

## RACE 4 GOOD: BUSINESS

## TERMS AND CONDITIONS

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### **COMPETITION IN GENERAL**

All parties involved in the Race4Good (R4G) competition agree to adhere to the R4G Terms and Conditions in full. The phrase 'during the competition' refers to the period when teams are selected until the point winning teams are announced. In the case of the winning team, this period is extended until they return from their front line experience.

- A competition will be confirmed once the booking fee has been paid in full.
- Booking Terms and Conditions apply.
- The official competition language is English.
- The use of additional funds from any source and for any purpose is not allowed during the competition and during implementation of the project.

- Teams have 21 days from the official competition launch date until midnight on the official competition end date to submit their business plan. Unless a different timeframe was agreed between businesses and R4G organisers from the outset.
- Teams cannot confer, collaborate or share information with other teams taking part in any R4G competition running at the same time.
- Teams found to have submitted a plan which is not entirely their own work, may be disqualified.
- All members of a team must be available and participate throughout the 21 days.
- R4G organisers retain the right to permanently withdraw a team or team member during the competition.
- Team members must behave with respect, understanding, and compassion toward each other and all those that they engage with and attempt to mitigate and solve disputes internally where possible. If, however, a team member is unreasonably absent, not participating, or in other ways disrupting the process, the team is encouraged to discuss the issues with R4G Operations.
- If teams have access to senior level support, this must be applied consistently across all teams.
- Business Plans submitted as part of the competition may be published and implemented.
- Winning projects may need to be adjusted on the ground to meet their full potential.

## **OVERALL AWARD**

### **TEAM AWARD**

Depending on the wishes of businesses taking part in the R4G competition, teams may be supported by senior leaders, board members or other advisors from within the business, referred to as 'senior support'. To be agreed with R4G organisers.

- Members of a winning team (excluding senior support) will be flown or transported to the relevant country to spend time with the community, and have the chance to see the first phase of their winning project implemented.
- There is a maximum budget of US\$5,000 available to the winning team to implement their project in the community, unless an alternative budget has been agreed with R4G organisers in advance.
- There is no cash alternative.

### **BUSINESS BENEFITS**

- Increases productivity through the feel-good factor.
- Offers real-life problem solving to unleash creativity and innovation.
- Provides the ultimate fast-track skills upgrade.
- Enhances company image and reinforces brand loyalty.
- Provides deeper understanding of global cultures.
- Improves employee engagement and team building.
- Provides strong links with a third world community.
- Enables companies to leave a long-term and meaningful legacy.
- Provides CSR engagement and data.

### **EMPLOYEE BENEFITS**

- Provides a unique challenge which improves morale.
- Increases productivity.
- Provides the ultimate skills upgrade.
- Builds better team working.
- Improves leadership and cross-cultural communication.
- Boosts confidence in capabilities and strengthens CV.
- Provides a deeper understanding of global cultures and forges long-term links with a community.
- Provides a unique opportunity to join Linda Cruse on the front line.

For full benefits for Business see: [THE RACE](#)

## **ELIGIBILITY**

Eligibility of team members and team compositions, to be agreed in advance with the business taking part.

- Must be available on key competition dates including pre-briefing, launch/closing events and during the competition.
- Be prepared to work and contribute to their team and meet the estimated time commitment.
- Know of no reason why they could not travel to the country (consider valid passport, proposed dates of travel, health issues, access issues, exclusion from destination country, previous commitment). If individuals have any concerns, they should contact R4G organisers before applying.
- Have read the competition Terms and Conditions in full, understand them and agree to abide by them.
- Individuals who do not complete and/or fully contribute to the 21-day competition and/or who are not present for judging without a valid reason, will not be eligible for the award; the decision of the R4G organisers is final and will be based on feedback from other team members, and appropriate senior staff.

## **APPLICATION/REGISTRATION PROCESS**

The registration process will be agreed by R4G organisers and the businesses taking part.

## **TEAM SELECTION**

- Eligibility and team allocation to be agreed by R4G organisers and the business taking part.
- If oversubscribed, team members will be selected by the R4G team in consultation with the business taking part.
- Places are limited.
- Team members will be notified by email.

## **TEAM MEMBER COMMITMENT**

The level of commitment required by teams and team members will be agreed by R4G organisers and the businesses taking part.

## **TEAMS**

### **TEAM COMPILATION**

The competition is completely flexible and can be tailored to the specific needs of businesses taking part. For example:

1. Inter-Business: employees from the same company form a team and compete against other teams within the company.
2. Multiple-Business: employees from one company form a team and compete against other companies.

3. A team is created by taking individuals from across regions, for example Asia Pacific, a team member would be selected from Taiwan, Australia, Pakistan, India, Hong Kong, Singapore. Any number of teams, with a similar format to this, would be created and compete against each other.

