

# Football Foundation Junior Kit Scheme

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## Application Form

For internal use  
U.R.N:

Date received:



**Football Foundation**  
*football's biggest supporter*

# Grant Aid Process

APPLICATION PACK TO APPLICANT

COMPLETED APPLICATION AND SUPPORTING  
DOCUMENTATION SUBMITTED TO THE FOUNDATION

INITIAL ASSESSMENT UNDERTAKEN

ANY POINTS OF CLARIFICATION OR NEED FOR  
FURTHER INFORMATION ADDRESSED

ASSESSMENT UNDERTAKEN

APPLICATION APPROVED/DECLINED  
AND DECISION LETTER SENT TO APPLICANT

SUCCESSFUL APPLICANT PLACES ORDER WITH SUPPLIER  
WITHIN THREE MONTHS OF RECEIVING VOUCHER

SUPPLIER DESPATCHES ORDERED GOODS

## Aim of scheme

To support Under 18 teams and adults with disabilities by offering free kit and/or equipment up to the value of £400. The voucher can only be exchanged with our nominated supplier: **Schools may only receive one grant every three years.** Clubs may apply for two vouchers every three years, as long as one application is for a girls' team, and the other is for a boys' team.

## Who can apply?

Any club, school or organisation can apply for a kit grant including District teams at a junior level. Applications are also welcome from disabled groups of all ages.

To be eligible for funding groups must:

- be within the qualifying age group: Under 7s - Under 18s (with the exception of adults with disabilities)
- not have previously received a kit grant from either the Football Foundation's Junior Kit Scheme or the recent Barclaycard Free Kicks Scheme within a three-year period. This is with the exception of clubs, as long as one application is for a girls' team and the other one is for a boys' team. **Please note, schools may not apply for a second kit within a three-year period.**
- either have achieved FA Charter Standard or agree to work towards this standard within a period of 12 months. For further advice please contact your local County FA. Details can be found at [www.TheFA.com](http://www.TheFA.com)
- have a Child Protection Policy (where clubs have under 18's involved) and / or a Vulnerable Adults Policy in place
- have a minimum of ten registered members
- have a Club Welfare Officer
- not be of mixed gender for age groups 11yrs and over; in accordance with FA ruling

## What we look for

A Junior Kit Scheme application is judged purely on whether the group meets the necessary criteria and demonstrates the appropriate need for a kit. If they do, they are offered a grant, if not, the application is rejected.

## Conditions

The successful applicant can redeem their £400 voucher against any item contained in the specific Junior Kit Scheme catalogue, which is provided by the Football Foundation's contracted kit supplier.

If successful, you will be issued with a voucher which is valid for a period of **three months**. Vouchers cannot be re-issued and must be exchanged within the period.

The kit must remain the property of the club/school or organisation applying and must be used for the purposes detailed by you in the application form for at least five years.

No other branding can be added to the kit/equipment supplied. The numbering option offered by the approved supplier is acceptable. Each football kit and most of the accessories are branded with the kit suppliers logo and the Football Foundation logo.

## Guidance and advice

**The completed application form should be sent to the:**  
**Junior Kit Scheme**  
**The Football Foundation**  
**30 Gloucester Place**  
**London**  
**W1U 8FF**

Working up an application on your own can be daunting. For further information and pre-application advice, applicants may wish to make contact with their local County Football Association. County FA details can be found on The FA website [www.TheFA.com](http://www.TheFA.com) or contact the Football Foundation helpline on 0845 345 4555.

The order cannot be split, no extra items purchased, or items exchanged once despatched (unless the fault of the supplier). Once you have placed your kit order, please contact the Football Foundation's contracted kit supplier for any query regarding delivery time/outstanding items, etc on 01274 724 433.

