



## **Guidelines and Policy statement on FEPSAC's involvement in funded projects**

Last update: September 2016

### **Premise**

In Europe, there is a growing number of possibilities to obtain funds for research, development and dissemination activities. The participation in these funding programs can be an international funding opportunity for individuals and organizations who are members of FEPSAC. After having obtained the EU legal status as International Non Profit Organization (INPA), FEPSAC is now eligible to be a partner in funding bids and this document sets out guidelines on FEPSAC's involvement.

The main aim of FEPSAC is to develop sport, exercise and performance psychology across Europe, and its participation in EU, International and National research and dissemination projects can support this process.

The presence of stakeholders in the project's network is recognized by most grant agencies as an added value during the evaluation of its impact. FEPSAC is definitively an important stakeholder in European Sport and Exercise Psychology and the following guidelines have been proposed to:

- describe the way in which FEPSAC intends to support or participate in EU, international or national (externally funded) projects;
- Support sport psychology organizations and specialists in sport and exercise psychology to develop and submit projects with the partnership of FEPSAC (INPA).

## **Requesting FEPSAC support and/or involvement in a funding bid**

Individuals and organizations who wish to request the participation or support of FEPSAC in proposals for an EU/international or nationally funded project are asked to send a brief description of the project, or a preliminary draft proposal, a budget and outline for the task and respective budget for FEPSAC to the FEPSAC MC (office@fepsac.com). FEPSAC will respond within 3 weeks of receiving the request.

The request should include the following information.

1. Short summary of overall project (max. 2,000 characters)
2. Description of the following specific points: (max 3 pages)
  - a. Proposal Title
  - b. Duration of the project in months
  - c. List of applicants and partners
  - d. Aims and objectives
  - e. Impact on beneficiaries
  - f. Work plan
    - i. working methodology
    - ii. activities (List of main activities; Work package descriptions)
    - iii. time tables or Gantt Chart
3. Specifically, related to FEPSAC involvement:

Please justify the type of involvement or support requested from FEPSAC. This will form the basis of the letter written by FEPSAC to accompany the proposal submission.

### **Please note the types of support that FEPSAC can provide:**

- i. Gatekeeper to FEPSAC members and associates. FEPSAC may agree to disseminate information related to the project to its contacts via its communication channels. This may include, for instance, requesting FEPSAC individual and group members to participate in surveys or questionnaires. This may also include disseminating project results to group / individual members and posting it on the FEPSAC website, patronage conferences as well as FEPSAC's social media channels like facebook, etc.
- ii. Dissemination of results. FEPSAC may agree that the results of the project would be of interest to the FEPSAC community and incentivizes that an oral presentation is submitted to one of FEPSAC conferences, patronage a conference or include presentations in FEPSAC invited symposia/workshops at other congresses. (Note that this does not

guarantee a presentation slot as this is determined by the conference organizers).

iii. Other types of support or participating in a project as an associated member without any budget and role for mile-stones or work-packages (stakeholder letter of support only) or regular member (leader of a work-package and own budget) will be considered by FEPSAC on a case by case basis.

### **Decision making process**

FEPSAC will review the project description and make a decision about its involvement and/or support. FEPSAC will evaluate its participation in the project with regard to the criteria listed in the table below.

<b>Criteria</b>	<b>High</b>	<b>Medium</b>	<b>Low</b>
<b>A. Scope</b>	Sport exercise and performance Psychology as a whole	Field or community of Sport psychology	Subfield or sub-community of sport psychology
<b>B. Strategic significance</b>	Fully matches strategic aims of FEPSAC	Partly matches strategic aims of FEPSAC	Indirectly or not linked to strategic aims of FEPSAC
<b>C. Expected impact</b>	Large impact on sport and exercise psychology discipline, or profession, and beneficiaries	Medium impact on discipline or profession or beneficiaries	Limited impact or impact not defined
<b>D. Labor, financial and managerial implications</b>	Feasible, within resources	Feasible, beyond resources requested	Limited or doubtful feasibility
<b>E. Quality from professional and/or scientific quality</b>	there is an excellent match between the team, the aims and the proposed activities	the match between the team, the aims and the proposed activities is sufficient	the match between the team, the aims and the proposed activities is poor

*This proposal was developed by Maurizio Bertollo, Rita de Oliveira and Markus Raab, The proposal was confirmed by the Managing Council Meeting May 2016.*