

The Universal United Nepalese Taekwondo Federation Imperishable Fund

Introduction

1. The aim of establishing the Universal United Nepalese Taekwondo Federation (UUNTF) is to assist under-privileged Nepalese athletes in Nepal and abroad. Therefore UUNTF has committed to providing an imperishable fund in Nepal and abroad with large share of expat communities.

Fundamentals

2. As per the Association Registration Act, 1977 (Amendment No 3 dated 1992), the Nepalese Taekwondo personnel and well-wishers from the diasporas communities proposes the following articles for implementation in order to:

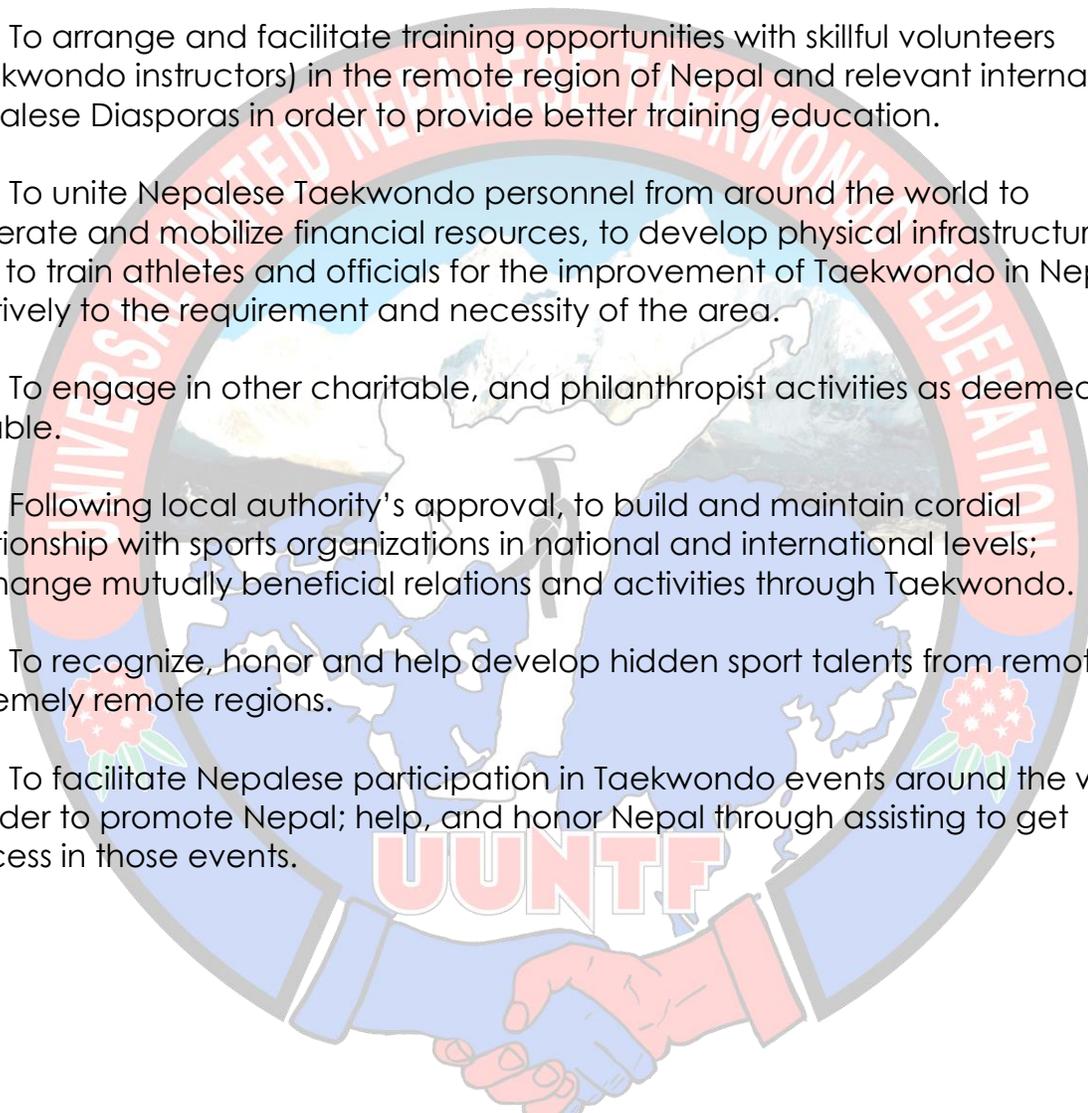
- a. Help establish Taekwondo sport as a profession.
- b. Develop physical and mental well-being of athletes.
- c. Promote mutual respect and brotherhood through Taekwondo in both national and international stage.
- d. Develop disciplined citizen by attracting Nepalese youths of all genders into sport.
- e. Help youths avoid and failing in with the wrong crowds and drug abuse.
- f. Organize sports training and competition through the help of philanthropists and organizations in order to promote and honor sports personalities, institutionally develop Nepalese sports activities into fair and transparent attraction for all and distinguish Nepal in the world stage.
- g. Develop Taekwondo sport in Nepal through the wholesome development of players, instructors, officials and sport management system.