# Organisation Details

Organisation name:

Name of team the grant will be for (if different from above):

Age group of team applying for kit (please list only one age group):

Gender of team:

## Main contact name:

Mr/Mrs/Miss/Ms/Dr:

First name:

Surname:

Position:

Address:

Postcode:

Daytime telephone number:

Evening telephone number:

Mobile phone number:

Fax number:

Email address:

Club Secretary/Headteacher (please indicate):

Mr/Mrs/Miss/Ms/Dr:

First name:

Surname:

Club Secretary/Headteacher address:

Postcode:

Daytime telephone number:

Evening telephone number:

## Question for schools only:

DfES number:

## Question 1 - Does your organisation have a Child Protection Policy?

Yes  No

*If yes, please enclose a copy of your policy, procedures and practices.  
Do not include CRB checks or certificates.  
Schools are not required to send their Child Protection Policy.*

Name of your Club Welfare Officer:

Contact number:

If your organisation works with young people under the age of 18 and does not have child protection policies and procedures, you will need to ensure they are put in place before submitting an application. For help in this area please log on to [www.TheFA.com/Goal](http://www.TheFA.com/Goal). In the download section you will find a sample club Child Protection Policy which your club can adopt and information on how to appoint a Club Welfare Officer if you don't have one in place.

## Question for disability groups only:

### Does your organisation have a Vulnerable Adults Policy?

Yes  No

*If yes, please enclose a copy of your policy, procedures and practices.  
Do not include CRB checks or certificates.  
Schools are not required to send their Vulnerable Adults Policy.*

Name of your Vulnerable Adult Policy Officer:

Contact number:

If your organisation works with vulnerable adults over the age of 18 and does not have a vulnerable adult policy, you will need to ensure it is put in place before submitting an application. If you do not have one in place please contact the Football Foundation who will offer guidance.

## Question 2 - Is your group affiliated to...

a County Football Association? Yes  No

the English Schools Football Association (ESFA)? Yes  No

If yes, state your County FA or ESFA affiliation number:

County FA or ESFA affiliation number:

The Foundation encourages all clubs to affiliate to The FA where appropriate. For details of how to affiliate, schools should contact the English Schools FA on 01785 251142 and clubs should contact their local County FA. County FA details can be found on The FA website [www.TheFA.com](http://www.TheFA.com).

# Organisation Details

## Question 3 - FA Charter Standard

FA Charter Standard is an accreditation scheme for clubs and schools who meet a set of agreed quality standards. The scheme has been designed to raise the quality and safety of football provision and to reward best practice. Where applicable, the Football Foundation requires all applicants to make a commitment to work towards achieving FA Charter Standard within 12 months of receiving a Football Foundation award.

For further information on attaining FA Charter Standard please contact your County FA. County FA details can be found on The FA website [www.TheFA.com](http://www.TheFA.com).

### Schools Charter Standard

#### Criteria

- Minimum FA qualifications for teachers (as detailed in Charter Standard Schools Application Form)
- Football to be provided to boys and girls in the curriculum
- Football to be provided for boys and girls out of school hours
- Schools to be affiliated to the English Schools Football Association
- School to club link with a junior football club

#### Benefits

- Projecting a positive image in your community
- Use of FA Charter Standard logo
- Free Equipment packages
- Exclusive Newsletter
- Certificate
- Tickets to youth and women's games and international matches
- Regional Awards

### Club Charter Standard

#### Criteria

- A written constitution
- Self-certified screening of managers, coaches and officials
- All managers to have minimum of FA Junior Team Managers Award
- Commitment to attend in-service training
- Acceptance and promotion of Codes of Conduct
- Commitment to provide Mini-Soccer opportunities for Under 10s
- Commitment to promote schools liaison and equal opportunities for all

#### Benefits

- Use of Charter Standard Crest
- Exclusive Regional Workshops
- Access to Child Protection Training
- National and Regional Awards
- Subsidies for FA Junior Team Managers and other courses
- Starter Pack, including posters, Codes of Conduct, Certificates
- First Aid Kit

## Has your group achieved FA Charter Standard?

Yes  No

If yes, state when you received the standard, and to what level:

Date	<input type="text"/>	Level - FA Charter Standard Club	<input type="checkbox"/>
Date	<input type="text"/>	Level - FA Charter Standard Development Club	<input type="checkbox"/>
Date	<input type="text"/>	Level - FA Charter Standard Community Club	<input type="checkbox"/>
Date	<input type="text"/>	Level - FA Charter Standard for Schools	<input type="checkbox"/>
Date	<input type="text"/>	Level - FA Charter Standard for Special Schools	<input type="checkbox"/>
Date	<input type="text"/>	Level - FA Charter Standard for Colleges	<input type="checkbox"/>

*Please enclose a copy of the certificate*

# Organisation Details

If no, are you working towards FA Charter Standard?

