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| Application for recognition as a State Sport & Recreation Body |
| Sport and Recreation Victoria |

Organisations applying for recognition as a Victorian State Sport and Recreation Body are required to complete the application form and submit it together with relevant documentary evidence to Sport and Recreation Victoria, a division of the Department of Health and Human Services.

# Definition of sport

The National Sport and Active Recreation Policy Framework agreed by all Australian governments on 10 June 2011 defines active recreation as:

*“Active recreation activities are those engaged in for the purpose of relaxation, health and wellbeing or enjoyment with the primary activity requiring physical exertion, and the primary focus on human activity*.”[[1]](#footnote-1)

# Recognition criteria

To be recognised as an state sporting association by Sport and Recreation Victoria, an organisation must be able to demonstrate all of the following criteria.

Criteria 1: The organisation has either sport or active recreation as part of its business and has the capability to deliver significant participation opportunities for Victorians.

Criteria 2: The organisation is legally constituted and not for profit.

Criteria 3: The organisation has been operational for a minimum of three years and is financially solvent.

Criteria 4: Is itself, or is a member of, either [VicSport](http://www.vicsport.com.au) or [Outdoors Victoria](http://www.outdoorsvictoria.org.au/); or can otherwise demonstrate how the organisation delivers a significant benefit to the Victoria sport and recreation sector.

Criteria 5: The organisation is not a sporting club, league or similar grouping; and has either a state wide, broad population or multi regional focus.

# Applying for recognition

Step 1

Complete the Victorian State Sport and Recreation Body Recognition Application Form below.

Step 2

Send your application together with all relevant documentary evidence required to:

Email: sport.programs@sport.vic.gov.au

or

Mail: Manager, Sport Industry Development  
 Sport and Recreation Victoria  
 Department for Health and Human Services  
 GPO BOX 4057  
 MELBOURNE VIC 3001

Step 3

Sport and Recreation Victoria will contact you to arrange a meeting to discuss your application. Additional information and/or documentation may be requested from you prior to this meeting being scheduled.

Step 4

You will be advised in writing of the outcome of your application.

The Minister for Sport is the final authority on recognition.

If you require further information or have queries about criteria and process for recognition of State Sport and Recreation Bodies please contact Sport Industry Development on telephone (03) 9096 9808 or email [sport.programs@sport.vic.gov.au](mailto:sport.programs@sport.vic.gov.au).

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# Organisation Information

Organisation name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Town/suburb \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Postcode \_\_\_\_\_\_\_\_\_\_\_

Contact person \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Email address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Telephone \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Mobile \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Website \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# Recognition criteria

Provide a brief statement of how the organisation satisfies each of the criteria and attach documentary evidence.

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| 1: The organisation has either sport or active recreation as part of its business and has the capability to deliver significant participation opportunities for Victorians. |
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| Evidence: e.g. constitution, mission statement or strategic plan. |
| 2**:** The organisation is legally constituted and not for profit**.** |
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| Evidence: e.g. membership eligibility policies and procedures |
| 3**:** The organisation has been operational for a minimum of three years and is financially solvent**.** |
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| Evidence: e.g. associations incorporation number, ABN |
| 4**:** Is itself, or is a member of, either [VicSport](http://www.vicsport.com.au) or [Outdoors Victoria](http://www.outdoorsvictoria.org.au/); or can otherwise demonstrate how the organisation delivers a significant benefit to the Victoria sport and recreation sector**.** |
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| Evidence: e.g. annual reports and audited financial statements for previous 3 years |
| 5: The organisation is not a sporting club, league or similar grouping; and has either a state wide, broad population or multi regional focus**.** |
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| Evidence: e.g. letter of affiliation with national sporting organisation |

1. Commonwealth of Australia *National Sport and Active Recreation Policy Framework* 2011 [↑](#footnote-ref-1)