2023-24 Local Sports infrastructure fund

frequently asked questions

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# General Questions

## What are the objectives of the Fund?

Strong, active and healthy communities need high-quality, accessible, well-designed and managed infrastructure to conduct sport and active recreation activities. Developing infrastructure that supports increased participation in disadvantaged communities and by under-represented groups, while driving local economic activity, are priorities for the Victorian Government.

The LSIF aims to achieve this by:

* investing in high-quality community sport and active recreation infrastructure to facilitate appropriate participation opportunities.
* investing in infrastructure that extends capacity and encourages flexible, multi-use, shared and integrated services and facilities.
* supporting forward planning for sport and active recreation infrastructure that responds to changing participation preferences
* advancing inclusive and accessible development by ensuring investments are universally designed, environmentally sustainable and strategically planned.
* encouraging collaboration with sporting clubs, leagues and associations, state sporting associations, schools, service providers, facility managers and community organisations to deliver outcomes.

Rates of participation in sport and active recreation are well below the state average for many groups of Victorians. Those that participate less include:

* Aboriginal Victorians
* culturally and linguistically diverse (CALD) communities
* disengaged young people
* LGBTIQ+ people
* people with a disability
* seniors (people aged 60 years and over)
* socio‑economically disadvantaged communities
* women and girls

The Victorian Government is committed to supporting greater opportunities for all Victorians, and the 2023-24 LSIF will prioritise projects that support participation by these groups.

## What are the outcomes of the Fund?

The LSIF reflects the Victorian Government’s commitment to securing the many benefits of participating in sport and active recreation. This includes supporting Victorians, particularly disadvantaged communities to achieve better health, wellbeing, social, and economic outcomes through the construction, programming and activation of community sport and active recreation infrastructure.

The LSIF will invest in proposals that can demonstrate commitment to the following outcomes:

* more participation opportunities made available through the development of new or upgraded existing multi-use, sport, and active recreation infrastructure.
* more equitable and inclusive participation of women and girls in local sport by investing in well-designed and high-quality facilities
* improved participation of those who participate less in community sport and recreation, particularly those from communities experiencing long-term socio-economic disadvantage, growth and regional areas and areas affected by natural disaster.
* improved sustainable design and planning to ensure infrastructure investment is building better and more liveable communities.
* increased local economic activity through the planning, building, management, and activation of redeveloped or new infrastructure.

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

Only Victorian Local Government Authorities (LGAs) and Alpine Resorts Victoria (ARV) are eligible to submit applications directly to SRV.

Local clubs and community organisations are encouraged to contact their local council to discuss potential projects.

## What are the streams in the 2023-24 LSIF?

Applicants can apply under the following streams:

* Community Sports Lighting
* Community Facilities
* Planning

## 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:

### Community Sports Lighting

Funding can **only be sought for LED lighting** infrastructure through this stream. **Note:** Applications seeking funding for metal halide lighting are not eligible.

* new lighting that provides capacity for sports fields, sports courts or playing areas to host activities
* redeveloped or additional lighting to extend capacity (usage times and coverage) of sports fields, sports courts or playing areas
* replacement of non-LED lamps with LED Lighting to enable 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 must be provided
* new, redeveloped or additional lighting to extend availability and capacity of active recreation facilities
* projects that also provide active recreation benefits by facilitating use of sports facilities outside of formal sport usage or lighting adjacent spaces to facilitate active recreation usage by the community.

### Community Facilities

* New and/or redeveloped sports fields and sports courts
* multi-sport training facilities that are publicly accessible
* active recreation spaces such as multi-activity facilities, outdoor exercise equipment or redevelopment of indoor spaces, such as appropriate flooring for fitness classes
* projects that result in improved facility carrying capacity, such as new drainage, irrigation and grass installations
* playspaces, skate parks, pump tracks, BMX tracks, and outdoor splash parks
* installation of new LED or redeveloping lighting that benefits community sport and active recreation spaces when forming part of a larger project. Replacement of non-LED lamps with LED Lighting Infrastructure to enable lighting standards to be met will be permitted
* redevelopment/upgrade to outdoor aquatic facilities that improve accessibility and participation such as leisure water, change rooms and energy or water efficiency upgrades, for example, heating of water spaces
* re-purposing indoor sport or recreation spaces to create new participation opportunities
* redeveloping or complementing sports facilities to include new active recreation infrastructure
* accessibility improvements for facilities where Senior Victorians participate such as ramps and change rooms
* LED electronic scoreboards and fixed equipment including but not limited to sports field behind goal safety netting and player/coaches’ boxes.

