

WOMEN'S FOOTBALL

DEVELOPMENT PROGRAMMES
AND GUIDELINES 2015-2018



FIFA[®]

For the Game. For the World.



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“We all share the responsibility of creating a strong platform for the long-term stability of women’s football.”

Dear friends of football,

In line with our mission to “develop the game, touch the world, build a better future”, FIFA strives to promote gender equality and the empowerment of women worldwide.

Women’s football has developed enormously since the first FIFA Women’s World Cup™ in China in 1991. Today, 29 million women worldwide play football, the sport is thriving at the elite level and I am truly proud of FIFA’s work in the areas of women’s football development and women’s competitions. Despite these advancements, there is still much to be done in encouraging more women and girls into our sport and in developing women’s football competitions and leagues everywhere.

Our roles are more important than ever. We all share the responsibility of creating a strong platform for the long-term stability of women’s football. FIFA already works hard in this area, supporting its member associations with the implementation of numerous development programmes and initiatives such as the establishment of the Task Force for Women’s Football.

However, it is now up to you to follow our example and ensure that the future is bright for women’s football – at every level. The production of this “FIFA women’s football development programmes and guidelines” brochure is our commitment to supporting you, our 209 member associations, to overcome these issues and harness the true power of women’s football in order to propel the sport forward.

I am confident that, together with your help, we will be able to address the challenges that lie ahead and further develop women’s football in your region and worldwide.

For the Game. For the World. For Women.



Joseph S. Blatter
FIFA President



INTRO

SUPPORTING WOMEN'S FOOTBALL

FIFA is pleased to present our women's football development programmes and guidelines for 2015-2018.

These guidelines have been drafted on the basis of the feedback we have collected from the member associations, players, coaches, referees and officials who participated in our 2011-2014 programmes. FIFA has also conducted a number of surveys in the last four years, using a wide range of data to analyse and evaluate the member associations' needs before applying this knowledge to the programmes that are available now and will be in the future.

The following programme overview and guidelines provide member associations with the necessary information to apply for and benefit from the FIFA women's football development programmes for 2015-2018. It also contains the criteria, requirements and financial procedures that must be adhered to by all member associations when reporting to the FIFA Member Associations & Development Division.

A standard budget request and financial report form have been created to facilitate this and guarantee financial transparency.



DUCTION

DEVELOPING WOMEN'S FOOTBALL EVERYWHERE

Women's football has flourished in recent years, and interest in football played by women is currently at an all-time high. FIFA believes that women's football still has even more potential for growth, and we actively promote women's football worldwide through major competitions and events, awareness campaigns and development programmes.

However, as the game develops, there is so much that can be done by the global football community and the sports industry to harness the true potential of women's football.

In particular, as the guardians of the game, FIFA, the confederations and the member associations need to use this high level of potential and these opportunities to increase and develop:

- the number of players who have access to the game
- the quality of women's football
- player pathways from grassroots to elite
- female opportunities in football, both on and off the pitch

Our long-term objective is to have sustainable women's football leagues at multiple levels in every member association. To do so, FIFA will increase its support for women's football leagues, particularly in the following areas:

- Consultancy (strategy and planning)
- Capacity-building (courses and education material)
- Football equipment
- Financial support for domestic women's football leagues and competitions

To this end, FIFA is **doubling its development funds for women's football** and a set of **ten key development principles for women's football** have been introduced by the Task Force for Women's Football, chaired by co-opted Executive Committee member Moya Dodd. Both initiatives were approved by the 64th FIFA Congress on 11 June 2014.



FIFA believes that football is for all. Football can and should be enjoyed by girls and women all around the world. FIFA is breaking down barriers around the world through football.

