

2024 PROGRAMME APPLICATION FORM

Closing Date for Submission Wednesday 31st January 2024

Last Name / Surname / Family Name:

Full Name as Appears on Passport:

Name of Country:

Country Issuing Passport:

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

Preferred First Name:

Gender: Male / Female

Date of Birth:

Organisation Name:

Job Title:

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:

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

Please note this is the Head of the Organisation, not the Head of a Department, Division or Section.

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

Name and Job Title of Head of Organisation:

Email address of Head of Organisation:

Confirmation Given: Yes/No

Your Work Telephone Number:

Your Work Address:

Your Mobile Phone Number:

Your Work Email Address:

Your Personal Email Address: (*we need this in case there is any problem contacting you on your work email*)

RESPONSIBILITIES

Clearly describe your own responsibilities within your organisation

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.

There are specific criteria by which challenges will be assessed. These consist 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 the 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 DO NOT SUBMIT IN POSTER FORMAT AT THIS STAGE**).*

An illustrative challenge poster is set out at the end of this application form as well as summary 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.

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

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:

ADDITIONAL INFORMATION

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

Have you applied for a previous year's SCFMP: Yes / No If yes, in which year?

CONFIRMATIONS

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

I confirm that I will be able to attend the full duration of the programme from Saturday 29th June – Thursday 11th July 2024 (including participating in weekend days):

I confirm that I will obtain (or my employing organisation will provide) necessary health and travel insurance for my travel to/from and during my time in the Isle of Man and Oxford. I will ensure that the policy covers Covid related provisions to include all costs relating to any required healthcare, costs associated with isolation, if required, costs associated with changing flights or accommodation and in the extreme, repatriation.

I confirm that I will arrange for a signed waiver from my employing organisation to indemnify the SCFMC against legal and financial costs should I catch Covid whilst on or travelling to the Programme, or if I withdraw from the Programme for whatever reason after travel costs have been incurred by the SCFMC.

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 visa en route.

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.

If my passport is due to expire before the end of February 2025 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.

COVID

Should you be offered and accept a place on the 2024 SCFMP, you will need to ensure that you are aware of and adhere to any Covid related requirements. These may change between now and the date of the programme.

We will notify you of any changes in the United Kingdom and Isle of Man requirements, but you will need to identify and notify Elaine of any Covid related requirements you need to adhere to when leaving and returning to your country and those applied by any countries through which you may need to transit or overnight.

In relation to the United Kingdom and the Isle of Man, you currently do not need to complete a travel declaration form before you travel from abroad, take any Covid-19 tests before you travel or after you arrive, or isolate when you arrive.

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

COUNTRY

Name of Country:

Population:

Please describe briefly the main characteristics of your country's economy:

SUBMISSION OF APPLICATION

Please submit the completed Application Form as a Word document together with a PDF copy with your Head of Organisation and Supervisors signatures to:

Gary Roberts at gary.roberts@scfmc.im

with a copy to Elaine Moretta, our Programme Manager at elaine.moretta@scfmc.im

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

Upon submission of your application, you will receive an acknowledgement. If you do not receive an acknowledgement within three working days of submission, please contact Elaine to confirm receipt of your application.

EXAMPLES OF PREVIOUS CHALLENGES:

- **To conduct a review and an assessment of the exchange controls policy regime for foreign capital and financial transactions**
- **To increase lending by financial institutions to the Micro, Small, and Medium Enterprises (MSME) through the Credit Guarantee Scheme**
- **Implementation of a fully-fledged electronic procurement system**
- **To create a legal framework to regulate the activities of Virtual Asset Service Providers (VASPs)**
- **To implement best practices in debt management as the foundation of debt sustainability**
- **Digital Transformation of the Economy through the use of electronic payments**
- **Improve tax revenue collection**
- **To create awareness and implement a risk matrix across all the line ministries**
- **To ensure that only those who have been duly licensed under the Virtual Asset and Initial Token Offerings Services Act 2021 are carrying out business activities in virtual assets and to take actions against those who have been identified as operating without the requisite licence**

ILLUSTRATIVE CHALLENGE POSTER

PLEASE DO NOT SUBMIT IN THIS POSTER FORMAT AT THIS STAGE.

Name of applicant

Job title
Organisation



Name of country

<Please insert flag here>

Key Facts
Population
GDP
Unemployment
Key economic sectors

<Please insert photo here>

Ultimate Goal of Challenge:

Challenge	Main milestone	Main deliverables
<p><i>One sentence Description</i> <i>Maximum of 5 bullet points</i></p>	<ul style="list-style-type: none"> <i>In bullet form, list the main phase end dates and what they are: for example, completion of feasibility stage, draft legislation signed off, new regulations in place.....</i> 	<ul style="list-style-type: none"> <i>In bullet form, list the main deliverables linked to milestones if possible: for example: feasibility report, new procedures, user training courses, draft and final legislation, first annual report in new format</i>

Key Stakeholders	Strengths and advantages	Obstacles/sticking points
<p><i>List the People/groups/organisations who are most affected or have most influence/power to make or resist change</i></p>	<p><i>Factors in my favour</i> <i>What will help</i> <i>Who are key supporters</i> <i>First steps already taken</i> <i>Things I can leverage/build on</i></p>	<p><i>Main areas of resistance</i> <i>Weaknesses in my approach</i> <i>Deficiencies in skills/capacities</i></p>

What will challenge me personally?	What does success look like in a year?
<p><i>Skills</i> <i>Mindsets etc</i></p>	