



WORLD BASEBALL
SOFTBALL
CONFEDERATION

DEVELOPMENT PROGRAMMES 2017-2021





**DEVELOPMENT PROGRAMMES
2017-2021**

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MESSAGE FROM THE WBSC PRESIDENT



The World Baseball Softball Confederation, through its Development Commission, aims to oversee the support for all National Federations and Continental Confederations, particularly those with the greatest needs, to grow our sports around the world. Programmes that give priority to athlete development, training of coaches, educating sports administrators and general promotion of the sport are considered key initiatives to achieving our collective goals. These guidelines give a clear indication regarding the main areas that the world governing body wants to develop, which I believe are essential for the future of baseball and softball.

Realising sustained growth of the Baseball and Softball Movement worldwide requires improved and coordinated working strategies in order to respond to the needs of the National Federation and align the global and national objectives. This requires that we all work in a professional manner to increase the accessibility and competition level of our sports, giving us the opportunity of demonstrating the continuous progress of our organisation.

Over the next four years, the Baseball and Softball Movement will face many challenges. Being back on the Olympic Programme for Tokyo 2020 commits us to face, on a daily basis, new experiences and opportunities that must be seized. Working with these Development Programmes will surely support the cause, while at the same time it will help all the National Federations familiarise themselves with the working methods of the IOC Olympic Solidarity Programme through their respective National Olympic Committees.

I would like to take this opportunity to thank all members of the Development Commission that prepared these documents and ask them to provide all the assistance needed so that our National Federations and Continental Organisations can get quickly accustomed with this new working method. I really hope that these programmes will serve to bring significant benefits to the entire Baseball and Softball Movement as well as motivate and unite everyone involved.

Riccardo Fraccari
WBSC President

WORLD BASEBALL SOFTBALL CONFEDERATION DEVELOPMENT COMMISSION MEMBERS



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Angelo Vicini

San Marino



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WBSC DEVELOPMENT PROGRAMMES INTRODUCTION



One of the priorities of the World Baseball Softball Confederation is to develop baseball and softball at all levels. In order to achieve this goal, it is important to focus on specific areas that are considered essential for the future of our two disciplines. For this reason the Development Commission, together with the Executive Committee of the WBSC, wants to indicate common guidelines for all Continental Organisations and National Federations.

The WBSC will work closely with the Development Commission, in order to support, develop, and if needed, offer high quality programmes to the Continental Organisations and the National Federations, particularly to those with the greatest needs. The goal is to primarily increase global assistance to athletes, reinforce Continental Organisations and National Federations structure and management capacities and support coach development.

The guidelines prepared, in order to simplify the requests by the Continental Organisations and/or the National Federations, are divided into four different categories listed below:



1) Athletes

- Support Grants for Elite Athletes
- Support Grants for Teams
- Scholarships for Youth Athletes

The athletes are at the heart of the Baseball/Softball Movement. It is thus crucial that the support they receive is adapted to their needs and follows their progress.

The Athlete Programmes are structured in such a way as to offer the National Federations the opportunity to support their athletes according to their age and level as well as to the type of competitions for which they are preparing. WBSC gives the National Federations technical and financial assistance that meets their needs more closely while respecting their athletes' different stages of development.

The Support Grants and/or Scholarships for Athletes exclusively target elite athletes taking part in international level competitions and offer National Federations a high level of flexibility: while for some National Federations, the objective is qualification for the World Championships/Tournaments, for others, it is to win them. All National Federations also have the opportunity to help an elite level team qualify and prepare for the World or Continental Competition through the Team Support Grant Programme.

World and Continental Competition represent a great opportunity for many National Federations to witness their athletes and teams winning medals. Participation in these Competitions is a key factor in reaching the highest level. By investing in these athletes at intermediate level, the WBSC fills the gap between the youth and elite levels.

The Youth World and Continental Competition represent an important step in the development process of tomorrow's champions. The National Federations are involved from the very start thanks to the programmes available, which focus on the identification, qualification and preparation of their young athletes.

2) Coaches

- Technical Courses for Coaches, Umpires & Scorers
- Support Grants for Coaches
- Development of the National Coaching Structure

Coaches occupy a central role in an athlete's career and, these days, they carry out a variety of functions, from acting as teacher, trainer, mentor to psychologist or agent, for different groups (athletes, teams, children, teenagers or adults) at different levels (from beginner to elite athlete).

It is vital that coaches themselves are able to benefit from continuous high-quality training. This is the purpose of the Coaches' Programmes, which are designed to offer National Federations everything they need to improve their coaches' knowledge and enable them to respond to the latest athlete training requirements, whether at beginner or international level.

3) Management

- Grants for National Federations & Continental Confederations
- Operational Structure Training Courses for Sports Administrators and Sports Management
- Support Grants for Baseball/Softball Academies and Playing Facilities

It is a priority to reinforce Continental Organisation and National Federation structures and their global management capacities so that they are able to fulfil their mission in the best possible way, carrying out their tasks for the development of sport in their country.

These priorities are achieved through Continental Organisation and National Federation Management Programmes offering financial assistance and support for projects aimed at strengthening management. The programmes offer several training opportunities for sports administrators as well as facilitate exchanges of information and experiences between Continental Organisations and National Federations.



4) Promotional and General Projects

- Sport for All
- Support for School Projects and Community Youth Projects
- Provision of Technical Equipment

The promotional and educational aspects are the foundation of developing the various sport activities. Sport, and in this case baseball and softball, represent a powerful tool and have the potential to play a fundamental role within society, particularly with respect to the younger generations.

Since sport is a universal channel for social action, the Continental Organisations and National Federations are able to play a key role within their respective communities in spreading this knowledge. They can choose whether to focus their efforts on one or more areas, in accordance with their strategy, structure and needs.

Angelo Vicini

Chairman WBSC Development Commission

ATHLETE PROJECTS



SUPPORT GRANTS FOR ELITE ATHLETES
SUPPORT GRANTS FOR TEAMS
SCHOLARSHIPS FOR YOUTH ATHLETES



SUPPORT GRANTS FOR ELITE ATHLETES

Programme Guidelines

Objectives

Offer assistance, limited financial support or specific opportunities to an individual player through his/her National Federation, for personal sport development.

Beneficiaries

A player must have the following profile before his/her inclusion in this programme can be considered:

- Elite athlete who participated in a Baseball or Softball World Cup;
- Athlete who played in the past year for the national team of his/her country;
- Athlete who's potential is considered compatible for a future in a top professional league; and
- Athletes over 18 year old.

Description

This programme offers to a **specific athlete**, a support for his/her participation to an elite development programme (i.e. high level training center, baseball/softball academy, international competition, etc.), with the condition that the organisation in charge of the same programme has been previously approved by the WBSC.

The grants allocated to the context of this programme can be used to finance the following activities:

- Costs relating to the school fees, books and tuition;
- Food and accommodation costs for, maximum, the length of the school programme/training session;
- Costs relating to the transportation from the residence country to the location of the activity; and
- Costs related to the purchase of technical equipment.



