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| 2021-22  Golf Scholarship Program  Application Guidelines |
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Golf Scholarship Program

# **Message from the Minister for Community Sport**



With more than 300,000 Victorians playing golf at more than 350 courses across the state, golf is more popular than ever and plays an integral part of the lives of Victorian communities, from city to country.

Golf in Victoria contributes $883 million to the state’s economy and supports 6,900 jobs. To ensure even more Victorians can reap the benefits of this popular sport, I’m proud to announce the opening of the inaugural round of the Golf Scholarship Program.

From golf club management to golf course design, the sport of golf provides a wide range of exciting job opportunities on and off the greens and this fantastic new program aims to kick start the careers of our up and comers in the grassroots golf community.

Scholarships are available in three categories, which include golf administration, player development, and golf course horticulture and design.

Each category delivers strong foundations in leadership, technical, media and management skill development, with the scholarships providing a launchpad for people to take their careers in the golf industry to the next level.

I encourage eligible organisations across the state to nominate those female, gender diverse and male stars from within your organisations and broader networks for this once in a lifetime scholarship opportunity.

I look forward to working with you all to opening doors to even more career pathways for those future leaders and contributors to this fantastic sport through the   
Golf Scholarship Program.

**The Hon Ros Spence MP**

**Minister for Community Sport**

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# 1. Program description and objectives

## 1.1 What is the Golf Scholarship Program?

The Golf Scholarship Program is a Victorian Government funding program to support the sport   
of golf in Victoria, by providing annual scholarships in three categories to encourage people to pursue careers in the golf industry.

Candidates for the Golf Scholarship Program are to be nominated by sector-based organisations, local government authorities or recognised higher education institutions.

A minimum of two scholarships per category will be awarded in each round of applications.

**Individuals who identify as a woman, gender diverse and non-binary are strongly encouraged to apply.**

In each category, at least one scholarship will be awarded to a woman, gender diverse or non-binary person. The application process has been developed in this manner to ensure a gender balance in the numbers of successful applicants.

## 1.2 Why is the Victorian Government funding these grants?

Golf in Victoria contributes $883 million to the state’s economy and supports 6,900 jobs. More than 300,000 Victorians play golf annually at over 350 courses across the state. However, the Victorian golf sector lacks diversity, especially in participation and workforce. Just three per cent of total club memberships are juniors and only 20 per cent are women. Golf industry bodies are responding to this challenge, launching new participation programs targeting these cohorts, and promoting golf as a career option (including women, gender diverse and non-binary people).

The Golf Scholarship Program aims to support this response, through education and training, by increasing opportunities for people to access professional learning and development opportunities, while promoting the viability of the golf industry as an employer.

# 2. Who can apply?

## 2.1 Eligible applicants:

Applications must be submitted on behalf of nominated candidates by organisations that:

* are a legally structured business with an ABN
* are registered with the responsible Federal or State regulator or with the relevant local council.[[1]](#footnote-2)

And are from one of the following organisations:

* Golf Australia and its Victorian affiliates, including community golf clubs
* Tertiary institutions located in Victoria
* Local Government Authorities located in Victoria
* Professional Golfers Association of Australia
* Australian Ladies Professional Golf
* Australian Sports Turf Managers Association
* Victorian Golf Course Superintendents Association
* Society of Australian Golf Course Architects
* Victorian Regional Sports Academies.

To be eligible for a scholarship, nominated candidates must:

* be aged 18 years or over
* live in Victoria
* be currently involved in either a paid or volunteer capacity in the golf industry in Victoria
* apply through an eligible organisation, and not as an individual (refer below).

*Candidates who have received a Golf Scholarship in previous rounds are ineligible to be nominated in future rounds.*

Applicants must be aware that it is a requirement of this grant that if an institution has been named   
in an application or receives a Notice of Redress Liability, they must join or intend to join the National Redress Scheme (the Scheme). For more information on the Scheme please visit the NRS website <<https://www.nationalredress.gov.au/about>>. Funding will not be provided to an organisation that has been notified by the National Redress Scheme Operator that it was named in an application prior to 1 July 2020 and does not join or intend to join the Scheme by 31 December 2020. Funding will not be provided to an organisation named in an application in The National Redress Scheme for the first time and receives a Notice of Redress Liability after 1 July 2020 and does not join the Scheme within six months from the date of the Notice of Redress Liability.

## 2.2 Ineligible applicants:

All entities and organisations except those listed in Sections 2.1 – Eligible Applicants

* individuals who have received a Golf Scholarship in previous rounds are ineligible to apply again

# 3. What funding is available?

The Golf Scholarship Program has three categories. A minimum of two scholarships per category will be awarded in each round of applications. In each category, at least one woman, gender diverse or non-binary person will be awarded.

The following table outlines the categories and corresponding monetary value.

**Scholarship category Scholarship value**

Category 1

Golf administration up to $7,500

Category 2

Golf player (professional or amateur) up to $7,500

Category 3

Horticulture/Golf course design/architecture up to $7,500

# 4. What types of activities might be funded?

The Golf Scholarship Program will fund professional development activities aimed at enhancing skills in golf administration, high performance professional or amateur (player), horticulture and golf course design/architecture. These activities may include, but are not limited to:

* tuition costs, which are those costs directly related to the eligible course of study undertaken by a scholarship recipient (all categories)
* study-related expenses (all categories)
* attending relevant conferences and workshops   
  (all categories)
* leadership skills and management training (Category 1)
* project or event management (Category 1)
* media and communications training (Category 1)
* other sports administration training (Category 1)
* coaching, strength and conditioning, biomechanics, sports psychology, physiotherapy, nutrition and associated expenses (Category 2)
* travel expenses (Category 2).

