



THE SPORT VOLUNTEER REGISTER SCHEME

Malta is an island endowed with beautiful weather throughout the year and friendly people which make it a very attractive place for international events. SportMalta is in touch with sports organisations all year round and is aware of the difficulties faced by committees within such sports organisations when bidding for international events to take place in Malta. These events, in addition to being part of government's strategy to increase tourism, are a brilliant opportunity for Maltese athletes to perform at their best, at home – in the facilities they are used to training in. Government, through SportMalta has and will continue investing in sport facilities where our athletes will continue to progress in their sport in order to reach the desired level. SportMalta furthermore already provides assistance through the Sports Tourism scheme for the bidding stages and promotion of the international events to be held locally. However, this is not enough. In a country with a population of less than half a million persons, it is very difficult to find volunteers in sport and the size of the majority of Malta's sports organisations does not permit them to pay persons for working within the sports organisation and even more, those engaged for working as volunteers within an international event held locally.

Through this scheme, SportMalta shall assist sports organisations with the recruitment of volunteers and create opportunities for such volunteers to take part in international sport events in other sport, with other sports organisations. It will also assist sports organisations with providing the recruited volunteers with a package which although not a payment for their work, provides the volunteer with a high-quality experience which will keep the volunteers eager to participate in events around the calendar in all types of sports.

Eligibility

Applicants shall be federations/associations or foundations registered with and in line with the requirements of compliancy of SportMalta and the Commissioner for Voluntary Commissioner, hosting an international event, or a club which is hosting a club international event under the auspices of the international federation.

The event must be a significant event in the Maltese sports calendar and therefore of sufficient relevance to enable meaningful learnings and skills for the volunteers participating in the experience. Events not falling under the auspices of the international federation but being of significant prestige may also be eligible for this scheme.



Applications for reimbursement following acceptance of application will only be processed if proof is given to SportMalta that at least 100 persons have attended the event (through amount of bed nights generated proof, sales of event tickets and/or list of athletes [which must include Maltese athletes] taking part in the event – with supporting evidence of participation). The event shall furthermore, have a requirement for at least 15 volunteers to support the delivery of the event. Provided that SportMalta shall have the discretion to choose any other event outside the above criteria, if such event is deemed to be:

1. A high profile national sports event;
2. Event involves more than 30 volunteers or
3. An event which promotes gender equality and/or non-discrimination.

Requisites for Volunteers

The sports organisation applying for this scheme shall register with SportMalta its volunteers who are willing to make themselves available for events falling within this scheme in the various sport and including SportMalta events. This scheme is intended to generate cooperation between sports organisations and maximising the work and capacity of our volunteers in Malta, while in return offering volunteers packages which are attractive enough to lure new persons to the sector. The Sports Volunteers register shall be utilised by SportMalta if required for its events. Volunteers shall fill in the declaration made available with these terms and conditions and shall indicate the types of events they are willing to volunteer in, their expertise and experience, the amount of years of experience and any other information required by the application/declaration or which the applicants deem relevant. Volunteers applying to be part of this register shall automatically give their consent to the distribution of their contacts to sports organisations requesting volunteers for a particular sports event.

The sports organisation recommending the application shall declare that to their knowledge, the volunteers being proposed for the register are fit to volunteer in sport and with minors and that the applicants are already doing voluntary work with their respective sports organisation.



The Proposals for Assistance

Proposals for assistance may include requests for assistance for provision of uniforms, bags, training, catering, transportation and other necessities or incentives for volunteers. An official proposal on the sports organisation's letterhead is to be prepared by the sports organisation applying for the assistance. The detailed proposal shall be accompanied by three quotes per item upon which financial assistance is being sought. SportMalta may opt to provide the same assistance via its procurement systems, if it deems the quotes to be unreasonably priced.

Any and all assistance under this scheme shall not exceed €5,000.

Allocations will be made according to the criteria and priorities set forth in these terms and conditions.

Application and Documentation

1. Official letter from international federation informing the sports organisation that it has won the bid to host the international event (where applicable)
2. Official proposal with breakdown of expenses in relation to assistance being requested;
3. Annexed quotes are requested in these terms and conditions;
4. List of volunteers which have given their consent to be registered in the volunteer register;
5. Relevant consent forms from all volunteers listed in the list contemplated in point 4 above.

Acceptance of Application and Funding

No funds are deemed to be committed prior to a Commitment Letter being issued by SportMalta to the sports organisation. To this effect, an application shall not be deemed to be automatically approved, notwithstanding the fact that the applicant would have satisfied the eligibility criteria and submitted all the documentation.

Claim Stage

SportMalta reserves the right to request any additional documentation at claim stage if it deems so desirable to ensure transparency and accountability of sports organisations and their suppliers.