Federation's objective

3. The federation shall remain free of any political inclination or influence and its objective shall be as follows:

- a. To engage willing youths for the development of Taekwondo.
- b. To assist Taekwondo practitioners as a part of the social service campaign.

- c. To provide selfless physical and financial help for eligible Taekwondo athletes from all regions of Nepal and abroad.
- d. To create sports infrastructure for Taekwondo athletes in the remote region of Nepal in order to help develop the sport.
- e. To encourage and facilitate Nepalese Taekwondo players from Diaspora communities to financially contribute towards the development of Nepalese athletes.
- f. To arrange and facilitate training opportunities with skillful volunteers (Taekwondo instructors) in the remote region of Nepal and relevant international Nepalese Diasporas in order to provide better training education.
- g. To unite Nepalese Taekwondo personnel from around the world to generate and mobilize financial resources, to develop physical infrastructures, and to train athletes and officials for the improvement of Taekwondo in Nepal relatively to the requirement and necessity of the area.
- h. To engage in other charitable, and philanthropist activities as deemed suitable.
- i. Following local authority's approval, to build and maintain cordial relationship with sports organizations in national and international levels; exchange mutually beneficial relations and activities through Taekwondo.
- j. To recognize, honor and help develop hidden sport talents from remote or extremely remote regions.
- k. To facilitate Nepalese participation in Taekwondo events around the world in order to promote Nepal; help, and honor Nepal through assisting to get success in those events.



Imperishable fund

Introduction

1. All UUNTF members will be responsible for collecting funds and identifying fund generation schemes. They are also responsible for providing assurance to all donors through best practices and transparent procedures which involves, amongst others, distribution of funds to the deserving people and communities as approved by the respective Chapters.
2. Out of the total collection, 80% will be gifted to Nepal Chapter for the development of Taekwondo training facility in the remote regions of Nepal, and for high performance athletes in Nepal. The remainder of the fund will remain with the respective country Chapter in order to support young non-resident Nepalese (NRN) athletes and volunteers in their training and development.
3. Initially, a sum of not less than One Crore (NRs 10,000,000) will be collected and gifted to Nepal Chapter to kick start the Taekwondo Infrastructure development campaign in Nepal.
4. The primary fund will remain frozen and only the interest will be drawn upon for the development of the infrastructure projects.
5. There is no limit to the size of the fund, which shall be gradually increased over time.
6. All UUNTF members and the UUNTF Universal Co-ordinations Executive Members (UCEM) shall remain responsible for the allocation of fund.

Expiry of Imperishable fund

7. The Imperishable fund will come to expire when the UUNTF expires according to the UUNTF by-law. In such event, the remainder of the fund shall be transferred to the Nepalese Taekwondo children and youth development institution under the guidance of Nepal sports council or equivalent respectable body.
8. If such organization, as said above, does not exist, the fund shall be transferred to the Taekwondo association of Nepal, or equivalent organization or a Children welfare society of Nepal as deemed fit by the UUNTF executive body.

