

Inclusion Fund Policy

(dated Apr-23)



Date Created

Apr 2023

Responsibility

Finance Sub-Committee

Date Adopted by Trust Board

Review Date

Purpose:

The purpose of this policy is to establish guidelines for the operation of an inclusion fund for District members to support with the costs associated with international and adventurous activities (“camps”) participation and leader training.

Scope:

This policy applies to all District members who wish to participate in camps or programmes.

Policy Statement:

The inclusion fund is established to ensure that District members have equitable opportunities to participate in camps and programmes regardless of their financial circumstances. The fund will provide financial assistance to District members who demonstrate financial need and who will be representing the District.

Eligibility Criteria:

1. The District member must be attending to represent the District in an event or programme.
2. The District member must demonstrate financial need, which will be determined based on their family income and the expenses associated with the participation.
3. The District member must be in good standing with their local scouting group, having demonstrated their commitment to the principles of Scouting.
4. The District member must be willing to, and demonstrate their commitment to, fund raise some of the costs
5. Funding from the local group (if appropriate) must have been requested prior to making a request to District
6. No retrospective claims will be accepted

Funding:

The inclusion fund will be funded by donations from individuals, organisations, and fundraising events as well as a contribution from District funds. The (ring-fenced) fund will be managed by the Finance Sub-Committee, responsible for assessing eligibility, determining the amount of financial assistance to be awarded, and monitoring the use of the funds. A precept on annual subscriptions will be applied annually as part of the budget setting process.

Application Process:

District members who wish to apply for financial assistance from the inclusion fund must complete an application form, including a statement outlining their financial need and the reasons why they wish to participate in the international Scouting event, supported by the relevant Group Scout Leader. The Finance Sub-Committee will review the application and notify the District member of the outcome within a reasonable time frame.

Absolute discretion and confidentiality must be maintained.

Appropriate events (that may require support) should be notified to the District for inclusion in the budget by the 30th November prior to the start of the relevant financial year in which the expenditure will be incurred.

Award Amount:

The amount of financial assistance awarded from the inclusion fund will be determined on a case-by-case basis, based on the financial need of the District member and the available funds in the inclusion fund. The designated committee will aim to provide as much financial assistance as possible to eligible District members.

No more than 50% of available funds will go to any one event.

Conclusion:

The inclusion fund for District members to support with the costs associated with international and adventurous activities participation and leader training is an important initiative to ensure that all District members have equitable opportunities to participate in events and programmes. This policy provides guidelines for the operation of the fund and ensures that financial assistance is provided to District members who demonstrate financial need and who will be representing the District in events and programmes.