FIFA'S TEN

- 1.** Major growth opportunity in football – women's football development plan for all member associations (MAs)
- 2.** Equal access to football for girls and women, including clubs, schools and colleges
- 3.** Work towards sustainable, professionalised competitions
- 4.** Improve the marketing and promotion of women's football, build up own women's football brand
- 5.** Women's football at different stage to men's football: need experts in women's football in all decision-making areas
- 6.** Keep former referees and players involved in the game and create leadership and management opportunities
- 7.** Develop opportunities, mentor and increase the number of female coaches
- 8.** MAs to involve women at all decision-making levels, including the executive committee
- 9.** Grow women's football via appropriate organisational structures with necessary focus
- 10.** Fight discrimination against women in sport and society

PRINCIPLES

FOR WOMEN'S FOOTBALL
DEVELOPMENT



FIFA is propelling women's football forward all around the world.

FIFA MEMBER ASSOCIATIONS AND WOMEN'S FOOTBALL

FIFA encourages its members to develop women's football

Member associations are key in supporting the continued growth of the women's game. We therefore expect our 209 member associations to develop women's football and to work with us to empower women throughout all levels of the game.

Despite the cultural uniqueness of every FIFA member association, it is still possible for each association to increase its efforts to develop women's football and recognise the opportunities of doing so.

Building national competitions and domestic women's football leagues is of paramount importance for all associations, as is the adoption of youth and grassroots development programmes for girls.

Financial investment is vital to ensuring success, and our members are required to pledge at least 15% of the annual Financial Assistance Programme (FAP) support it receives from FIFA into women's football development. In 2013, a record of 19% was invested – the benchmark has been set!

MEMBER ASSOCIATION WOMEN'S FOOTBALL DEVELOPMENT PLAN

In line with the first of FIFA's ten principles for women's football development, each member association (MA) must establish a women's football development plan.

About the plan

- Must be in place prior to any women's football development programme application
- Must be in line with the MA's overall strategy for football development
- Must be approved first by the MA's women's football committee and then by the MA's executive committee

Who should draft and implement the plan?

- MA president
- MA general secretary
- MA technical development director
- MA women's football committee
- Women's football liaison officer within the MA administration
- Women's football national team coaches

For further guidelines on creating a women's football development plan, see Annexe 7.



FIFA WOMEN'S FOOTBALL DEVELOPMENT PROGRAMMES

OBJECTIVES

The FIFA Member Associations & Development Division is responsible for establishing, managing and monitoring FIFA's development programmes for member associations.

There are three main development priorities for the 2015-2018 period: grassroots, youth development, and women's football. To this end, the FIFA Member Associations & Development Division has developed a number of programmes to help member associations to overcome the main challenges that they face on a day-to-day basis while developing women's football in their home countries and ultimately taking women's football to a higher level.

FIFA's women's football development programmes provide member associations with the opportunity to access expertise, teaching and promotional material, football equipment and financial assistance for the organisation of specific activities focused on the women's game.



The main goals of FIFA's women's football development programmes are:

- To help member associations to overcome the main challenges of developing women's football
- To ensure that every girl and woman who wants to play football has the opportunity to do so
- To promote female opportunities, both on and off the pitch
- To involve more former female players
- To have more quality top-level female coaches
- To help build sustainable (professional) national and regional women's football competitions at various levels
- To encourage the promotion and marketing of women's football at all levels to grow participation, build the audience and target potential partners

FIFA women's football development plan = number one of FIFA's ten principles for women's football development, introduced by the Task Force for Women's Football and approved at the 64th FIFA Congress in 2014.

LIST OF PR



PROGRAMMES

There are nine FIFA women's football development programmes for the 2015-2018 period. These cover the four main areas of football development: competitions, management, education and promotion.

- 1. LIVE YOUR GOALS (LYG)**
- 2. Grassroots**
- 3. Youth football development**
- 4. Competition and league development**
- 5. Coaching education**
- 6. Scholarship for B-licensed female coaches**
- 7. Female leadership development**
- 8. Women's football administration**
- 9. Legacy programme**

1. LIVE YOUR GOALS (LYG)

Launched at the FIFA Women's World Cup 2011™, the LIVE YOUR GOALS campaign was developed as part of FIFA's long-term commitment to supporting women's football worldwide and encouraging more young women and girls to participate in the sport. The key aim of the campaign is to ensure that football is the number-one sport for females across the globe in terms of participation and popularity.

