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# REGIONAL COMMUNITY SPORTS INFRASTRUCTURE FUND

**FREQUENTLY ASKED QUESTIONS**



Jobs, Skills,  
Industry  
and Regions

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## General Questions

### About the Regional Community Sports Infrastructure Fund

The Regional Community Sports Infrastructure Fund (the Fund) is a Victorian Government competitive investment program, open to Local Government Authorities in rural and regional Victoria and Alpine Resorts Victoria, to deliver new and upgraded community sports infrastructure.

The Fund will also ensure facilities are accessible and participation initiatives are organised to welcome more people with disability to community sport and active recreation through the All Abilities Stream.

The Fund promotes partnerships between the Victorian Government, Local Government Authorities, Alpine Resorts Victoria, Regional Sports Assemblies, sporting clubs and associations, schools, educational institutions, community organisations and disability service providers.

Consistent with the strategic directions identified in [Active Victoria 2022-2026](#): A strategic framework for sport and recreation in Victoria, the Fund aims to increase and promote opportunities so Victorians can participate in ways that suit them and is targeted towards individuals and communities who participate less.

Administered by Sport and Recreation Victoria, the Fund is underpinned by the Department of Jobs, Skills, Industry and Regions' priorities of driving a strong and resilient economy that benefits all Victorians – by creating more opportunities for people through jobs and skills, supporting businesses and industries to grow and prosper, and building vibrant communities and regions.

### What are the outcomes of the Fund?

The Fund reflects the Victorian Government's commitment to securing the many benefits of participating in sport and active recreation. This includes supporting Victorians, particularly those individuals and communities who participate less, to achieve better health, wellbeing, social, and economic outcomes through the construction, programming and activation of community sport and active recreation infrastructure.

The Fund will prioritise proposals in rural and regional Victoria that can demonstrate commitment to the following outcomes:

- provides additional participation opportunities through the development of multi-use community sport and active recreation infrastructure.
- increased participation opportunities for people with disability and other individuals and groups who participate less, including socio-economically disadvantaged communities.
- provides equitable and inclusive participation opportunities for women and girls in community sport and active recreation.
- increased local economic activity.
- ensure Victoria has modern, accessible and welcoming places and spaces for sport and active recreation.
- providing new active recreation opportunities through the appropriate design and usage of community sport and active recreation infrastructure.



### What are the investment priorities of the fund?

Priority will be given to projects that:

- provide the strongest participation outcomes for groups that participate less in community sport and active recreation including women and girls, people with a disability, Aboriginal Victorians, culturally and linguistically diverse (CALD) communities, people from LGBTIQA+ communities, and economically disadvantaged communities as identified in Active Victoria 2022-2026
- are supported by complementary initiatives, policies and practices that demonstrate a sustained commitment to gender equality and broader inclusion.
- support rural and regional communities with the highest levels of socio-economic disadvantage and that have experienced natural disasters such as floods and bushfire.
- demonstrate multi-use, shared and integrated facilities including those on school land that can ensure long-term community access.
- demonstrate outcomes that benefit both community sport and active recreation usage.

### Who is eligible for the grant funding / who can apply?

Only rural and regional Victorian Local Government Authorities (LGAs) and Alpine Resorts Victoria (ARV) are eligible to apply to the Regional Community Sports Infrastructure Fund (the Fund).

Rural and regional Victoria is defined as the 48 local government areas set out in Schedule 2 of the *Regional Development Victoria Act 2002*, including alpine resort areas.

Regional Sports Assemblies, sport and recreation clubs, sporting associations and leagues, educational institutions, community organisations, disability service providers, businesses and individuals cannot directly apply to the Fund.

Local clubs, committees of management and organisations are advised to contact their LGA or ARV if they wish to express interest, seek support or be involved as a partner in applications to the Fund.

