

OFFICIAL

2023-24 COUNTRY FOOTBALL AND NETBALL PROGRAM

FREQUENTLY ASKED QUESTIONS

OFFICIAL



TABLE OF CONTENTS

What is the Country Football and Netball Program?	1
Who is responsible for administering the Country Football and Netball Program?.....	1
How many rounds will be administered through Sport and Recreation Victoria?	1
Who is eligible for the grant funding and who can apply?.....	1
What types of projects will be considered for funding?.....	1
What types of activities will not be considered for funding?.....	2
What type of projects will be prioritised for funding through the Country Football and Netball Program?.....	2
What is the definition of Participation?	3
What if my project is on school land, is it eligible for funding?	3
What if we are a non-government school, are we still eligible for funding?.....	3
What are the significant dates for the Program?	3
When will the applicant received notification if they have been successful?.....	3
What funding amount is available through the Country Football and Netball Program?	3
Are applicants required to match funding?	4
What are the project construction timeline requirements?.....	4
How does the application process work?	4
How do I submit an application?	5
Do I need to create an account to commence my online application?.....	5
Can I save my online application and return later to complete?.....	5
When can I submit my application?	5
What supporting documentation must I include with my application?.....	5
How do I access supporting documentation forms and templates?	5
How do applicants submit my supporting documentation?	5
How do I compress files into a compressed folder?.....	6
What is the assessment process?	6
If I experience any issues with my online application, who can I contact?.....	6
Who can applicants contact for further information or help in completing their application?	7
What other items must be considered?.....	7
Do I need to provide any recognition of Victorian Government support?.....	7



Authorised by the Victorian Government

Department of Jobs, Skills, Industry and Regions, 121 Exhibition Street Melbourne Victoria 3000

© Copyright State of Victoria,

Department of Jobs, Skills, Industry and Regions 2023

Except for any logos, emblems, trademarks, artwork and photography this document is made available under the terms of the Creative Commons Attribution 3.0 Australia license.



What is the Country Football and Netball Program?

The 2023-24 Country Football and Netball Program is a \$2.5 million Victorian Government investment program that provides funding to assist grassroots country football and netball clubs, associations and umpiring organisations to develop facilities in rural, regional and outer metropolitan locations. The Country Football and Netball Program is delivered by the Victorian Government in partnership with the AFL, AFL Victoria and Netball Victoria.

Who is responsible for administering the Country Football and Netball Program?

The Country Football and Netball Program is administered by Sport and Recreation Victoria.

How many rounds will be administered through Sport and Recreation Victoria?

The 2023-24 Country Football and Netball Program will be delivered over one round and administered by Sport and Recreation Victoria to support the development of high-quality, accessible community football and netball infrastructure.

Who is eligible for the grant funding and who can apply?

Only Local Government Authorities (LGAs) are eligible to apply directly to the Program, limited to:

- Rural and regional LGAs
- Interface LGAs for facilities used by teams participating in leagues that are affiliated with an AFL Country League or a Netball Victoria Regional League or for facilities in areas where rurality can be demonstrated (Please refer to Section 2.2 of the Program Guidelines, for further information on rurality)
- Frankston, Greater Dandenong and Kingston LGAs for facilities used by teams participating in an AFL Victoria Country League.

Applications for projects where football or netball clubs participate in a New South Wales or South Australian league are eligible, provided the project will occur at a facility located in Victoria.

Applications for projects where the project beneficiary receives revenue directly from electronic gaming machines are not eligible.

Applications received directly from clubs, associations, umpiring organisations, schools, community organisations and businesses will not be considered for funding.

LGAs **must** discuss project/s with SRV and the relevant peak body (AFL Victoria or Netball Victoria) representatives to receive advice about developing projects that meet the Program objectives before submitting application/s.

Does my application demonstrate rurality?

Interface LGAs that require clarification on whether their application demonstrates rurality should refer to Section 2.2 of the Program Guidelines and seek clarity as required from their Sport and Recreation Victoria or peak body representative.

What types of projects will be considered for funding?

The types of projects that are eligible for support include:



- Developing new or redeveloping change rooms and pavilions to increase capacity, inclusion and safety.
- Developing new or redeveloping sports ovals and courts to increase capacity, inclusion and safety.
- Sports lighting that improves facility capacity and participant safety. Lighting projects may include the installation of new LED Lighting Infrastructure, or the replacement of non-LED lighting with LED lamps to permit lighting standards to be met. Should existing lighting poles be retained, a report from an engineer or other suitable expert confirming that they are structurally sound would need to be provided
- Projects that result in energy or water efficiency, with a direct impact on participation, such as warm season grass conversions.
- Infrastructure on school land with confirmed community use.
- Projects that benefit multi-sport outcomes where football or netball is the primary beneficiary.

What types of activities will not be considered for funding?