Application Procedure

Each National Federation can make a proposal, on behalf of a specific player (pertaining to the same federation), for a grant to the WBSC to be used as a financial support for his/her participation to a high level training session or an international recognised competition, etc.

In order to allow sufficient time for analysis, the official application form must be presented **no later than 3 months prior to the start of the proposed project**. The following information must be included on the application form:

- Description of the activity;
- CV (Resume) of the player;
- Description of the organisation running the programme;
- Dates and timing;
- Name and contacts of a liaison in charge of all the communication between the school/organisation and the National Federation/WBSC; and
- Detailed cost breakdown document including all items (in particular an estimation of the travel, board and lodging costs, tuition etc..).



Analysis and Approval

The WBSC, with the support of the Continental Confederation, will analyse the action plan submitted and will inform the National Federation within 30 days from the submission whether the application has been approved, denied or needs further analysis. In case the WBSC officially approves the

action plan and the budget to be allocated, this approval will be accompanied by an official contract, which should be signed by the NF and the player. The action plan may only commence when all the concerned parties, thus confirming their agreement upon the overall terms and conditions of the project, have signed the contract.



Financial Conditions

The application must be complemented by a cost breakdown document, which must include all the items and the respective requested amounts, such as:

- International or national travel costs;
 - Tuition costs;
 - Board and lodging costs;
 - Equipment costs; and
 - Illness and accident insurance, if necessary.
-



Follow-up and Control

During the programme, the National Federation must maintain constant contact with the liaison of the school/organisation.



Intermediate Report

Depending on the duration of the project, the National Federation will periodically report to the WBSC and the Continental Confederation on the implementation of the programme including any problems, which may arise (injury, accident, administrative, financial or disciplinary difficulties etc.).



Final Report

At the conclusion of the project, the National Federation must present the following documents to the WBSC and the Continental Confederation, as soon as possible:

- **Certificate of Participation;**
- **A detailed technical report** with an evaluation, comments as well as all other pertinent information (photographs, press clippings etc.); and
- **A financial report form,** completed clearly and in detail by the player and accepted by its National Federation, including an attached list of all the supporting payment receipts, duly itemized and translated into either English or Spanish, where necessary.



Payment Process

- **Advance payment** (60% of budget) made with the approval letter of the preparation project; and
- **Balance payment** (40% of budget) made upon receipt and acceptance of the final reports detailing the activities carried out and justifying the totality of the budget allocated to the player within the context of this preparation project.



SUPPORT GRANTS FOR TEAMS

Programme Guidelines

🎯 Objectives

To offer assistance to a National Team and/or a specific aggregation created explicitly for precise purposes, through its National Federation and/or Continental Confederation, for preparation and participation in regional, continental or world level competitions.



Beneficiaries

A national team or a different aggregation must have the following profile before its inclusion in this programme can be considered:

- A men's or women's national team which has participated in a Baseball World Cup and/or Softball World Championship within the previous three editions of the same age group;
- A team recognized as having an international competitive level; and
- A team with high level technical players created explicitly for precise purposes



Description

This programme offers National Federations or Continental Confederation technical and financial assistance focused on the preparation of a team hoping to qualify for a Baseball or Softball World Cup or with the precise purpose of increasing the technical level of the players.

For the National Teams or a specific aggregation created for precise purposes, the WBSC will offer limited financial assistance towards the preparation and participation of the team in the following competitions:

- Regional qualification tournaments;
- Continental Championships (senior and junior);
- Baseball World Cups /Softball World Championships; and
- Other high level international competition deemed acceptable by the WBSC

The National Federations or the Continental Confederations must propose the programmes to the WBSC. They should follow the rationale noted below and follow two separate candidature phases:

- **Two Year Plan:** Planning over a maximum of a two-year period of the major competitions in which the team expects to participate, as well as the preparation projects envisaged for each. Therefore, they will be able to give priority to the competitions that they consider the most important according to their objectives. The National Federation or the Continental Confederation will have the possibility to use the budget available for a limited number of competitions or focus on one single competition.
- **Preparation Project(s):** The two-year plan can be composed of a number of preparation projects. For each competition identified within the National Federation's or Continental Confederation's two-year plan, a preparation project should be sent to WBSC. This plan must be approved by the WBSC. Each project can be composed of various separate activities.

The grants allocated through this programme can be used to finance the following activities:

- Costs relating to the organisation of national/international or continental/ intercontinental training camps for the team preparing for a specific competition;
- Coaching costs for the team;
- Costs relating to the organisation of friendly matches that are useful to the team's general training programme; and
- Costs relating to the participation in competitions where the relevant International Federation and/or Continental organisation does not cover these.

The Continental Confederations will assist the WBSC in the analysis of the National Federation proposals, in offering technical advice and in the follow-up of the results of the teams included in this programme.

Application Procedure for National Federations

Each National Federation can make to the WBSC and its Continental Confederation a proposal for a grant for one National Team. This team can be assisted throughout the two-year period by one or more projects.

A two-stage application procedure should be respected for this programme:

Stage 1: General: At the beginning of the two-year period, the National Federation should present to the WBSC and its Continental Confederation a plan that lists the competitions in which the chosen team intends to participate. The two-year plan should include a description of the preparation projects for each competition, detailing the activities that will be organised and the percentage of the total grant that the National Federation wishes to allocate to each.

Stage 2: Specific: Subsequently, and following the approval of the two-year plan, the National Federation should submit to the WBSC and its Continental Confederation a detailed programme in relation to each preparation project previously

announced. All applications should be submitted at least two months prior to the beginning of the activities scheduled and should include a description of the activity, a forecasted budget and a nominative list of athletes in the team. The projects proposed should follow the two-year plan approved by the WBSC.



Analysis and Approval

The analysis and approval of the National Federation proposals will occur in two stages:

General: The WBSC with the support of the Continental Confederation will analyse each two-year plan presented. The WBSC will also confirm which specific preparation projects can be included and the maximum (provisional) grant available for the two-year period.

Specific: The proposals for the preparation projects will be analysed and approved by the WBSC with the support of the Continental Confederation according to the following criteria:

- The correspondence with the purpose and guidelines of the programme;
- The profile and level of the team presented;
- The budget coherence;
- The feasibility of the preparation projects; and
- The guarantee of the participation of the team in the respective competition.



Financial Conditions

Following the analysis and approval of the two-year plan, the WBSC will inform each National Federation of the maximum grant available for the team during the two-year period.

The National Federation will only receive the entire grant if all preparation projects are carried out and the administrative requirements are fulfilled. The grant will depend on the scope of the proposal and the availability of funds.

Application Procedure for Continental Confederations

Each Continental Confederation can forward to the WBSC a proposal for grants related to a maximum of **three** Teams. These teams can be assisted throughout the two-years by one or more projects.

