



# YOUTH LEADERSHIP DEVELOPMENT PROGRAM GUIDELINES



Wattle Range  
COUNCIL

## ABOUT THE YOUTH LEADERSHIP DEVELOPMENT PROGRAM

The Youth Leadership Development Program encourages young people who live and work/volunteer in the Wattle Range region to undertake leadership training which may assist in advancing their careers or assist in advancing a community initiative.



The program aims to encourage:

- The retaining of young people in our region longer;
- Providing young people with skills that create opportunities for career progression or advancement of community initiatives;
- Developing leaders locally, rather than seeking candidates for senior leadership positions from outside of the region; and
- Supporting local businesses and organisations to upskill their existing employees/volunteers to meet their growing needs.

The Fund is open to any young person who lives and works/volunteers in the Wattle Range region. Businesses and organisations are welcome to apply on behalf of their employees/volunteers.

## WHAT FUNDING OPTIONS ARE THERE?

Council allocates up to \$10,000 per financial year to the program. Grants of up to \$1,000 may be awarded to facilitate a young person to undertake leadership training. Grants are awarded on a dollar-for-dollar basis up to \$1,000 unless special circumstances apply.

Application can be made at any time throughout the year.



## AM I ELIGIBLE TO APPLY?

The proposed training focuses on improving leadership skills



The young person undertaking the training both lives **and** works/volunteers in the Wattle Range Council area



The young person is aged 35 years of age or under on the date of application



The requested sponsorship amount is no more than 50% of the course fees



The requested sponsorship amount is no more than \$1,000



The proposed training is supported by the young person's employer or host volunteer organisation



The course (or Council-sponsored component of the course) will be completed within 12 months of the sponsorship being awarded



The proposed training is supported by the young person's employer or host volunteer organisation



Incidental costs such as travel, accommodation, meal allowances, administration



Purchasing of equipment such as books, computers, software, stationary



Training already commenced or completed



Training that is not considered leadership training (This is at the discretion of Council. If unsure, please email [council@wattlerange.sa.gov.au](mailto:council@wattlerange.sa.gov.au) prior to submitting the application).



Training where other subsidies are available that cover over 50% of the course fees



## HOW WILL MY APPLICATION BE ASSESSED?

The first stage is an eligibility check where Council staff will consider your application against the eligibility criteria (see 'Am I eligible to apply?').

If the application meets all eligibility criteria it will proceed to the qualitative assessment stage where Council will evaluate how the proposed leadership development fits with the below objectives:

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- Providing young people with skills that create opportunities for career progression or advancement of community initiatives;
- Developing leaders locally, rather than seeking candidates for senior leadership positions from outside of the region; and
- Supporting local businesses and organisations to upskill their existing employees/volunteers to meet their growing needs.

Both the eligibility and qualitative assessment stages are undertaken by Council staff.

## TERMS & CONDITIONS

- Sponsorship of up to \$1,000 may be awarded to a person aged 35 years or under to undertake approved Leadership development training.
- Grants are awarded on a dollar-for-dollar basis up to \$1,000 to cover course fees only unless special circumstances apply (Applicants or their employer/volunteer organisation must be able to contribute at least 50% of the total cost of the project unless extenuating circumstances can be demonstrated).
- The leadership training Attendee must live and work/volunteer in the Wattle Range Council area.
- Council only provides funds via Electronic Funds Transfer (EFT). Applicants must provide bank account details in the same name as the applicant or organisation that is the applicant under this Grants Program.
- Payment of grant funding is made after the successful enrolment of the attendee into the nominated, approved course.
- Payment will not be made for completed training or courses which are not the training/course detailed in the application form.
- The course or Council-sponsored component of the course must be completed within 12 months of the sponsorship being awarded.
- The training provider must have Public Liability Insurance to the value of \$20M.
- A Grant Acquittal and Final Claim Form is required to be submitted to claim the sponsorship funds.
- The acquittal report should be accompanied by evidence of enrolment into the approved course or training.
- The acquittal report includes a commitment from the applicant to provide the Council with a copy of any certificates or other evidence of achievement upon completion of the training.
- Successful applicants for funding who have not enrolled in their leadership training/course within 12 months of being awarded the grant are required to re-apply for the funding to ensure adequate funds are available.

## HOW DO I APPLY?

Completed applications can be submitted by email to [council@wattlerange.sa.gov.au](mailto:council@wattlerange.sa.gov.au), by post to PO Box 27, MILLICENT SA 5280 or in person at any Wattle Range Council office.

For enquiries contact 08 8733 0900