### What funding streams exist for the Regional Community Sports Infrastructure Fund?

Applicants can apply under the following streams:

- Indoor Stadiums and Aquatic Facilities
- Community Facilities
- Women and Girls Facilities
- All Abilities Infrastructure
- All Abilities Participation

### What types of projects will be considered for funding?

Improving participation outcomes is a key objective of the Fund. Applications must clearly outline how the project will improve participation outcomes. The types of projects that are eligible for support (under each stream) include:



### **Indoor Stadiums and Aquatic Facilities**

- New and/or redevelopment of multi-sport indoor courts at a new or existing indoor stadium
- new or redeveloped indoor aquatic recreation facilities, including scope that increases participation and access to aquatic or recreation activities.
- new or redeveloped major outdoor aquatic recreation facilities of strategic importance and identified as a priority in a facility/infrastructure strategy (requesting more than \$1 million) which may include water spaces, splash parks, new pool shells, concourses and change facilities, heated water, shade, ESD and accessibility improvements.
- Spaces for gymnastics, calisthenics and dance can be supported only as part of a larger project that includes new or redeveloped multi-sport indoor courts.

### **Community Facilities**

- Sports lighting, including for active recreation.
- new and/or improved multi-sport training facilities.
- pavilion developments including change rooms and amenities.
- multi-sport outdoor courts with lighting
- playspaces, skate parks, splash parks, and recreation hubs, upgrades to gymnastics, calisthenics, and dance facilities, including fixed equipment.
- outdoor fitness stations/equipment
- walking/cycling trails particularly those easily accessible and linked to existing sports infrastructure.
- scoreboards and fixed equipment
- minor outdoor aquatic recreation initiatives (requesting up to \$1 million).

### **Women and Girls Facilities**

#### **Prioritised as part of this stream:**

- New or redevelopment/refurbishment of existing change rooms for players and officials.

#### **Other projects may be funded with a lower priority:**

- new or redevelopment of existing sports fields
- building new or redevelopment of multi-sport outdoor courts
- installing new LED or redevelopment of existing sports lighting
- multi-sport precincts that include sports fields, sports courts, and pavilion/s
- active recreation projects where women and girls are the primary beneficiary.

## All Abilities Infrastructure

Upgrades to existing facilities to improve access to the site and facilities which are permanent, compliant with standards and demonstrate Universal Design principles such as:

- creating accessible entrances and doors
- path of travel including door-widening and gate widening
- creating accessible pathways and outdoor areas
- installing accessible amenities
- installing Changing Places as part of a larger accessibility project
- installing wayfinding signage
- installing compliant ramps
- upgrades to playspaces to ensure they are accessible for people with a disability, including new accessible play equipment.

## All Abilities Participation

Participation Initiatives must be delivered at the facility upgraded through the All Abilities Infrastructure stream.

Applications may include any of the following to support program delivery:

- purchase of sport or recreation equipment to support inclusive participation for people with a disability.
- facility accessibility guides that provide accurate and convenient information about accessing venues, events and programs
- training and education for staff to deliver the funded initiative. This may include supporting people with a disability to volunteer or be employed within the initiative.
- translation and/or interpreting services.
- awareness raising campaigns and events which promote opportunities for ongoing participation/engagement.

When do applications open and close?

<b>Applications Open</b>	5 December 2023
<b>Applications Close</b>	5pm Wednesday 27 March 2024
<b>Notification of Outcomes</b>	From July 2024

Are projects that have other State Government funding eligible?

Applicants cannot utilise other State Government funding, including the *Growing Suburbs Fund* as part of their local contribution.

Local contributions may comprise of funding from all other organisations such as LGAs/ARV, clubs, State Sporting Associations, Federal Government, community partners, private borrowings, or in-kind support.

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

LGAs and ARV are eligible to apply to the Fund for projects located on school land.

For projects on school land, applicants must provide a Community Joint Use Proposal which is completed by the applicant and the school and a letter from the Department of Education central office that endorses the project. Refer to [Section 6](#).

Projects on non-government school land are also eligible for funding and require a similar demonstration of commitment from both parties to ensure long-term community access is achieved under agreed terms.

### 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.

### Fair Access Policy

From 1 July 2024, all Victorian LGAs will need to have gender equitable access and use policies in place to be considered eligible to receive infrastructure funding, reflecting the government's Fair Access Policy. The Policy aims to develop a statewide foundation to improve the access to, and use of, community sports infrastructure for women and girls.