LIVE YOUR GOALS is now ready to be rolled out in FIFA member associations, for local implementation, as part of FIFA's women's football development programmes. The LIVE YOUR GOALS campaign will support member associations as they strive to create awareness of and develop football for girls and women in their home countries.

Objectives:

- Increase the popularity of women's football locally, nationally and globally
- Spark, foster and generate excitement about women's football
- Increase the participation of girls and women in football
- Create the best platforms for women's football to thrive, with more females becoming lifelong participants in the sport
- Ensure that football is the number-one sport for females across the globe in terms of participation and popularity

Additional requirements:

For more information and for details on how to apply, please refer to the booklet at the back of these guidelines as well as to FIFA circular no. 1399.

The application form for LIVE YOUR GOALS can be found in **Annexe 8**. This is the exclusive application form for this programme. Member associations are advised to carefully follow the brand guidelines and general requirements when applying for this programme.

LIVE YOUR GOALS

FIFA's support

Conceptual support

- Advice on how to implement LYG
- Trademark LYG in the respective country
- Branding: provision of LYG branding designs and tools

Material & expertise

- Grassroots equipment for organising girls' festivals linked to LYG
- Promotional material (leaflets, brochure, clips)
- Appointment of FIFA instructors and ambassadors

Financial assistance

- Provided on a case-by-case basis
- Up to USD 30,000 to cover the production of branding material (re-usable for four years) and the organisation of events

2. GRASSROOTS

For all member associations, the development and promotion of grassroots programmes should be a priority. FIFA's philosophy for grassroots is focused on targeting boys and girls between the ages of six and 12. However, grassroots development and the participation of young girls is still low in many countries. FIFA's 2014 survey revealed that there are very few member associations that have specific programmes involving girls playing football at grassroots level, and also that the number of countries with football for girls in the school curriculum is very limited.

With a specific programme to organise girls' festivals and the LIVE YOUR GOALS campaign (see previous page), FIFA aims to attract more young girls to play football and encourage its member associations to establish long-term grassroots programmes, including for girls. To this end, FIFA helps member associations to organise girls' festivals and other grassroots activities.

Objectives:

- To increase opportunities for more girls to get involved at grassroots level from the age of six
- To encourage member associations to start implementing grassroots programmes for girls

FIFA helps member associations to organise girls' festivals and other grassroots activities.

Additional requirements:

Aside from the general criteria and conditions, member associations must submit the following information for this programme:

- Structure of grassroots in the MA
- A four-year grassroots plan including girls
- Details on sponsorship: government and/or sponsor support
- Information on school football programmes and whether girls are included in curriculum

FIFA's support

Equipment

- Football equipment: size 4 footballs, cones, bibs, mini-goals and markers
- T-shirts: to be distributed free to all participating girls
- Subject to availability

Expertise

- Technical: courses and workshops for coach-educators (see section on coaching education)
- Consultancy

Financial assistance

- Provided on a case-by-case basis
- Up to 150 girls: USD 1,000
- Up to 300 girls: USD 2,000
- Up to 800 girls: USD 3,500
- Over 800 girls: USD 5,000
- The above amounts are not granted automatically but will be analysed based on project scope

3. YOUTH FOOTBALL DEVELOPMENT

(In particular linked to participation in the FIFA U-17 Women's World Cup)

The participation of member associations in qualifying tournaments for the FIFA U-17 Women's World Cup is still very low in many regions. These tournaments are crucial for youth development and will ultimately have an impact upon the quality of FIFA's tournaments. FIFA would like to support member associations that have potential, specific needs and well-established youth programmes to participate in confederation qualifying tournaments for the FIFA U-17 Women's World Cup in both 2016 and 2018.