A two-stage application procedure should be respected for this programme:

Stage 1: General: At the beginning of the two-year period, the Continental Confederation should present to the WBSC a plan that lists the competitions in which the chosen teams intend to participate. The two-year plan should include a description of the preparation projects for each competition, detailing the activities that will be organised and the percentage of the total grant that the Continental Confederation wishes to allocate to each.

Stage 2: Specific: Subsequently, and following the approval of the two-year plan, the Continental Confederation should submit to the WBSC a detailed programme in relation to each preparation project previously announced. All applications should be submitted at least two months prior to the beginning of the activities scheduled and should include a description of the activity, a forecasted budget and a nominative list of athletes in the team. The projects proposed should follow the two-year plan approved by the WBSC.



Analysis and Approval

The analysis and approval of the Continental Confederation proposals will occur in two stages:

General: The WBSC will analyse each two-year plan. The WBSC will also confirm which specific preparation projects can be included and the maximum (provisional) grant available for the biannual.

Specific: The proposals for the preparation projects will be analysed and approved by the WBSC according to the following criteria:

- The correspondence with the purpose and guidelines of the programme;
- The profile and level of the team presented;
- The budget coherence;
- The feasibility of the preparation projects; and
- The guarantee of the participation of the team in the respective competition or specific activity.



Financial Conditions

Following the analysis and approval of the biannual plan, the WBSC will inform each Continental Confederation of the maximum grant available for the teams during the two-year period.

The Continental Confederation will only receive the entire grant if all preparation projects are carried out and the administrative requirements are fulfilled. The grant will depend on the scope of the proposal and the availability

Follow-up and Control

The Continental Confederation with the assistance of the WBSC must maintain contact with the National Federation and the different entities engaged in the process.

General: The approved biennial plans will serve as a reference for the follow-up and control of each programme. The preparation projects will be monitored according to the announced two-year plan.

Specific: Following the approval of a preparation project, the teams must complete the activities approved, participate in the competitions announced and submit a technical and financial report justifying all expenses relating to the project. The follow-up, control and payment process will be as follows:

- **Advance payment** (60% of budget) made with the approval letter of the preparation project; and
- **Balance payment** (40% of budget) made upon receipt and acceptance of the final reports detailing the activities carried out, confirming the team's participation in the competition and justifying the totality of the budget allocated within the context of this preparation project.

Each preparation project must be finished (reports approved) before any further proposal for a subsequent project are made. Each project will follow the same reporting procedure and the budget will be defined in consideration of the percentage of the grant approved for that project within the two-year plan.



SCHOLARSHIPS FOR YOUTH ATHLETES



Programme Guidelines

Objectives

Provide assistance to identify young athletes and offer a scholarship or limited financial support to an individual player through his/her National Federation, for personal sport development.

Beneficiaries

A player must have the following profile before his/her inclusion in this programme can be considered:

- Athlete who participated in a Baseball World Cup or Softball World Championship;
- Athlete who played in the past year for the national team of his/her country;
- Athlete who's potential is considered compatible for a future in a top professional league; and
- Athletes 18 year old and under.

Description

This programme provides to a **specific athlete**, through his/her National Federation, technical and financial assistance to identify young talented athletes and offers a scholarship/financial support to cover partially, or totally, the expenses to attend a WBSC recognized/approved high-school, college, university, private or public academy. A binding condition is that he/she takes part, in quality of athlete, in a baseball/softball programme run by any of the above.

The grants allocated to the context of this programme can be used to finance the following activities:

- School fees, books and tuition;
- Food and accommodation for, maximum, the length of the programme;
- Transportation from the residence country to the location of the activity; and
- Technical equipment.



Application Procedure

Each National Federation can make a proposal, on behalf of a specific player (pertaining to the same federation), for a grant to the WBSC to be used as a scholarship or as a financial support for his/her participation in a school programme with the condition that he/she takes a part in the quality of player.

In order to allow sufficient time for analysis, the official application form must be presented **no later than 3 months prior to the start of the proposed project**. The following information must be included on the application form:

- Description of the activity;
- CV (Resume) of the player;
- Description of the school/organisation running the programme;
- Dates and timing;
- Name and contacts of a liaison in charge of all the communication between the school/organisation and the National Federation/WBSC; and
- Detailed cost breakdown document including all items (in particular an estimation of the travel, board and lodging costs, tuition etc.).



Analysis and Approval

The WBSC, with the support of the Continental Confederation, will analyse the action plan submitted and will inform the National Federation within 30 days from the submission on whether the application has been approved denied or needs

further analysis. In case the WBSC officially approves the action plan, by doing so, the organisation running the project shall be considered approved as well as the budget to be allocated. This approval will be accompanied by an official contract. The contract should be signed by the NF and the player, or a tutor in case he/she is yet a minor. The action plan may only commence when all the concerned parties, thus confirming their agreement upon the overall terms and conditions of the project, have signed the contract.



Financial Conditions

The application must be complemented by a cost breakdown document, which must include all items, and the respective requested amounts, such as:

- International or national travel costs;
 - Tuition costs;
 - Board and lodging costs;
 - Equipment costs; and
 - Illness and accident insurance, if necessary.
-



Follow-up and Control

During the programme, the National Federation must maintain constant contact with the liaison of the school/organisation.



Intermediate Report

Depending on the duration of the project, the National Federation will periodically report to the WBSC and the Continental Confederation on the implementation of the programme including any problems, which may arise (injury, accident, administrative, financial or disciplinary difficulties etc.).



Final Report

At the conclusion of the project, the National Federation must present the following documents to the WBSC, as soon as possible:

- **Certificate of Participation;**
- **A detailed technical report** with an evaluation, comments as well as all other pertinent information (photographs, press clippings etc.); and
- **A financial report form**, completed clearly and in detail by the player and accepted by its National Federation, including an attached list of all the supporting payment receipts, duly itemized and translated into either English or Spanish, where necessary.



Payment Process

- **Advance payment** (60% of budget) made with the approval letter of the preparation project; and
- **Balance payment** (40% of budget) made upon receipt and acceptance of the final reports detailing the activities carried out and justifying the totality of the budget allocated to the player within the context of this preparation project.





COACH PROJECTS



TECHNICAL COURSES FOR COACHES, UMPIRES & SCORERS
SUPPORT GRANTS FOR COACHES
DEVELOPMENT OF THE NATIONAL COACHING STRUCTURE

TECHNICAL COURSES

FOR COACHES, UMPIRES AND SCORERS

Programme Guidelines

Objectives

Provide training to active coaches, umpires and/or scorers and implement technical courses for the above in one individual country or in one particular region.

Beneficiaries

All Continental Confederations (CC) and National Federations (NF) may benefit from this programme.

Nevertheless, priority will be given to whichever applicant can demonstrate that the basic sports structure is weak but has a clear potential for development.

Description

The WBSC may accept **one request per year per NF per category** (coach, umpire and scorer) and up to three **requests per year per Continental Confederation per category**, in principle. The National Federations and the Continental Confederations will be offered the opportunity to receive an expert or a pool of experts, which will run a technical course in the country of the National Federation, if a NF is

applying for the programme. In case of an application coming from a Continental Confederation, a specific area where the courses will be held shall be determined. The choice should take into consideration the possibility of contributing to the development of skilled coaches, umpires and scorers in multiple countries.