### Planning

Facility Planning projects eligible for support include:

* Facility planning activities supporting project readiness. This may include Designs (minimum schematic) and/or Quantity Surveyor and/or Technical or Specialised Reports (for example, Geotech, Turf analysis, Sustainability Report, Accessibility report).

Single site facility planning only. Proposed facilities should be strategically significant and evidenced by master plans or strategic plans.

Municipal Planning projects eligible for support include:

* Strategic Planning for specific facility type/s such as playspaces, aquatic facilities, indoor stadiums, etc.
* Master planning across 3 or more sites
* Infrastructure and participation strategies for specific sports and/or active recreation activities
* Feasibility studies for one or more significant projects

## When do applications open and close?

|  |  |
| --- | --- |
| Applications Open | October 2023 |
| Applications Close | 5pm Wednesday 13 December 2023 |
| Notification of Outcomes | From April 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?

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 types of projects will not be considered for funding?

The LSIF will not fund:

* Facilities where little or no public access is available.
* The purchase of land (in general, the land on which the facility development is proposed will be municipal property, a Crown reserve, land owned by a public authority, private land with public access rights or land held for public purposes by trustees).
* Requests for retrospective funding, where projects have started construction or are finished prior to the execution of a Grant Agreement (construction includes, but is not limited to demolition, site clearing, earthworks, building works and any form of early works).
* Buildings or equipment considered temporary or not permanent in nature or intended use.
* Metal halide lighting (only LED lighting systems will be funded) across the Community Sports Lighting and Community Facilities Streams, including as part of large projects.
* Upgrading or redeveloping kitchens or public toilet facilities, except as part of a larger project that meets the objectives of the relevant LSIF stream.
* Requests for ongoing operational costs such as, but not limited to, salaries, electricity, water, asset maintenance and other utilities.
* Routine or cyclical maintenance works.
* Purchasing or maintaining recreation, entertainment, sporting, lifesaving or any other equipment (except as part of facility fit out).
* Projects previously funded by SRV, unless applicants can demonstrate additional or new uses resulting in increased participation/programming outcomes.
* Projects that do not meet relevant sport or Australian Standards (for example, lighting projects). Facilities that do not comply with the relevant sport standard must seek exemption from the relevant sporting organisation and supply appropriate evidence to be supported by the LSIF.
* The replacement of like-for-like surfaces (for example, synthetic surface replaced by a similar synthetic surface) are ineligible for funding. To be eligible for funding the application will need to demonstrate that additional uses are proposed and/or a multi-purpose element is being introduced. Exceptional circumstances may be considered where significant safety or compliance issues are evident, and an activity will not continue to be conducted as a result.
* Repair of facilities damaged by vandalism, fire or other natural disasters where the damage can be fully covered by insurance. The LSIF may consider supporting applications where the scope includes elements in addition to the facility damaged.
* In general, areas designated as licensed areas within a proposed facility will not be eligible for funding. DJSIR may consider applications where a restricted club license is proposed or in place, provided that the restricted license does not interfere with the facility’s other amenities or services, such as childcare or access by young people.
* Projects where contributions from funding partners are not confirmed in writing and by bank statement/s or underwritten by the applicant.
* Tenant clubs that have failed to resolve a breach of the Fair Play Code.
* Applications where the project beneficiary receives revenue directly from electronic gaming machines are not eligible.

## 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?

The LSIF invests in planning, improving existing and building new infrastructure. Funding is available under the following streams:

|  |  |  |  |
| --- | --- | --- | --- |
| **Funding stream** | Community Facilities | Community Sports Lighting | Planning |
| Number of applications | Unlimited up to $300,000 per LGA/ARV | Unlimited up to $250,000 per LGA/ARV | LGA’s: Up to 1 Facility **or** 1 MunicipalARV: Up to 5 (any combination of facility and/or municipal plans) |
| Maximum total grant amount per applicant | Up to $300,000 | Up to $250,000 | Up to $40,000 |
| Project types eligible for funding | * Pavilions
* Change rooms
* Courts
* Sports fields
* Playspaces
* Active recreation facilities
* Outdoor aquatic facilities
* BMX, Skate Parks
* Scoreboards
* Fixed equipment
* Multi-sport training facilities
* Sports lighting will only be eligible through the Community Facilities stream if it forms part of a larger project.
 | * New sports lighting installations
* Replacement of non-LED lamps with LED sports lighting
* New active recreation lighting installations
 | FACILITY:* Facility planning activities including Schematic plans, Quantity Surveyor estimates and Geo-tech investigations

