



## Standards Council of Canada External Contribution Commitment

### 1. General information

As part of its commitment to participation in international standardization, SCC provides financial assistance to committees actively involved in standards development activities of value to Canada.

SCC also encourages external financial contributions from organizations other than SCC. SCC matches contributions from external organizations dollar for dollar up to five thousand dollars when the committee is approved for financial assistance. In order for these external contributions to qualify, SCC must hold and distribute the funds.

### 2. Process

1. Complete this form and send it, along with supporting documentation to the Standards Council of Canada ([isd-eni@scc.ca](mailto:isd-eni@scc.ca)). Please note that SCC prefers electronically signed forms.
2. Applicants should be prepared to provide additional information if required.

### 3. Terms of the external contribution

1. Mirror committees approved to receive financial assistance from the Standards Council of Canada (SCC) shall receive matching on a one to one basis of any external contributions to a cumulative maximum of five thousand dollars.
2. External contribution funds shall be held by SCC for use by the mirror committee to which they are assigned. External contribution funds shall be used first in accordance with the requests made by the mirror committee.
3. Any external contribution amounts remaining at the end of the fiscal year shall continue to be available for use by the mirror committee to which they are assigned but shall not be eligible for matching.
4. Upon approval of financial assistance to the mirror committee and where there are approved external contributors, SCC will issue invoices to the external contributors. External contributors are required to submit payment within 30 calendar days of the invoice date issued by SCC. After this date, SCC may add financial charges.
5. In the event that payment is not made within 60 calendar days of the issuance of the invoice, SCC may at its discretion:
  - Cancel the invoice and revoke the external contribution;
  - Revoke matching funds;
  - Refuse to accept future external contributions from non-payers;



#### 4. Committee information

<b>Date of submission</b> (YYYY-MM-DD)	
<b>Committee reference</b> (e.g. ISO/TC 127/SC 2)	

#### 5. Invoicing information

<b>Contribution amount</b>	
<b>Contact name</b>	
<b>Organization</b>	
<b>Email address</b>	
<b>Telephone number</b>	
<b>Mailing address</b>	

#### 6. Signature

<b>Signature</b>	
<b>Name and position</b>	
<b>Date</b>	