External Partners

The National Federation, through its Continental Confederation, or a Continental Confederation itself, may also propose a specific expert, or a pool of experts, but in this case, he or they must be approved by the WBSC before being accepted. These expert(s) must have practical experience as coach(es), umpire(s) or scorer(s) at international level and demonstrate the educational and technical qualities necessary to run this type of project.



Application Procedure

In order to allow sufficient time for analysis and nomination of an expert(s), the official application form must be presented **no later than six months prior to the start of the proposed project**. The following information must be included on the application form:

- Description of training needs and level of the coaches/umpires/scorers;
- Tentative number of participants that will take part in the training session;
- Tentative dates/period;
- CV (Resume) if an expert(s) is(are) proposed by the National Federation or Continental Confederation; and
- Detailed budget estimation including all items (in particular an estimation of the travel, board and lodging costs and indemnities to be paid to the expert, etc.).



Analysis and Approval

If the National Federation sends the request, the WBSC will evaluate it with the support of the Continental Confederation. Within 60 days, the WBSC will notify the decision by approving, denying or informing the applicant about the necessity to receive further information. In case of approval, the confirmation will be accompanied by the name(s) of the expert(s) that will direct the course.

In case of an expert(s) nominated by the National Federation or Continental Confederation, the WBSC will evaluate the suitability and either agree with the nomination or opt for an alternative. Once all parties are in agreement (National Federation, Continental Confederation, WBSC, expert(s)) the WBSC will officially approve the training session, and this approval will be accompanied by an official agreement, which should be signed by the NF and/or the Continental Confederation, the WBSC and the expert(s). The training session may only take place when all the concerned parties thus confirming their agreement have signed the contract.



Financial Conditions

The following items should be included in the budget proposed by the National Federation or Continental Confederation:

- Tentative costs for food and accommodation and local transportation for the WBSC experts;
- Costs for educational material and/or facility rentals; and
- Total budget including transportation, food and accommodation for the participants in the training session.

And, in case of expert(s) nominated by the NF or CC:

- International travel costs; and
- Illness and accident insurance, if necessary.

Important: The indemnities to be paid to the nominated expert must be agreed upon between the National Federation or the Continental Confederation and the expert and included in

the overall budget. If necessary, any difference between the calculated budget and the amount allocated by the WBSC may be covered by eventual external assistance (Government, sponsors, Continental Confederation, etc.).

Follow-up and Control

At the conclusion of the training programme, the National Federation or the Continental Confederation must present the following documents to the WBSC, as soon as possible:

- **List of the Certificates of Participation distributed;**
- **A detailed technical report** with an evaluation, comments as well as all other pertinent information (photographs, press clippings etc.); and
- **A financial report form**, completed clearly, in detail by National Federation or Continental Confederation, including an attached list of all the supporting payment receipts, duly itemized, and translated into either English or Spanish, where necessary.

Payment Process

- **Advance payment** (60% of budget) made with the approval letter of the preparation project; and
- **Balance payment** (40% of budget) made upon receipt and acceptance of the final reports detailing the activities carried out and justifying the totality of the budget allocated within the context of this preparation project.



SUPPORT GRANTS FOR COACHES

Programme Guidelines

Objectives

Offer access to high-level further training, support or specific opportunities to an individual coach through his/her National Federation, for personal sport development, which they will use to benefit their respective sport structure.



Beneficiaries

A coach must have the following profile before his/her inclusion in this programme can be considered:

- Coach who participated in a Baseball World Cup or Softball World Championship;
- Coach with past experience in a national team of his/her own or of a foreign country;
- Coach that has the license/permit to train at the highest level/league in the country whose National Federation is applying for the project; and
- Coach who is currently working for a recognized baseball/softball academy in quality of coach.



Description

This programme offers to a **specific coach**, through his/her National Federation, a support for his/her participation to a high level development programme (i.e. training camp, baseball/softball academy, international competition, coaching session, etc.), with the condition that the organisation in charge of the same programme has been previously approved by the WBSC.

The grants allocated to the context of this programme can be used to finance the following activities:

- Transportation from the residence country to the location of the activity;
- Fees to be paid to the organisation in charge of the programme;
- Food and accommodation for the length of the programme/train session;
- Technical equipment; and
- Illness and accident insurance, if necessary.



Application Procedure

Each National Federation can make a proposal, on behalf of a specific coach pertaining to the same federation, for a grant to the WBSC. This grant should be used as a limited financial support for his/her participation to a high level training session, such as a baseball/softball camp, baseball/softball academy, international recognized competition, coaching session etc.

In order to allow sufficient time for analysis, the official application form must be presented **no later than 3 months prior to the start of the proposed project**. The following information must be included on the application form:

- Description of the activity;
- CV (Resume) of the coach;
- Description of the organisation running the programme;
- Dates and timing;
- Name and contacts of a liaison in charge of all the communication between the organisation and the National Federation/WBSC; and

- Detailed cost breakdown document including all items (in particular an estimation of the travel, board and lodging costs, fees etc.).



Analysis and Approval

The WBSC, with the support of the Continental Confederation, will analyse the action plan submitted and will inform the National Federation within 30 days from the submission on whether the application has been approved, denied or needs further analysis. In case the WBSC officially approves the action plan, by doing so in fact, the organisation running the project shall be considered approved as well and also the budget to be allocated. This approval will be accompanied by an official contract, which should be signed by the NF and the coach. The action plan may only commence when all the concerned parties, thus confirming their agreement upon the overall terms and conditions of the project, have signed the contract.



Financial Conditions

The application must be complemented by a cost breakdown document, which must include all the items, and the respective requested amounts, such as:

- International or national travel costs;
- Fees;
- Board and lodging costs;
- Equipment costs; and
- Illness and accident insurance, if necessary.



Follow-up and Control

During the programme, the National Federation must maintain constant contact with the liaison of the organisation.



Intermediate Report

Depending on the duration of the project, the National Federation will periodically report to the WBSC and the Continental Confederation on the implementation of the programme including any problems, which may arise (injury, accident, administrative, financial or any other difficulty etc.).



