federation to FINA

d. National Federation Monitoring

FINA will oversee the proper use of the funds and may at any time request an audit of the resources and/or inspect the progress of the project in order to ensure that it is in compliance with the objectives and agreed project.

FINA will survey the actions taken by the National Federation in order to ensure that the objectives submitted in the approved project are achieved.

FINA reserves the right to inspect the project(s) on site at any time and without prior notice. In such case, the National Federation must provide all necessary support, evidence and make themselves available to FINA or its representatives for any questions or requests.

The National Federation shall ensure that a monitoring system for the projects is in place to make sure that its goals are achieved.

e. National Federation Reports

The National Federation shall provide FINA with an Interim Report (if applicable) and a Final Report on the dates mentioned in the Memorandum received on approval of the projects. The Interim and Final Report will be evaluated by FINA.

The Interim Report will mention the state of advancement of the projects, even if these projects are not finished. National Federations will also mention the amount spent up to that date for each of the projects. FINA can request any supporting documents that they deem necessary.

The Final Report will detail all actions taken, resources used and administrative processes required for the implementation of the project. The National Federation will evaluate whether their objectives were met.
As well as the Final Report, all proofs of payment will have to be submitted, with relevant images or other support materials that may help clarify the evaluation, as well as a cost breakdown. Finally, the National Federation will issue an invoice addressed to FINA with the remaining allocation (as described in article 5.c).

6. MENTORSHIP PROGRAMME

The mentorship programme will provide access to the selected National Federations to a direct follow-up and support programme from FINA, aimed to ensure that the Federation complies with the minimum criteria required in the Survey and to make sure that the Federation is guided to optimise its organisational capacities.

7. OBLIGATION OF NATIONAL FEDERATIONS

Any National Federation benefiting from the funding from the FINA Olympic Aquatic Support Programme must:

a. Provide FINA with all the necessary information and supporting documents related to the use of the allocated funds and implemented projects.

b. Make themselves available in the case of a site visit (see article 5.d.).

c. Have the project and its objectives approved by its Executive Committee and inform its General Assembly thereof.

d. Designate a competent person who shall be responsible for monitoring each individual project to be carried out.

e. Have a bank account in their own name. The bank must be registered in the country in which the National Federation is located.

   Any funds transferred to this Bank account can solely be used for the agreed project.

f. Keep in their bank account the unused funds for future Projects related to the Olympic Aquatic Support Programme. The National Federation must inform FINA in such case.

g. Be able to provide a bank statement at any time, when requested by FINA.

h. Respect the schedule established in the project proposal as well as FINA’s schedule of implementation defined in this document.

i. Inform FINA at any time if the National Federation encounters any issue in relation to the project implementation.

j. Assist FINA in monitoring and overseeing the implementation of the project.

k. Present the relevant documentation according to FINA’s requirements.
I. Act, comply and respect all FINA Rules, regulation and procedures (FINA Rules are available on the FINA website: http://fina.org/content/fina-rules). The National Federations must also comply with their own regulations. Where there is any conflict FINA Rules shall prevail.

m. Ensure that the project is used appropriately once it is ready.

n. Foresee any cost related to their participation at FINA Competitions (if needed).

o. Must respect the timeline submitted in the application form. Any changes or modifications must be approved by FINA in advance.

p. Ensure that any fund is spent by traceable means. Therefore, payments by cash will not be accepted.

8. FINANCIAL NOTES

The National Federation will be liable for any taxes, fees or expenses resulting from implementing and/or receiving the funds for the programme.

All presented budgets will have to be submitted in USD. The instalments will be always released in USD.

Allocated funds which have not been spent at the end of a year can only be carried onto the following year if the National Federation submits an official letter stating the reason why the funds were not spent and with FINA’s agreement. These funds will not be added to the total maximum grant of the following year.

The payment of the final instalment will be adapted according to the amount spent by the National Federation. The funding granted will not exceed 30’000USD per National Federation and per year.

9. CATEGORIES COVERED

The support shall be used to fund specific projects related to Development and Growth of Aquatics as defined below:

1. construction, refurbishment or maintenance of facilities
2. purchase or hire of sports material
3. technology resources (website, online ranking, database)
4. technical support (hiring appropriate technical staff e.g. coach, referee, expert, etc.)
5. preparation and training of athletes, coaches and officials
6. staging and participation at national and continental competitions
7. talent-identification programmes
8. administration and management of the Federation

The National Federation may decide on carrying out more than one project within the year. All projects will have to be submitted according to the deadlines.
10. SANCTIONS

In the event that a National Federation is sanctioned according to FINA’s statutes and by-Laws, the funds to be granted to the National Federation can be immediately cancelled by FINA.

If the National Federation does not fulfil the Rules & Regulations when applying for the programme, FINA may not approve the allocation of any funds.

The following National Federations will not be eligible for next year’s application period and will be requested to return the first instalment in full:

a. National Federations that do not submit the necessary forms and information according to the instructions provided by FINA.

b. National Federations that submit the forms and information for the final report after the deadline set in the Memorandum.


By participating to the 2022 OASP, each National Federation shall agree and undertake to provide true and correct information to FINA. False statements and/or misleading statements will result in denial of the submitted application. In addition, the National Federation shall take note that it will face in such a case disciplinary proceedings and/or, if appropriate, denunciation to the competent criminal authority.

11. FINAL DISPOSITIONS

Any case not covered by the current rules and regulations will be addressed by FINA.

It comes into force starting November 1st, 2021.

Fédération Internationale de Natation