



# Special Development Support (SDS) Policy 2019

(approved ICM 2003, amended ICM 2015 and ICM 2019)

## PURPOSE

The Special Development Support (SDS) Fund was created in 1999 (and updated in 2001, 2015 and 2019) by the International Council. Its current purpose is to help in our extension efforts by reimbursing the costs associated with the successful charter of a new club.

SDS Funds originate from the Endowment Fund (EF). According to the EF Deeds, the EF Trustees may make an amount available for use by the International Council. Each year, the interest accrued in the EF has traditionally been used to offset the rental of the International Headquarters' office space and to cover the administrative costs of managing the EF itself. As of 1999 onward, any or all the remaining EF interest at the end of each year may be assigned for SDS purposes based on the annual recommendation of the EF Trustees and subsequent decision of the International Council. Based on motions passed in 2018 and 2019, the EF Trustees may recommend to the Council to put into reserve a certain amount of this interest to help stabilise the yearly allocations and to ensure SDS fund availability even in the case of negative returns and to render null a former addendum granting Council the privilege to allocate funds from the YMI Operating Account for SDS.

## ALLOCATION

From the base amount approved by Council each year, the International Treasurer will determine the money which can be made available for claims from each Area.

As of 2019, the formula is as follows:

- 50% allocated equally among the Areas
- 25% of the remaining balance shared equally among the four largest Areas, currently Asia Pacific, Europe, India and Korea
- 25% of the remaining balance shared equally among the remaining smaller Areas, currently Africa, Canada/Caribbean, Latin America and the United States

SDS funds will be held in Geneva. Payment will occur upon submission of extension expenses with corresponding receipts, related to the successful charter of a new club with the agreement of the ISG and IT. Generally, these costs will be submitted by and paid to the Region.

## ELIGIBILITY AND ACCOUNTABILITY

All Regions/Areas are able to apply for SDS funds where they have managed to charter a new club. Reimbursement based, accountability is assured by the proper submission of expense receipts and documents. Only applications providing sufficient proof of incurred costs will be considered.

## APPLICATIONS FOR FUNDS

Applications must be for clubs chartered within the current year and received a maximum of eight weeks post charter date. Reimbursement requests with corresponding receipts should be submitted in writing, preferably by email, to IHQ with copy to the International Treasurer (IT). The ISG and the IT will evaluate every application as received in consultation with the relevant Area and Regional Troikas. The annual application deadline is 1 June. Requests received after this date will be considered within the following fiscal period. Application results will be announced no later than 15 June each year.