Objective:

- To improve youth football development, achieve a higher rate of participation, and increase the quality of teams participating in the FIFA U-17 Women's World Cup

Additional requirements:

Aside from the general criteria and conditions, member associations must submit the following information for this programme:

- A four-year youth development plan for women's football including: youth development structure and established youth league
- Women's U-17 national team preparation plan, including planned international friendlies
- Budget breakdown for costs of participating in the confederation qualifying competition
- Names of the coaching team for the U-17 women's national team; at least one member of the technical staff must be female

FIFA's support

Financial assistance

Travel to qualifying competitions

Further support can be given on a case-by-case basis

***Inspiring more girls
to play football***

4. COMPETITION AND LEAGUE DEVELOPMENT

The development of women's football leagues around the world is still in its infancy and there are only a few female leagues and clubs that can afford to pay their players. Having professional leagues or well-structured leagues is one of the biggest challenges facing women's football today. The FIFA Women's Football Survey 2014 showed that most of the women's football leagues are run by member associations. The survey also revealed that the relatively low number of registered female players in the least competitive member associations is, among other reasons, due to the lack of competitions and playing opportunities for women and girls. In this light, FIFA would like to help its member associations to enhance league development to strengthen female players' pathways around the world.

Objective:

- To grow the development of women's football leagues and competitions at multiple levels in every member association

Additional requirements:

Aside from the general criteria and conditions, member associations must submit the following information for this programme:

- League development structure and plan for four years
- Details on sponsorship: government and/or sponsor support
- Promotional plan
- Completed league form (will be provided if the application is approved)

Football league: "An organised group of clubs or teams that compete against each other under the authority of and subordinate to a FIFA member association."

FIFA's support

Equipment

- Equipment and clothes are provided for daily training
- For a league: up to 12 teams of a maximum of 22 players each
- Player equipment: T-shirts, shorts, shinguards, football boots, goalkeeper gloves
- Football equipment: footballs, bibs and football bags

Expertise

- Technical: coaching education through courses and workshops
- League and club management courses
- Consultancy in marketing, communication and league structuring

Financial assistance

- Provided on a case-by-case basis
- Up to 8 teams: USD 20,000
- Up to 10 teams: USD 30,000
- Up to 12 teams: USD 40,000
- The above amounts are not granted automatically but will be analysed based on project scope

5. COACHING EDUCATION

FIFA provides educational programmes in the form of courses and regional workshops in order to complement the educational programmes organised by the member associations and confederations.

With this support, FIFA would like to see more well-prepared professionals working at women's football clubs and with national teams. Member associations have the responsibility for establishing national coaching programmes and licensing programmes (in cooperation with their confederation).

The participation of female coaches in FIFA women's football courses should be a priority, with at least 60% of participants being female and ideally former football players.

Objectives:

- To enhance coaching education for coaches involved in women's football
- To help standardise the training given to coaches in women's football globally

Additional requirements:

Aside from the general criteria and conditions, member associations must submit the following information for these programmes:

- Project description justifying the application
- Full list of participants and CVs
- Confirmation of a maximum of 25-30 participants and that all participants have the same level of coaching
- Confirmation that at least 60% of the participants are female
- Evidence that all participants are actively involved in women's football within their organisation (i.e. clubs, national team, etc.)
- Hotel reservation and confirmation for the instructor's accommodation (to be submitted if the application is approved)

All FIFA courses will be conducted by instructors appointed by FIFA.

The course duration will be for a maximum of five days.

FIFA's support

MA technical coaching courses

- The courses will be delivered on one of the following topics: general coaching & training, goalkeeping, fitness training, youth development and grassroots
- Specific courses for only female coaches can be provided within this programme on request
- Courses can be delivered in three levels (basic, intermediate or advanced)

Support

- Financial assistance: USD 5,000 for course organisation and to cover full-board accommodation for FIFA's instructor
- adidas equipment and teaching material is also provided
- Please refer to FIFA circular 1398 for more details on financial matters related to FIFA courses

6. SCHOLARSHIP FOR B-LICENSED FEMALE COACHES (PILOT PROGRAMME)

The lack of highly qualified coaches working in elite women's football within the member associations – whether at national team or club level – is without doubt a challenge that many countries face when trying to reach higher standards.

The FIFA Women's Football Survey 2014 showed that the number of female coaches in football is very low, with only 7% of registered coaches from the 177 associations that participated being female, while the results also showed that successful member associations in women's football have a higher level of participation of women at coaching levels. FIFA would like to increase the number of top female coaches around the world and provide further education opportunities for talented female coaches.