LGA policies should ensure that women and girls can fully participate in and enjoy the benefits of community sport, with fair opportunity and access to their local facilities.

To be eligible to receive funding in Round 2 of the Fund, LGAs will be required to have implemented a gender equitable access and use policy (or equivalent).

### What percentage of Project Management Fees can be claimed for projects?

Applications can claim up to 7.5% of the total project cost **exclusive of GST**. This is commensurate with other SRV community infrastructure programs.

### How much funding is available for each grant?

Funding stream	Indoor Stadiums and Aquatic Facilities	Community Facilities	Women and Girls Facilities
Number of applications	<p>One application per LGA/ARV for a single project</p> <p><b>or</b></p> <p>Up to 2 applications for major aquatic facilities where each individual grant request must be more than \$1 million.</p>	<p>Unlimited applications seeking a total of up to \$1 million per LGA/ARV</p>	<p>Unlimited applications seeking a total of up to \$1 million per LGA/ARV</p>

Maximum total grant amount per applicant	Up to \$3 million	Up to \$1 million	Up to \$1 million
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Funding stream	All Abilities Infrastructure	All Abilities Participation
Number of applications	Unlimited applications seeking a total of up to \$1 million per LGA/ARV	One Participation Initiative Request per infrastructure application.  The Participation Initiative Request <b>must</b> accompany an All Abilities Infrastructure application.
Maximum total grant amount per applicant	Up to \$1 million	Up to \$50,000 per Participation Initiative Request

#### Will applicants be required to match funding?

Yes, ratios for applications are as follows:

LGAs and Alpine Resorts Victoria	Indoor Stadiums and Aquatic Facilities	Community Facilities Women and Girls Facilities All Abilities Infrastructure	All Abilities Participation Initiatives
Ballarat Greater Bendigo Greater Geelong	SRV = \$2 Local = \$1	SRV = \$3 Local = \$1	Local contribution not required although encouraged
Regional and Rural Victoria Alpine Resorts Victoria	SRV = \$3 Local = \$1	SRV = \$4 Local = \$1	Local contribution not required although encouraged

## How does the application process work?

## Process for LGAs/ARV

Step	Action required
1. Confirm eligibility	<p>Confirm you are an eligible applicant and meet other eligibility requirements (Guidelines <a href="#">Section 2</a>).</p> <p>Confirm your project is eligible under a Regional Community Sports Infrastructure Fund stream.</p> <p>Confirm grant amount sought is within the Sport and Recreation Victoria funding limits (Guidelines <a href="#">Section 3.1</a>).</p> <p>Confirm the funding ratio for the relevant stream (Guidelines <a href="#">Section 3.4</a>).</p>
2. Contact Sport and Recreation Victoria	<p>LGAs/ARV must discuss project ideas with their Sport and Recreation Victoria representative/s prior to applying.</p> <p>LGAs/ARV will be provided with:</p> <ul style="list-style-type: none"> <li>high-level design feedback including alignment with relevant sporting guidelines.</li> <li>guidance on the development of proposals that have merit, that align with the Fund objectives and that are ready to proceed.</li> </ul> <p>Applicants should seek independent advice before signing a Grant Agreement.</p>
3. Prepare Application and Supporting Documents	<p>LGAs/ARV to prepare applications by addressing all assessment criteria and submitting all mandatory supporting documents for the relevant stream.</p> <p>The preparation and submission of applications are at the cost of the applicant.</p>
4. Submit application by the closing date	<p>Eligible applicants must complete the application form (including responses to the assessment criteria for the relevant stream) via <a href="#">Sport and Recreation Victoria's website</a> by <b>5:00 pm on Wednesday 27 March 2024</b>.</p> <p>An application must address all assessment criteria as per the relevant stream. Claims made against each criterion must be substantiated with evidence.</p> <p>Applications submitted after the closing date may not be considered eligible unless an extension has been requested and approved in writing by Sport and Recreation Victoria before the closing date. Approval will only be granted under exceptional circumstances (for example, significant technology disruptions or impacts from natural disasters).</p>
5. Submit supporting documents by closing date	<p>Email all supporting documents to:</p> <p><a href="mailto:communityinfrastructure@sport.vic.gov.au">communityinfrastructure@sport.vic.gov.au</a> by <b>5:00 pm on Wednesday 27 March 2024</b>. Please ensure all supporting documents are clearly named (for example, Plans – Project Name, Costs – Project Name)</p>