Imperishable fund bank account

9. The main account will remain in Nepal under the patronage of UCEM.
10. The account shall remain independent of account held under UUNTF Nepal Chapter.

11. The account will be held by a responsible person(s) from UCEM, independent of UUNTF Nepal Chapter.

12. All bank withdrawals must only be made with a check (cheque). Signatures from a minimum of three executive members – one being a mandatory member, will make the check valid. The UUNTF President shall remain the mandatory member for the check to become valid.

13. All UUNTF Chapters will have separate accounts with its governance independent to the decisions and jurisdictions of UUNTF Executive body. All UUNTF Chapters shall be responsible for the governance and management of their accounts with due regards to local governments fiscal and tax policies.

14. Each UUNTF Chapter shall deposit 80% of the collected funds to the UUNTF central account.

Generating fund

15. Each UUNTF Chapter shall be the responsible for generating fund for the UUNTF. There are many ways how this can be achieved, some of which are listed below. The donors must feel confident about their donations. A way of making this happen is by preparing documentaries and literatures on the work of the UUNTF.

- a. Subscription fees.
- b. Contribution from families and friends.
- c. Dinner galas
- d. One-day payment scheme (ODPS) from well off members.
- e. Local business people and organizations.

16. Better advocacy about our philanthropic cause and mission may help improve on the collection.

Fund raising event

17. All UUNTF Chapters must inform the International Coordination Executive members (ICEM), and board members before and after the fund raising event.

18. Each UUNTF Chapter will submit a report to the ICEM detailing the expenditures and profits after such events, within a reasonable time.

19. It is mandatory that all such activities be reported to the ICEM. Not reporting of such activities may attract a disciplinary hearing where the Chapter concerned will be asked to provide clarification to the matters. Failing to provide a reasonable clarification may result in the termination of the membership for the individual or Chapter concerned.

20. All UUNTF Chapters are responsible for preparing suitable business plans for the growth and development of the UUNTF. The plans should be shared and updates made available to the Federal executive members.



Fund allocation and funding appraisal

21. The fund will only be made available for charitable causes once it reaches a minimum threshold. The minimum threshold is currently set at NRs 1,00,000,000.
22. The UUNTF primary imperishable fund will not be used for any purpose other than for infrastructure projects and supporting high performance athletes.
23. Only the interests of the imperishable fund can be used for the development of pre-approved projects.
24. Only UUNTF Nepal will submit infrastructure development proposals to the UUNTF Federal office through Remote Area Project Committee (RAPC).
25. The UUNTF RAPC will evaluate all the proposals based on the need, benefits and cost of the proposals. Where necessary, under the guidance of the UUNTF Central committee, the RAPC will inspect the proposed site and engage with the local communities to ensure thorough evaluation of the proposals.
26. Following evaluation of the proposals, RAPC will recommend, in a report, a maximum of two infrastructure development proposals for a term or quota, as appropriate, to the UUNTF Executive committee. The RAPC report will detail the reasoning behind the recommendation.
27. The UUNTF Executive committee will discuss on the two proposals as forwarded by the RAPC and select one for implementation.
28. Following this decision, RAPC will make necessary arrangements for its implementation through Nepal UUNTF and/or Project Team where appropriate.
29. In all cases, funding will be released only in stages upon meeting key milestones, as approved by the PS, during different phases of Construction.

Standard Design

30. The layout, orientation and aesthetics of the building shall be based on a UUNTF standard design.
31. No deviation from this standard is allowed except in exceptional circumstances or where the design contravenes the law.
32. Right to afford the designation of 'exceptional circumstance' will rest with the executive committee.
33. UUNTF may withdraw the funding for any deviation from the standard design, whether forced or unforced.

34. The UUNTF will remain the Project Sponsor for the entire Project and its decision shall remain final until the Project is complete and handed over to the building management team.



Proposal submission process

35. Consideration for application can be made by any responsible Nepalese citizen. However, consideration should only be made where there is a clear need for such infrastructure and the benefits of the proposed development can be justified, and are true to the values of the UUNTF (Note: UUNTF does not fund the purchase of land required for such venture).

