



APPLICATION FOR FINANCIAL ASSISTANCE

Please complete BOTH pages and read the accompanying Policy Statements & Information

Organisation	Date of Application
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Scheme Outline

Scheme Total Cost:	Funding Requested from the Youth Trust:
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For Further Details Contact:	
Name:	Position:
Address:	Email:
Postcode:	Telephone:

FOR DETAILS OF ADDITIONAL INFORMATION REQUIRED, PLEASE REFER TO SECOND SHEET

WHEN COMPLETED PLEASE RETURN TO:

**THE SECRETARY, AENA YOUTH TRUST,
30 CANONFIELD ROAD, WELWYN, HERTS AL6 0QH**

AENA YOUTH TRUST

APPLICATION FOR FINANCIAL ASSISTANCE

Please enclose full copy of your scheme proposal and details of costings

The following information will assist your application

1. Feasibility research and costed plan
2. Advice sought
3. Reasons for scheme
4. Monitoring procedure
5. Number/age of Beneficiaries

Please indicate any affiliations that your organisation has to any National Governing Bodies of Sport	
Has your organisation made applications to other bodies for this scheme?	
Please give details of any additional contributors	
If applicable, say what amount represents the minimum assistance from the Youth Trust that would allow the project to go ahead	
When do you need to know the Trust's response? (The date given may not be possible)	
Have you previously applied to the Trust for assistance?	
Organisations – please attach a copy of your Equality Policy and your Equal Opportunities Policy	
Organisations – please attach a copy of your Child Protection Policy	
Any additional information which is relevant to your application	

AENA Youth Trust is registered under the Data Protection Act 1998 and, as such, may use the information provided in this form and any further information regarding which the Trust may hold from time to time, for the purposes stated in the Trust's data protection notification, which can be viewed on the Information Commissioner's website at www.dpr.gov.uk/search.html. The purposes for which the Trust may use the information include, without limitation, the Trust's internal record keeping purposes and procedures.

AENA Youth Trust has adopted, and abides by the All England Netball Association's EQUAL OPPORTUNITIES POLICY AND CHILD PROTECTION POLICY:

All England Netball Association Limited, Equal Opportunities Policy

The All England Netball Association Limited has an ongoing commitment to treating people fairly.

No participant, volunteer, job applicant or employee will receive less favourable treatment on the grounds of gender, marital status, social class, colour, race, ethnic origin, creed or disability, or will be disadvantaged by conditions or requirements which cannot be shown to be relevant to performance.

The Association will:

- (a) Adopt a planned approach to eliminating barriers which discriminate against particular groups.
- (b) Give clear guidance to individuals working within the Association, employed or as volunteers, on the commitment to equal opportunities.
- (c) Recognise its legal obligations under:
 - The Race Relations Act
 - The Sex Discrimination Act
 - The Equal Pay Act
 - The Disabled Persons Act.
- (d) Continuously monitor and review the selection criteria and procedures in relation to participation and employment to ensure individuals are selected, promoted and treated solely on the basis of merits and abilities which are appropriate to the position.
- (e) Promote personal development for all participants, volunteers and employees to support their progress within the Association and, where appropriate, provide specialised facilities, equipment and individual training.
- (f) Fulfil its social responsibility towards its participants, volunteers and employees and the community in which it operates, ensuring that appropriate support is given during time of personal difficulties.

Direct discrimination is defined as treating a person less favourably than others are or would be treated in the same or similar circumstances.

Indirect discrimination occurs when a requirement or condition is applied which, whether intentional or not, adversely affects a considerably larger proportion of people of one race, sex or marital status than another and cannot be justified on grounds other than race, sex or marital status.

The Association regards discrimination, as described above, as gross misconduct and any employee of the Association, participant or volunteer who discriminates against any other person will be liable to appropriate disciplinary action.

AENA Child Protection Policy Statement

*"Organisations have a duty of care for young people and a responsibility to protect them from harm"
A child is defined as being under 18 years of age (The Children Act, 1989)*

The All England Netball Association Limited (AENA) recognises its responsibilities under the terms of the Race Relations Act 1976, Sex Discrimination Act 1975, the Children Act 1989 and the Disability Discrimination Act 1996. Every child who participates in Netball should be able to do so in a fun, safe environment and be protected from harm. The AENA places the highest priority on their safety and enjoyment and recognises that they have a duty towards children within the sport and any member providing Netball opportunities must do so with the highest possible standard of care.

