



International Crossminton Organisation
Trachenbergring 85
12249 Berlin
Germany

**ICO 2019 PUBLIC CALL
FOR CO-FINANCING OF PROJECTS,
AIMED AT THE DEVELOPMENT OR PROMOTION OF CROSSMINTON**



Berlin, april 2019

International Crossminton Organisation - Trachenbergring 85 - 12249 Berlin - Germany
info@crossminton.org
Berliner Volksbank - BIC BEVODEBBXXX - IBAN DE86100900002460749002
BA Kö I - Tax ID # 27/610/50132

1. PUBLIC CALL TEXT

Based on a decision by the ICO Board, made on the 15th March 2019, the following ICO Public Call is being issued

ICO 2019 PUBLIC CALL FOR CO-FINANCING OF PROJECTS, AIMED AT THE DEVELOPMENT OR PROMOTION OF CROSSMINTON

1. Author of the Public Call: International Crossminton Organisation (ICO), Trachenbergring 85, 12249 Berlin, Germany
2. Applicants with the right to apply for co-financing under this Public Call are all ICO Members organisations and clubs from the ICO Members countries. Only subjects from countries with all ICO Membership fees paid are eligible to submit applications and receive co-financing funds under this Public call.
3. Topic of this Public Call is development and/or promotion of crossminton, as described under Point 2 of this document. All submitted projects must be primarily aimed at the development and/or promotion of crossminton. The area, covered by the project, is the area of the applicant's country only.
4. Criteria for evaluating the submitted projects („applications“) is published under Point 3 of this document.
5. The amount of available funds is 3.000,00 €. Maximum co-financing amount per project is 600,00 €. Only one project per country can be chosen for co-financing, except for members with at least 7 votes (CRO, FRA, GER, NED, POL, SWE) at the last ICO General Assembly, which can have two projects chosen per country.
6. All chosen projects must be finished and Final Report, inclusive all appendixes, must be submitted to the ICO until the 30th April 2020. Failure to do so will result in a temporary ban to participate at ICO Public Calls for all subjects from the applicant's country until the repayment of all received funds is made to the ICO. Same consequences will apply in case of a negative assessment of the Final Report by the ICO Board's Public Call Commission, as explained in the Final Report draft (Point 5).
7. Deadline to submit all applications is Sunday, the **19th May 2019, by 23:59:59**. All applications must be stamped, signed, scanned and submitted by the deadline by email only to sustersic@crossminton.org.
8. All applicants will be notified about the results of this Public Call by email until the 2nd June 2019, by 23:59.
9. Application consists of following documents: 1. Applicant information; 2. Project description; 3. Financial plan; 4. Measurable goals, and is published under Point 4 of this document. Fill the documents in, stamp and send to us as described above.
10. Final Report draft with appendixes is published under Point 5 of this document.
11. In case not all of the available funds are allotted, the remaining funds will not be additionally allotted to any of the applicants and will remain in the ICO budget.
12. Questions regarding this Public Call are to be asked only by email at sustersic@crossminton.org

Matjaž Šušteršič, M.Sc.
ICO President



ICO does not use a stamp.

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2. PUBLIC CALL TOPIC

As per Statutes of the International Crossminton Organisation, the organisation's main purpose is worldwide promotion, organization and development of the sport of crossminton. All activities of the ICO are related to this main purpose, as is the Public Call in this document.

In order to further develop the sport of crossminton in ICO member states, the submitted projects under this Public Call must be primarily aimed at the development and/or promotion of crossminton. The subject of the project is not defined or preferred and is at applicant's discretion, as long as the project is aimed at the development and/or promotion of crossminton. Special attention must be given to long-term effects of the project, innovative elements and project's reach. Applicant's own co-financing of the project is also encouraged.

Projects, not aimed at the development and/or promotion of crossminton, will be eliminated before the start of the evaluation process!

