



Scouts

Croydon District

Croydon District Scout Council

District Funds Policy

CONTENT

	Page
Content	2
Purpose	3
General Policy	3
General Funds	4
Reserve Funds	4
Development Fund	4
Campsite Development Fund	5
International Fund	6
Training Fund	7
Mobile Climbing Wall Fund	7
Occasional Funds	7
Bears Wood & Pinewood	8
District Explorer, Network & Scout Active Support Units	8
Important Note	8
Alterations to this Policy	8

PURPOSE

This document details the individual funds held by Croydon District Scout Council (hereafter referred to as the District) and the general terms and conditions for the use of these funds. Where appropriate it also details the application processes required for the individual funds.

GENERAL POLICY

The District Executive Committee are responsible for ensuring that all the funds held by the District are used solely for the benefit of and to support and promote the development of Croydon Scouting. They are also responsible for ensuring that the rules laid down in POR, the requirements of the Charities Act and the District Financial Management Policy are adhered to.

The District Finance Committee is responsible for overseeing the administration and management of the District Finances. They will make recommendations relating to financial matters to the District Executive Committee for discussion and final approval. They will also make recommendations (to the District Executive Committee) with regards to any applications received for funding.

Where applications are made for funding, they are subject to the funds being available in the appropriate fund. In addition, it should be noted that in all cases the decision of the District Executive Committee regarding the level of funding is final and binding. There is no appeals process unless it can be demonstrated that the District have failed to follow due process.

It should be noted that all applications for any expenditure or personal expenses must be made in accordance with the District Expenditure and or District Expenses Policies.

The individual funds, level of funding and the terms and conditions for the use of the funds will be subject to annual review by the District Finance Committee and the District Executive Committee.

The following funds are held and administered by the District Executive Committee for the benefit of and to support and promote the development of Croydon Scouting.

GENERAL FUNDS

These are funds that are held by the District to support the day to day running of Croydon Scouting. As a general rule and to demonstrate best practice these funds will usually be allocated against specific costs as part of the annual budgeting process undertaken by the District. Typically, these funds are used for the following:

- Supporting the District Team to deliver and provide District activities and events for our young people.
- Delivering training courses and other events to support our adult Leaders and volunteers.
- Funding for Chief Scouts Awards and other presentations etc.
- Thanking and rewarding our adult volunteers.
- Public and community relations.
- Recruitment resources and materials etc.
- General running costs to ensure that good governance is maintained.
- Essential expenditure such as insurance(s) etc.
- Administration costs and other expenses incurred by members of the District Team to undertake their duties and fulfil their responsibilities.

In accordance with the District Financial Management Policy the District Executive Committee will endeavour to ensure that surplus funds are kept to a minimum and do not exceed more than two years worth of general operating costs.

RESERVE FUNDS

These are funds which are held to cover any unbudgeted or emergency expenditure. The funds can also be used to cover any overspend on budgeted expenditure. In addition, and in exceptional circumstances (and subject to approval from the District Executive Committee) they can be used to cover any shortfall in any of the following ring fenced or designated funds.

DEVELOPMENT FUND

These are funds that are held by the District to promote and support the overall development of Croydon Scouting. Subject to the recommendation of the District Finance Committee and the final approval from the District Executive Committee these funds can be used (but are not restricted to) for the following:

- Funding the provision of Online Scout Manager (OSM) for every individual training Section and Unit in the District.

... 5 of 8

- Activity promoting inclusivity and diversity.
- Promoting and encouraging the introduction of Squirrels.
- Supporting the District Team deliver the new vision for Scouting in 2023.
- Providing financial support to new Scout Groups and Centres in the form of start up grants.
- Supporting and enhancing the provision of Explorer and Network Scouting.
- Making grants and loans available to Scout Groups or Centres for capital expenditure to buildings, Group, Centre and Unit international experiences and for the purchasing of large items of equipment and resources.
- In exceptional circumstances (to ensure the long term future of a viable Scout Group, Centre or Unit) providing temporary financial support to Groups, Centres or Units.
- In exceptional cases providing (and where an individual Group, Centre or Unit is unable to provide the same) benevolent funding for individuals.
- High profile “one off” public relations District activities and events.
- Making grants and loans available for large District activities/events and for the purchasing of large items of equipment or resources.
- Providing equipment and resources to support the District Team to undertake their duties and fulfil their responsibilities.

Applications for any grants and loans must be made in accordance with the requirements of the District Grant/Loan Application Policy.

