

BALLINA NETBALL ASSOCIATION FINANCIAL SUPPORT POLICY

Purpose

The purpose of this policy is to establish guidelines and procedures for financial support offered to members and volunteers, to help ensure everyone can participate equally and to support the development of our volunteers. This policy is split into two parts; part one relating to members suffering financial hardship, part two relating to volunteers seeking professional development.

Part 1: Financial Hardship

Ballina Netball Association (BNA) understands that its members may experience financial difficulty from time to time. Financial hardship can present challenges to meeting primary needs, much less discretionary activities. BNA acknowledges the role of Netball in the personal, physical and emotional development of all members. BNA believes that no member should be excluded from activity due to cost or affordability if measures can be taken to overcome this.

BNA currently offers funding for the following:

1. Young athletes in the Performance Pathway (players and umpires)
2. Inclusion in a Competition

Legitimate expenses may include, but are not limited to:

- registration fees
- travel to training and competition (not foreign),
- course costs,
- assessment/qualification costs.

The maximum payment to any individual is \$400 per calendar year

Eligibility Criteria

- Applicant must be a current member of BNA
- Applicant (or their parent/guardian if under 18) must demonstrate financial hardship (that may be receipt of government benefit(s) or by other means)
- Applicants must be either; a) selected to represent BNA at NSW State Titles (player or umpire), or b) be registered in a BNA Competition.

Part 2: Volunteer development

Ballina Netball Association (BNA) understands that the association requires volunteers to continue operating. BNA acknowledges the role of Netball in the personal, physical and emotional development of all members and the community. BNA believes that volunteers seeking skills development to support the operations of BNA should be offered financial support for relevant costs of courses or qualifications.

BNA currently offers funding for the following:

1. Committee members
2. Volunteer Coaches
3. Volunteer Umpires

Legitimate expenses may include, but are not limited to:

- course costs,
- assessment/qualification costs.

The maximum payment to any individual is \$150 per calendar year

Eligibility Criteria

- Applicants must be a current member of BNA
- Applicants must demonstrate the voluntary contribution they have made to the Association (eg a minimum of 10 unpaid hours supporting BNA);
 - Committee members: administration duties and attending meetings
 - Coaches: must coach a team for the duration of a season
 - Umpires: umpiring, mentoring or badging
- Applicant must prove a 'return of service' where the benefit of the development is returned to the Association

Additional Eligibility Criteria

- Applications will be considered on a season by season basis
- Each application will be judged on its individual merits and BNA's current financial position at the time

- All applications are strictly confidential and must not be discussed with any other person. BNA or the applicant will not notify any other person of any funding awarded
- A reimbursement payment will only be paid to the applicant (or the parent /guardian if under 18) upon receipt of completed reimbursement form for approved costs incurred
- Successful applicants must abide by BNA's terms and conditions (below)

Process

- The Applicant (or their guardian) must submit a request outlining how they meet the above via email to secretary@ballinanetball.com.au
- The application will be reviewed by a confidential sub-committee consisting of the President, Treasurer and Secretary. In the event of a conflict of interest, the sub-committee member will stand down and the executive committee will elect another committee member to act on the matter.
- The sub-committee has a final decision by vote, and will be granted one month (30 days) to make a determination from the time of application receipt.
- The Sub-Committee may contact or meet with the applicant (by delegation or as a group) and may require any evidence it thinks necessary to corroborate an application having regard to the criteria, the needs of the applicant and sensitivities regarding the personal circumstances.
- The Sub-Committee shall treat each application as an individual case, and determine the appropriate level of financial support provided. For example:
 - Allow part payment of fees throughout a current season in accordance with a schedule agreed in consultation with the applicant.
 - Reduce the amount of fees to be paid by the applicant.
 - Waive the payment of fees by the applicant for the relevant season.
 - Reimburse expenses incurred by the applicant
- The Sub-Committee shall advise the applicant in writing regarding its decision, which shall be recorded confidentially by the Secretary for future reference at the Club, if required. The secretary will communicate the decision by email to the applicant. If funding is awarded applicants should return a written acknowledgement to BNA's offer and if appropriate, complete the BNA Reimbursement Form, attaching evidence of costs incurred.

Terms & Conditions

Successful applicants agree to inform BNA immediately in writing of any changes in their personal circumstances during the term of the funding, which may directly or indirectly affect their application for the funding (e.g. withdrawal due to sickness, injury, any other incapacity)

Suspension, Termination and Amendment of Funding; BNA reserves the right to reduce the amount of the funding, suspend payments due or otherwise amend payments of the funding or terminate it forthwith upon notice in the event that: • the financial position of BNA substantially changes for the worse; and/or BNA may require part or all of the funding to be repaid to BNA if: • in the reasonable opinion of BNA the applicant fails to apply the funding or any part of it for the purpose for which it was made; • the applicant fails to comply with or otherwise breaches any of the terms and conditions of the agreement; • in the reasonable opinion of BNA, any of the assurances given to BNA prior to the date of the funding were fraudulent, materially incorrect or misleading; • the applicant engages in activities, behaviour or practices which, in the reasonable opinion BNA, may bring BNA into disrepute; • the applicant ceases to be a full member of, or are suspended from BNA; Any decision made by BNA would be based on individual circumstances and following consultation with the applicant. Limitation of Liability BNA, its volunteers or sub-contractors will not at any time be liable to the applicant in relation to any matter arising in connection with the funding. Financial; The applicant accepts sole responsibility for managing their personal financial and tax affairs.

Data Protection Applicants acknowledge that all personal information (including “sensitive” personal information relating to race or ethnic origin, physical or mental health, and other matters covered by data protection legislation) may, in addition to keeping hard copies, be stored electronically or otherwise, and processed by BNA as set out in accordance with current data protection legislation, guidelines and practices.

It is intended the Secretary, who shall receive and process each application and the President and Treasurer meeting as a Sub-Committee to review each application, are the only club officials privy to the personal circumstances of an applicant. However, the Executive Committee shall be advised in general about any decision and the Welfare Officer may be engaged to assist an applicant provided confidential details are not revealed. It is intended a succinct written summary of each decision will be provided to an applicant who may also be contacted personally to discuss the detail and background of any decision. The Secretary shall record each application and the written decision for future reference within the Club as required. Any decision to reduce or waive fees should only be made in the more extreme circumstances and every effort should be made to support the paying of the full amount for any fees prior to considering reducing or waiving of a fee.

Approved: 05/02/2025