Final Report

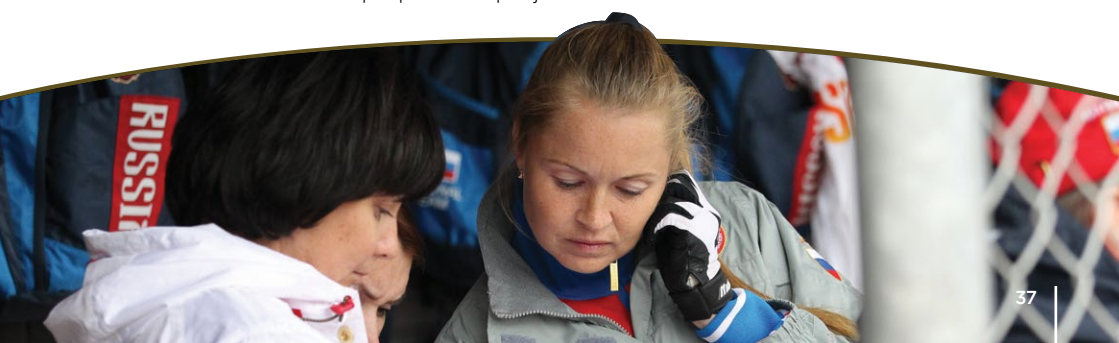
At the conclusion of the project, the National Federation must present the following documents to the WBSC and the Continental Confederation, as soon as possible:

- **Certificate of Participation;**
- **A detailed technical report** with an evaluation, comments as well as all other pertinent information (photographs, press clippings etc.); and
- **A financial report form**, completed clearly and in detail by the coach and accepted by its National Federation, including an attached list of all the supporting payment receipts, duly itemized and translated into either English or Spanish, where necessary.



Payment Process

- **Advance payment** (60% of budget) made with the approval letter of the preparation project; and
- **Balance payment** (40% of budget) made upon receipt and acceptance of the final reports detailing the activities carried out and justifying the totality of the budget allocated to the coach within the context of this preparation project.



DEVELOPMENT OF THE NATIONAL COACHING STRUCTURE

Programme Guidelines

Objectives

The main objective of this programme is to allow the National Federations (NF), with the support of their Continental Confederations (CC), to develop their sport and the coaching structure by implementing mid to long-term action plans.

Beneficiaries

All National Federations may benefit from this programme. Nevertheless, priority will be given to those National Federations, which can demonstrate that the basic sports and coaching structure is weak but has a clear potential for development.

Description

The WBSC may accept **one request per year per NF**, in principle. The National Federations will be offered the opportunity to receive an expert from abroad for a specific period, averaging between 3 to 6 months. The action plan should include the following:

- Establishing with the National Federation concerned, coherent and realistic mid to long term development plans;
- Training of local coaches and/or persons inclined to continue the work initiated by the expert once the project has ended;

- Improving the different training programmes for elite category;
- Initiating projects for Baseball and Softball for all and/or school and community activity; and
- Putting in place talent identification programmes.

Depending on specific needs and the budget available, it will be possible for the external expert to divide his mission into separate short term visits rather than one long term period. For example, setting up the project (visit 1), intermediate evaluation (visit 2), and final evaluation (visit 3). In this case, it will be necessary to designate a local person who will be responsible for the management of the project during the periods of absence of the expert (eg. national coach, technical director etc.).



External Partners

They may also be proposed by the National Federation, through their Continental Confederation, but in this case, must be approved by the WBSC before being accepted. These experts must have practical experience as a coach at international level and demonstrate the educational and technical qualities necessary to run this type of project.



Application Procedure

In order to allow sufficient time for analysis and nomination of an expert, the official application form must be presented **no later than 3 months prior to the start of the proposed project**. The following information must be included on the application form:

- Description of the current structure and detailed analysis of training needs;
- Proposed action plan;
- Dates and timing for different phases of the project, where applicable;
- CV (Resume) if an expert is proposed by the National Federation; and
- Detailed budget estimation including all items (in particular an estimation of the travel, board and lodging costs and indemnities to be paid to the expert).



Analysis and Approval

The WBSC will analyse the action plan submitted and will ask the respective Continental Confederation to either confirm the suitability of an expert proposed by the National Federation or to suggest a suitably qualified coach to be responsible for the implementation of the project. Once all parties are in agreement (National Federation, Continental Confederation, WBSC, expert) and the appropriate technical and financial guarantees have been obtained, the WBSC will officially approve the action plan and the budget to be allocated. This approval will be accompanied by an official contract, which should be signed by the NF. The action plan may only commence when all the concerned parties, thus confirming their agreement upon the overall terms and conditions of the project, have signed the contract.



Financial Conditions

The following items should be included in the budget proposed by the National Federation:

- All expenses relating to the stay of the expert in the country;
- International travel costs for the nominated expert (economy class); and
- Illness and accident insurance, if necessary.

Important: The indemnities (daily or monthly) to be paid to the expert must be agreed upon between the National Federation and the expert and included in the overall budget. If necessary, any difference between the calculated budget and the amount allocated by the WBSC may be covered by eventual external assistance (Government, sponsors, Continental Confederation, etc.).



Follow up and Control

During the programme, the National Federation and its Continental Confederation must maintain constant contact with the expert as well as with the different entities engaged in the project (national clubs, national coaches etc.).

Intermediate Report

Depending on the duration of the project, the National Federation will periodically report to the WBSC and the Continental Confederation on the implementation of the action plan including any problems, which may arise (injury, accident, administrative, financial or disciplinary difficulties etc.).

Final Report

At the conclusion of the project, the National Federation must present the following documents to the WBSC and the Continental Confederation, as soon as possible:

- A detailed technical report with an evaluation, comments as well as all other pertinent information (photographs, press clippings etc.);
- A report from the expert on the implementation of the programme and the results achieved; and
- A financial report form, completed clearly in detail by the National Federation, including an attached list of all the supporting payments receipts, duly itemized and translated into either English or Spanish, where necessary.

Payment Process

- **Advanced payment:** (60% of budget) made with the approval of the project; and
- **Balance payment:** (40% of budget) made upon receipt and acceptance of the final reports.





MANAGEMENT PROJECTS

**GRANT FOR NATIONAL FEDERATION & CONTINENTAL
CONFEDERATION OPERATIONAL STRUCTURE**

**TRAINING COURSES FOR SPORTS ADMINISTRATORS
AND SPORTS MANAGEMENT**

**SUPPORT GRANTS FOR BASEBALL/SOFTBALL
ACADEMIES**



GRANTS FOR NATIONAL FEDERATION AND CONTINENTAL CONFEDERATION OPERATIONAL STRUCTURE



Programme Guidelines

Objectives

Offer assistance to a National Federation or a Continental Confederation in order to strengthen their operational structure, with the purpose to enhance the overall level of efficiency and organisation of the respective sport/management structure.

Beneficiaries

Each National Federation or Continental Confederation is eligible to benefit from this support grant. Nevertheless, priority will be given to whichever applicant can demonstrate that the basic structure of the organisation is weak but has a clear potential for development.

Description

This programme offers, to a National Federation or a Continental Confederation, a support to be used for the improvement of the operational structure of their organisation.

The grants allocated to the context of this programme can be used to cover the costs/expenses related to the following items:

- Recruitment of qualified staff, even for temporary periods or specific projects;
- Fruition of services provided by external entities, such as specialized companies or freelance professionals;
- Purchase of software and/or hardware material and equipment;
- Rental of office spaces; and
- Purchase or rental of machineries to be used for sport, transportation, production purposes, etc.