3. EVALUATION CRITERIA

1. Quality of the submitted project
 - 10 points – project is superbly defined & structured, activities support the goals
 - 5 points – project is well-defined & structured
 - 1 point – project is poorly defined and structured
2. Financial plan
 - 10 points – total value of the submitted project is over 1.500,00 €
 - 5 points – total value of the submitted project is over 1.000,00 €
 - 1 point – total value of the submitted project is over 500,00 €
3. Long-term effects of the submitted project
 - 10 points – long-term effects are clearly recognizable and reachable
 - 5 points – long-term effects are possible and probable
 - 1 point – project has minimal or no long-term effects
4. Innovative elements of the submitted project
 - 10 points – project's content is innovative
 - 5 points – project's content has some innovative elements
 - 1 points – project's content is not innovative
5. Project's reach*
 - 10 points – project is designed to reach mass audiences and national media
 - 5 points – project is designed to reach wide audiences and regional media
 - 1 points – project is designed to reach local audiences and local media

**Mass audiences can be reached through social media (i.e. nr. of followers), but social media does not constitute national, regional or local media.*

Maximum total of points is 50. Projects with less than 25 points are not eligible for co-financing. All submitted projects will be ranked by total points, given and calculated together based on the 5 Evaluation Criteria by the ICO Board's Public Call Commission, consisting of 3 members. Each member will independently evaluate each project, highest and lowest points total of each project will be eliminated. Therefore, middle points total will represent the valid points total of each project.

The total amount of available funds will be divided among top ranked projects. Lowest ranked project to receive the co-financing might not receive the full requested amount due to the limited available funds.

Successful applicants must issue an invoice to the ICO for the co-financing amount in 7 days after the notification of final results. Co-financing funds will be transferred to the applicant in 7 days after receiving the invoice.

4. APPLICATION DOCUMENTS

4.1 APPLICANT INFORMATION

Full name of the applicant <i>(as registered in your country, in your language)</i>	
Address	
Legal status of the applicant	
Tax number <i>(VAT ID)</i>	
Legal representative <i>(president)</i>	
Bank account number	
Bank name and address	
IBAN	
BIC/SWIFT	

BY SIGNING THIS DOCUMENT THE APPLICANT FULLY ACCEPTS THE CONTENT OF THIS PUBLIC CALL IN ALL IT'S POINTS, INCLUDING ALL OF HIS RIGHTS AND OBLIGATIONS. THE APPLICANT ALSO ACCEPTS RANKING OF THE PROJECTS AND ASSESSMENT OF THE FINAL REPORT AS FINAL DECISIONS BY THE ICO BOARD'S PUBLIC CALL COMMISSION WITH NO POSSIBILITY OF COMPLAINT.

Place and date:

Stamp

Signature of legal representative

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4.2 PROJECT DESCRIPTION

Project description

(describe your project idea in detail, include all activities— what do you want to do and how, where will the activities take place, what do you want to achieve, what results do you expect , who will your target groups be etc.)

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Long-term effects <i>(will the effects of your project have long-term positive consequences for the sport of crossminton? What kind of long-term effects do you expect and how will you achieve them?)</i>	
Innovative aspects <i>(describe the innovative parts – methods, approaches, etc. – of your project)</i>	
Media plan <i>(how do you plan to present and promote your project to target groups and audiences, which types of media will you work with, how will the media help you achieve your goals, etc.)</i>	

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4.3 FINANCIAL PLAN (all taxes included, total funds must equal total costs)

C O S T S

TYPE OF PLANNED COSTS*	AMOUNT IN €
Work	
Transport	
Equipment	
.....	
.....	
.....	
.....	
.....	
.....	
TOTAL COSTS	

**IMPORTANT: Work costs can only constitute max. 20% of total costs. Transport costs can also only constitute max. 20% of total costs. No explanations, invoices and proofs of payment are needed for work and transport costs. All other costs require invoices and proofs of payment to be presented in the Final report.*

F U N D S

TYPE OF FUNDS	AMOUNT IN €
ICO 2019 Public Call co-financing	
Applicant's own funds	
Local, regional, national government and other public funds	
Sponsors	
Other funds (please define)	
TOTAL FUNDS	

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4.4 MEASURABLE GOALS

<i>GOAL DESCRIPTION</i>	<i>QUANTITY</i>

All goals must be logically related to the project's activities and objectives. Each project must have at least 2 goals described and quantified in the table above.