CAMPSITE DEVELOPMENT FUND

These are funds that are held by the District to support and enhance the development of Bears Wood Scout Campsite and Pinewood Scout Centre. These funds can be used for (but are not restricted to) capital expenditure to buildings, improvements to the grounds and for the purchasing of large items of equipment or resources.

Applications for grants (or loans) from this fund should be made by the District Premises Committee (working in cooperation with Bears Wood or Pinewood Committees) to the District Finance Committee. A recommendation will then be made to the District Executive Committee for their consideration and final approval.

INTERNATIONAL FUND

This Fund provides support to individuals (young people and or adult Contingent or Unit Leaders) from the District who are selected to represent the Scout Association at a World Scout Jamboree or World Scout Moot.

The funds are automatically awarded to the eligible individuals and there is no formal application process. Subject to sufficient funds being available (in the fund) all individuals are entitled to receive up to a maximum of 50% or £1,000 (whichever is lower) of the remaining cost once any contribution has been made (against the total cost) by the County (Greater London South West).

The District will comply with any “cap” which is applied by the County on any District contributions. In the event that the “cap” is higher than the above figures then the lower value of funding will apply. It should be noted that (subject to availability) a maximum of £15,000 will be made available for any one event.

The final level of funding will be based on a recommendation by the District Finance Committee to the District Executive Committee for their final approval. All eligible individuals will receive the same level of funding for a particular event. However, it should be noted that the final level of funding (in percentage terms) may vary from event to event.

In the event that a particular applicant is unable to attend the event (for any reason) then the funding they have received must be returned to the District. Alternatively, the funds can be transferred to a reserve/replacement individual from the District attending the same event.

In certain circumstances the District will also consider formal applications (to this fund) to support individuals attending a Euro Jam or undertaking an Explorer Belt expedition. In this instance applications for funding must be made by the Unit Leader.

Benevolent funding may also be available (from the fund) to support an individual attending an Explorer Scout or Scout Network Unit international experience. In all such cases the application must be made by the Unit Leader.

TRAINING FUND

This fund is primarily to support any Leader undertaking specialised courses which will provide a benefit to Croydon Scouting. Applications must be made via the correct process to the District Finance Committee a minimum of 28 days prior to the course commencing.

Full details of the operation of this fund are contained in the District Training Grants Policy. In general, and subject to the recommendation of the District Finance Committee (and final approval from the District Executive Committee) applicants will be eligible to receive up to a maximum of 75% of the cost for courses up to £500 and up to a maximum of 50% of the cost for courses above £500.

As all the modular Leader Training Units and First Response (First Aid) Training is provided free of charge (to all those who are required to have the same as part of their mandatory training requirements) by the County it is anticipated that no applications will be received from this fund for the same.

However, in exceptional circumstances the District Finance Committee will consider applications for individuals (who are required to undertake training as part of their mandatory training requirements) to attend these courses in other Counties and with alternative providers.

It should be noted that any such applications must be made a minimum of 28 days prior to the course being undertaken. A maximum of 50% of the course fees will be funded.

MOBILE CLIMBING WALL FUND

These are funds which are held by the District to support the management and operations of the District Mobile Climbing Wall. Funds are also held (in this fund) to facilitate the purchase of a replacement Mobile Climbing Wall in the future.

OCCASSIONAL FUNDS

These are funds which are held by the District for a specific large scale District activity or event (i.e., District Camp). They are administered separately (by the District Treasurer) and are held on a temporarily basis for the duration of the activity or event.

BEARS WOOD & PINWOOD

To aid the management of both Bears Wood Scout Campsite and Pinewood Scout Centre the District Executive Committee have authorised that a separate account can be operated by the respective Committees. All funds held in these accounts are District funds and must be managed in accordance with the District Financial Management Policy.

EXPLORER, NETWORK & SCOUT ACTIVE SUPPORT UNITS

To aid the running of District Explorer, District Network and District Scout Active Support Units the District Executive Committee have authorised that a separate account can be operated by each Unit. All funds held in these accounts are District funds and must be managed in accordance with the District Financial Management Policy.

IMPORTANT NOTE

This Policy only applies to the Groups, Centres and Units etc which form Croydon Scouting. Due to boundary changes and other anomalies, there are a number of other Scouting provisions which fall within the boundaries of the London Borough of Croydon. Naturally Croydon Scouting has no responsibilities for or jurisdiction over any of these other provisions.

ALTERATIONS TO THIS POLICY

This Policy will be subject to regular review to ensure that it is up to date and continues to meet the needs of Croydon Scouting. Any changes that are considered necessary to this Policy will be recommended to the District Executive Committee for their approval at the conclusion of any review.