



International Sailing Federation

# Race Officials Travel Grant Guidance

## 1. Introduction

- 1.1 Every year the ISAF Race Officials Committee (“ROC”) allocates a proportion of its budget to make grants to national race officials’ travel to assist them with travel to events which cannot otherwise afford to pay their expenses.
- 1.2 The purpose of the grant is to assist officials to meet the required number of events needed in order to apply for international race official status.
- 1.3 These guidelines set out the procedure for applying for a grant and the principles that ISAF applies in determining them.

## 2. Guidelines

- 2.1 Grants are awarded in the sole discretion of the ROC.
- 2.2 Candidates should:
  - (a) have attended the ISAF seminar for their discipline;
  - (b) have passed the ISAF examination for their discipline;
  - (c) for judges, measurers and race officers, have obtained at least two reference forms (of which at least one is positive);
  - (d) for umpires, have undertaken a performance assessment and either:
    - i) the assessor has formally encouraged the candidate to apply for IU status; or
    - ii) the assessor does not formally encourage an application but recommends the candidate for a travel grant;and also the candidate shall have obtained at least two reference forms, of which at least one is positive;
  - (e) need additional financial support in order to attend the event in question;
  - (f) be recommended for a grant by a suitable person or association connected with ISAF, for example:
    - i) a Member National Authority;
    - ii) an International Class Association;
    - iii) the Race Officials Committee or one of its Sub-committees; or
    - iv) an ISAF seminar/clinic instructor or performance assessor; and
  - (g) be from a Group where it is difficult for officials to obtain enough event appointments within or outside their Group.
- 2.3 In normal circumstances, ISAF will fund 50% of the travel costs involved in the appointment. The actual level of grant will be assessed by the ISAF Secretariat based on a standard economy class return air fare.

2.4 If possible, candidates should attempt to officiate at any other events in the area they are travelling to in order to make maximum use of the grant.

### **3. Process**

3.1 Applications for a grant should be sent to the ISAF Competitions Manager by 1 December each year (this deadline may be extended if there is good reason to do so). These should set out:

- (a) The candidate's name, country and contact details
- (b) Confirmation that the candidate has read these guidelines and meets the criteria above
- (c) A brief summary of the candidate's officiating experience
- (d) A letter of recommendation as required by section 2.2(f) above.

3.2 Applications will be assessed in consultation with the chairman of the relevant sub-committee by a working party consisting of ROC members and the ISAF Competitions Manager. Decisions will be notified to the applicant by mid-January or sooner if possible.

3.3 ISAF may consider applications outside of the normal timescales above if these can be accommodated by the available budget. Applicants are encouraged to contact the ISAF Competitions Manager to discuss such a request. Any queries about this or any aspect of the process should be sent to the ISAF Competitions Manager ([ion.napier@isaf.com](mailto:ion.napier@isaf.com)).