Step	Action required
	<p>Zip all supporting documents into one compressed folder. Please see instructions below on how to zip files into a compressed folder.</p> <p>Quote your project name in the subject line of your email.</p> <p>If documentation is not provided at the time of application, Sport and Recreation Victoria reserves the right to deem the application ineligible.</p> <p>Please email <a href="mailto:communityinfrastructure@sport.vic.gov.au">communityinfrastructure@sport.vic.gov.au</a> if you experience any issues with emailing your supporting documentation.</p> <p>Compressing 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.</p> <p>The size limit of an email varies between 20mb to 30mb. If your documents combined exceed this, you will need to split them into separate compressed folders and email them separately (for example, Part 1 – Project Name, Part 2 – Project Name).</p>

### What is the assessment process?

Only eligible applications submitted by eligible applicants will be assessed and considered for funding by Sport and Recreation Victoria. Please refer to [Section 2](#) for eligibility requirements and [Section 6](#) for details about the application process.

Sport and Recreation Victoria reserves the right to not assess an application should insufficient information be provided, including responses to assessment criteria and mandatory supporting documentation.

Sport and Recreation Victoria reserves the right to negotiate a lower than requested funding amount for submitted applications.

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 also consider the Investment Priorities outlined at [Section 1.3](#) and in each stream before making recommendations to the Minister. Consideration will also be given to ensuring an equitable distribution of funding across Victoria, including across rural, and regional, communities.

Sport and Recreation Victoria will also consider an applicant's past performance and the organisation's capacity to deliver projects on time. Compliance with past Grant Agreements and the number and duration of overdue milestones (including outcomes reports) for existing projects will also be considered, along with live projects with significant budget shortfalls.

**Decisions regarding funding by the Minister for Community Sport are final and no further correspondence shall be entered into regarding such decisions.**

Local Government Authorities and Alpine Resorts Victoria are invited to seek feedback from Sport and Recreation Victoria on unsuccessful applications.

### What are the construction timeline requirements?

Project in all streams must be completed within 24 months of the signed grant agreement.

### Can I modify my project scope after receiving notification that my project has been approved for funding?

Any amendment to the project scope will require a formal variation request.

This request is assessed by SRV and may require approval by the Minister for Community Sport. Any modification to the project scope will require a review of the grant amount and terms.

### Who should I to speak to about my application?

Applicants must discuss project ideas with their SRV representative/s prior to applying.

Applicants will be provided with:

- high-level design advice including alignment with relevant sporting guidelines.
- guidance on the development of proposals that have merit, that align with fund objectives and that are ready to proceed.

Should you have questions regarding your application you may contact your local SRV contact or the Community Infrastructure Programs team via [communityinfrastructure@sport.vic.gov.au](mailto:communityinfrastructure@sport.vic.gov.au)

## Application Process

### What is the Expression of Interest (EOI) form and how can it be used by local sports clubs?

This [Expression of Interest Form](#) is available on the Sport and Recreation Victoria (SRV) website. SRV encouraged LGAs to share the form with clubs and community organisations. SRV is aware LGAs have different processes for community organisations expressing interest in the program. Advanced copies of the application forms for each stream have been provided on the SRV website to further assist the process.

### Can applicants re-apply for unsuccessful applications from previous funding rounds?

Yes, applications can be re-submitted however they must demonstrate consideration of all feedback from SRV. This feedback will help strengthen any re-submitted application. Please discuss any re-submissions with your SRV representative to ensure all feedback from previous rounds has been addressed. This may include consideration of updating documentation such as project costings.