Objective:

- To increase the number of top female coaches in football with higher education/coaching licence in women's football

Additional requirements:

Aside from the general criteria and conditions, member associations must submit the following information for these programmes:

- Evidence of B licence and currently active in coaching
- CV of female candidates
- Confirmation that the candidate has been involved in football for the last five years and will continue to work at the association
- Signed agreement with the candidate (template will be provided if the application is approved)

FIFA's support

Criteria for scholarship candidate

- Working for the applicant MA or in an affiliated club
- A B-licensed coach, having attended a minimum of 200 hours in football coaching training and with at least four years' practical coaching experience
- Actively involved in women's football and able to demonstrate that she has practical experience as a coach at national and/or international level
- Willing to pass on her knowledge and work to continue developing women's football in her MA for at least four years after completion of the training programme
- If she chooses to leave the programme, the candidate must pay back the full amount to the member association.

Support

- International travel expenses and/or train ticket in economy class, via the most direct route
- Course fees or training costs
- Board and lodging costs paid directly to the host MA/club/training centre

7. FEMALE LEADERSHIP DEVELOPMENT (PILOT PROGRAMME)

Placing women's football as one of FIFA's main development priorities also brings the need to have more female leaders and role models in football. It is essential for the development of the sport that women, especially former players, have the chance to pass on their knowledge and experience.

Unfortunately, female representation at executive levels in football is still limited, as highlighted in the FIFA Women's Football Survey 2014, which revealed that only 17% of member association executive committee membership is female. Through this pilot programme, FIFA aims to support women with a high profile and the potential to develop their careers as football leaders.

Objectives:

- To promote female opportunities at senior/executive level at member associations
- To have more women in leadership positions in football

Additional requirements:

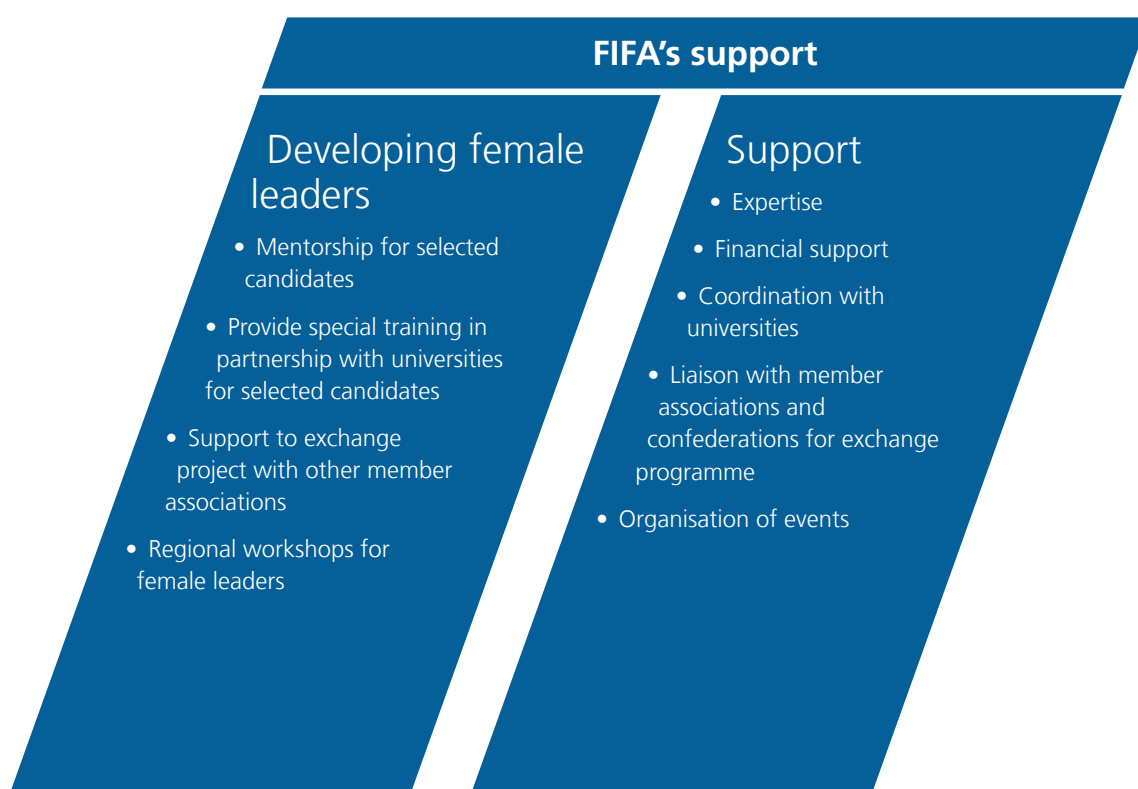
Aside from the general criteria and conditions, member associations must submit the following information for this programme:

