

**2020 PROGRAMME**

**APPLICATION FORM**

**Last Name / Surname / Family Name:**

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**Full Name as Appears on Passport:**

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**Name of Country:**

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**Issuing Country of Passport:**

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**Title:** Mr / Mrs / Miss / Ms / Dr/Other

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**Preferred First Name:**

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**Gender:**  Male / Female

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**Date of Birth:**

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**Organisation Name:**

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**Job Title:**

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**Position in Organisation:**

Please set out, or attach an organisational chart showing your position in your organisation, including the title of the person to whom you report and how many people report to you**:**

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**Work Address:**

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**Work Telephone Number:**

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**Mobile Phone Number:**

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**Work Email Address:**

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**Personal Email Address:**

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**Fax Number, if available:**

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**RESPONSIBILITIES**

**Clearly describe your own responsibilities within your organisation**

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**VERY IMPORTANT - CHALLENGE/PROBLEM TO BE ADDRESSED DURING PROGRAMME:**

**This is a key factor in the selection process**

Clearly describe the challenge/problem you wish to work on during the programme.

The challenge/problem continues to evolve each year and there are specific criteria by which challenges will be assessed. This consists of the following:

* The challenge/problem needs to have clearly defined, measurable and deliverable outcomes, which can be assessed and identified at a later date. Don’t be too general or abstract in presenting your challenge.
* The addressing of your challenge must have a significant positive impact on your country’s financial sector and must be linked to your organisation rather than being just a personal challenge.
* The challenge should be something specific that will make a real difference to the success of your organisation/government/sector and be capable of being delivered within 12-24 months.
* The objectives and outcomes of your challenge must be directly related to the post you hold and for which you have direct responsibility and the authority to deliver the desired outcome.
* The challenge/problem needs to be signed off by your supervisor as being relevant, realistic and deliverable.
* Both the applicant and the supervisor accept that part of the process will be to review delivery of the outcome of the challenge/problem one year after the completion of the Programme and to provide feedback to the SCFMC.

**Please set out in the box below a work related challenge that you are facing and which you wish to work on during the SCFMP and upon your return to work.**

*The challenges will be transferred to posters and each participant will explain and present their challenge to all other participants (PLEASE DON’T SUBMIT IN POSTER FORMAT AT THIS STAGE).*

*An illustrative challenge poster is set out at the end of this application form as well as one-sentence examples of previous challenges to assist you in formulating and presenting your challenge. The poster format is chosen deliberately to assist you to focus precisely on the nature and objectives of your work related challenge.*

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| **Ultimate goal of your challenge – defined in one sentence**  **Nature and objectives of the challenge – defined in one sentence, with a maximum of 5 bullet points**  **Key Stakeholders – as bullet points**  **Strengths and/or advantages – as bullet points**  **Obstacles and/or sticking points – as bullet points**  **What will challenge you personally? (100 words max)**  **What will be the outcome/ what will success look like in 12 months’ time? (100 words max)**  **Key Facts about your country** |

**ENDORSEMENT OF THE CHALLENGE/PROBLEM BY THE APPLICANT’S SUPERVISOR**

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| I confirm that the challenge is of direct relevance to both the applicant’s role and to the organisation, that it has a deliverable outcome and that there should be a review of the success and delivery of the challenge one year after the completion of the Programme should the application be successful.  Name:  Position:  Email address of the supervisor: |

**QUALIFICATIONS**

**Professional/academic qualifications and other relevant training and development:**

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**ADDITIONAL INFORMATION**

**Any other information you would like to provide in support of your application:**

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**Have you applied for a previous year’s SCFMP:** Yes / No

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**If Yes, please state which year:**

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**Confirmation that Head of Organisation has endorsed my application. Please obtain such endorsement prior to applying.**

*Should you be invited to attend the Programme, we may seek written confirmation from your Head of Organisation endorsing your application*

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| **Name of Head of Organisation:**  **Email address of Head of Organisation:**  **Confirmation:** |

**I confirm that I am proficient in both spoken and written English:**

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**I confirm that I will be able to attend the full duration of the programme from Sunday 28th June to Thursday 9th July 2020 (including participating in weekend days):**

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**I confirm that I will obtain (or my Government will provide) necessary health and travel insurance for my travel to/from and during my time in the Isle of Man and Oxford.**

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**I understand that my participation in the programme will be fully funded by the SCFMC, but if I withdraw from the programme after flight tickets have been issued, my government may be liable for the air fare:**

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**If my application is successful I confirm that :**

**I will identify immediately if I require an entry visa to the United Kingdom/Isle of Man and/or a transit vise en route,**

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**if such a visa or visas are required, I will apply for such visas, at my own expense, within two weeks of receiving a formal offer letter from the SCFMC and forward evidence of such application to the SCFMC’s Programme Manager,**

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**if my passport is due to expire before the end of February 2021 I will apply for a renewal of my passport within two weeks of receiving a formal offer letter to ensure I have a valid passport for travelling to the United Kingdom/Isle of Man for the SCFMP.**

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**PLEASE NOTE: THIS FINAL SECTION ONLY NEEDS TO BE COMPLETED IF YOUR COUNTRY HAS NOT PREVIOUSLY BEEN REPRESENTED ON THE PROGRAMME. DETAILS OF ALL COUNTRIES WHICH HAVE PREVIOUSLY ATTENDED ARE SET OUT ON THE WEBSITE AT** [**www.scfmc.im**](http://www.scfmc.im)

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| **COUNTRY**  **Name of Country:**   |  | | --- | |  |   **Population:**   |  | | --- | |  |   **Please describe briefly the main characteristics of your country’s economy:**   |  | | --- | |  | |

**Submission of Application**

**Submit the completed Application Form as a Word document to:**

**Mark Shimmin at** [**mark.shimmin@scfmc.im**](mailto:mark.shimmin@scfmc.im)

**With a copy to Elaine Moretta, our Programme Manager at** [**elaine.moretta@scfmc.im**](mailto:elaine.moretta@scfmc.im)

**If you have any problems completing the Application Form, please contact Elaine Moretta explaining the nature of the problem.**

**Upon submission of your application, you will receive an acknowledgement from Elaine Moretta within a couple of days of submitting your application. If you do not receive an acknowledgement within three working days of submission, please contact** [**Elaine**](mailto:elaine.moretta@scfmc.im) **to confirm receipt of your application.**

**ILLUSTRATIVE CHALLENGE POSTER**

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Examples of previous Challenges:

* To implement the appropriate reform of the Financial Services framework to meet international standards such as anti-BEPS measures/FATF standards while maintaining the country’s competitiveness.
* To increase operational efficiency and the effectiveness of the AML/CFT regime to ensure a FATF compliance rating in 2021.
* To help develop the framework to supervise the CI Credit Bureau.
* To conduct a full currency review & gain approval for a new currency order.
* To improve overall planning, budgeting and monitoring of the 2020 budget.
* To determine the basis for setting appropriate procurement thresholds by applying best practice trends from other small states.
* To establish and link budget allocations to national development priorities.
* To reduce by 50 % the number of Virement Warrant submissions from the Fiscal Year 2020/2021.