### Is it possible to apply for bundled/multiple site projects?

No, each project will require a separate application for different sites. Bundled or multiple site projects will not be eligible under the Fund. However, projects with multiple elements at one site/facility will be eligible and accepted (e.g.: two scoreboards at one reserve; lighting to two ovals at one precinct).

### Is it possible to apply for multiple grants for one site?

Yes, however it is unlikely to result in multiple grants being awarded due to the competitive nature of the Fund and a desire to distribute funding across geographical areas where appropriate.

## Supporting Documents

### What do you expect from a 'schematic plan'?

SRV is looking for scaled and labelled drawings produced by a professional designer or architect of an agreed development option. This would include clear dimensions, measurement and scale and provide enough information to identify the project scope in sufficient detail to enable accurate project costings. SRV also assess plans in relation to the relevant sports facility guidelines. These plans should include details of amenities including number, design, size and scope of toilets, showers, change rooms, for instance.

### When is community consultation required?

A [Guidance Note](#) has been completed to help guide applicants in relation to any residential or community amenity impact as a result of the proposed works. This is expected of all new developments and facilities. This is also required where redevelopments extend beyond the existing footprint and/or result in increased use and traffic. For example, if a lighting project that already has lights is being upgraded to a higher LUX level, community consultation will still be required as the lights will be brighter. Often the poles will also be higher.

Please contact your SRV representative if you have any queries regarding community consultation and any possible amenity impacts.

## Funding

### Will Federal election commitments be accepted as matched funding? If so, what evidence will be required for confirmation of funding?

Local contributions may comprise of funding from other organisations including Federal Government, LGAs/ARV, sport and recreation clubs, state sporting associations, schools, educational institutions, community organisations or in-kind support (limits apply to in-kind support).

All funding contributions, including Federal funding/election commitments, must be confirmed and evidenced (e.g.: copies of signed funding agreements).

Applicants cannot use other State Government funding, such as funding from the Growing Suburbs Fund, as part of their local contribution throughout the delivery of the project.

### Applications to two funding programs

#### Is it possible to apply to the Local Sports Infrastructure Fund and the Regional Community Sports Infrastructure Fund for the same project?

No, you will not be able to apply to both programs for the same project. Your application to the Regional Community Sports Infrastructure Fund will need to be submitted for a new project or a significantly enhanced project and significantly differ from your Local Sports Infrastructure Fund project application.

#### If I wanted to withdraw my application from the Local Sports Infrastructure Fund and submit the same application to the Regional Community Sports Infrastructure Fund, how would I go about this process?

We recognise the opening of the RCSIF and closing of the LSIF are close in time. Should councils wish to reconsider their Local Sports Infrastructure Fund application and withdraw it,

the appropriate financial delegate authorising the application needs to confirm this to SRV as early as possible and **by no later than 31 January 2024**.

If the application is not withdrawn from the Local Sports Infrastructure Fund by 31 January 2024, and the same application is submitted to the Regional Community Sports Infrastructure Fund this application may not be considered through this program.

### Access Audits

**Who can complete an Access Audit and where can I find someone with the relevant expertise to complete an access audit?**

Only qualified and accredited Access Consultants should be engaged to undertake access audits of the built environment.

A list of qualified and accredited access consultants can be found via the following link <https://access.asn.au/find-an-aca-consultant/>

**What questions should I include in my brief to ensure the access audit is completed to my requirements?**

It is important to detail the scope of work that you would like delivered. This should take into consideration minimum compliance against premises and building codes as well as additional consideration of Universal Design principles should be included as part of the brief.

### RCSIF Information Session Questions

Below is a list of questions raised from the RCSIF Forum

**If a project was going to involve a development of new netball courts and lighting, would Council be best to apply under the Community Facilities stream or the Women and Girls stream?**

This is a choice for council.

If Council will be applying to the women and girls stream you will need to ensure the project benefits women and girls and has women and girls' participation currently. It is also important to note that priority will be given to applications submitted to the women and girls stream that include new or redeveloped/refurbished existing change rooms for players and officials.

**Are spectators considered participants? Is a project to give abilities access for spectators eligible?**

Fixed equipment would need to be included as part of a bigger project.

