

# NCAS LEVEL 2 ACCREDITATION PROCESS



## National Club Accreditation Scheme (NCAS)

The National Club Accreditation Scheme (NCAS) is a program that aims to raise the standards of grassroots football clubs by recognising and rewarding clubs that have, or put in place, measures which ultimately contribute to quality football experiences for players, volunteers and parents.

Fundamentally, clubs play the key role in the development of football in Australia. In order to raise the overall standard of club administration at all levels of the game, a clear model that identifies and recognizes best practice in all areas of club administration will be rolled out across Australia.

Clubs will benefit from achieving accreditation in several ways, including greater capacity to sustain participation, improved governance practices and priority access to any future funding opportunities through FFA. The NCAS has four levels of accreditation, with entry at Level 1. All levels are depicted by stars with each star differentiated by colour and design. Clubs are not able to skip levels as the criteria for each builds on the criteria achieved at previous levels.

## Process

Football Queensland is the first point of contact for clubs aiming to achieve accreditation. We will provide support to ensure your application meets the required criteria and make recommendations to FFA, who assess all applications and provide final endorsement.

To start the process please download and complete the [Application Form](#)

On the following page you will find a checklist of the required documentation to accompany your application form.

If your club is ready and has completed the application form accompanied by the required documentation on the checklist then please email [NCAS@footballqueensland.com.au](mailto:NCAS@footballqueensland.com.au)

# NCAS LEVEL 2

## SUPPORTING DOCUMENTATION

### CHECKLIST



- NCAS Level 2 [Application Form](#)
- Copy of your club constitution
- Copy of the latest audited financial statements
- Evidence of attendance at 2 club forums   
(Either run by Football or key partners, demonstrates club commitment. Examples could include club meetings, zone meetings, AGM's etc)
- Club Development Plan (Document Template provided on request)
- Evidence of First Aid Qualifications   
(Minimum of one person at the club)
- Job Descriptions for all Committee Members (Templates provided on request)
- Completed Risk Management Procedure
- Completed FFA Welcome Kit (Document Template provided on request)
- Coaching Requirements   
(50% of Coaches accredited to appropriate level and a minimum of 10% of female coaches at the club)