Application Procedure

Each National Federation, with the support of its Continental Confederation, or a Continental Confederation itself, can apply for a grant to the WBSC. This grant should be considered as a limited financial support for the improvement of the structure in place of the organisation itself.

In order to allow sufficient time for analysis, the official application form must be presented **no later than 6 months prior to the start of the proposed project**. The following information must be included on the application form:

- Description of the current structure of the organisation, including names, positions and a duty distribution list;
- Budgets of the previous and current years;
- Description of the purpose(s) intended to be reached;
- Name and contact of a liaison in charge of all the communication between the organisation and the WBSC; and
- Detailed cost breakdown document including all items subject to be covered by the grant.

In case the National Federation or the Continental Confederation intends to suggest hiring a specific person, or freelancer, or company, the following information is also needed:

- CV (Resume) and/or any other important information related to the above.



Analysis and Approval

The WBSC (with the support of the Continental Confederation, in case the request has been presented by a National Federation) will analyse the application and will inform the National Federation or the Continental Confederation within 60 days from the submission, on whether the above has been approved, denied or needs further analysis. In case of approval the WBSC will also inform the counterpart of the amount allocated.

Depending on the request, the WBSC may suggest, from time to time, alternative ways of reaching the purpose and possibly assist the National Federation or Continental Confederation, by allocating WBSC personnel for a restricted span of time, or by granting the use of software, machineries, equipment or intellectual properties of the WBSC itself.



Financial Conditions

The application must be complemented by a cost breakdown document, which must include all the items, and the respective requested amounts, relating to the following costs:

- Salaries and expenses for the recruitment of specialised staff;
- Fruition of services provided by external entities;
- Purchase of software and/or hardware material and equipment;
- Rental of office spaces;
- Purchase or rental of vehicles or machinery (i.e. related to sport, transportation, etc.); and
- Any other cost or expenses related to the request.



Follow-up and Control

During the programme, the National Federation or the Continental Confederation must maintain constant contact with the WBSC.

Intermediate Report

Depending on the duration of the project, the National Federation or the Continental Confederation will periodically report to the WBSC (and the Continental Confederation in case of a request granted to a National Federation) on the implementation of the programme including any problems, which may arise.

Final Report

At the conclusion of the project, the National Federation or the Continental Confederation must present, as soon as possible, the following documents to the WBSC (and the Continental Confederation in case of a request granted to a National Federation):

- **A detailed report** with an evaluation, comments as well as all other pertinent information; and
- **A financial report** form completed clearly and in detail, including an attached list of all the supporting payment receipts, duly itemized and translated into either English or Spanish, where necessary.

Payment Process

- **Advance payment** (60% of budget) made with the approval letter of the preparation project; and
- **Balance payment** (40% of budget) made upon receipt and acceptance of the final reports detailing the activities carried out and justifying the totality of the budget allocated to the organisation within the context of the plan as originally presented.

Develop Baseball and Softball Worldwide



Africa



Americas



Asia



Europe



Oceania

TRAINING COURSES FOR SPORTS ADMINISTRATORS AND SPORTS MANAGEMENT



Programme Guidelines

Objectives

Provide training courses to a National Federation or a Continental Confederation in order to strengthen their management and/or administration structures, with the purpose to enhance the overall level of efficiency and organisation.



Beneficiaries

All Continental Confederations and National Federations may benefit from this programme. Nevertheless, priority will be given to whichever applicant can demonstrate that the basic structure of the organisation is weak but has a clear potential for development.



Description

Each National Federation, with the support of its Continental Confederation, can apply for a **maximum of 1 technical course per year**; while a Continental Confederation can apply for a **maximum of 3 technical courses per year**.

This programme offers to a National Federation or a Continental Confederation, training courses in accordance with their actual structure, in order to enhance the quality in terms of organisation, management and/or administration.

The training courses may cover each one of the main areas of interest in the life of a Sport Federation, such as:

- Management & Administration;
- Accounting;
- Media & Marketing;
- IT;
- Business Communication;
- Public Relations; and
- Others.



Application Procedure

In order to allow sufficient time for analysis, the official application form must be presented **no later than 6 months prior to the start of the proposed project**. The following information must be included on the application form:

- Description of the current structure of the organisation, including names, positions and a duty distribution list;
- Budgets of the previous and current years;
- Description of the purpose(s) intended to be reached; and
- Name and contact of a liaison in charge of all the communication between the organisation and the WBSC;

In case the National Federation or the Continental Confederation intends to suggest a specific person or company to manage the course, the following information is also needed:

- CV (Resume) and/or any other important information related to the above; and
- Detailed budget estimation including all items (i.e. travels, accommodation, fees, per diem, software, etc...)



Analysis and Approval

The WBSC (with the support of the Continental Confederation, in case the request has been presented by a National Federation) will analyse the application and will inform the National Federation or the Continental Confederation within 60 days from the submission, on whether the above has been approved, denied or needs further analysis.

In case of an external person(s) or company nominated by the National Federation or Continental Confederation, the WBSC will evaluate the suitability and either agree with the nomination or opt for an alternative. Once all parties are in agreement (National Federation, Continental Confederation, WBSC, external body(ies)), the WBSC will officially approve the training course(s). This approval will be accompanied by an official agreement, which should be signed by the NF and/or the Continental Confederation, the WBSC and the external body(ies). The training course may only take place when all the concerned parties, thus confirming their agreement, have signed the contract.



Financial Conditions

The application must be complemented by a cost breakdown document, which must include all the items, and the respective requested amounts, relating to the following costs:

- Fruition of services provided by external entities;
- Purchase of software and/or hardware material and equipment;
- Rental of office spaces necessary for the courses; and
- Any other cost or expenses related to the request.

Important: The indemnities to be paid to the nominated external body(ies) must be agreed upon between the National Federation or the Continental Confederation and the external body(ies). The overall budget must also be included. If necessary, any difference between the calculated budget and the amount allocated by the WBSC may be covered by eventual external assistance (Government, sponsors, Continental Confederation, etc.).

Follow-up and Control

At the conclusion of the training programme, the National Federation or the Continental Confederation must present the following documents to the WBSC, as soon as possible:

- List of the Certificate(s) of Participation distributed;
- A detailed technical report with an evaluation, comments as well as all other pertinent information (photographs, press clippings etc.); and
- A financial report form, completed clearly, in detail by the National Federation or the Continental Confederation, including an attached list of all the supporting payment receipts, duly itemized, and translated into either English or Spanish, where necessary.



Payment Process

- **Advance payment** (60% of budget) made with the approval letter of the project; and
- **Balance payment** (40% of budget) made upon receipt and acceptance of the final reports detailing the activities carried out and justifying the totality of the budget allocated within the context of this project.



SUPPORT GRANTS FOR BASEBALL/SOFTBALL ACADEMIES AND PLAYING FACILITIES



Programme Guidelines

Objectives

Offer assistance or financial support to a Baseball and/or Softball academy or playing facility through its National Federation, with the support of the Continental Confederation, for the establishment of a new structure or the improvement of its current one, in order to be able to provide a higher quality service to the players involved.

