



JBNPL Application Information

TABLE OF CONTENTS:

1. Introduction
2. How to Apply
3. Assessment Criteria – Mandatory Requirements
 - 3.1 Teams
 - 3.2 Youth Development
 - 3.3 Coaching
 - 3.4 Governance
 - 3.5 Organisational Structure
 - 3.6 Finance
 - 3.7 Facilities
 - 3.8 Medical
 - 3.9 Reporting
 - 3.10 Member Protection
 - 3.11 Council Support or Venue Owner Support
4. Additional Factors (Weighted Elements)
5. Submission
 - 5.1 Format Requirements
 - 5.2 Submission Requirements
6. Overview
7. Other Matters
 - 7.1 Licence Agreement
 - 7.2 Additional Information
 - 7.3 Questions

1. INTRODUCTION

The Football Competition Review into Men's and Boys' football has recommended re-structures to the Senior Men's and Junior Boys' competitions.

The junior competition model will start with up to 48 junior NPL programs (subject to FV receiving and approving enough applications that meet the Junior Boys' NPL club competition licensing criteria).

All current NPL junior clubs & HAL clubs will be eligible to begin in the newly formatted NPL competition in 2020 should they agree to all competition rules and meet all entry criteria for the competition.

FV will review and audit existing NPL clubs against the mandatory criteria by June 28, 2019.

As part of this process the FV board has agreed to open the application process to existing community clubs.

This document has been developed to outline the requirements of a Community Club who is intending to apply for a new Junior Boys' NPL license.

2. HOW TO APPLY

Step 1: Community clubs who are interested in applying for a new Junior Boys' NPL license will need to submit an "intent to apply" by no later than by **5pm Friday, April 5, 2019**. This can be done by providing the below details on the attached link:

<https://form.jotform.co/90850824329865>

You will be prompted to include:

1. Club Registered Name
2. Club Registered Address
3. ACN/ABN
4. Contact Name
5. Contacts Position
6. Contacts details for all communication – email and phone number
7. Website

Note: All clubs who submit an intent to apply will receive an application process document from FV by week commencing 8 April 2019.

All clubs submitting an intent to apply must comply with the FFA National Club identity policy. A copy of the policy can be found on the FFA website (www.footballaustralia.com.au)

Note: Each potential applicant is strongly encouraged to consider if it can meet the Mandatory elements of the assessment measures prior to lodging an intent to apply.

3. ASSESSMENT CRITERIA – MANDATORY REQUIREMENTS

In preparation for clubs to apply please find the mandatory requirements which represent the minimum standards that an Application must meet in each of the following areas in order to be considered further by FV.

If an Application fails to meet any one of the mandatory requirements stipulated below, that Application will not be considered further.

Applicants who do not meet the mandatory requirements will be provided written communication confirming that their application will not be considered further.

If an Application meets each of the mandatory requirements stipulated, that Application will then be assessed by a panel against each of the weighted elements in order to evaluate the relative strength of Applications against the Assessment Measures, and against each other.

An applicant must meet all the mandatory criteria for its application to progress.

3.1 TEAMS

Please confirm that the Applicant based on 2019 registrations can enter teams in the following JBNPL age groups in 2020:

- Under 13 Boys
- Under 14 Boys
- Under 15 Boys
- Under 16 Boys
- *Registered Senior Team

Required documents to be submitted to FV	
-	List of clubs 2019 registered teams in FV competitions
-	*New regional applicants are exempt from being required to field a senior team

3.2 YOUTH DEVELOPMENT

- Applicant must provide a 40-week Youth Development Plan for their program.
- Applicants should refer to Section 2.1 of the JBNPL 2020 Applicant Criteria.

Required documents to be submitted to FV	
-	Youth Development Plan

3.3 COACHING

- Applicant must demonstrate how it will meet the mandatory coaching requirements set out in Section 3 of the JBNPL Applicant Criteria.
- Where an Applicant is not able to meet the criteria at the time of its application, it must detail in its application how and by when it will be able to do so.
- Accordingly, the Applicant must provide a current list of accredited coaches together with a coach education plan to meet mandatory coaching requirements set out in Section 3 of the JBNPL Applicant Criteria.

