

# ISPRM COMMITTEE OPERATIONAL GUIDELINES - INTERNATIONAL EDUCATION DEVELOPMENT FUND

(from ISPRM Policies and Procedures)

## Article I - NAME

- The name of the trust fund shall be ISPRM International Educational and Development Fund (IEDF).

## Article II - PURPOSE

- To promote and advance education and research in Physical and Rehabilitation Medicine at an International level;
- To promote and assist the development of physical and rehabilitation medicine services and projects for people with disabilities at the international, regional or national level; and
- To assist in the development of professional organizations and activities that are related to physical and rehabilitation medicine on the international, regional or national level.

## Article III - OWNERSHIP

The assets of ISPRM International Education and Development Fund are a part of the assets of the ISPRM, but they are a separate endowment to be used solely for the above-described purpose of education and development according to the rules and regulations described below.

## Article IV - INVESTMENT

- Investment. The capital available for the ISPRM International Education and Development Fund shall be invested by the Executive Director of the ISPRM under the supervision of its Treasurer and with the approval of the Executive Committee.

## Article V - APPLICATIONS

Applications for a grant, scholarship, project, etc. are to be made to the Executive Director and/or Secretary of the International Society of Physical and Rehabilitation Medicine, who after appropriate acknowledgment and registration will forward them to the Trustees for action.

## Article VI - TRUSTEES

- The Trustees of the ISPRM International Education and Development Fund shall be five members, as follows:
- Past-President of the ISPRM, who shall act as Chair;
- President of the ISPRM;
- President-Elect of the ISPRM; and
- Two active members proposed by the Awards & Nominating Committee and elected by the Assembly of Delegates; these two members must have an internationally recognized reputation in the different aspects of Physical and Rehabilitation Medicine. The two active members will have four year terms, staggered so one is elected every two years at the time of the election of the Vice-President.

## **Article VII - GOVERNANCE**

- At the end of the fiscal year the Treasurer shall inform the Trustees of the amount of money available for disbursement in the following year, so that the Trustees can evaluate the applications and make recommendations (by vote) to the Executive Committee for granting the prizes and awards. The Chairman of the Trustees shall be responsible for coordinating the recommendations of the Trustees regarding all applications, so that the Executive Committee could receive these recommendations within four months.
- The Trustees could decide not to recommend the granting of any funds in any given year.
- The Executive Committee of the ISPRM can overrule any of the recommendations of the Trustees by the majority vote of 75%.
- The Trustees of the IEDF should review these "Rules of Administration" every 2 years and, if necessary, submit revisions and/or new recommendations to the Executive Committee. The Executive Committee can approve the recommendations by a simple majority or overrule them by 75% majority.
- The Trustees should be responsible for the publicity of the ISPRM International Educational and Development Fund using the website of the Society, the Journal and by any other means possible.