Beneficiaries

Every Baseball, Softball and Baseball & Softball academy recognised/approved by the National Federation or playing facility of its own country may benefit from this support grant.

Description

This programme offers to a **Baseball and/or Softball academy or playing facility**, through its National Federation and with the support of the Continental Confederation, assistance for the establishment of a new structure or the improvement of its current one.

The grants allocated to the context of this programme can be used to finance the following activities:

- Recruitment of qualified staff;
- Purchase of software and/or hardware material and office equipment;
- Rental of office spaces;
- Purchase or rental of vehicles or machinery (i.e. related to sport, transportation etc.);
- Building of the necessary infrastructures even if not directly linked to the academy but retained of fundamental interest by the National Federation;
- Project assistance and expertise for developing new facilities and maintenance;
- Food, accommodation and transportation costs for athletes and staff;
- Costs related to the purchase of technical equipment;
- Illness and accident insurance for athletes and staff; and
- School fees, tuition and books.



Application Procedure

Each National Federation can make **one proposal per year**, on behalf of a specific Baseball and/or Softball academy or playing facility of the same country, for a grant to the WBSC. This grant is a limited financial support for the establishment of a new structure or for the improvement of the existing one with the final goal to provide a higher quality service for the players they aim to develop.

The following information must be included on the application form:

- Description of the current structure of the organisation, including names, positions and a duty distribution list;
- List of the active players and their background in case the request is related to an academy;
- Budgets of the previous and current years;
- Description of the purpose(s) intended to be reached;
- Name and contact of a liaison in charge of all the communication between the organisation and the WBSC; and
- Detailed cost breakdown document including all items subject to be covered by the grant.



Analysis and Approval

The WBSC, with the support of the Continental Confederation, will analyse the action plan submitted and will inform the National Federation within 60 days from the submission, on whether the application has been approved, denied or needs further analysis. In case the WBSC officially approves the action plan and the budget to be allocated, this approval will be accompanied by an official contract, which should be signed by the NF and the legal representative of the academy or the playing facility chosen. The action plan may only commence when all the concerned parties (WBSC, NF, academy and/or playing facility owner), thus confirming their agreement upon the overall terms and conditions of the project, have signed the contract.

Depending on the application, the WBSC may opt for an alternative way of support, such as the provision of uniforms, equipment, experts, intellectual properties, machineries, etc.

Important: Any difference between the calculated budget and the amount allocated by the WBSC may be covered by eventual external assistance (Government, sponsors, Continental Confederation, etc.,).



Financial Conditions

The application must be complemented by a cost breakdown document, which must include all the items, and the respective requested amounts, such as:

- Costs for the recruitment/salaries of qualified staff;
- Purchase of software, hardware material and office equipment;
- Rental of office spaces;
- Purchase or rental of vehicles or machinery to be used for sport, transportation, and any other purpose retained positive for the everyday activity of the organisation, etc.;
- Costs for food, accommodation and transportation of the athletes and staff;
- Purchase of technical equipment;
- Expenses sustained for illness and accident insurance for athletes and staff;
- School fees, tuition and books; and
- Expenses for external experts.



Follow-up and Control

During the programme, the National Federation must maintain constant contact with the liaison of the organisation.



Intermediate Report

Depending on the duration of the project, the academy and/or the owner of the playing facility will periodically report to the WBSC, the National Federation and the Continental Confederation on the implementation of the programme including any problems, which may arise (injury, accident, administrative, financial, disciplinary and bureaucratic difficulties etc.).



Final Report

At the conclusion of the project, the National Federation, on behalf of the academy or the owner of the playing facility, must present the following documents to the WBSC and the Continental Confederation, as soon as possible:

- **A list of athletes** who benefitted from the academy programme;
- **A list of all the work done** on the playing facility;
- **A detailed technical report** duly drafted and signed by liaison, with an evaluation, comments as well as all other pertinent information (photographs, press clippings etc.); and
- **A financial report form**, completed clearly and in detail, signed by the legal representative of the academy and/or owner of the playing facility, and accepted by its National Federation. The report must include an attached list of all the supporting payment receipts, duly itemized and translated into either English or Spanish, where necessary.



Payment Process

- **Advance payment** (60% of budget) made with the approval letter of the project; and
- **Balance payment** (40% of budget) made upon receipt and acceptance of the final reports detailing the activities carried out and justifying the totality of the budget allocated to the academy within the context of this preparation project.





PROMOTION AND SCHOOL PROJECTS

SPORT FOR ALL
SUPPORT FOR SCHOOL PROJECTS
PROVISION OF TECHNICAL EQUIPMENT



SPORT FOR ALL



Programme Guidelines

Objectives

To provide assistance to National Federation (NFs) and/or Continental Confederations (CCs) to promote baseball and softball throughout all levels of society, particularly as a means to foster social inclusion and health awareness.

Beneficiaries

All National Federations and Continental Confederations may benefit from this programme. Nevertheless, priority will be given to whichever applicant can demonstrate that the basic sports structure is weak but has a clear potential for development.

Description

The WBSC may accept **one request per year per National Federation and one per Continental Confederation**.

The scope of the project is to implement sport activities, related to baseball and/or softball, aimed mostly to young people with an educational element. The support given by the WBSC, can be mainly considered for the following activities:

- Festivals, events and tournaments promoting baseball and/or softball in general or aimed at specific target groups;
- Awareness campaigns; and
- Research and surveys.



Application Procedure

In order to allow sufficient time for analysis the official application form must be presented **no later than 3 months prior to the start of the proposed activity**. The following information must be included on the application form:

- Description of the activity;
- Starting and ending dates of the activity;
- Information regarding the goal that is planned to be achieved;
- Estimation of the number of people that will be involved and expected outcomes; and
- Name and contacts of a liaison in charge of all the communication between the National Federation or Continental Confederation and the WBSC;



Analysis and Approval

The WBSC, with the support of the Continental Confederation in case of a request coming from a National Federation, will analyse the submission and will inform the National Federation or Continental Confederation within 60 days on whether the application has been approved, denied or needs further analysis.



Financial Conditions

Please note that the support given by the WBSC, in case the request is accepted, will be very limited and so must be considered as a contribution.

Once the initiative has been accepted, the contribution will be allocated as follows:

- 70% before the start of the activity; and
- 30% after the end of the activity.

Follow-up and Control

The applicant must keep constant communication with the WBSC and will keep the same updated.

At the conclusion of the activity or programme, the National Federation or Continental Confederation must present the following document to the WBSC, as soon as possible:

- **Detailed technical report** duly drafted and signed by the liaison, with an detailed evaluation of the initiative, comments as well as all other pertinent information (photographs, press clippings etc.).



Payment Process

- **Advance payment** (70% of budget) made with the approval letter of the project; and
- **Balance payment** (30% of budget) made upon receipt and acceptance of the final reports detailing the activities carried out and justifying the totality of the budget allocated within the context of this project.



