



## **SPORTS TOURISM SCHEME 2018**

### ***Definitions***

For the purposes of this scheme, the following shall be deemed to be the definitions intended as guidelines for SportMalta in order to determine the monetary grants that the types of entities shall be entitled to benefit from and for sports entities to calculate the said amounts:

**Federation** – An entity registered with SportMalta and which has as its members, sports organisations which have the status of Associations and Clubs with SportMalta. Such federations shall be non-profit and shall regularly submit annual financial reports and minutes of the Annual General Meetings (and other meetings of an extraordinary nature) of the particular entity to SportMalta, together with any other documentation as required from time to time by the Registrar.

**Association** – An entity registered with SportMalta and which has as its members, sports organisations which have the status of Clubs with SportMalta or is currently registered as an Association with SportMalta notwithstanding the fact that its members are individual athletes/coaches/officials. Such associations shall be non-profit and shall regularly submit annual financial reports and minutes of the Annual General Meetings (and other meetings of an extraordinary nature) of the particular entity to SportMalta, together with any other documentation as required from time to time by the Registrar.

**Clubs Non-Profit** – An entity registered with SportMalta and which has members consisting of athletes, coaches and other sports officials. Such clubs shall be non-profit and shall regularly submit annual financial reports and minutes of the Annual General Meetings (and other meetings of an extraordinary nature) of the particular entity to SportMalta, together with any other documentation as required from time to time by the Registrar.

**Commercial Sports Entities** – Sport entities registered with SportMalta that are evaluated and deemed to be by the same SportMalta, commercial entities, in view of the financial activity profit and loss of the preceding year audited by an auditor warranted to exercise such profession. Such entities may be registered in the categories of Clubs, Schools and other categories established in the registrar of SportMalta.

Also individually referred to as “Sports Entity” or collectively as “Sports Entities”.

**Sports Activity / Event** – Competition, tournament, friendly matches, training camps, seminars, conferences and educational activities which are sports related.

**High Season** – activity or event being held between the 1st of May and the 31st of October of the particular year.

**Low Season** – activity or event being held between the 1st of November and the 30th of April of the particular year. For the purposes of this scheme, activities and events held in Gozo shall be considered to be Low Season all year round.

### **Introduction**

Malta's climate offers the ideal destination to attract sporting activities and events to Malta and Gozo. For many years, SportMalta has, in collaboration with the Malta Tourism Authority, introduced schemes in relation to this factor and has, through experience, improved the scheme to become more effective and beneficial to the sports scenario in Malta. The scheme is once again, being revamped in order to improve on the previous scheme such that sports entities can benefit in a just and equitable manner, depending on the size of their organised event and the amount of the bednights generated by the foreign visitors.

To this effect, Federations, Associations, Clubs Non-Profit and Commercial Sports Entities are being encouraged to participate in this scheme and benefit from:

1. **Scheme 1 - Putting Malta on the Sports Map** - A monetary grant which shall be granted to sports entities preparing and presenting their bid for the organisation of an international event in Malta and/or Gozo. This assistance may consist in the provision of services by SportMalta in order to assist the sports entity prepare a draft of the bidding document and the preparation of promotional material. Sports entities applying under this section of the scheme may benefit from a grant of up to 75% of the expenses incurred in relation to such process of pre-bidding. Any sport entity may apply for this pre-bidding scheme once every calendar year. The financial grant is to be utilised for the travelling expenses of not more than two officials presenting the bid to organise the event in Malta, following approval by SportMalta of the actual bidding material which is prepared to be presented to the International Federation. The amounts granted by SportMalta shall be determined by a Board purposely formed to examine the applications and the relevance of the event being brought to Malta.

***Documentation which is required to be attached to the application when being submitted and documentation required at the stage of submission of claim:***

### ***AT APPLICATION STAGE***

1. Application duly filled in, with all the required details in the same application,
2. Documentation related to the activity for which the sports entity will be bidding to host in Malta / Gozo including any documentation issued by the international entity

- under the auspices of which the activity or event will be organised and the estimated amount of bed nights which is reasonably expected to be generated through the activity or event, if the bid is won by the Maltese sports entity;
3. A valid certificate of registration which indicates the category under which the sports entity is registered with SportMalta;
  4. Any and all other documentation requested by SportMalta which may assist SportMalta in evaluating the application.