Measurable goals could be, for example:

Goal description: new website; Quantity: 1 (new website),

Goal description: crossminton presentations at local fairs, Quantity: 3 (presentations)

Goal description: TV-interview, Quantity: 1 (TV-interview)

etc.

Achieving all goals must be proven in the Final report with photos, screenshots, media publications etc.

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5. FINAL REPORT

Final Report, including all appendixes, must be submitted to the ICO until the 30th April 2020. Failure to do so will result in a temporary ban to participate at ICO Public Calls for all subjects from the applicant's country until the repayment of all received funds is made to the ICO. Same consequences will apply in case of a negative assessment of the Final Report by the ICO Board's Public Call Commission.

ALL APPENDIXES ARE PART OF THE FINAL REPORT AND MUST BE SUBMITTED TOGETHER WITH THE FINAL REPORT!

PROJECT REPORT *(describe performed activities, achieved goals, positive and negative experiences, expected long-term effects, innovative parts of the project, media achievements, audiences and all other relevant information about how the project was carried out, especially in relation to the submitted project proposal)*

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APPENDIX 1 – COSTS

In compliance with Evaluation Criteria, the total value of the project is one of 5 criteria used to calculate points and rankings of the submitted projects. Therefore, the applicant must prove the final total value of the project, which must not be below the value, related to the received points in this criteria *(for example, if your planned costs exceeded 1.000 €, your project received 5 points for this criteria – therefore, you must here provide proof of total costs of at least 1.000 €).*

Not reaching the requested total value, listed in Point 3.2, will result in a negative assessment of the Final Report and the subsequent repayment of all received ICO funds by the applicant.

What must the applicant do here?

1. Fill in, stamp and sign the list of invoices below.
2. Add copies of all listed invoices to this appendix.
3. Add proof of payment of all invoices listed to this appendix.

All invoices must have the name of the recipient (applicant), date, value and the description of costs clearly written on them. If not, a thorough explanation is required.

INVOICE ISSUED BY	DATE OF INVOICE	AMOUNT IN €
Work (no invoice needed)	/	
Transport (no invoice needed)	/	
.....		
.....		
.....		
.....		
.....		
.....		
.....		
TOTAL VALUE OF THE PROJECT		

**REMINDER: Work costs can only constitute max. 20% of total costs. Transport costs can also only constitute max. 20% of total costs. No explanations, invoices and proofs of payment are needed for work and transport costs. All other costs require invoices and proofs of payment to be presented in the Final report.*

Place and date:

Stamp

Signature of legal representative

APPENDIX 2 – MEASURABLE GOALS

Not reaching measurable goals, listed in Point 4.4, could result in a negative assessment of the Final Report and the subsequent repayment of all received ICO funds. Achieving all goals must be proven here with proofs, such as photos of events or participants, screenshots of websites, media publications etc *(for example, if one of your goals was to have 3 public presentations of crossminton, your Goal description is Public presentation of crossminton, Quantity is 3, and Proof of reaching the goal is Photos from all 3 events. This photos must then be added to this appendix).*

In case one of your goals was not reached, write a very thorough explanation below the list!

What must the applicant do here?

1. Fill in, stamp and sign the list of goals and proofs below.
2. Add proofs of reaching the goals to this appendix.

GOAL DESCRIPTION	QUANTITY	PROOF OF REACHING THE GOAL

Place and date:

Stamp

Signature of legal representative

APPENDIX 3 – PROJECT’S REACH

In compliance with Evaluation Criteria, Project’s reach is one of 5 criteria used to calculate points and rankings of the submitted projects. Therefore, the applicant must prove the project’s reach by submitting proof of what media did the project reach. Not reaching the media goals, listed in Point 3.5, will result in a negative assessment of the Final Report and the subsequent repayment of all received ICO funds by the applicant. Achieving all goals must be proven here with proofs.

What must the applicant do here?

- 1. Fill in the report below, stamp and sign the page.
- 2. Add proof of what media did the project reach.

PROJECT’S REACH REPORT *(clearly describe which media did the project reach, state if this media is national, regional or local and also what audiences does this media reach)*

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