1. What is the purpose of the grant program?
The Sporting Club Grants Program provides grants to assist in the purchase of sports uniforms and equipment and to improve the capacity and accessibility of Victorian clubs and other community sport and recreation organisations and increase the skills of their coaches, officials and managers.

2. Has there been many changes to the program this year?

Clarification on the grant purpose what projects will be prioritised for funding
- Refinements have been made this year based on feedback received through the recent evaluation. The major refinement is clarifying the purpose of the grant and what will be prioritised for funding.

Additional funding for Category 2
- A key change has been under Category 2: A league, association or organisation who collaborates with multiple organisations to deliver training can apply for up to $5,000. Individual clubs will continue to be able to apply for up to $2,000.

How often and how many applications organisations can submit
- Organisations can now only apply for one grant from only one category.
- Organisations who have received a sporting club grant from any category in the previous financial year are not eligible to apply for a full financial year. I.e. Organisation received a grant in 2018/19 round 1 or 2 will have to wait for any round in 2020/21 to apply again.

What will not be funded
- Applications to deliver services to children if the organisation is not an incorporated separate legal entity and cannot provide evidence of appropriate insurance that covers child abuse.
- Applications with generic or replicated responses.
- Requests for existing activities (only new projects will be considered).
- Purchase of a defibrillator for a club which has been approved for a defibrillator under the Defibrillators for Sporting Clubs and Facilities Program.
- Under category 4 applications where aboriginal participants are not already identified.
- Under category 4 applications from organisations that receive funds from the Athlete Pathway Travel Grant program in the same financial year.

Supporting documentation
- Insurance against child abuse proceedings.
- Declaration letter for organisations using a third party grant writer.
- Letters of Support.
3. Who can apply and how much funding is available?

Clubs or other community organisations delivering sport and active recreation programs anywhere in Victoria may apply. (Note: school sport and recreation clubs are only eligible to apply if players are not current students. University sport clubs that participate in inter-varsity competitions are not eligible.)

**Category 1: Uniforms or Equipment** - Grants up to $1,000 to purchase uniforms or other equipment that is essential for participation, safety, or first aid equipment for immediate attention to injury that may occur participating in sport or active recreation.

**Category 2: Skill Development** - Grants to improve the skills of club members by providing training for coaches, officials, administration staff and management committees.

- Grants of up to $2,000 for individual organisations
- Grants of up to $5,000 for leagues, associations or an organisation who collaborates with multiple organisations to deliver training for a broad span of participants.

**Category 3: Club Operational Capacity** - Grants up to $5,000 to improve the operational effectiveness and efficiency of clubs through strategic planning or to increase community participation through accessible sport and active recreation opportunities such as alternative, modified or pilot programs.

**Category 4: Aboriginal Participation** - Grants of up to $1000 for uniforms and equipment, up to $2000 for skills development training and up to $750 for travel.

4. Information you will need to provide as part of your application

**Quotes**

All applications (except travel under category 4) must provide a quote prepared within the past 12 months for the purpose of the grant. The quote must include full details of what will be purchased, individual costs and total costs, and all associated project costings.

Applicants for training must document the cost of courses and workshops in the form of a quote from a training provider to verify the project costings, including details of training course/s to be undertaken, number of people participating in the course and individual and total cost of course/s.

A quote is not required for travel under category 4.

**Insurance against child abuse proceedings**

Where required, written advice from your insurance provider about the premium and excess (or deductible) that covers your organisation against child abuse.

**Declaration letter for organisations using a third party grant writer**

Where organisations use a third party grant writer a declaration letter on club letterhead acknowledging they have reviewed and accept the content of the application submitted must be submitted with applications.

**Letters of Support**

Applications from a league, association or organisation that plan to collaborate and deliver training to a multitude of clubs and organisations must provide a letter of support from the other organisations that will participate and receive the training.

Letter(s) of support from organisation(s) involved in the proposed project(s).

5. Will applicants be required to match funding?

No. Matching funding is not required.
6. What are the significant dates for the grant program?

<table>
<thead>
<tr>
<th>Year</th>
<th>Event</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>2019-20</td>
<td>Applications open</td>
<td>6 January 2020</td>
</tr>
<tr>
<td></td>
<td>Applications close</td>
<td>11.59pm, 28 February 2020</td>
</tr>
<tr>
<td></td>
<td>Applicants notified of outcomes</td>
<td>May 2020</td>
</tr>
</tbody>
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7. How do applicants submit an application?

To apply, go to [https://sport.vic.gov.au/grants-and-funding/our-grants/sporting-club-grants-program](https://sport.vic.gov.au/grants-and-funding/our-grants/sporting-club-grants-program). Make sure you have the information you need on hand and click on ‘Start new application’ to submit your application through Grants Online. You will receive an Application Number when you submit an application online. Please quote your Application Number in all correspondence relating to your application.

Applicants can attach documents to an online application as long as they are in an acceptable file type and don’t exceed the maximum file size of 5MB.

When submitting an application online, applicants should check carefully to ensure all their attachments have been uploaded.

If applicants have documents to submit that cannot be attached to an online application, they can email them to grantsinfo@sport.vic.gov.au, quoting the application number.

8. Who can I contact for further information?

Phone: 1300 366 356 for the cost of a local call (except from mobile phones), or

Email: grantsinfo@sport.vic.gov.au

Open Monday - Friday, 8.30am - 5pm except public holiday