MUNICIPAL:* Recreation and leisure strategies
* Facility feasibility planning
* Master planning for 3+ sites
 |

## Will applicants be required to match funding?

Yes, ratios for applications are as follows:

|  |  |  |  |
| --- | --- | --- | --- |
| **Area/Region** | **Community Sports Lighting** | **Community Facilities** | **Planning** |
| Metropolitan Melbourne | SRV = $1Local = $1 | SRV = $1Local = $1 | SRV = $1Local = $1 |
| Metropolitan Interface \* | SRV = $1.5Local = $1 | SRV = $1.5Local = $1 | SRV = $1.5Local = $1 |
| BallaratGreater BendigoGreater Geelong | SRV = $1.5Local = $1 | SRV = $1.5Local = $1 | SRV = $1.5Local = $1 |
| Regional and Rural Victoria | SRV = $3Local = $1 | SRV = $3Local = $1 | SRV = $3Local = $1 |

\* Cardinia, Casey, Hume, Melton, Mornington Peninsula, Nillumbik, Whittlesea, Wyndham and Yarra Ranges

## How does the application process work?

### Process for clubs

Only Victorian Local Government Authorities (LGAs) and Alpine Resorts Victoria (ARV) are eligible to apply to the LSIF.

LGAs/ARV must discuss potential project/s with their SRV representatives to receive feedback on eligible projects before submitting their application/s.

Sporting and recreation clubs, sporting associations and leagues, educational institutions, not-for-profit community organisations, businesses and individuals cannot directly apply to the LSIF.

Local clubs and organisations are advised to contact their LGA or ARV if they wish to express interest and seek support from the LSIF.

### Process for LGAs/ARV

Applicants must discuss project ideas with a SRV representative before submitting an application.

Councils must submit a Full Application via web link. To apply, go to <https://sport.vic.gov.au/grants-and-funding/our-grants/local-sports-infrastructure-fund>

Make sure you have the information you need to apply on hand, including required documents, and click on ‘Apply online’ 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.

## How do applicants submit an application?

After discussing your project with an SRV representative prior to completing an application, applicants should access the grants portal to submit their application. Word versions of all applications have also been made available online to assist with application preparation.

Applicants must submit an application via the grants portal <https://sport.vic.gov.au/grants-and-funding/our-grants/local-sports-infrastructure-fund>

## How do applicants submit supporting documents?

Please ensure all supporting documents are clearly named (e.g.: Plans – Project Name, Costs – Project Name, etc). Once all documents have been obtained, please zip them all into one compressed folder and email to LSIF@sport.vic.gov.au.

You must also quote your project name in the subject line of your email. Please see instructions below on how to zip files into a compressed folder.

**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.

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.).

Please email LSIF@sport.vic.gov.au if you experience any issues with emailing your supporting documentation.

## What is the assessment process?

All applications will be assessed for eligibility and against the assessment criteria for each funding stream as specified in **Section 4** in the guidelines. Only eligible applications will be assessed and considered for funding by the department.

SRV reserves the right not to assess an application should insufficient information be provided, including inadequate supporting documentation.

Applications will be assessed by SRV staff and then reviewed by a Moderation Panel. The Moderation Panel will also consider the Investment Priorities outlined at Section 1.4 of the Guidelines before making recommendations to the Minister. Consideration will also be given to ensuring an equitable distribution of funding across rural, regional; interface/growth and metropolitan communities.

## 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 LSIF@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](https://sport.vic.gov.au/__data/assets/word_doc/0025/186442/2022-LSIF-EOI-Form-for-clubs.docx) 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](https://sport.vic.gov.au/__data/assets/pdf_file/0027/176832/Community-Consultation-and-amenity-impacts-October-2021.pdf) 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.

# Timelines

## Do projects need to start within six months?

The requirement to commence works within six months has been removed for the 2023-24 LSIF, however, project works must be completed within 24 months of a signed Grant Agreement. SRV seeks to support applications that are project ready and that support broader stimulus of the Victorian economy. Successful projects must be able to demonstrate how they can generate new participation opportunities and deliver in a timely manner.

