

HOW DO I APPLY

A. Consult the following documents

FEI Solidarity – Programme
FEI Solidarity – General Guidelines
FEI Solidarity – Application Form
FEI Solidarity – Evaluation Form

B. Note the criteria for application

Requests must be submitted by a National Federation
Requests can also be submitted by Equestrian Continental Associations approved by FEI
Requests must have a specific and achievable objective
Requests must have measurable results
Requests must ensure a national legacy
Requests must be in line with the FEI Solidarity 4 pillar structure (Matrix)
National Federations, Regional Groups and Equestrian Continental Associations can have maximum 3 FEI Solidarity Projects running at the same time

C. Apply according to the time-line

1st July 2022	FEI Solidarity to receive applications for the next year
September-October	FEI Solidarity to notify NFs/Continental Associations
Application Form:	https://inside.fei.org/fei/solidarity/resources-library
Evaluation Form:	https://inside.fei.org/fei/solidarity/resources-library

D. Evaluation, Report and other deliverables as defined

One-time projects (over 1 year): at the end of the project, the NF must provide the FEI Solidarity with an activity report and financial statement (please fill in the "Evaluation Form" on <https://inside.fei.org/fei/solidarity/resources-library>).

Short-term and long-term projects (over 2-4 years): at the end of each year, the NF must provide the FEI Solidarity with an activity report and financial statement (please fill in the "Evaluation Form" on <https://inside.fei.org/fei/solidarity/resources-library>).

Only NFs that submit their financial report within the deadline will be considered for future financial assistance.

Extension of a one-time project: NFs wishing to extend a one-time project by 1 or 2 years have to send a new application to FEI Solidarity by 1st July for the next year. Therefore, an interim evaluation of the project must be done.

NFs are then requested to fill in an "Evaluation Form" and attach it to the new Application ("Evaluation Form" on <https://inside.fei.org/fei/solidarity/resources-library>).

Cross-Continental projects submitted by Equestrian Continental Associations: at the end of the project (max. 3-year project), the Association must provide the FEI Solidarity with an activity report and financial statement (please fill in the "Evaluation Form" on <https://inside.fei.org/fei/solidarity/resources-library>).

E. Financing procedure for projects

Definition of a year of activity: 1 January – 31 December.

One-time projects (over 1 year): the payment will take place upon receipt of a signed "Letter of Agreement" between the NF and the FEI.

Short and long-term projects (over 2-4 years): the first payment (year 1) will take place upon receipt of a signed "Letter of Agreement" between the NF and the FEI. For the second payment (year 2), the year 1 activity and financial reports will have to be completed by 31 December (please fill in the "Evaluation Form" on <https://inside.fei.org/fei/solidarity/resources-library>). Confirmation of the financial assistance for the year 2 will take place in January only upon receipt of the completed "Evaluation Form"(s).

And so forth for year 3 and 4 payments, if relevant.

WHO DO I CONTACT

FEI Solidarity Department

Jean-Philippe Camboulives, Director

E: jean-philippe.camboulives@fei.org

T: +4121 544 10 49

M: +4178 750 61 51

Céline Starbanov, Junior Projects Manager

E: celine.starbanov@fei.org

T: +41 21 310 47 69