36. Once the above is verified, such a person should make, in writing, a formal request to a UUNTF Nepal executive member for further action.

37. On receiving the written request, the executive member must scrutinize the request with the applicant within a reasonable time. The scrutiny must include, amongst others, the need, benefits, cost and feasibility of the requested project.

38. If the Executive member doesn't believe that the project warrants further consideration, he must write a letter to the original applicant stating his reasons for the rejection and sends a copy to UUNTF Nepal.

39. If the Executive member is satisfied with the sanctity of the request, he selects the requested project for further consideration. He also assumes the role of the Project Sponsor (PS).

40. The PS will then write a report to UUNTF Nepal stating the reasons for his selection. The primary role of PS is to present a written request to the UUNTF Nepal executive committee (EC) for further consideration.

41. Any decision by the UUNTF Nepal EC must be communicated in writing to the PS and the original applicant. If the request is accepted, the PS will be asked to form a 'Project Team'.

42. Then the PS must form a 'Project Team' and make preparations for submission of the Infrastructure Fund Application (IFA) to the UUNTF RAPC within a reasonable time. A standard IFA form will be made available to the PS.

43. The responsible PS will appoint other members of the team.

a. The Chairman of the Village Development Committee (VDC) shall be appointed as the President of the Project Team. In his absence or unavailability, the Vice-Chairman of the VDC will chair the Project Team.

b. Up to 2 other members of the VDC can be selected as the members of the Project Team.

- c. The Chief Instructor of the requesting Dojang or sports club must be appointed as the Secretary of the Project Team. In his absence or unavailability, the second senior Instructor will act as the Secretary of the Project Team.
- d. Two other members of the Project Team must come from the local community where the infrastructure project has been requested; who must be either community leaders or are considered to be of respectable nature.

44. It will be the Project Team's duty to prepare an IFA to the RAPC. As a minimum the Project team must make the following arrangements during the application process before submission.

- a. Identify and allocate a suitable land parcel for the proposed development. The land parcel must be secured for the proposed development.
- b. Collect 25% of the cost of the requested infrastructure.
- c. Detail the running cost of the building.
- d. Identify the people for the building management team who will take care of the building for management.
- e. Explain how the building will be run and maintained after completion.
- f. Agree to the Standard Design of building as proposed by UUNTF.

45. The PS shall guide the Project Team to prepare the IFC.

46. The finalized IFC must be signed by all Project Team members showing their firm commitment to it. The PS will forward the IFC to the President of UUNTF Nepal for approval.

47. UUNTF Nepal Executive committee will discuss the IFA and forward it to the RAPC for further consideration. The committee may request further information or clarification from the PS and the Project Team. Only in exceptional circumstances, the committee can cancel the IFA.

