



## **Wimbledon and Wandle District Scouts**

### **District Grants Towards Training**

There are two sources of money towards training:

1. **Money for Compulsory Training.** This is training required to achieve a Woodbadge and for continuing obligatory training, like First Aid and Safeguarding that must be updated regularly.
2. **Money for Additional Training.** An example of such training might be to gain an Archery qualification or the like.

#### **1. Compulsory Training**

Every adult member (*excluding Network*) who shows on the Census is entitled to reimbursement of 100% of the cost of compulsory course fees. In the case of First Aid the maximum available is £20.00.

Claims for reimbursement must be made in the calendar year during which the course took place. The process for reimbursement is simple:

1. Pay for the fees and get a receipt
2. Attend the course and get a course completion certificate
3. Download the application form from the District Website
4. Fill in the application form and return to the address on the form together with a stamped addressed envelope, a photocopy of the receipt and a photocopy of the course completion certificate **or** return to the e-mail address on the form together with a scanned copy of the receipt and a scanned copy of the course completion certificate.
5. Wait for the cheque to arrive **or** see the money in your nominated account.

#### **2. Additional Training**

Each calendar year Groups will be allocated an amount of money for this. The amount allocated will be reviewed annually by the District Executive. The Explorer Units are considered as a Group as is the Network.

The decision as to whether money is available towards training will be the province of the Key Manager of each Group (eg GSL or DESC), so any request for support for such training must be made to the relevant Key Manager.

In order to “draw down” money from the allocation, the Key Manager must follow the reimbursement process as in 1 above. As in 1 above, claims to draw down training money must be made in the calendar year during which the course took place.