Required documents to be submitted to FV	
-	Current list of accredited coaches or detailed process of achieving accredited coach requirements with evidence of existing license qualifications that meet the 2020 criteria set out in section 3 of the JBNPL 2020 Applicant Criteria

3.4 GOVERNANCE

- Applicant's current or proposed constitution and documents evidencing incorporation or any application to incorporate, lodged with the relevant statutory authority. Applicant's constitution must meet all legal requirements together with FV's By - Law 12.
- Statutory declaration of involvement with Private Academies
- 3-year business plan including financials + copy of board resolution approving plan
- An applicant must be a minimum of a 2-star rating under the FV Club Engagement Program Star System for the application to progress

Required documents to be submitted to FV
- Confirmation of incorporation or supply of documents
- Private Academy declaration if applicable
- Minimum 3 Year Business Plan
- Club Engagement Program Report

Note: Applicant must always comply with the FFA National Registration Regulations.

3.5 ORGANISATIONAL STRUCTURE

Applicant must provide a list of all current/proposed office bearers including Board/Committee Members, General Manager, Treasurer and person(s) responsible for functions of Media, Marketing, Child Protection, Council and FV liaison.

Required documents to be submitted to FV
- Organisational Structure details

3.6 FINANCE

The Business Plan which must be submitted by the Applicant must include the following financials:

- Revenue;
- Expenses; and
- Cash flow

which support a first year (2020) budget that gives confidence that the Club's operations are sustainable (e.g. Club operates at breakeven cash flow (minimum)).

Required documents to be submitted to FV
- 3 Year Financial Plan

3.7 FACILITIES

- The Club has 40-week access to a facility.
- Primary match field has no cricket pitch.
- Adequate playing facilities for all teams in the NPL program (U16, U15, U14, U13) for season duration

Required documents to be submitted to FV
- Photo of primary match field or appropriate approved drawing. Confirmation of game day venue details.
- Signed letter from relevant local government/council or venue owner clearly supporting club ability to access primary match field for 40 weeks (40 weeks starts from 1 February 2020)

3.8 MEDICAL

Applicant must demonstrate that it will comply with the requirements set out in Section 9 of the JBNPL 2020 Applicant Criteria.

Required documents to be submitted to FV	
-	Medical requirements plan to meet mandatory requirements set out in Section 9 of the Junior Boys' NPL Club Competition Licensing Criteria
-	Current list of accredited medical personnel

3.9 REPORTING

Applicant must provide a plan outlining its proposed player fees for year one (1). The report shall contain a breakdown of the budgeted costs to be incurred in delivering the Club's senior, junior and MiniRoos programs.

Applicant to provide latest annual report

Required documents to be submitted to FV	
-	Fee structure plan for 2020
-	Copy of latest annual report

3.10 MEMBER PROTECTION

Please confirm that the Club will comply with the FFA Member Protection Policy:

Applicant must confirm that Club personnel will abide by the relevant Child Protection legislation in each State/Territory including any specific checks that may be required. Any club official/volunteer who has direct contact* with children (Direct contact is face-to-face, physical, written, oral or electronic contact), and that contact is part of the role they are performing, is required to have a WWCC.

Required documents to be submitted to FV	
-	Working with Children checks for each relevant Club individual

3.11 COUNCIL SUPPORT OR VENUE OWNER SUPPORT

Applicant must demonstrate local government / council or venue owner support of the Club's JBNPL Application.

Required documents to be submitted to FV	
-	Signed letter from relevant local government/sport and recreation department executive officer or venue owner in support of Applicant's JBNPL Application

4. ADDITIONAL FACTORS (WEIGHTED ELEMENTS)

A number of the licensing criteria which involve Mandatory Requirements also include Weighted Elements for the purposes of assessing each application.

The weighted elements include but are not limited to;

- Youth Development
- Finance
- Facilities
- Coaching
- Track Record
- Geography

Details of the type of information required in relation to the weighted elements are set out in the Application Process Document which will be sent to clubs who submit their intention to apply.

In the application that clubs submit, it is expected that applicants provide the information referred to above as part of the Mandatory Requirements as well as further information required for the weighted section of the application.

5. SUBMISSION

5.1 FORMAT REQUIREMENTS

It is highly recommended that the club's application should include in detail all the mandatory requirements as listed above with supporting documents.

Clubs submission should include a table of contents and each section should be clearly labelled with page numbers referenced.