The AENA has based its Duty of Care Guidelines on the following core values and principles:

Core Values

- All young people's Netball experiences must be guided by what is best for that young person
- Adults interacting with young people in Netball should do so with integrity and respect for the child
- All young people's Netball should be conducted in an atmosphere of fair play
- Young peoples' Netball should be conducted in a safe, positive and encouraging atmosphere
- Adults who take a responsibility for young people in Netball have a duty to ensure that they are competent to provide safe and rewarding experiences for those in their care, through appropriate training and education

Principles

- The welfare of young people is paramount
- All people, but especially young people, whatever their culture, disability, gender, language, racial origin, religious belief or sexual identity, have the right to protection from abuse
- All incidents or poor practice, suspicions and allegations should be taken seriously and responded to swiftly and appropriately
- It is the responsibility of child protection experts to determine whether or not abuse has taken place, but it is everyone's responsibility to report any concerns.

Young people have a lot to gain from Netball. Their natural sense of fun and spontaneity can blossom in positive sporting environments which promote progress in a child-centred way. Netball provides an excellent medium in which young people can learn new skills, become more confident and maximise their own unique potential.

Information for Applicants

Objects of the Trust:

- (a) the organisation or provision of facilities which will enable and encourage pupils of Schools and Universities and Colleges in any part of England to play netball or other games or sports for women and girls and thereby assist in ensuring that due attention is given to the physical education and development of such pupils as well as to the development and occupation of their minds and with a view to furthering this object
 - i. to provide and assist in the provision of netball or games or sports equipment of every kind for the use of such pupils as aforesaid;
 - ii. to provide or assist in the provision of courses lectures demonstrations and coaching for pupils of Schools, Universities and Colleges in any part of England and for teachers who organise to supervise playing and coaching of netball or the playing or coaching or other games or sports for women and girls at such Schools, Universities or Colleges aforesaid;
 - iii. to provide or assist in the promotion or provision of training colleges for the purpose of training teachers in the coaching of netball or other games or sports for women and girls at such Schools, Universities and Colleges aforesaid and to offer scholarships to enable teachers to undergo such training;
 - iv. to promote, provide or assist in the provision of research and study for the development and education of netball or other games or sports for women and girls including, but not limited to, such specialist areas as the legal aspects of sports, the effective use of sports psychology, video analysis, fitness, the treatment and prevention of sports injuries, physiotherapy, physiology and other aspects of sports medicine, training methods and testing procedures for participants, coaches, controllers, officials and administrators, to publish the results of such research and study and to offer scholarships to procure and develop such study and research facilities;
 - v. to lay out , manage, equip, repair and maintain or assist in the laying out, management, equipment repair and maintenance of outdoor and indoor facilities (whether vested in the Trustees or not) to be used in connection with the playing of netball or the teaching and coaching thereof or the playing and teaching and coaching of other sports or games for women and girls by such pupils as aforesaid;
- (b) the organisation or provision of facilities for physical recreation in the interest of Social Welfare in any part of England (with the object of improving the conditions of life for the boys and girls for whom the same are provided) for boys and girls who are under the age of twenty one years and who by reason of their youth or social and economic circumstances have need of such facilities
- (c) the general purposes of such Charitable bodies or for such other purposes as shall be exclusively charitable as the Trustees from time to time decide

All recipients of grants and donations from the Youth Trust are required to abide by the following conditions:

AENA YOUTH TRUST STANDARD CONDITIONS FOR THE PAYMENT OF GRANT AID

1. That applications for grant aid are made on the standard application form and that all the required information is made available to the Trustees in order to assist them in making their decisions
2. That, once the grant is approved, it is used specifically for the project, as outlined in the original application. If there is to be any deviation from the original application then approval for this must be sought, in writing, from the Trustees. Please note that the Trustees meet 3 times a year to approve grants and that approval of grants cannot be made retrospective to spending.
3. That the final submission for payment of the grant is made to the Treasurer of the Trust within 6 months of the date of the notification of approval. After this time the Trustees reserve the right to withdraw approval of the application. Applicants will be informed in writing if a decision to withdraw support is taken by the Trustees.
4. That invoices are received for payment by the Trust directly from suppliers of goods and services, unless otherwise stated in the letter of approval. These should be sent to the Treasurer of the Trust.

- The PIN number for the project must be quoted on all invoices or correspondence – failure to include this will delay payment.
5. That the Youth Trust receives prominent mention in any publicity material about the project – evidence of this must be included in the final report.
 6. That a written report (including a financial report) is received by the Secretary to the Trustees on completion of the project. This should be received NO MORE THAN 6 months after the grant has been issued. If the project is going to take more than 6 months to complete then this should be made clear in the application and an interim report should be submitted after 6 months with a final report at the end of the project. The Trustees reserve the right to demand repayment of the grant in part or in full where appropriate evidence of how it has been spent is not forthcoming.
 7. Additional conditions may be applied to individual applications.

Meeting Dates

Meetings are held 3 times a year – normally in February, May and October – with applications closing approximately 3 weeks before the meeting date. Meeting dates and closing dates can all be found on the England Netball National Calendar on the website www.englandnetball.co.uk