



SCOUTS NSW

ACTIVE KIDS: GROUP TREASURER INFORMATION PACK - 2020

Program Information

What is Active Kids?

Active Kids is a NSW Government program which helps families across the State meet the cost of enrolling their children into sport and active recreation activities. Families receive two vouchers per school-aged child.

From 1 January 2020, parents in NSW can apply for the first of two \$100 vouchers which can be used to cover the annual Scouts NSW membership fee and joining costs for new members.

Beginning 1 July 2020, parents can redeem their second \$100 voucher. This will also go towards the cost of the Scouts NSW membership fee.

How will Scout Groups benefit from Active Kids?

Active Kids gives families already involved in Scouts a simple way to continue their Scouting adventures, while opening the door for other families to become involved in Scouts and enjoy the healthy lifestyle we endorse.

Information for Treasurers

What does Active Kids mean for Group Treasurers?

Group Treasurers play an important role in administering the Active Kids Program at Group level. Each Group Treasurer is responsible for assessing their Group's quarterly invoice, and communicating with the Group Leader to ensure it is in agreement with the number of Active Kids vouchers successfully redeemed by youth members in the Group.

How will I know how many youth members have redeemed their Active Kids voucher with Scouts?

Each Group Leader and Group Treasurer will be sent a weekly report listing the names of youth members in their Group who have redeemed their Active Kids voucher with Scouts NSW.

How does Active Kids Rebate work with the existing Scouts NSW membership and registration process?

The Scouts NSW Active Kids process is detailed below.

1



Step 1:

After applying for and downloading their Active Kids voucher, the parent/guardian fills out the Active Kids Rebate voucher redemption form on the Scouts NSW website.

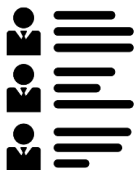
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Step 2:

The Active Kids voucher submission is validated against the youth member's details on ScoutLink.

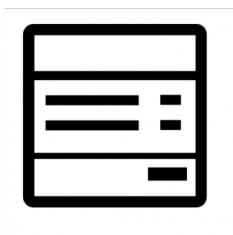
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Step 3:

The Group Leader and Treasurer receive a weekly list of members who have successfully redeemed their Active Kids vouchers with Scouts.

4



Step 4:

The Scout Group receives its quarterly invoice, where it is credited for each Active Kids voucher successfully redeemed.

Will the Active Kids Rebate Program change the Group's reconciliation process?

No, Group Treasurers will be subject to the same financial control procedures in respect of style, multiple signatures and reconciliation.

My Group invoices families yearly, with all members paying their membership fees upfront by 31 March. How will this work with the Active Kids Rebate Program?

Groups can collect the full yearly membership fees from families at the beginning of the Scouting year and as each voucher is redeemed, the Group would reimburse the family the \$50 per quarter covered by the voucher. Vouchers cannot be backdated to reimburse fees paid outside of the term currently being invoiced. Therefore, we recommend the first Active Kids voucher is redeemed before the invoice

date of the first term and will cover the cost of quarter 1 and quarter 2 membership fees. The second voucher, available from 1 July should be redeemed in time to cover the cost of quarter 3 and quarter 4 membership fees.

My Scout Group's fundraising initiatives allow us to lower the membership fees we pass on to our members. How will this work with the Active Kids Rebate Program?

This will be managed locally, and your Scout Group will be invoiced quarterly as usual, showing any Active Kids rebate credits.

Will the Active Kids Rebate Program have any impact on the Financial Package my Group uses to invoice families?

There should be no impact to the Group's financial package.

Other

Who can I go to if I have additional questions?

If you would like assistance with Active Kids for Scouts NSW, please contact State Office at info@nsw.scouts.com.au.

All information about the Scouts NSW Active Kids Rebate Program is available on www.nsw.scouts.com.au/activekids. Further information on Active Kids can be found at www.sport.nsw.gov.au/activekids.