Criteria for applicants and member associations:

- Applicants must be working at a member association or in an affiliated club
- Applicants must have a university degree and a minimum of ten years' working experience, at least five of which in football
- The applicant's member association must ensure that positions are available for the applicant once the programme has finished to ensure that knowledge is transferred from the applicant to the member association (positions must be available for at least four years)
- The successful applicant must hold a position with the member association for at least four years. If the applicant finishes the programme early, the applicant must refund the full amount of the programme costs to the member association

Documents:

- Supporting letter/statement from the MA for the applicants
- CVs of female applicants
- Motivation letter from the candidate



8. WOMEN'S FOOTBALL ADMINISTRATION

The management and administration of women's football at member association level is done in many cases by volunteers or part-time employees. According to the FIFA Women's Football Survey 2014, there is still a lack of full-time employees dedicated to women's football, especially at developing member associations.

This has a direct impact upon the development of the sport with regard to the participants, the quantity and quality of projects as well as results. FIFA would like to help member associations to improve the knowledge and the education of their staff working in women's football, whether at association, club or regional level.

Objective:

- To professionalise the management of women's football at association level

Additional requirements:

Aside from the general criteria and conditions, member associations must submit the following information for this programme:

- Project description justifying the application
- Full list of participants and CVs
- Confirmation that each course will have a minimum of 20 participants
- Confirmation that at least 60% of the participants are female
- Confirmation that all participants are actively involved in women's football within their organisation
- Hotel reservation and confirmation for the instructor's accommodation (to be submitted if the application is approved)

All FIFA courses will be conducted by instructors appointed by FIFA.

The course duration will be for a maximum of five days.

FIFA's support

Concept & format

- Targeting women's football development managers, club managers, project administrators, regional coordinators
- Courses can be delivered on specific topics selected by the member associations

Support

- Financial assistance: USD 5,000 for course organisation and to cover full-board accommodation for FIFA's instructor
- Relevant teaching material and equipment

9. LEGACY PROGRAMME

FIFA women's competitions are a great platform to create new opportunities for women and girls to get involved in football in the host country. As such, FIFA would like to work with those member associations hosting women's competitions to enhance the legacy for women's football beyond the organisation of the event.

The planning of the legacy programme should be discussed and outlined in close cooperation with the association's leadership, the Local Organising Committee (LOC) and FIFA. The project proposals should be discussed with FIFA as early as possible. Each member association and LOC shall appoint a person to be responsible for the legacy programme and to work in tandem with the relevant FIFA counterpart.

The activities planned should also have an impact on delivering a successful event, including high match attendance, media coverage and general interest both locally and globally, and generating revenue.

Objectives:

- To assist member associations hosting FIFA women's youth competitions in developing women's football
- To enhance the legacy of women's football competitions

Additional requirements:

Aside from the general criteria and conditions, member associations must submit the following information for this programme:

- Confirmation of a dedicated person at the LOC appointed by the member association
- A four-year legacy plan
- Details on sponsorship: government and/or sponsor support

FIFA's support

MA tailor-made projects

- LIVE YOUR GOALS campaign
- Player development programmes
- Women's football leagues
- Coaching courses
- Consultancy and expertise
- Other projects proposed by member associations

Regional events

- Coaching workshops organised during FIFA women's competitions
- Regional development seminars







PROGRAMME CRITERIA

All member associations are entitled to participate in and benefit from FIFA's women's football development programmes for 2015-2018.

