



To: **Secretary / CEO of Unions and Regional Associations in Membership of World Rugby**

From: **David Carrigy**  
**Head of Development & International Relations**

Date: **March 5, 2019**

Re: **Closure of World Rugby Development Investment Application Portal to external users**

World Rugby are developing a new on-line application for the 2020 development investment programme (DIP) cycle. On this new platform unions and regional associations will have access to and provide compliance and all funding information in one place. Further information on the new system will follow closer to the launch date later this year.

I am writing to inform you:

1. That in order to facilitate the development of the new DIP application, we must close the current investment application system to external users i.e. Unions and Regional Associations.

All World Rugby staff, Head Office and your regional Rugby Services Manager (RSM), will continue to have access to the system. Your current and historical information will be available through us as required by you.

2. External access will terminate on **Tuesday 19 March 2019**. From that date forward **you will not have access to your 2019 grant application**. Please ensure that you have satisfied all outstanding compliance obligations in relation to your application prior to this deadline.
3. To facilitate the compliance obligations of unions and regional associations in relation to the 2019 DIP reporting, we will open the system **for a two week period in June 2019 and again in December 2019** to allow for the completion of the 6 and 12 month reports respectively.

If you have any questions on this process, do not hesitate to contact Anne O'Callaghan, Development Investment Programme Manager, directly on [anne.ocallaghan@worldrugby.org](mailto:anne.ocallaghan@worldrugby.org) or your regional Rugby Services Manager.

Yours sincerely,

A handwritten signature in blue ink, appearing to read "David Carrigy".

**David Carrigy**  
**Head of Development & International Relations**