***AT SUBMISSION OF CLAIM STAGE***

1. Hotel receipts, flight booking documents and boarding passes relating to the payments being requested (all receipts and proof of payment must be in original format);
  2. The official document presented for the official bid;
  3. A report which shall include photos and provide detailed information about the course of the process of the bid.
2. **Scheme 2 - Generation of bed nights** - A monetary grant calculated on the amount of bed nights generated through athletes, officials and any other person accompanying / travelling with the respective team taking into account the type of the sports entity and the season (period) in which the activity or event will be taking place. The amounts granted by SportMalta shall be determined by a Board purposely formed to examine the applications and the relevance of the event being brought to Malta, taking into account the following rates. A grant of €300 per event day for a maximum of four days, will also be granted to the sports entity.

<i>Type of Entity</i>	<i>Federation</i>	<i>Association</i>	<i>Club Non-Profit</i>	<i>Commercial Sports Entity</i>
<i>Ammount per bednight (High Season)</i>	€5	€5	€4	€3
<i>Amount per bednight (Low Season)</i>	€7	€7	€6	€5

In order for a sports entity to be eligible to benefit from this scheme, foreign athletes (residing outside of Malta and/or Gozo) need to have intentionally travelled and stayed in Malta and/or Gozo for the purpose of participating in the activity and/or event. The expenses of the accommodation shall in all cases, have been borne by the teams or individuals taking part in / travelling for the activity and/or event and to this effect, evidence of such shall be provided by the applicant. It is highly recommended that

arrangements are made with hotels targeted for lodging in order to avoid insufficiency of documentation at claim stage. It is the sports entity's responsibility to ensure that the hotels utilised for the event are officially licensed by the Malta Tourism Authority and have their licenses paid up for the year in which the event is taking place.

***Documentation which is required to be attached to the application when being submitted and documentation required at the stage of submission of claim:***

***AT APPLICATION STAGE***

1. Application duly filled in with all the required details in the same application,
2. Documentation related to the activity being held, including any documentation issued by the international entity under the auspices of which the activity or event is being organised, and the estimated amount of bed nights which is reasonably expected to be generated through the activity or event;
3. List of hotels which shall be used for the activity or event;
4. A valid certificate of registration which indicates the category under which the sports entity is registered with SportMalta;
5. A Profit and Loss of the entity's financial activities for the year of activity preceding the application;
6. A declaration stating that any surplus of funds from a particular year are re-invested in the sports entity and a statement in the same declaration stipulating how any funds and assets of the entity would be disposed of in the case that the entity is dissolved;
7. Any and all other documentation requested by SportMalta which may assist the Assistance Committee in evaluating the application.

***AT SUBMISSION OF CLAIM STAGE***

1. A declaration printed on a letterhead of the hotel where the athletes, sport officials and other persons travelling with the teams have sojourned, signed by a hotel official at managerial level, including the following:
  - a. The dates on which the foreign persons sojourned in the hotel;
  - b. The amount of bednights generated by foreign persons through the event and the total invoiced amounts in relation to the rooms booked in which foreign persons have sojourned in direct relation to the activity / event (provided that bednights shall be calculated by multiplying the amount of persons multiplied by the amount of nights when the persons sojourned in the hotel),
  - c. In the event that the applicant sports entity has made deals with the hotel and has therefore, paid in a lump sum the amounts due, a declaration made by the hotel that these rooms formed part of a deal which the sports entity has struck with the hotel for the organisation of the event, shall also be included in the statement.

2. The sports entity shall also provide:
  - a. a list of names and addresses (including official contact person) of the foreign teams that have sojourned in the particular hotel;
  - b. Profit and Loss issued by the sports entity which indicates the profit or loss emanating from the activity or event, signed by all the members of the committee. This profit and loss should be presented at the next Annual General Meeting of the sports entity to all its members;
  - c. a report which includes photos and which gives a summary of activities and other matters relating to the sporting activity and/or event.

**The allocation of funds to the applicants shall be determined by the SportMalta assistance board, following the submission of all applications and in accordance with established criteria, in order to ensure fair distribution amongst applicants. To this effect, the date of submission of application will no longer be given any weight/guarantee of award or of the maximum award, when determining the allocation of funds, provided that the application must be submitted within the stipulated timeframes.**

**In order to facilitate matters for applicants, a list of individuals generating the bed nights is not being requested in any of the stages of application and claim. However, SportMalta reserves the right to request such list at all stages, and may, without giving any specific reason, require that such list is presented at all stages.**

**Applications will be received up to 30th June of the current year of assistance and no other applications shall be accepted after the expiration of such deadline.**

**The awards will all be distributed during a ceremony which shall take place at the end of the calendar year.**

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