

Guidance Note

Auspice Applications



What is an auspice application?

Only Local Government Authorities and Alpine Resort Boards are eligible to apply for funding through Sport and Recreation Victoria's competitive grant programs supporting community sport and active recreation infrastructure development.

It is acknowledged that community sports clubs operate on land that is not under the direct management of LGAs/ARBs. Other land managers include water authorities, DELWP, Parks Victoria and privately owned land.

In recognition of this, LGAs and ARBs can support applications on behalf of community sport organisations and active recreation organisations. These applications are referred to as 'auspice applications'.

This document provides advice on LGA/ARB accountabilities for auspice applications.

What is not an auspice application?

Applications are not considered as an auspice if the project or benefiting clubs operate on land for which the LGA/ARB are the responsible land manager. Where an organisation requests support for a project outside the land managers budget processes the standard accountabilities for LGAs/ARBs apply through the application process.

Accountabilities for auspice applications?

Pre-Application

LGAs/ARBs are responsible for leading conversations with potential partner clubs/organisations.

Application

Auspice applications are included in the maximum number of applications for LGAs/ARBs for each funding program and stream. They are not additional to Council led project applications.

LGAs/ARBs must apply for funding through the standard process on behalf of the auspice group.

LGAs/ARBs are accountable for undertaking due diligence to ensure the project is compliant to the program guidelines including:

- Compliance with eligibility for each program/stream
- Funding ratios are met
- Funding is sufficient to address project construction, contingency, cost escalation and project management
- Project delivery timelines are achievable
- Applications will need to demonstrate how cost overruns will be managed including consideration of organisations underwriting project delivery

LGAs/ARBs are accountable for ensuring the application meets standard requirements, including:

- Assessment criteria are clearly addressed
- Mandatory supporting documentation is provided
- Applications are at a commensurate quality as to LGA/ARB led projects

LGAs/ARBs are not obliged to financially support auspice applications.

Contractual Accountability

Funding agreements are between the Victorian Government and LGAs/ARBs

Sport and Recreation Victoria will not enter into an agreement with an auspiced group

The LGA/ARB agrees to take the full legal and financial responsibility for the project. They are accountable for funds being expended in line with agreed purpose.

LGAs/ARBs are accountable for the delivery of project milestones in line with the Funding Agreement

It is recommended that LGAs/ARBs enter into a formal agreement such as an MoU with their auspice group prior to application to document roles and responsibilities

The funding agreement terms that DJPR has with the LGA/ARB will need to be reflected in any agreement between the LGA/ARB and the auspiced organisation.

Grant recipient responsibilities as per the Funding Agreement (which is the LGV/ARB) are:

1.1 The Recipient must:

- (a) exercise due care, skill and judgment in performing the Project;
- (b) perform the Project in a timely manner in accordance with the Payment Deliverables and other Project milestones, if any;
- (c) ensure that it has sufficient funds in addition to the Grant to complete the Project on the scope proposed;
- (d) remain responsible for all Project cost over-runs;
- (e) cooperate with the Department at all times;
- (f) comply with the Special Conditions;
- (g) fulfil each of the Recipient Commitments; and
- (h) achieve the Project Outcomes.

Milestone Management

LGAs/ARBs are accountable for the completion of milestones as per the executed Funding Agreement Terms.

LGAs/ARBs are accountable for ensuring compliance with the SRV infrastructure grants - acknowledgement and publicity guidelines including onsite signage and event opportunities for the Minister for Community Sport.