



## GROUP RESPONSIBILITIES REGARDING THE ADVENTURES SUPPORTED BY LTAF

### Background

The Dick & Pip Smith Leadership Through Adventure Fund (LTAF) was established to support young people in their development of leadership skills, and to engage in responsible risk-taking adventures. Funds are available only to youth members. They are made available to encourage young people to be even more adventurous when considering the adventures they plan, and to manage the risks associated with the adventure sensibly.

Youth submit applications for financial support based on adventures they have planned. The LTAF Sub Committee considers their proposals and may provide financial assistance through a non-repayable grant. The Fund deliberately encourages youth to initiate the adventures, recognising there will need to be adult support. The LTAF does NOT approve the adventure. It supports this great idea. The responsibility for approving the adventure is with the Unit and Group and based on Branch procedures. All international adventures must be approved by the International Commissioner, Scouts Australia as is the well-established world-wide Scouting practice.

It is important to note that ALL approvals and the fine tuning of the adventure occur back in the Scout Group within the Branch where the youth is a member. The Unit Council and Group know the capabilities of the youth and their ability to complete the proposed adventure. The proposal should be fine-tuned to meet the needs of the youth, safety standards, leaders involved if necessary and the requirements of Scouting in that State/Territory.

This Guide is provided to assist all who may be involved in the process of their respective responsibilities. The underlying principle is that the operation of any activity funded through LTAF, especially approvals for that adventure, must occur in accord with Scouting in the Branch. Where the youth applicant is enrolled.

### Process

1. Successful applicant – the Grantee- is notified of funding support provided by the LTAF, subject to accepting conditions of the Fund.
2. The approval of the detailed activity and associated risks are the responsibility of the Branch where the youth is a member in accord with Branch protocols.
3. It is essential that all Branch requirements are met during the Plan> stage, before any youth members engage in any aspect of the Do> stage of the adventure.
4. Should the adventure take part in another State or Territory, it is a requirement that the grantee's Branch is notified. The home Branch will then liaise with the Branch of the State/Territory being visited. This ensures that any requirements set by the Branch being visited are also met. This should be addressed as part of the Plan> stage.
5. Should the adventure take part internationally i.e. in another country, it is important that the Branch International Commissioner is notified so that the agreed protocols for international travel can be met through the Scouts Australia International Commissioner. This should be addressed as part of the Plan> process.

# Dick and Pip Smith

## Leadership Through Adventure Fund



### Procedure

1. Grantee (Youth Member) after submitting the agreed terms of condition should with the support of the Unit Leader; a. develop detailed itinerary that meets the proposed adventure requirements proposed b. discuss this proposal with the Unit Council and the other adventurers and Review> c. present the revised itinerary to Group Leader for approval or endorsement and submitting further for approval, if necessary	<b>PLAN&gt;</b>
2. Group Leader ensures all members of the Group Committee are aware of the financial contribution made by LTAF for support of the planned adventure. The Treasurer is aware the grant will be paid into the Group bank account, and of the need for the youth and Group to account for the expenditure of these funds held in the Group Account within 6 weeks after the completion of the adventure.	
3. The Group Leader considers the adventure proposed and advises the youth member of any necessary procedures that must occur as per their Branch requirements. These procedures could include a. contact with Branch International Commissioner to ensure appropriate requirements are met for travelling overseas b. contact with person within the adventurous activity team at District, Region or Branch level who has expertise to provide the assistance required or can make contact through the National Adventurous Activity Team with a Scout specialist in another Branch who is prepared to provide specialised assistance c. contacting the Branch where the adventure is being planned to ensure any additional requirements set by that Branch for that activity are met.	
4. GL advises the grantee and their Unit Leader of the name and details of the Scout contact who is the specialist appointed to assist with the organisation of the adventure. For some adventures, this may be a number of specialists based on the requirements of the adventure.	
5. Grantee (alone or with others) as part of the Plan> stage, works with the relevant specialists to reshape their adventure to satisfy the requirements identified by all parties. Creativity and flexibility will be required. The Unit Leader and Group Leader as appropriate, continue to supporting the grantee in this process	<b>PLAN&gt;</b>
6. When all parties are agreed, the grantee with the support of the Unit Leader, submits a detailed itinerary with risks assessments completed for consideration by the GL. Documentation is kept in accord with Branch requirements.	<b>PLAN&gt;DO&gt;</b>
7. GL then considers and processes the application according to procedures in the Branch.	
8. Youth member is advised of successful outcome of the plan or the need to reconsider aspects of the program.	<b>PLAN&gt; DO &gt;REVIEW</b>
9. Youth member alerts Unit and participants. They continue with their Plan>.Do>Review	<b>PLAN&gt; DO &gt;REVIEW</b>
10. Adventure occurs	<b>DO&gt;REVIEW</b>
11. Youth member within 6 weeks after hike submits Reflection and Financial Return for monies provided by LTAF	<b>DO&gt; REVIEW&gt;</b>

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