**Is there a limit to how many applications can or should be made by a single Council?**

There is a limit on applications to the Indoor/Aquatic Facilities stream. The other 3 streams do not have limits on application numbers. Each stream has a maximum grant amount.

**Is the cap of \$1M per LGA across both funding rounds?**

The cap for applications is per round and not across both funding rounds.

**Is the Changing Places component replacing the previous DFFH Changing Places fund?**

No, it doesn't replace the DFFH Changing Places fund. It is complementary. The Fund will only support Changing Places as part of a larger accessibility project to demonstrate the importance of the DFFH fund.



**How much does an access audit cost on average? And are access audits needed for playspace upgrades in the disability stream?**

Access audits are compulsory for all applications to the All Abilities Infrastructure stream.

Costs will vary depending on the scale of the facility and the location.

**Does the fund for Women and Girls Facilities include participation as an umpire, or just playing and coaching?**

Yes umpires, referees and officials should be included in your proposals, including for change rooms. They are an important part of our sports participation!

Our definition of participation outlines that participation is defined as engaging, coaching, officiating or volunteering in a sport or active recreation activity.

**Regional Community Sports Infrastructure Fund has 2 funding rounds. What are the total amounts available in each please? Gives us applicants a good indication of total applications likely to be approved.**

Notional allocations are usually split evenly over both rounds, but it is subject to demand and a merit-based assessment.

**Given that applications close 25th Feb and announcements not done till at least 6 months later, with contractors engaged after that once confirmed, would you suggest at least a 20% cost contingency be estimated for in both infrastructure/staffing to avoid cost overruns by Councils?**

The program close on Wednesday 27 March 2024. We require a minimum of 10% contingency.

Councils should consider their contingency figure in line with their project type, market conditions and internal procurement policies.

**Would stadium spectator seating (900 seats) be considered an eligible project in this program?**

Council should consider the project against the assessment criteria and how this project would meet the required outcomes. Should the project only include seating it may not align strongly to the criteria. We would encourage you to speak with your SRV representative for further guidance.

**Could female friendly facility upgrades be grouped together as a single project - such as 2 distinct venues?**

No, the fund does not accept applications for bundled projects across different venues. Projects at different venues require 2 separate applications.

**Can you apply for 2 separate projects under different streams at the same facility - i.e., accessibility ramp to entrance and change room upgrade?**

Applications for an overarching project should be submitted to one stream only.

**Will modular / transportable building be allowed for all-ability change rooms / amenities?**

Yes, permanent modular infrastructure is supported.

**How can we ensure clubs are having facilities built to their needs and not just council needs?**

Facility proposals should be based on feasibility studies which engage the club, meet the sport's standards and the needs of their local club and community.

Organisations benefitting from the funding need to demonstrate their support for the proposal so it's important that there is agreement on a project before it is submitted to SRV for consideration.

**Will Round 2 identified in guidelines be a part of the total \$60 million allocation or is the announced \$60 million allocated solely for round 1?**

Up to \$60 million is available across Rounds 1 and 2.

**Will projects that benefit Commonwealth Games identified sports be investment priorities for the program compared to other sports?**

The fund does not prioritise particular sports over others.

**Special Olympics Victoria has a number of regional clubs (Ovens and Murray, Ballarat, Bendigo, and Echuca). Within these areas, access to suitable sport and recreation facilities is always a challenge. Is there a way for organisations such as Special Olympics to let LGAs know of our intent to work with them on this without contacting each one directly?**

No, you'll need to contact each one directly. Alternative, there may be an RSA/s in the session today that might be keen to discuss your needs with you in more detail, noting the location of those clubs.

**Would this be an appropriate fund for groundworks etc. for launch sites for our sport?**

Facilities that support participation can be considered. However, only councils can make applications and these types of projects will be competing against larger infrastructure initiatives.

**What timelines are applied?**

The Program is now open for applications and will close on 27 March 2024. Announcements are expected from July 2024 onwards.

**How many existing facilities, do we know, are not compliant with standards please?**

This is not information that SRV holds. We are reliant on councils and/or sports knowing which facilities are compliant with their sport standards and evidence this through applications to SRV.