Yes  No

If yes, state the expected completion date and the intended level:

Date  Level

If no, do you agree to work towards achieving FA Charter Standard within 12 months?

Yes  No

If no, or your group is unable to apply for FA Charter Standard, please explain why:

**Question 4 - Does your organisation have an open membership policy?**

Yes  No

If no, please explain why:

# Organisation Details

**Question 5 - Has the organisation previously applied to the Football Foundation for funding in the last three years including the Barclaycard Free Kicks programme?**

Yes  No

If yes, please provide the date applied and reference number:

Date applied  Reference number

If you previously received a Junior Kit or Barclaycard Free Kicks grant, please state whether it was for a boys or girls team:

**Question 6 - When was your club/team formed?**

Date

**Question 7 - How many teams are in your club/school?**

**Question 8 - Please provide details of the league/competitions your club/school plays in, and/or the opportunities you provide to participate in football.**

Your school/club/organisation must be registered to play in a league or participating in a regular calendar of friendly fixtures before applying for a grant.

**Question 9 - How will the club/school use and benefit from any kit/equipment supplied from the Football Foundation?**

**Question 10 - Which other groups or organisations does the club have links with and how do they/what do they contribute to your teams? (for example local football partnerships, football development officers, community groups, professional or local football clubs etc.)**

**Question 11 - Please indicate in numerical terms, the profile (best reflecting ethnic origin) of the people who will benefit from this award. PLEASE DO NOT TICK**

White	Number	Black or Black British	Number
British		Caribbean	
Irish		African	
Other		Other Black	
Mixed		<b>Chinese and other ethnic groups</b>	
White and Black Caribbean		Chinese	
White and Black African		Other; please specify below	
White and Asian			
Other			
<b>Asian and Asian British</b>			
Indian			
Pakistani			
Bangladeshi			
Other Asian			

# Declaration

The declaration should be signed by the person completing the application form and by one of the following:

- Club Secretary
- Headteacher
- Deputy Headteacher

Please note, if the main contact is also the club secretary/headteacher/deputy headteacher, a second official from the organisation must sign the application form, if not, it will be returned.

We have read this application submitted to the Football Foundation's Junior Kit Scheme and confirm the accuracy of the information it contains.

We understand that any grant awarded is conditional on the applicant abiding by the information as detailed in the offer letter.

We understand that all grant offers are solely at the discretion of the Football Foundation.

This application is made on the understanding that the Football Foundation may disclose any information and documents supplied by or about us to its funding partners and other relevant third parties.

We understand the kit and/or equipment must not be sold or given away without prior consent of the Football Foundation. If these conditions are breached the Football Foundation reserves the right to draw back the grant funds from the club/school or organisation.

Name:

Signature:

Position:

Date:

Name:

Signature:

Position:

Date:

*Remember to take a copy of your application for your records.*





### What makes a good application?

- Check that you have completed all of the sections and provided all of the correct information
- Discussed the application with the club / organisation you are applying on behalf of
- Have not previously applied within a 3 year period
- Clearly indicate who will benefit from the kit and how
- Provided two signatures with separate contact details
- Included a copy of your Child Protection/Vulnerable Adults Policy



Thank you for applying to the Football Foundation's Junior Kit Scheme.

We received your application on:

Please note your application will now undergo a desktop assessment. If your application has been correctly completed it will progress through to a full assessment. If something is incomplete we will contact you shortly to obtain this information.

Applications take eight weeks to undergo assessment from the point that **all** information has been provided.



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If you have any queries regarding this application, please call the Football Foundation helpline on 0845 345 4555



The Football Foundation 30 Gloucester Place London W1U 8FF  
T 0845 345 4555 F 0845 345 7057 E [enquiries@footballfoundation.org.uk](mailto:enquiries@footballfoundation.org.uk) W [www.footballfoundation.org.uk](http://www.footballfoundation.org.uk)  
Registered Charity Number 1079309 Registered in England and Wales Company limited by guarantee Company Number 3876305

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Please WRITE your address here  
and affix a stamp