Priority will be given to applicants based on their needs, commitment and willingness to develop women's football as well on as the quality and completeness of their applications.

Member associations may apply for more than one programme within the same year provided there is a link between the projects as well as with the member association's football development strategy and women's football development strategy.

Applicants must comply with the **FIFA General Regulations for Development Programmes** and the following additional set of **women's football criteria**:

- Demonstration of full commitment to women's football development
- Establishment of a women's football committee under the governance of the association and represented on the association's executive committee
- Full employment of someone solely responsible for women's football within the association administration. This person should in principle be responsible for the implementation of programmes supported by FIFA and work in close cooperation with the MA technical development director:
 - The selection of the person responsible for the programme (the person designated for the development programme) is the responsibility of the member association and is crucial for the successful implementation of any initiative.
 - We advise that only people with the required knowledge and experience be responsible for managing the implementation of FIFA women's football development programmes. Where possible, FIFA encourages female participation and leadership. Member associations should take former female players and women in general into consideration for these activities.
- Establishment of a four-year women's football development plan in line with the association's general development strategy
- Grassroots programmes must include girls or be specifically for girls
- Development of a national competition structure and/or women's football national league
- Demonstrated efficient use of 15% of FIFA FAP funds allocated to women's football

FIFA reserves the right to reject applications that do not fulfil the relevant criteria. Please note that other criteria may apply for specific programmes. See programme description.



APPLICATION PROCEDURES, TERMS AND CONDITIONS

APPLICATIONS MUST BE ACCOMPANIED BY THE FOLLOWING DOCUMENTATION

- A completed application form with MA stamp, signed by the general secretary and technical development director
- A women's football four-year development plan (2015-2018)
- Project action and implementation plan, including specific launch dates, activities and closing dates
- A budget forecast
- A payment plan

Please note that additional documentation may be required, as described in the specific programme guidelines.

FINANCIAL SUPPORT REQUIREMENTS

Financial assistance may be granted to a member association provided that the association fulfils the above-mentioned criteria and on the condition that the FIFA Financial Assistance Programme (FAP) funds* allocated to women's football are fully invested or allocated within the women's football development plan.

FIFA's financial assistance is subject to a budget forecast and guarantee that the applicant has other financial means if the FIFA support is not sufficient, i.e. the association has another sponsor supporting the project, thus guaranteeing the long-term sustainability of the project locally.

All payments under this programme will be made to the member association's development programmes account and will be audited at the end of the year.

** In line with the FAP Regulations, since 2008, at least 15% of FAP funds must be used for women's football. This is an obligatory provision and is of huge importance to the further development of the women's game. Member associations must ensure that the funds earmarked are invested in women's football. This means that an initial amount of USD 37,500 is available for women's football development and competitions in each FIFA member association on a yearly basis.*

DEADLINES

Applications for all FIFA women's football development programmes must be submitted on or by 30 October of each calendar year as shown below:

Year	Deadline to submit applications to FIFA's development offices	Deadline to receive applications at FIFA's headquarters in Zurich
2015	15 October 2014	30 October 2014
2016	15 October 2015	30 October 2015
2017	15 October 2016	30 October 2016
2018	15 October 2017	30 October 2017

FIFA requires at least 15% of its annual Financial Assistance Programme (FAP) payments to its 209 members to be used for women's football development.



APPROVAL PROCEDURE

All applications must be submitted to the respective development officer, who will review it and forward it to FIFA's headquarters in Zurich for evaluation and approval.

The FIFA Member Associations & Development Division will evaluate each submitted application based on the member association's profile and the project proposal.

The approval of applications will depend on quality, complete and comprehensive presentations, as well as the timing of the applications. Due to the limited resources available, FIFA will also give priority to member associations that respect the above-mentioned deadline.

The result of each application will be communicated to the member association by 31 January of each calendar year.

Applications will be automatically rejected if the timelines are not met and if the application forms are not fully completed with all the required information.