The full list of the types of activities that will not be considered for funding can be found in **Section 3** of the 2023-24 Country Football and Netball Program guidelines.

Some key activities that will not be considered include:

- Requests for ongoing operational costs such as, but not limited to, salaries, electricity, water, asset maintenance and other utilities.
- Upgrading or redeveloping kitchens or public toilet facilities, except as part of a larger project that meets the objectives of the program.
- Scoreboards, behind goal netting, coaches' boxes and other supporting infrastructure unless considered a minor component of a larger project.
- Routine or cyclical maintenance works.
- Purchasing or maintaining recreation, entertainment, sporting, life-saving or any other equipment (except as part of facility fit out).
- Repair of facilities damaged by vandalism, fire or other natural disasters where the damage can be fully covered by insurance. The program may consider supporting applications where the scope includes elements in addition to the facility damaged.
- Requests for retrospective funding, where projects have commenced construction or are completed prior to the execution of a funding agreement (construction includes, but is not limited to demolition, site clearing, earthworks, building works and any form of early works).

What type of projects will be prioritised for funding through the Country Football and Netball Program?

Priority will be given to projects:

- Supporting communities in areas of need that have experienced natural disasters, such as bushfires, flood and drought, or communities experiencing socio-economic disadvantage, strong population growth or significant change in circumstances (e.g., economic challenges).
- Demonstrating specific participation outcomes for disadvantaged communities and communities who participate less, including women and girls and gender diverse people, Aboriginal Victorians, people with a disability, seniors, disengaged young people, culturally and linguistically diverse communities, and LGBTIQ people.

- Demonstrating economic lift in the form of job creation during construction and operation, non-government investment in the facility and participant and event attraction.
- Demonstrating implementation of Universal Design Principles and Environmentally Sustainable Design.
- Projects or facilities on school land that can demonstrate multi-use opportunities and ensure long-term community access.
- Projects that include lighting elements are encouraged to include LED lighting solutions and will be prioritised accordingly.

What is the definition of Participation?

Participation is defined as engaging in playing, coaching, officiating or volunteering in a sport or active recreation activity.

What if my project is on school land, is it eligible for funding?

For projects on school land, a Community Joint Use Proposal, to the Department of Education must be completed by the applicant and school.

If you are a school, this document can be accessed from the Department of Education website. Applicants must allow sufficient time to complete this document and obtain the necessary written endorsement from the Department of Education.

A letter from the Department of Education central office must also be provided that indicates endorsement of the project. Applicants requesting this letter should email vsba.property@education.vic.gov.au.

What if we are a non-government school, are we still eligible for funding?

Projects in non-government schools are also eligible for funding through LGAs and require similar demonstration of commitment from both parties to ensure long-term community access is achieved under agreed terms.

What are the significant dates for the Program?

Applications Open	August 2023
Applications Close	9 October 2023
Notification of Outcomes	February 2024

When will the applicant received notification if they have been successful?

Notification of the outcomes will be announced from February 2024 onwards.

What funding amount is available through the Country Football and Netball Program?

The maximum grant amount is \$250,000.

Eligible organisations **may submit up to three applications**, however the total funding sought cannot exceed \$250,000 per LGA, per round and no application can exceed the maximum amount of \$250,000.

Each application submitted may contain one of the following:

- One project.
- Multiple projects of differing scope at one site.

Applicants must approve and underwrite any in-kind contribution from third parties.

Each project requires a separate application. Bundled projects will be deemed ineligible.

Are applicants required to match funding?

Yes, funding ratios for applicants are detailed as follows:

Funding available	Local Government Authority (LGA)	Funding Ratios
Up to \$250,000**	Rural LGAs	SRV \$3 : \$1 local
	Regional/Interface LGAs Ballarat, Greater Bendigo, Greater Geelong, Cardinia, Casey, Hume, Melton, Mornington Peninsula, Nillumbik, Whittlesea, Wyndham, Yarra Ranges	SRV \$2 : \$1 local
	Metropolitan LGAs Greater Dandenong, Kingston, Frankston** <i>Only clubs competing in leagues affiliated with AFL Victoria Country are eligible to receive funding</i>	SRV \$1 : \$1 local
<i>**Applicants may claim in-kind expenses to a maximum of 50 per cent of the total project cost.</i>		

What are the project construction timeline requirements?

Projects must be completed within 24 months of executing a grant agreement with the Department of Jobs, Skills, Industry and Regions.

How does the application process work?

Local Government Authorities (LGAs)

Eligible applicants must discuss project ideas with Sport and Recreation Victoria (SRV) and peak body (i.e., AFL Victoria or Netball Victoria) representatives before submitting an application.

Eligible applicants must submit an application via the Sport and Recreation Victoria website, addressing the assessment criteria as per **Section 5** of the Country Football and Netball Program Guidelines and separately email all supporting documents to cfnp@sport.vic.gov.au.