Minimum criteria for funding

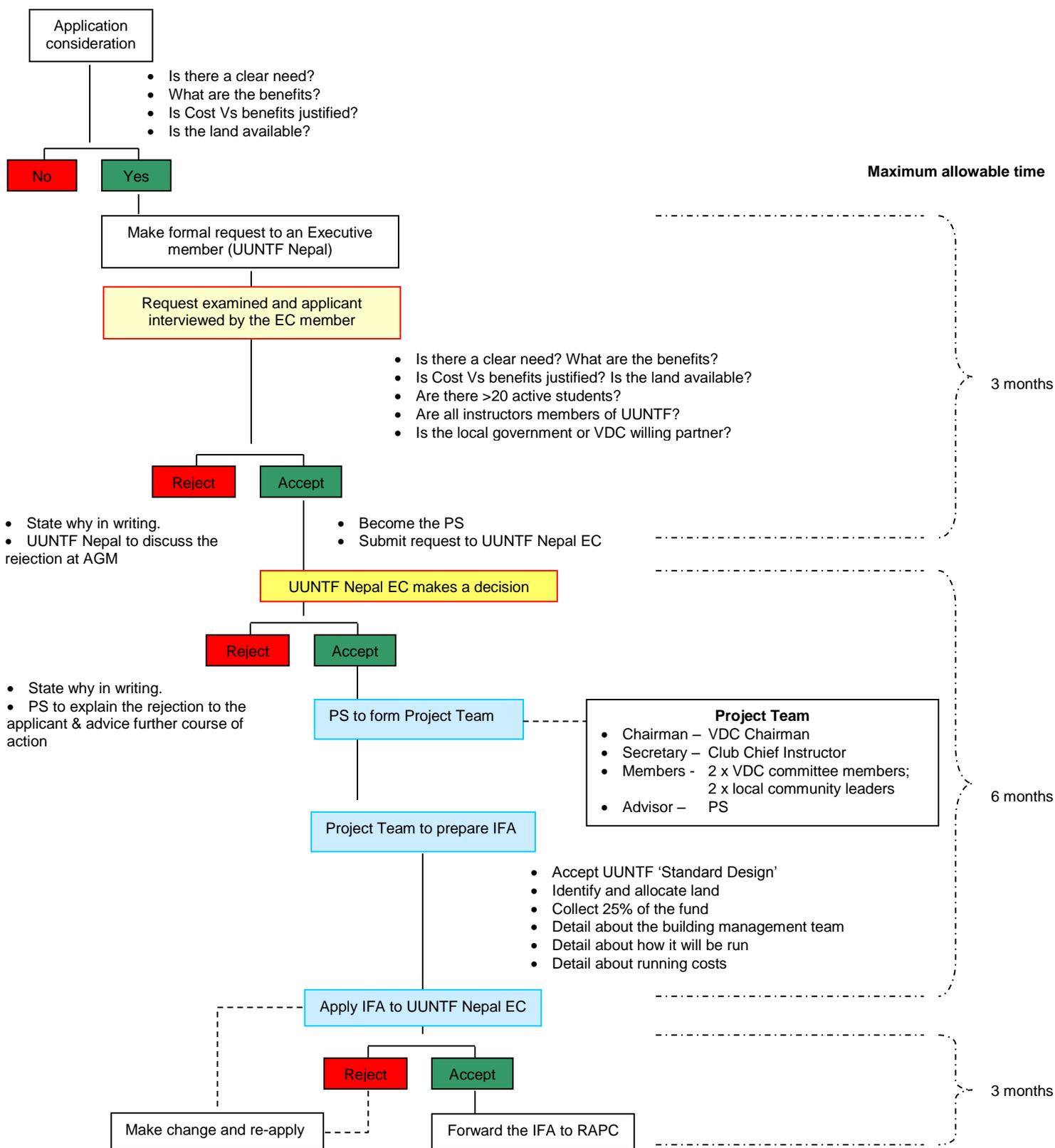
48. Decision on funding will be made on case by case basis by the UUNTF Executive Committee based on the recommendation of the RAPC. However, the following conditions must be met before submitting an IFA.

- a. The requesting club must have at least 20 active Taekwondo students. This could be subject to up to three random inspections at irregular intervals.

