

2024 Loyalty Reward Program

Financial support offer

17TH WORLD CONGRESS
CORDOBA, SPAIN
SEPTEMBER 24 TO 27, 2024



OVPM . OWHC . OCPM



2024 Loyalty Reward Program

17th World Congress of the OWHC

Cordoba, Spain, September 24 to 27, 2024

CONTEXT

As was the case for previous Congresses, the General Secretariat is offering a financial contribution to those members who need it to ensure their presence at the 17th World Congress in Cordoba, Spain. In keeping with the Organization's principles of solidarity, the Loyalty Reward Program is designed to encourage and facilitate the participation of member cities, including those that do not have the necessary resources to cover part of their travel, stay, or registration expenses in Cordoba.

APPLICATION AND PROCESSING PROCEDURE

Applications for financial contributions under the Loyalty Reward Program must be sent to the General Secretariat before a member city delegation registers on the official website:

[HTTP://WWW.OCPMCORDOBA2024.ORG](http://www.ocpmcordoba2024.org) and by **August 15, 2024 at the latest**, to avoid the extra cost of trips organized too late. Bearing in mind that the budget is limited (see Budget section below), applications will be processed on a first-come, first-served basis, so it may not be possible to satisfy all financial contribution requests.

Applications for financial contributions under the Loyalty Reward Program must be made in the name of the member city and **signed by the mayor**. They must be sent by email to the following address: SECRETARIAT@OVPM.ORG. Applications must confirm the mayor's participation or otherwise, indicate the composition of the delegation wishing to benefit from the Program, and detail the titles and responsibilities of the delegation members. See the sample letter provided.

Applications **must not indicate** the financial contribution to which your city is entitled according to the budget divisions below. The General Secretariat will grant the reward in agreement with the Congress participants indicated in the letter.

Financial contribution applications will be processed as quickly as possible. Once the contribution(s) has (have) been granted, specific instructions will be sent to applicants to complete their registration, book their accommodation, and/or purchase their international transport. **Please do not take charge of any of these aspects of your trip yourself before the application has been sent and the General Secretariat has replied.**

For further information, please write to SECRETARIAT@OVPM.ORG

ELIGIBILITY AND PRINCIPLES

Member cities eligible for the 2024 Loyalty Reward Program must be members in good standing for the years 2022, 2023, and 2024.



Priority will be given to cities that have participated in the Québec Roadmap project (see detailed criteria below, set as of April 1, 2024).

In addition, before being able to process an application, the General Secretariat must ensure that potential beneficiaries requiring a visa to enter Spain have taken all the necessary steps to obtain one.

The Loyalty Reward Program is non-transferable. It is based on the participation of the mayor or the mayor's official representative, and offers a range of awards to different types of participants.

Please note that applicants will be responsible for any other expenses not covered by this program.

BUDGET

This section is for your information only. The General Secretariat will be in charge of granting an applicant city the financial support to which it is entitled, in agreement with the confirmed Congress participants.

The budget allocated to the Loyalty Reward Program is 200,000 Canadian dollars (CAD). Applications will be processed in the order in which they are received by the General Secretariat, and maximum financial contributions will be granted within the limits of the available budget and according to the following general criteria:

PARTICIPATING IN THE QUÉBEC ROADMAP PROGRAM

The Loyalty Reward Program is drawn up on the basis of the list of Roadmap cities established on April 1, 2024, i.e. cities that have joined the program or actively participated in the action plans implemented by the Collaborative Networks before that date (pilot cities, other Roadmap cities, and *follower* cities).

1. Pilot cities (cities that have presented a priority thematic and launched a Collaborative Network)

1.1 Categories 1, 2, 3¹:

- Transportation (plane and/or train), stay (five nights maximum), and registration fees for the mayor or the mayor's official elected representative.
- Transportation (plane and/or train) and registration fees for one elected official.
- Two registrations maximum for 2 elected officials/experts.

1.2 Category 4²:

- Transportation (plane and/or train), stay (five nights maximum), and registration fees for the mayor or the mayor's official elected representative.
- Stay (five nights maximum) and registration fees for one elected official.
- One registration for an elected official/expert.

¹ Categories: 1 = Low income; 2 = Lower-middle income; and 3 = Upper-middle income. For a more detailed description of the categories, please refer to the table here: [HTTPS://WWW.OVPM.ORG/MEMBERS/RIGHTS-AND-PRIVILEGES/](https://www.ovpm.org/members/rights-and-privileges/)

² 4 = High income. For a more detailed description of the categories, please refer to the table here: [HTTPS://WWW.OVPM.ORG/MEMBERS/RIGHTS-AND-PRIVILEGES/](https://www.ovpm.org/members/rights-and-privileges/)



2. Other Roadmap cities (cities that have formally signed up to the Roadmap)

2.1 Categories 1, 2, 3:

- Transportation (plane and/or train), stay (five nights maximum), and registration fees for the mayor or the mayor's official elected representative.
- If the mayor participates, two stays (five nights maximum) and two additional registrations for elected officials/experts.
- If the mayor does not participate, one stay (five nights maximum) and one registration for an elected official/expert.

2.2 Category 4:

- Stay (five nights maximum) and registration fee for the mayor or the mayor's official elected representative.

3. Cities that have actively participated in Collaborative Networks (*follower cities*)

3.1 Categories 1, 2, 3:

- Transportation (plane and/or train), stays (five nights maximum), and registration fees for the mayor or the mayor's official elected representative.
- Stay (five nights maximum) and registration fee for one elected official/expert.

3.2 Category 4:

- Stay (five nights maximum) and registration fee for the mayor or the mayor's official elected representative.
- Registration fee for one elected official/expert.

OTHER CITIES

To encourage the participation of as many member cities as possible, the General Secretariat will respond to requests for financial contributions, on a case-by-case basis, from member cities in good standing for three years (2022-2023-2024) that have not participated in the Québec Roadmap. The General Secretariat may also use part of the available budget to invite potential new members.

4.1 Categories 1, 2, 3:

- Transportation (plane and/or train), stays (five nights maximum), and registration fees for the mayor or the mayor's official elected representative.
- Stay (five nights maximum) and registration fee for one elected official/expert.

4.2 Category 4:

- Stay (five nights maximum) and registration fee for the mayor or the mayor's official elected representative.
- Registration fee for one elected official/expert.