In addition to this clubs should review the Junior Boys' NPL Club Competition Licensing Criteria , the Junior Boys' NPL Victoria 2019 application process and include requirements and supporting documentation within their submissions.

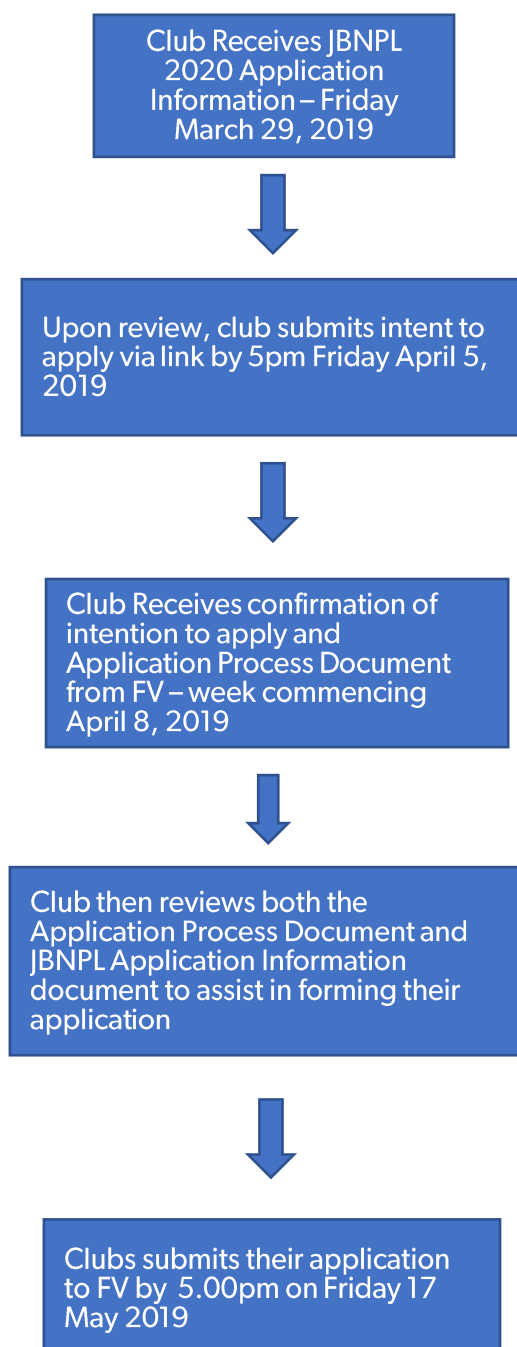
5.2 SUBMISSION REQUIREMENTS

All applications including any documentation/attachments (if any) must be submitted in hard copy (x7) with original signatures together with an electronic soft copy on a USB stick by no later than **5.00pm on Friday 17 May 2019.**

1. All documents must be signed by an authorised person of the Applicant. (refer below)
2. All documents must be submitted in person to Attn of: Emilio Amanatidis – Project Lead at Football Victoria office – Level 3, 436 St Kilda Rd Melbourne by no later than 5.00pm on Friday 17 May 2019.
3. The Applicant is solely responsible for ensuring that all documents are submitted by the relevant time. Delays caused by delivery methods are the Applicant's responsibility. Late submission of any application or document will not be accepted, except where it is determined by FV at its absolute discretion that the integrity of the application process will not be compromised.
4. By applying, the Applicant will be deemed to have reviewed, acknowledged and agreed to the terms and conditions set out in this document and the 2020 Application Process Document without reservation or variation.

FV may in its absolute discretion exclude any submission by an Applicant which is not received in accordance with this or other relevant documents

6. APPLICATION SUBMISSION OVERVIEW



FV reserves the right to vary the timeline.

7. OTHER MATTERS

7.1 LICENCE AGREEMENT

All successful applicants must be approved by FV Board prior to execution of a JBNPL Participation License.

All successful Applicants must sign a License Agreement to participate in the JBNPL competition in 2020.

By applying, the Applicant warrants to FV that it is properly authorised to and will sign a License Agreement if it is offered a JBNPL license and wishes to accept that offer.

7.2 ADDITIONAL INFORMATION

Applicants are welcome to submit any further information in support of their application for a JBNPL license.

7.3 QUESTIONS

All questions in relation to the application process can be forwarded to:

JBNPL2020@footballvictoria.com.au