



WORLD PROGRAMMES – PROMOTION OF OLYMPIC VALUES



SPORTS MEDICINE



SPORTS MEDICINE

PROGRAMME GUIDELINES

OBJECTIVE

To provide assistance to National Olympic Committees (NOCs) to disseminate knowledge as well as organise educational activities at national level in the field of sports medicine, particularly with regard to the protection of the health of the athletes and prevention of injury/illness in sport.

DESCRIPTION

During the 2013-2016 period, a dedicated programme will continue to be available in the field of sports medicine, with an overall quadrennial budget of USD 3,200,000. In light of the evaluation of the 2009-2012 plan, the management of the programme has been reviewed and centralised, with respect to the previous quadrennial plan and to ensure alignment with all the other Olympic Solidarity World Programmes. The Olympic Solidarity Lausanne office will therefore oversee the day-to-day running of this programme, in close cooperation with the International Olympic Committee (IOC) Medical & Scientific Department.

The table below illustrates the structure of the 2013-2016 programme and the type of support that can potentially be considered.

Type of support	Examples of potential NOC Initiatives <i>(non-exhaustive list)</i>
NOC Initiatives (national level)	<ul style="list-style-type: none">• Research & studies• Training & exchanges• Awareness campaigns & educational activities• Publications• Development of specific, tailored programmes <p>Note: NOCs are encouraged to share knowledge gained throughout the Olympic Movement if and as possible.</p>
Sports Medicine courses	<ul style="list-style-type: none">• This refers to the organisation of Sports Medicine courses, in line with the IOC's 2000 Sports Medicine Manual• Please refer to the specific Olympic Solidarity guidelines for "Sports Medicine - Courses" for further details



IOC World Conference	<ul style="list-style-type: none"> • This refers to the IOC World Conference on Prevention of Injury and Illness in Sport, planned for 2014 • Please refer to the specific Olympic Solidarity guidelines for “IOC World Conferences” for further details
Other Opportunities	<ul style="list-style-type: none"> • Assistance towards participation of NOCs in specific, ad hoc opportunities (e.g. training) that may become available during the 2013-2016 quadrennial plan • This may also cover specific publications purchased by the IOC and distributed to the NOCs • Information published via NOCnet if and when additional forms of support are available
Project / items NOT covered	<ul style="list-style-type: none"> • Expenses linked with NOC offices and/or general running costs (e.g. rental of buildings, salaries, per diems/allowances, IT equipment, statutory meetings such as annual Commission meetings) • External collaborators without a specific mandate/contract for the specific Initiative • International travel/experts, unless agreed by Olympic Solidarity • Substantial expenditure towards equipment (e.g. t-shirts, medical equipment, etc) • Apart from the points listed above, Olympic Solidarity reserves the right to refuse any items which it may judge as not relevant/not eligible • See also the Olympic Solidarity Financial guidelines for further information in relation to the financial conditions

APPLICATION PROCEDURE

NOC INITIATIVES

NOCs can apply for a contribution towards setting up and undertaking specific, national level NOC Initiatives using the dedicated application form for “Sports Medicine – NOC Initiatives”, providing as much detail as possible as well as enclosing any relevant additional documentation (e.g. policies, strategic plans).

Requests should be sent to Olympic Solidarity **at the very latest two months** prior to the start of the proposed activity in order to allow sufficient time for analysis as well as consultation with the IOC Medical & Scientific Department.

NOCs are encouraged to send – during the last quarter of the year - a single application form covering all the NOC Initiatives planned during the following year within this specific programme (e.g. application form sent during last quarter of 2013 covering all activities planned during the year 2014 for which funding is sought). In the event of recurrent, annual activities, NOCs may also submit an application form covering several years over the 2013-2016 plan.



NOCs that already have structured, long-term programmes in place and/or detailed policies and strategic plans in this field are encouraged to share related documents and information with Olympic Solidarity by email, prior to submitting an application form, so that the latter can consider how best to support their ongoing actions.

NOCs starting out in this field are encouraged – where possible - to build on already existing programmes and material, especially at IOC level. NOCs can send an overview of their current situation and needs by email for this purpose. Olympic Solidarity will then seek to help the NOC identify suitable, existing tools, programmes and/or expertise, if possible.

ANALYSIS, APPROVAL AND FINANCIAL CONDITIONS

NOC INITIATIVES

Olympic Solidarity will analyse NOCs' requests based on the nature and scale of the proposed Initiative as well as its objectives and expected outputs/outcomes, particularly with regard to the table featured at the beginning of these guidelines. It will also consider the number of requests received by NOCs worldwide, the budget availability and the level of support already provided to the NOC within the wider framework of the Promotion of Olympic Values 2013-2016 programmes. Please note that, in most cases, Olympic Solidarity may only be able to offer a contribution.

Once an initiative has been accepted by Olympic Solidarity an advance payment of 75 per cent of the approved budget will be sent at the latest one month prior to the start of the activity. Please also refer to Olympic Solidarity Financial guidelines for further information in relation to the financial conditions.

FOLLOW-UP AND CONTROL

NOC INITIATIVES

At the latest two months after completion of the Initiative, each NOC must submit to Olympic Solidarity the administrative and financial report forms fully completed and detailing the expenses incurred. In addition, Olympic Solidarity kindly asks NOCs to submit copies of any other relevant material (e.g. copies of publications, photos, final programme for seminars).

The balance payment up to the maximum of the approved budget will be sent upon receipt and acceptance of the administrative and financial report forms mentioned above. NOCs are responsible for following up on the Initiative and its impact, after its completion.

ANNEXES

- 1. Application form**
Sports Medicine – NOC Initiatives
- 2. Administrative report**
Sports Medicine – NOC Initiatives
- 3. Guidelines**
Sports Medicine – Courses



4. Application form

Sports Medicine – Courses

5. Administrative report

Sports Medicine – Courses

6. Certificate & Course Questionnaire sample form

Sports Medicine – Courses