Depending on the wishes of businesses taking part, teams may be supported by senior leaders, board members or other advisors from within the business, referred to as 'senior support' throughout. To be agreed with R4G organisers.

To learn more about Team Compilations see [MEET THE TEAMS](#)

### **TEAM LEADS**

Each team will have a volunteer Team Lead, their responsibilities include:

- Liaise, coordinate and update senior support assigned to the team.
- Send a welcome email to senior support and introduce fellow team members.
- Liaise with senior support to arrange face to face meetings and Skype video calls.
- Liaise with R4G organisers, including Operations, Local Guide and Advisory Group on behalf of the team.
- Coordinate and upload questions for the Local Guide and liaise with R4G organisers for final Skype call.
- Upload and update documents to Team Basecamp on behalf of the team.
- Finalise and upload final business plan and PPT presentation.
- Ensure team members (including senior support) are briefed about Challenges and receive messages and other instructions sent by R4G team, local guide, Advisory Group etc.
- Coordinate team for judging panel.
- Ensure key deadlines are met.

## **TEAM SUPPORT**

### **R4G STAFF – BUSINESS**

Teams will be allocated key R4G staff who will be on hand throughout the competition either in person or remotely.

### **ADVISORY GROUP**

Teams are allocated a maximum of six Advisory Group questions in total, unless they win additional questions through a mid-race Challenge. Teams must keep a track of the number of questions asked and use the template provided in Team Basecamp. Teams which exceed their allocated questions may be disqualified or have points deducted by the judges.

Details about how teams can engage with the Advisory Group members can be found in Team Basecamp once the competition has started.

### **LOCAL GUIDE**

As a guideline, liaison with the Local Guide will comprise of:

- Week 1: Six questions collated and submitted via Basecamp.
- Week 2: Six questions collated and submitted via Basecamp.
- Week 3: An hour's Skype call.

Details about how teams can engage with the Local Guide and Community can be found in Team Basecamp once the competition has started.

To learn more about support available throughout the competition see: [THE SUPPORT CREW](#)

## **BUSINESS PLAN RESEARCH**

Teams have a limited number of questions to put to an Advisory Group and Local Guide and are strongly encouraged to undertake as much external research as possible from the start of the competition and to reach out to individuals or companies who may be experts in this field. Teams who think creatively about who to reach out to are likely to have a stronger final business plan. Consider Facebook groups, other organisations or companies who operate in the area, authors of relevant work, travel journalists, find video footage, trekking companies who might know the terrain and be willing to brief you, read charity reports, etc. You can be inspired by reading previous winning business plans on the R4G website, but we will be looking for originality.

- Research at country level prior to the official competition launch is strongly encouraged.
- Research at community level is allowed once the community has been formally announced by R4G organisers.
- All members of a team are expected to research the communities, cultural contexts, and business plans thoroughly.
- Senior staff or other advisors formally allocated to a team, should provide support to that team as they undertake research, identify experts in the field, develop the business plan, prepare their presentation and tackle mid-Race Challenges.

To learn more about developing your business plan: [RESEARCH AND BRAINSTORM](#), [FACE THE CHALLENGES](#), [ASK QUESTIONS](#), [GET FEEDBACK](#), [IDENTIFY ISSUES](#), [REVIEW AND REFINE](#) and for examples of previous winning plans see: [FINALISE THE PLAN](#)

## **TRAVEL**

- While R4G organisers will provide support including a detailed itinerary, businesses must make their own arrangements for travel to the front line experience destination for the winning team; the official front line experience starts at the pre-agreed meeting place stated in the itinerary.
- Team members are responsible for ensuring they have a valid passport with room for exit and entry visa stamps, obtain a suitable visa for travel and complete all necessary R4G documentation.
- Team members are responsible for ensuring they seek medical/dental advice before travelling and have the necessary inoculations and medicines (if applicable) for the destination.
- Businesses are responsible for ensuring each member of team travelling to the front line has appropriate comprehensive medical/travel insurance including provision for medical care, medical repatriation and air evacuation. A suitable insurance policy should provide adequate cover for medical expenses arising through illness, accident prior to or during the Frontline First trip and loss of monies through cancellation or curtailment of the trip. Note some insurance companies put a limit on the altitude they will cover trekking – let us know if that is the case and we will confirm the destination's maximum altitude before you confirm your policy. Corporates should ensure that there are no exclusion clauses limiting protection for the type of activities in their trip and get confirmation in writing that the proposed policy covers those costs in the event of a force majeure situation. Proof of adequate insurance will be requested at the start of the trip, failure to provide this will result in the individual being prevented from joining the trip. The travel insurance cover automatically provided with credit card purchases does not provide adequate cover as standard.
- Where possible businesses will be given a choice of dates for their front line experience.

