

Delivering The Duke of Edinburgh's International Award as an Operating Partner: Expression of Interest

Many thanks for your interest in becoming licensed as an Operating Partner (OP) to deliver the Duke of Edinburgh's International Award (the Award).

An Operating Partner Licence grants an organisation the right to operate and manage the Duke of Edinburgh's International Award for young people within the organisation's own remit or formal network.

To be considered for an OP Licence, please complete this *form* and return it by email to the Duke of Edinburgh's International Award Foundation on operations@intaward.org, or email it directly to your main contact at the Foundation (if applicable).

We recommend that you consult the *Delivering the International Award as an Operating Partner* guidance note and the *Operating Partner Fee Schedule* before you complete the EoI. In addition, where possible, we recommend you discuss your plans with the Foundation staff team in advance of completing it.

The second stage of application will be a more detailed *Licensee Evaluation* conducted in conversation with our staff who will support you through the application process, advise on licence requirements and available support. Please be aware, the *Licensee Evaluation* may require multiple meetings (in person/virtually) and can take some time to complete.

Operating Partner Application – Expression of Interest	
1. (a) Legal name of organisation (Licensee):	
(b) Operating Name/Trade Name/'Known as' (if different):	
2. (a) Telephone:	(b) Email:
(c) Website:	(d) Instagram:
(e) Facebook:	(f) YouTube:
(g) Twitter:	(h) Other:
3. (a) Registered (legal) address:	

(b) Postal address (if different from above):	
4. In which country(ies)/jurisdiction(s) is your organisation <u>operating</u> (if different from above)?	
5. With how many young people aged 14 - 24 does your organisation work?	
6. Please indicate 1 category that most accurately describes your organisation:	
Commercial Organisation	Government Agency
International School network	(I)NGO turnover over £50,000
Private School Group (delivering national curriculum)	(I)NGO turnover under £50,000
Other (Please specify):	
7. If you are part of a Government and/or funded directly by a Government, please provide details of your status within/with Government (e.g. a department under a Ministry, affiliated agency or a government-funded organisation).	
8. Please list any affiliations (e.g. World Association of Girl Guides), memberships or accreditations your organisation holds:	
9. Does your organisation have the following policies and procedures in place? Please note, if you do not have these in place our team will be able to support you to develop them in order to meet the licence standards.	
Policy	Yes/No
Safeguarding and child protection policy	
Serious incident reporting policy	
Health & safety policy	
Data protection policy	
Human Resources policies for staff	
Risk management policy	
Public liability insurance	
Worker's compensation/Employer's Liability Insurance	
Any other insurance policies that are required/desirable in the jurisdiction	(If yes, please list each policy)