Please consider possible customs restrictions for the importing of equipment. Member associations must inform FIFA of any special local requirements when making the initial application. Please note that FIFA is not responsible for any customs duties.

The selected programme dates should not conflict with other major events in the relevant country (e.g. political elections, elections in the member association, religious festivals, tournaments, other sporting and football events, etc.).

SELECTION OF PARTICIPANTS FOR THE PROJECTS

The selection of participants for the relevant projects is the responsibility of the organising member association and is crucial for the successful implementation of any initiative.

In order to enhance football development in the relevant country and for the member association to achieve maximum results, we advise that only participants with the required knowledge take part in FIFA courses or be involved in any project supported by FIFA.

FIFA encourages female participation in all areas of football and especially within women's football development. Member associations should take former female players and women in general into consideration for these activities.

Participants for coaching, and administration courses and other educational programmes

Participants for these types of courses should ideally be for individuals involved in women's football, with member associations giving priority to coaches and administrators who are directly involved in national teams, domestic women's leagues, clubs, youth and grassroots initiatives as well as in the overall management and coordination of women's football.

Coaching courses should have a minimum of 60% female participants.

APPLICATION FORMS, TEMPLATES AND REPORTS

A number of templates and application forms have been created to assist member associations with their programme applications and overall programme planning. These forms must always be used when applying for women's football development programmes:

Application Form – Women's Football Development Programmes (Annexe 1)

This form can be found in Annexe 1. It can be used to apply for any FIFA women's football programme for the 2015-2018 cycle. Member associations can photocopy this form as many times as needed. Please refer to the programme of interest in order to complete the application correctly.

Equipment Request Form – Women's Football Leagues and Competitions (Annexe 2)

This form can be found in Annexe 2 and should only be used when applying for the competition and league development programme (no. 4). This form should be submitted together with the general application form (Annexe 1) and any other information requested in the guidelines for the programme.

Equipment Request Form – Girls' Festivals (Annexe 3)

This form can be found in Annexe 3 and should only be used when applying for support for organising girls' festivals (programme 2). This form should be submitted together with the general application form (Annexe 1) and any other information requested in the guidelines for the programme.

Budget Request and Payment-Plan Form (Annexe 4)

This form can be found in Annexe 4 and must be used when applying for any financial support in accordance with the women's football development programmes and guidelines. Member associations can photocopy this form as many times as needed. Please refer to the programme of interest in the guidelines in order to complete the budget application correctly.

Payment plan:

Also in Annexe 4: member associations should use the payment plan to specify a payment schedule based on the programme key dates and activities.





Project Report (Annexe 5)

Member associations benefiting from FIFA's women's football development programmes for 2015-2018 should submit an annual report on the overall women's football development in their country as well as on the specific programmes supported by FIFA. The annual report form can be found in Annexe 5. FIFA will not consider any other development programme applications until the annual report from the previous year is submitted. FIFA must receive the annual report by 30 October of each calendar year.

Financial Report (Annexe 6)

Each member association must submit a full financial report (together with the programme annual report) to FIFA by the end of the year, including a report on FIFA's allocated budget, using the report form provided within these guidelines. This form can be found in Annexe 6 and must be used for all programmes that require financial support. Member associations must submit a completed financial report form in order to receive any pending balance payment. Please refer to the guidelines in order to complete this form correctly. All financial support is paid to the FIFA development programme account of the member association and is subject to the annual audit as described in the General Regulations for FIFA Development Programmes. Failure to send the relevant reports will automatically result in any new application being rejected, which may lead to any approved projects being cancelled.

Guidelines for a Women's Football Development Plan (Annexe 7)

These guidelines are to be used to help member associations draft their women's football development plan in accordance with the ten key development principles for women's football that were approved by the 64th FIFA Congress on 11 June 2014.

LIVE YOUR GOALS Application Form (Annexe 8)

This form can be found in Annexe 8. It can be used exclusively to apply for any LIVE YOUR GOALS project for the 2015-2018 cycle. Member associations can photocopy this form as many times as needed.

CONTACT INFORMATION

**For further information about
FIFA's women's football
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