Clubs/organisations

Local clubs and organisations are advised to contact their LGA to discuss potential applications.

An Expression of Interest for Community Organisations Form has been developed to assist country football and netball clubs, associations and umpiring organisations, schools, and community organisations liaise directly with their LGA on possible applications to the program. A copy of the

Expression of Interest for Community Organisations Form is available on the Sport and Recreation Victoria website.

How do I submit an application?

Step One: Contact Sport and Recreation Victoria

Eligible applicants must discuss project ideas with Sport and Recreation Victoria and peak body (i.e., AFL Victoria or Netball Victoria) representatives before submitting an application.

Step Two: Submit application and supporting documentation

Eligible applicants must address the assessment criteria at **Section 5** and provide the list of supporting documentation as per **Section 6**.

Applications must be submitted via the Sport and Recreation Victoria grants portal, which can be located here <https://sport.vic.gov.au/grants-and-funding/our-grants/country-football-and-netball-program> and separately email all supporting documents to cfnp@sport.vic.gov.au

Do I need to create an account to commence my online application?

Yes, to commence the online application process, all applicants must register through the system.

Can I save my online application and return later to complete?

Yes, the Grant Portal has the functionality to save your application and return when convenient to complete.

When can I submit my application?

Applications can be submitted anytime (via the above link) from the opening of the program to the closing date. Applications should only be submitted when all documentation is complete and ready to be assessed.

What supporting documentation must I include with my application?

Please see **Section 6** of the 2023-24 Country Football and Netball Program Guidelines for a list of the required supporting documentation along with instructions how to submit supporting documentation.

How do I access supporting documentation forms and templates?

Templates, forms and factsheets to support your application can be found on the Sport and Recreation Victoria website.

How do applicants submit my supporting documentation?

Once all documents have been obtained, please zip them all into one compressed folder and email to cfnp@sport.vic.gov.au

Please quote your project name in the subject line of your email.



How do I compress files into a compressed folder?

Select all files using your mouse, then right click, select Send to and then select Compressed (zipped) folder. This will prompt a Save window allowing you to save all selected files into one compressed folder.

The size limit of an email varies between 20mb to 30mb. If your documents combined exceed this, you will need to split them into zip folders and email them separately (e.g.: Part 1 – Project Name, Part 2 – Project Name, etc.).

What is the assessment process?

Only eligible applications will be assessed and considered for funding by the department. An application must address all assessment criteria as per **Section 5**. Claims made against each criterion must be substantiated with evidence.

Applications will not be considered eligible and will not be assessed if the following is not provided:

- responses to all the assessment criteria for the relevant stream
- all mandatory supporting documentation for the relevant stream
- confirmation of funding sources
- project designs that are schematic and site specific
- site specific project costings such as quotes, cost estimates or a Quantity Surveyor's estimate.

The Department reserves the right not to assess an application should insufficient information be provided, including responses to assessment criteria, and supporting documentation.

An application must address all assessment criteria. Claims made against each criterion must be substantiated with evidence.

Applications will be assessed by the department and ranked across the state, based on the following information:

- Assessment criteria responses that are clear, detailed and evidenced based
- Submission and quality of supporting documentation such as schematic plans, project briefs, and costings
- Project readiness that demonstrates a project is ready to proceed
- LGA performance including the organisation's capacity to deliver the project on time based on historical performance or current project management capacity or oversight.

Applications will be considered against the assessment criteria by Sport and Recreation Victoria staff and then reviewed by a Moderation Panel. The Moderation Panel will consider the Investment Priorities outlined at **Section 1.5** before making recommendations to the Minister for Community Sport. The Country Football and Netball Program Steering Committee will oversee this process and review final recommendations.

If I experience any issues with my online application, who can I contact?

Further questions on this program can be directed to cfnp@sport.vic.gov.au.

Who can applicants contact for further information or help in completing their application?

For Country Football and Netball Program related queries, please contact cfnp@sport.vic.gov.au.

What other items must be considered?

Applicants will be notified of outcomes, and announcements will be made by the Minister for Community Sport.

Successful applicants will be required to sign a Grant Agreement with the Department of Jobs, Skills, Industry and Regions that sets out project expectations and will outline the terms and conditions along with other obligations, including project milestones and timely delivery.

Do I need to provide any recognition of Victorian Government support?

Successful applicants need to acknowledge the Victorian Government's support through the provision of a grant from the Country Football and Netball Program. Promotional guidelines form part of the funding agreement and include the requirement that all activities acknowledge Victorian Government support through logo presentation on any activity-related publications, media releases and promotional material; and/or placing a Victorian Government endorsed sign at the site of infrastructure activities.

Details of requirements for funded projects are available in the Sport and Recreation Victoria: Infrastructure Grants Acknowledgement and Publicity Guidelines, available at <https://sport.vic.gov.au/>