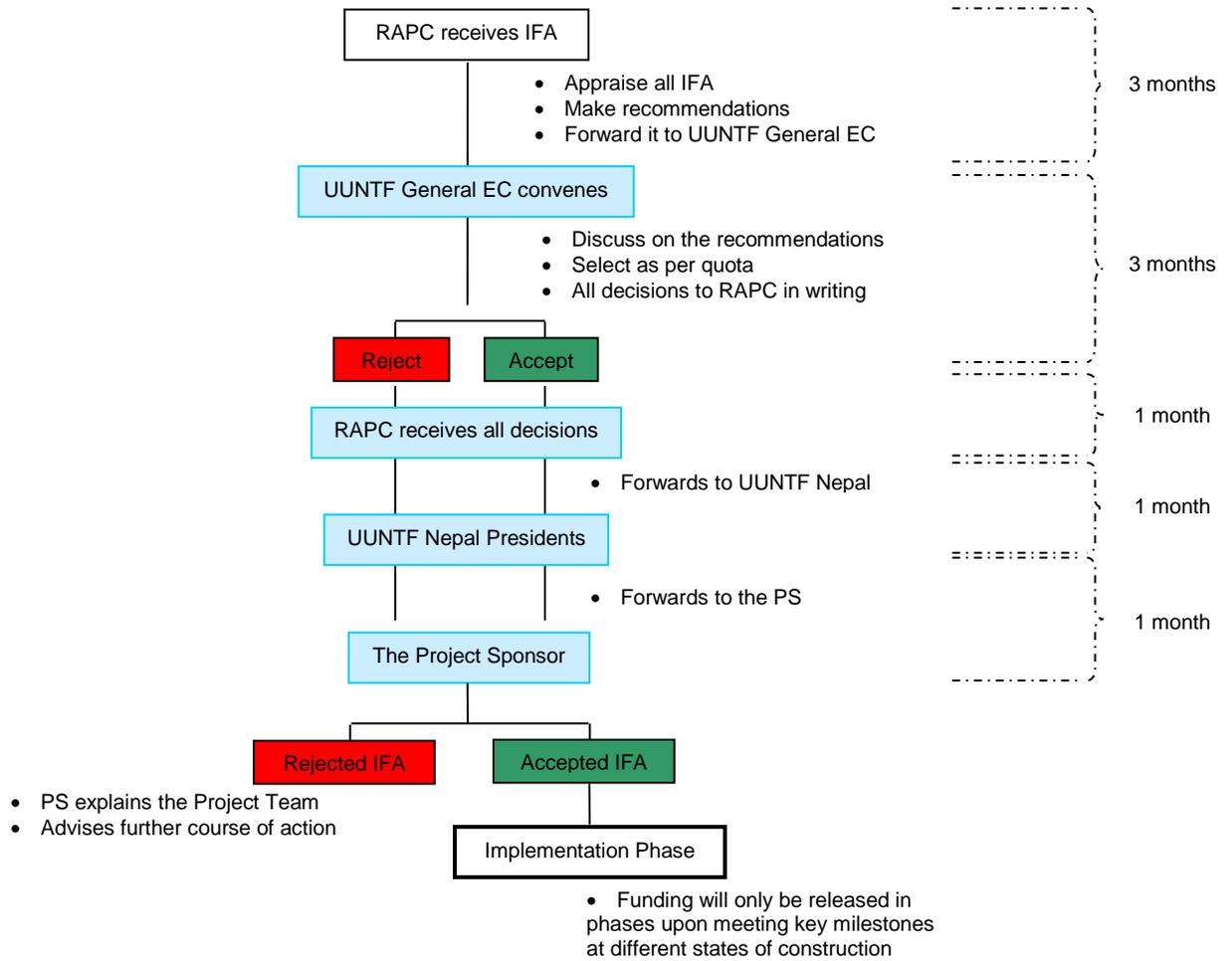
- b. All instructors of the requesting club must be members of the UUNTF and affiliated to Nepal Taekwondo association.
- c. The local government body or VDC must be actively involved in the project from application stage to the completion and running of the building, as explained in proposal submission process.



Proposal submission process Flow Diagram



RAPC funding appraisal



Abbreviations used

EC	Executive committee
ICEM	International Coordination Executive members
IFA	Infrastructure Fund Application
NRN	Non-resident Nepalese
ODPS	One-day payment scheme
PS	Project Sponsor
RAPC	Remote Area Project Committee
UCEM	Universal Co-ordinations Executive Members
UUNTF	Universal United Nepalese Taekwondo Federation
VDC	Village Development Committee

We have to set an example to the entire UUNTF members that our organization is for the less privileged community and the hard working people within it. As a potentially leading group we have to ask the following questions to ourselves.

1. What is UUNTF?
2. What are the goals of UUNTF?
3. How can UUNTF achieve its goal?
4. What can I do for UUNTF to achieve its goals?
5. What is UUNTF doing at the present time?
6. How long will it take to achieve its goal?
7. Why UUNTF can be a great organization?
8. How can I add value to it?
9. If UUNTF can be so great, why aren't more people involved in it?
10. How can I inspire more people to join UUNTF?



“Moving forward together”