- Team members know of no reason why they could not travel to the country (consider valid passport, proposed dates of travel, health issues, access issues, exclusion from destination country, previous commitment).
- On expeditions of this type it is not generally possible to accommodate travellers with severe health problems, extreme dietary requirements, or physical disabilities.
- Separate R4G Booking Conditions and R4G T&Cs apply.
- Members of a winning team who, for any reason, are unable to join their team on the front line experience on the allocated dates forfeit their award; additional travellers or substitutes to be agreed in advance with R4G organisers and additional fees may be charged. Alternative dates may be available at additional cost.
- Teams are allocated a specific community which cannot be changed.

## **BOOKING FEE/COSTS**

### **BOOKING FEE**

R4G organisers will agree a booking fee with individual business, which will include operational costs (running the competition), implementing the business plan (cost of the plan, cost to implement and monitor). Costs not include in the booking fee cannot be claimed and will not be covered by R4G.

### **BOOKING FLIGHTS AND MEDICAL COVER**

It will be the responsibility of the business to liaise directly with a registered travel agent to hold, confirm, purchase and issue suitable return flights and purchase medical/travel insurance cover for the winning team. Minimum travel insurance levels are explained in the R4G Booking Terms and Conditions.

## **COMMUNICATIONS**

Teams will communicate with each other and the R4G organisers via Basecamp, which is an online project management hub – [www.basecamp.com](http://www.basecamp.com) An alternative to Basecamp may be agreed in advance, subject to approval of R4G organisers and all teams taking part. Before the competition begins, R4G organisers will set up Team Basecamp for each team, invite all participants and add key documents to the team's space.

All the generic information about a R4G competition – such as the judging process, T&Cs and example business plans – can be found on the R4G website. But messages, instructions from R4G organisers, deadlines, to-do lists, business plan submissions, Challenges and all live communication will be via Team Basecamp.

Basecamp rules can be found in [RACE RULES](#).

Participants will need to provide an email to enable R4G organisers to invite them to Basecamp.... for Business Leaders, this may need to be a personal email address if their place of work has rules around personal emails in the workplace.

## **PR AND MEDIA**

Team members and senior support consent for their details to be included in the R4G media/case studies and on the official the R4G website. Details may include full name, job title, short bio, business name, role in team, photographs and details of the winning business plans. Changes to this may be agreed in advance by R4G organisers with businesses taking part.

Participants agree, in principal, to take part in media interviews arranged both in their home country (by R4G organisers) and in the front line destination, where appropriate. One volunteer from each winning team may be asked to give a short speech on behalf of their team at the closing ceremony.

Teams may be required to present their business plans to the judges in front of a selected audience and this may be recorded and used for PR/Media purposes.

Social Media – the extent of social media, if any, to be agreed in advance with businesses taking part.

## **FUNDRAISING**

Depending on the wishes of the business, teams may be set a fundraising target to raise additional funds to implement additional projects in-country. Funds raised by teams who do not win the overall award should be transferred to an official Race4Good account within 30 days of the competition end. These funds will be used to uplift a community in-country and teams will be given a full report as to their use.

## **DATA PROTECTION**

Team member data will not be distributed to third parties other than R4G organisers and key staff within the business, as required for the running of the competition. Team members agree that once their application form information is no longer required for the competition, the data will be disposed of.

## **INTELLECTUAL PROPERTY**

R4G retains the absolute copyright to materials, inventions, and pre-existing work that is part of R4G's built intellectual property and developed by R4G which includes the copyright of any work/material carried out, developed, or produced by employees, team competitors, interns, consultants, advisory group, judges or other.

For the purposes of this section:

“Invention” means any invention, idea, discovery, development, improvement or innovation, processes, formulae, models or prototypes, whether or not patentable or capable of registration, and whether or not recorded in any medium and includes but is not limited to agents including but not limited to R4G business plans and Challenges created by team competitors. “Intellectual Property Rights” means patents, Inventions, copyright and related rights, trademarks, trade names, service marks and domain names, rights in get-up, goodwill, rights to sue for passing off, design rights, semi-conductor topography rights, database rights, confidential information, moral rights, proprietary rights and any other intellectual property rights in each case whether registered or unregistered and including all applications or rights to apply for, and renewals or extensions of such rights and all similar or equivalent rights or forms of protection which subsist or will subsist now or in the future in any part of the world.

## **TERMS AND CONDITIONS**

Race4Good is a programme of Frontline First. Frontline First reserves the right to vary, update or modify the Terms and Conditions and any changes will be posted on the Race4Good Website and take effect from the date of posting on the Website. Your continued use of the Website indicates your acceptance of any changes which we may make to the Agreement. The Website is for the use of those over the age of 18.

**END.**