



## **FIN-103: Chapter Financial Support for Events – 27 January 2019**

### **Purpose**

This policy outlines the financial support offered to Chapters with financial hardships due to Purchasing Power Parity (PPP) differences to participate at INCOSE international events, namely the International Workshop (IW) and the International Symposium (IS). Thus, only Chapters below 100% PPP are eligible for this support.

### **Applicability**

This policy applies to INCOSE Sector Directors (SDs) and INCOSE Chapter Leadership.

### **Definitions**

Purchasing Power Parity (PPP) is a measure used by the World Bank to assess the relative sizes of the economies of countries. The INCOSE PPP figures are based on the World Development Indicators Table WV.1 (see <http://wdi.worldbank.org/table/WV.1>, “purchasing power parity gross national income per capita” column).

### **Policy Content**

The SDs shall develop a budget line item for their Sector as part of the Sector’s annual budget planning to help offset the financial burden of members from Chapters with purchasing power parity disadvantages, to participate at the IW and IS.

The planning and approval of the overall Sector budget shall be in accordance with policy FIN-101 Budget and Planning Committee Charter.

Only a fixed funding amount per Sector shall be available. This amount can vary between Sectors. The funding can be used to support travel expenses, registration, or both.

The SDs shall determine the criteria and selection process for administrating and allotting the funds within their Sector. Examples are –

- The funding amount may be distributed across “x” members contributing to the registration fee;
- The funding amount may be distributed to support Chapter Presidents attending the event;
- The funding amount may be distributed to presenters to offset their registration costs.



The SDs shall be responsible for communicating the criteria and selection process in writing to their Chapter Presidents who in turn shall be responsible for communicating the criteria and selection process to their members.

The SDs shall field all requests for funding from Chapters in their Sector against the budget line item. Corporate Advisory Board representatives and associate members shall be excluded from requesting this financial support. The SD shall provide written communication to the Chapter Presidents identifying the successful recipients.

### **Responsible Position**

The Treasurer is the policy owner and responsible for reviewing and updating the policy.

### **Related Policies**

FIN-101: Budget and Planning Committee Charter

**SUPERSEDES: FIN-103, October 20, 2017**

**APPROVED BY: INCOSE Board of Directors, Torrance CA, 27 January 2019**

**POLICY OWNER (RACI Responsible R): Treasurer**

**MAINTAINED BY (RACI Accountable A): Sector Directors**