# 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 (eg: 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.

# Community Facilities Stream

## What are some examples of active recreation projects?

Active recreation projects include free and accessible infrastructure supporting increased physical activity such as:

* outdoor fitness equipment
* multipurpose courts principally designed for casual/informal use that are free and unlocked
* walking, running and cycling paths/trails
* play spaces and skate parks
* multi-purpose recreation and youth spaces
* inclusion of elements that create another use eg disc golf installations
* BMX and pump tracks.

Some projects have combined a range of active recreation infrastructure items.

Please contact your SRV representative if you have any queries regarding eligible active recreation projects.

# Community Sports Lighting Stream

## Would replacement of Metal Halide lamps with LED lamps be eligible?

Yes, lamp replacement has been made eligible under the 2023-24 LSIF and conversion from metal halide to LED is encouraged. Projects can contain other elements such as cross arms, lighting poles, electrical and power supply upgrades, etc. Where an applicant is proposing to retain existing light poles, a report from a suitably qualified expert, such as a structural engineer will be required. Please contact your SRV representative if you have any queries regarding lighting applications.

# Planning Stream

## Does the Facility Planning stream include concept designs?

No, a minimum of schematic level designs must be completed/applied for under this stream.

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

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

# 2023-24 LSIF Information Session Questions

Below are a list of questions raised from the 2023-24 Community Sports Infrastructure Forum.

## Is the total funding available for the 2023-24 LSIF, $5 million?

Yes, the total funding pool for the program is $5 million.

## Can we apply for 2 different funding streams?

Yes, Councils may submit applications to the infrastructure and planning streams. Each stream has details around the maximum applications per stream.

## Are there any priorities in this LSIF round SRV are focusing on?

Yes, investment priorities for the 2023-24 LSIF are outlined in Section 1.4 of the LSIF Guidelines.

## Is a project still eligible if the project beneficiary receives sponsorship from a venue which has Electronic Gaming Machines?

Projects are ineligible if the project beneficiary e.g. club, receives revenue **directly** from Electronic Gaming Machines. However, Sponsorship is considered separate to this, so if a Project Beneficiary receives sponsorship from a venue that owns/receives revenue from EGM’s, this will not impact eligibility.

## How are renewal projects considered e.g., converting existing lights to LED’s or resurfacing same amount of tennis courts and not adding any new courts?

Renewal projects are eligible. It is important for these projects to demonstrate the additional participation outcomes of the renewal project and why it is required. Applicants may consider telling the story of the site, what will happen post completion and what outcomes will be met. For example, with a Lighting conversion project, the project will still need to demonstrate how the upgrade will improve participation outcomes.

## How do you demonstrate benefits to target groups e.g., Women and Girls, for active recreation projects such as playgrounds?

Speak to the outcomes for the users of the facility and how you will be targeting particular groups. This can be evidenced through your community consultation process and how it will shape elements of the facility/infrastructure.

## Can an LGA apply for funding beyond the maximum amount e.g., put in $500,000 worth of applications against a stream, but only be awarded up to the maximum grant amount?

No, total ask through applications cannot exceed the maximum grant amount e.g., $40,000 through Planning stream.

## Are skate parks, pump tracks and mountain bike trails considered Community Infrastructure?

Yes, the above projects are eligible under the Community Facilities stream.

## Are Planning projects for trails and pump tracks also eligible?

Yes.

Is a four bay cricket net structure with only one net open to the public eligible?

Yes, this would be eligible, and we would encourage as many publicly accessible nets as possible.

## How can local clubs or community groups apply for this funding with the help of the Council?

LGAs are expected to work with local organisations to seek funding through the Fund. The Club EOI Form may assist Clubs/Community Groups to discuss prospective projects.

## Can an LGA apply for funding beyond the grant maximum amount? I.e - put in $500k worth of applications against a stream, but then be awarded only up to the maximum. or does the total value of our applications need to not exceed the limit max total grant amount?

No, the total funding request cannot exceed the maximum grant amount per stream.

## Does SRV award funding less than the total amount requested in the application? e.g., council applies for $250,000 under Community Facilities stream, application is successful but only awarded $200,000 grant.

Should a lesser grant amount be considered, SRV would ask LGAs/ARV if this would be feasible and if they would accept this, prior to any funding being awarded.

## Are groups/clubs on crown land eligible to apply?

Yes, Council’ may submit applications for facilities located on Crown land. Groups/Clubs are unable to apply directly to the fund.