SUPPORT FOR SCHOOL AND COMMUNITY YOUTH PROJECTS

Programme Guidelines

Objectives

Offer assistance, limited financial contribution or specific opportunities to a National Federation, with the support of its Continental Confederation, to implement, within the school or Community system of the country, a sport educational programme. This programme must aim to spread the discipline(s) of Baseball and/or Softball throughout the young population, with the purpose to educate the youngsters to the values of respect, discipline, teamwork and responsibility, typical of these sports disciplines.

Beneficiaries

All National Federations may benefit from this programme. Nevertheless, priority will be given to whichever applicant can demonstrate that the basic sports movement is weak but has a clear potential for development. Another strong evaluation factor of the project will be the degree of interest of the school and/or local Community.



Description

The WBSC may accept **one request per year per NF**, and the range of services/assistance comprehends the following items:

- **Instruction:** the WBSC will deliver an instruction manual, in which the future teachers/coaches will find all the necessary information and notions required to be able to lead properly the sports/educational programme;
- **Training course:** the WBSC, before the beginning of the programme, may foresee the organisation of a specialised technical course to effectively train the future teachers/coaches;
- **Equipment and material:** it consists in a special kit that will be delivered (through the National Federation) to every school or local Community involved in the project. It contains all the necessary material to put in place an appropriate field of play (considering that typically this kind of practice takes place in closed spaces, like school gyms), and some Baseball/Softball equipment, such as balls, bats, gloves, catcher's gear, helmets, etc.;
- **Baseball/Softball equipment and apparel:** In case of advanced school projects, from time to time, for example in occasion of a national school championship or similar events, the WBSC may deliver technical equipment and apparel/uniforms; and
- **Assistance:** To be discussed in case of particular situations in the country due to relations between the National Federation and the local authorities (Government, Ministry of Sports/Education, National Olympic Committee, etc.) that may suggest a direct involvement and support of the WBSC. Nevertheless, such cases will be singularly evaluated together with the National Federation and, depending on the occasion, with the Continental Confederation, in order to put in place the best possible action plan.



Application Procedure

In order to allow sufficient time for analysis the official application form must be presented **no later than 6 months prior to the start of the proposed project**. The following information must be included on the application form:

- Description of the proposed project;
- Name and contacts of a liaison in charge of all the communication between the National Federation and the WBSC;
- Names and CVs (Resumes) of all the future teachers/coaches;
- Starting and ending dates of the programme;
- Suggested dates for the instruction course, if needed; and
- Indication on the instructional manual language, if different from English or Spanish.

Moreover, each school or local Community in which the programme will be implemented shall provide the following information through the National Federation:

- Name and address;
- Referent and contact details;
- Name and signature of the legal representative;
- Number of classes or groups involved in the project;
- Names of the students involved and information about their age and gender; and
- Frequency of baseball/softball activity(ies) (weekly, monthly, yearly).



Analysis and Approval

The WBSC, with the support of the Continental Confederation, will analyse the action plan submitted and will inform the National Federation within 60 days from the submission, on whether the application has been approved, denied or needs further analysis.



Financial Conditions

The WBSC will contribute to cover the expenses for the following items:

- Special Kits, including shipping;
- Instructional manual, provided in English or Spanish; and
- Technical course: limited to the costs related to the instructors, such as international transportation, per diem and illness and accident insurance, if needed.

In the other hand, the National Federation will be requested to cover the following expenses:

- Translation and printing of the manuals, should a language different from English or Spanish be required;
- Technical course: the costs related to the local transportation, food and accommodation for the instructors, and any other eventual cost related to the course itself not covered by the WBSC, such as the rental of office spaces, stationary etc.;
- Per diem or salary of the future teachers/coaches, if necessary; and
- Any other expense not covered by the WBSC.

Important: Any difference between the expenses covered by the WBSC and the ones covered by the National Federation may be covered by eventual external assistance (Government, sponsors, Continental Confederation, etc.).



Follow-up and Control

At the conclusion of the educational programme the National Federation must present the following documents to the WBSC, as soon as possible:

- **A report for each school or local Community**, with an evaluation, comments as well as all other pertinent information (photographs, press clippings etc.);

- **A detailed technical report drafted by the National Federation** with an evaluation, comments as well as all other pertinent information (photographs, press clippings, etc.); and
- **6 months from the end of the programme**, the National Federation shall submit a report including all the information related to eventual increase in number of players that joined any team/club within the areas in which the programme took place.



Payment Process

- **Advance payment** (60% of budget) made with the approval letter of the project; and
- **Balance payment** (40% of budget) made upon receipt and acceptance of the final reports detailing the activities carried out and justifying the totality of the budget allocated within the context of this project.



PROVISION OF TECHNICAL EQUIPMENT



Programme Guidelines

Objectives

Offers assistance to a National Federation through its Continental Confederation or directly to the Continental Confederation, by dispatching technical equipment to be used exclusively for the development of the game within the country or continent.

Beneficiaries

All National Federations and Continental Confederations may benefit from this programme. Nevertheless, priority will be given to whichever applicant can demonstrate that the basic sports structure is weak but has a clear potential for development.

Description

The WBSC may accept **one request per year per National Federation and one per Continental Confederation**.

This programme allows the applicant to receive Baseball and/or Softball technical equipment for the implementation of sports activities within the country or continent. Such activities may be represented by national/continental championships, tournaments, promotional events, youth development programmes, etc.



Application Procedure

In order to allow sufficient time for analysis the official application form must be presented **no later than 6 months prior to the start of the proposed activity**. The following information must be included on the application form:

- Description of the activity;
- Starting and ending dates of the activity;
- Proposed list of equipment needed, including types and quantity;
- Number of teams, clubs and/or individuals which will benefit from the equipment;
- Information about shipping, storage, distribution and allocation of the equipment; and
- Name and contacts of a liaison in charge of all the communication between the National Federation or Continental Confederation and the WBSC;



Analysis and Approval

The WBSC, with the support of the Continental Confederation in case of a request coming from a National Federation, will analyse the submission and will inform the National Federation or Continental Confederation within 60 days on whether the application has been approved, denied or needs further analysis.

Once, and if, the WBSC approves the allocation of the equipment, the applicant will be informed. The approval shall be followed by a list of equipment that was agreed to be granted and considered appropriate in terms of type and quantity in relation to the activity subject of the application.



Financial Conditions

The WBSC will cover the expenses related to the equipment itself, including the shipping from the WBSC warehouse to the country in which the local storage is based.

The National Federation or the Continental Confederation will cover all the costs related to eventual customs fees, storage and distribution of the equipment.

Follow-up and Control

The applicant must keep constant communication with the WBSC and will inform the same as soon as the delivery took place.

At the conclusion of the activity or programme, the National Federation or Continental Confederation must present the following document to the WBSC, as soon as possible:

- **Detailed technical report** duly drafted and signed by the liaison, with an evaluation, equipment distribution list, comments as well as all other pertinent information (photographs, press clippings, etc.).





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