



National Olympic Committee

IMPORTANT: In order for this request to be taken into consideration, this form, duly completed and signed, should be sent to Olympic Solidarity *in electronic format*, at the very latest two (2) months prior to the start of the seminar.

GENERAL INFORMATION

Title of the seminar: [Click here to enter title](#)

Start date: [Select a date](#)

End date: [Select a date](#)

Location: [Click here to enter location](#)

CURRENT SITUATION AND OBJECTIVES

Please briefly describe the main challenges of your NOC and national sporting community in the areas that will be covered through the seminar:

Please describe how your seminar will help tackle these challenges:

Which of the following objectives apply to your seminar?

You may choose more than one objective

• Develop and adopt an action plan with concrete objectives together with the participants	<input type="checkbox"/>
• Discuss policies and procedures in this area together with the participants	<input type="checkbox"/>
• Develop and adopt new communications strategies together with the participants	<input type="checkbox"/>
• Draw media attention to the topics to be discussed at the seminar	<input type="checkbox"/>
• Other: ... <i>Please add rows as needed</i>	<input type="checkbox"/>

Do you already have a strategic plan in this area?
If so, please attach it unless you have already sent it to Olympic Solidarity within the 2017-2020 plan.

Yes

No



PARTICIPANTS

Please indicate below the expected number of seminar participants:

	Men	Women	Total
National Olympic Committee representatives			
National federation representatives			
National Paralympic Committee representatives			
National Olympic Academy representatives			
Athletes			
Coaches			
International organisations			
Non-governmental organisations			
Governmental organisations			
Private sector, e.g. sponsors			
Medical personnel			
Media			
Other: <i>Please add rows as needed</i>			
TOTAL			

PARTNERS

Is the seminar organised in collaboration with partners?
If so, please indicate which partners in the table below:

Yes No

Organisation <i>Please add rows as needed</i>	How many? (e.g. 5 NFs)	Which ones? (e.g. athletics federation)	Role of partner organisations
National federations			
National Paralympic Committee			
National Olympic Academy			
International organisations			
Non-governmental organisations			
Governmental organisations			
Private sector, e.g. sponsors			
Other: <i>Please add rows as needed</i>			
TOTAL			



CONTENT

Please indicate below which topics will be covered during the seminar:

You may choose more than one topic

Infrastructure and natural sites <i>Minimising the environmental impact of sports infrastructure, encouraging outdoor sports, preserving natural resources and ensuring that sports infrastructure respects safety standards .</i>	<input type="checkbox"/>
Sourcing and resource management <i>Selecting goods and services that are environmentally friendly, healthy, produced under fair working conditions and that avoid unnecessary waste. Minimising waste, reusing and recycling material.</i>	<input type="checkbox"/>
Mobility <i>Implementing a travel and transport policy in order to reduce environmental impact (air emissions, noise, etc.) Selecting sustainable mobility solutions for daily operations and events.</i>	<input type="checkbox"/>
Workforce <i>Providing safe and healthy labour conditions, promoting gender equality and diversity among employees and volunteers, creating skills development opportunities.</i>	<input type="checkbox"/>
Climate <i>How sport can set an example in terms of e.g. saving energy or using renewable energy sources, hence minimising its carbon footprint.</i>	<input type="checkbox"/>
Sustainability in sports events	<input type="checkbox"/>
Sustainability in the daily operations of sports organisations	<input type="checkbox"/>
Importance of gender equality and diversity in sport	<input type="checkbox"/>
Prevention of gender-based discrimination in sport	<input type="checkbox"/>
Prevention of other forms of discrimination, e.g. based on social origin, ethnicity, religion, sexual orientation, language, etc.	<input type="checkbox"/>
Management of sustainability programmes/projects/events	<input type="checkbox"/>
Role and action of NOCs, NFs and other stakeholders in this area	<input type="checkbox"/>
Other: ... <i>Please add rows as needed</i>	<input type="checkbox"/>

OTHER

Do you have other comments about this seminar that you wish to share with Olympic Solidarity?



BUDGET

Please provide the main points of your NOC's budget:

	Budget (Local currency)	Budget (USD)
Budget requested from Olympic Solidarity <i>(must be the same figure as the total in the table below)</i>		
Other sources of funding <i>Please add rows as needed</i>		
TOTAL		

Detailed breakdown of budget requested from Olympic Solidarity <i>Please add rows as needed</i>	Budget (Local currency)	Budget (USD)
Total		

ADVANCE PAYMENT

Request for 75% advance payment

ATTACHMENTS

Strategic plan/policy in this area unless already submitted within the 2017-2020 plan	<input type="checkbox"/>
Preliminary programme (e.g. seminar or training)	<input type="checkbox"/>
CVs of experts, if already identified	<input type="checkbox"/>
Other documents – Please specify: <ul style="list-style-type: none"> • ... • ... 	<input type="checkbox"/>

REPORTING

Upon the conclusion of the seminar, you will be asked to complete technical and financial reports and send a list of participants, copies of teaching material and photos and/or videos from the seminar.

I, the undersigned, President/Secretary General of the above-mentioned NOC, certify that the information provided above is true and accurate.

Name, function (President or Secretary General) and signature:

Date: