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To the members of FIFA

Circular no. 1246

Zurich, 29 November 2010
SG/sdu-csu

FIFA Financial Assistance Programme (FAP) for member associations
Regulations and administrative guidelines for 2011

Dear Sir or Madam,

We are pleased to enclose two CDs (one intended for the association, the other for your auditors), containing the FAP request forms related to 2011 and the auditing forms required for 2010. The CDs contain the following documents:

FAP request forms for 2011

a) Request forms for 2011 (FAP forms 1 to 3)
b) FAP regulations

FAP auditor forms for 2010

a) Local auditors' report for the period January to December 2010
b) Confirmation of auditors' independence and professional qualifications
c) Representation letter
d) FAP forms 3 and 4

Technical director requirement

As outlined in art. 3.10 of the FAP regulations, FIFA member associations are entitled to receive the FAP money provided that they employ a technical and development director who is in charge of youth and development programmes. This was applied for the first time in 2010. For 2011, member associations are requested, depending on each individual situation, to:
a) confirm the name of their National Technical Director when filling in Form 1 of their FAP request, and
b) provide FIFA with the CV, job description and a copy of the contract of the new titular if the National Technical Director in 2011 will be different to the person who was mentioned to FIFA when applying for FAP 2010.

Statutory audit requirement

In accordance with art. 3.11 of the FAP regulations, only those member associations and confederations that carry out a statutory audit executed by an independent auditor are entitled to apply for FAP funding.

FAP funding for women's football

Since 2008, a percentage of at least 15% of FAP funds must be used for women's football. This is an obligatory provision and it is of huge importance to the further development of the women's game.

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Member associations and confederations who did not fulfil this requirement for the year 2010 need to ensure that this situation will change in 2011 by using the balance not used for this purpose in the year 2010 in addition to the 15% for 2011.

Offsetting current account debts against FAP entitlement for 2011

The FIFA general secretariat is authorised to offset any sums of money due to FIFA member associations or confederations against amounts due to FIFA by the FIFA member association or confederation applying for assistance. The amount to be deducted was shown in the current account statement as at 30 September 2010 that the FIFA Finance Department sent to you in October 2010.

Deadlines

In accordance with the FAP regulations, all applications for support for 2011 are to reach FIFA by the end of December 2010 at the latest. Applications submitted ahead of this date will receive priority treatment and will help to ensure that the first payment can be made on time in January 2011. The remaining FAP instalments will be effected on the following dates:

- 2nd instalment 30.03.2011
- 3rd instalment 29.06.2011
- 4th instalment 28.09.2011

At the same time, please note that a report signed by a local auditor regarding the use of the FAP funds received in 2010 and of any other amounts channelled through FIFA's FAP account (including the FAP one-time bonus) must be submitted to FIFA by 31 March 2011.

The FIFA Member Associations & Development Division or any FIFA Development Officer would be pleased to answer any questions you may have.

Finally, we would like to take this opportunity to thank you for the pleasant working relationship and for your help in compiling the FAP programme for 2011.
Yours faithfully,

FÉDÉRATION INTERNATIONALE
DE FOOTBALL ASSOCIATION

Jérôme Valcke
Secretary General

Enclosures:
- Two CDs with the FAP forms
- FAP regulations

cc: FIFA Executive Committee
Confederations

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