## 4.1 What will not be funded?

Funding is not available:

* for the candidate to attend more than one course/activity
* for competition fees
* for professional development of staff whose organisation should reasonably fund as part   
  of business as usual
* to supplement the recurrent or ongoing costs   
  of an organisation
* for the professional development of a coach(es)
* to purchase equipment, including computer software.

# 5. What is the application process?

**Step 1: Check your eligibility**

Check the information contained in this guide to see if your organisation, the nominee and the proposed activity are eligible.

**Step 2: Apply online using My Grants**

The link to apply online can be found on the Sport and Recreation Victoria website <[www.sport.vic.gov.au](http://www.sport.vic.gov.au/)>.

Make sure you have the information you need on hand including required documents 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.

**Advantages of applying online**

Submitting your application through Grants Online ensures it is received by the Department of Jobs, Precincts and Regions immediately and can be processed in the most efficient way. If you need assistance with applying online, please call the Grants Information Line on 1800 325 206 for the cost of a local call (except from a mobile phone) on any weekday between 9am and 5pm (except for public holidays).

**Attaching required information**

You can attach documents to your online application if they are in an acceptable file type (eg Word, Excel, PDF, or JPEG) and don’t exceed the maximum file size. Remember these tips:

* attached files must not be larger than 5MB in size
* when you submit your application online check carefully to ensure all your attachments have been uploaded.

Applications must be submitted by 5.00pm on the relevant closing date.

# 6. How will applications be assessed?

## 6.1 Assessment process

Eligible applications will be assessed based on responses provided in the application form and   
against the criteria listed in section 6.2 below.

Eligibility does not guarantee the requested amount   
will be granted. It is expected that more applications will be received than can be funded.

An assessment panel will be convened to assess the applications.

## 6.2 Assessment Criteria

Applications are competitive and will be assessed against:

* relevance of proposed activity to nominee’s professional development, both short- and   
  long-term career aspirations
* the potential impact of the activity on a nominee’s organisation or the Victorian golf sector

## 6.3 Timelines

It is expected the program will have four rounds (between May 2021 and June 2022).

Milestone

**Milestone Date**

Round 1 applications open Late May 2021

Announcement of Round 1 successful applicants September 2021

Round 2 applications open September 2021

Announcement of Round 2 successful applicants November 2021

Round 3 applications open December 2021

Announcement of Round 3 successful applicants February 2022

Round 4 applications open April 2022

Announcement of Round 4 successful applicants June 2022

# 7. Conditions that apply to applications and funding

## 7.1 Funding agreements

Successful applicants must enter into a funding agreement with the department. Funding agreements establish the parties and their rights and obligations to each other and set out the general terms and conditions of funding.

These terms and conditions are not negotiable. A representative from Sport & Recreation Victoria will be able to discuss the requirements of this funding agreement with successful applicants by emailing sportprograms@sport.vic.gov.au

## 7.2 Conditions of funding

The funding agreement will include reference to the following:

* Grant recipients must adhere to the Fair Play Code (formerly Victorian Code of Conduct for Community Sport) <<http://www.sport.vic.gov.au/publications-and-resources/community-sport-resources/fair-play-code>>
* Grant recipients must comply with the expectations of the Victorian Anti-doping Policy 2012  
  <<http://www.sport.vic.gov.au/victorian-anti-doping-policy-2012>>
* It is a requirement of this grant that if an institution has been named in an application or receives a Notice of Redress Liability, they must join or intend to join the National Redress Scheme (the Scheme). For more information on the Scheme please visit the NRS website <<https://www.nationalredress.gov.au/about>>
* The activity must be completed within 12 months of receiving the grant. Any unspent funds must be returned to the Department of Jobs, Precincts and Regions
* Funds must be spent on the activity as described in the application. Any proposed variation to the approved activity must be submitted to the Department of Jobs, Precincts and Regions for approval prior to implementation
* Grants to organisations not registered for GST will be made exclusive of GST
* Funded recipients and partners agree to engage in any process undertaken to facilitate sharing of project objectives and initiatives to identify mutually beneficial strategies
* Individual recipients of scholarships must provide a case study of career development as a result of receiving the Golf Scholarship
* Grant recipients agree to partake in a survey as part of the evaluation of the Golf Scholarship Program as requested by Sport and Recreation Victoria
* Grant recipients must have satisfactorily met reporting requirements on any grants received   
  from Sport and Recreation Victoria.

Payments will be made conditional upon:

* the Funding Agreement having been executed by both parties
* milestones having been achieved to the department’s satisfaction including provision of required/requested information and reports to the satisfaction of the department
* other terms and conditions of funding continue to be met.

Any unspent funds 12 months after receiving the funding must be returned to the Department of Jobs, Precincts and Regions.

## 7.3 Acknowledging the Victorian Government’s support and promoting success

Successful applicants need to acknowledge the Victorian Government’s support through the provision of a grant from the Golf Scholarship 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.

Successful applicants may be required to contribute information on activity outcomes for use in the department’s marketing materials.

## 7.4 Privacy

The Department of Jobs, Precincts and Regions is committed to protecting your privacy. We collect and handle any personal or health information about you or a third party in your application, for the purpose of administering your grant application and informing the public of successful applications.

In order for us to administer your grant application effectively and efficiently, we may need to disclose your personal or health information with others for the purpose of assessment, consultation, and reporting. This can include departmental staff, Members of Parliament and their staff, external experts, such as members of assessment panels, or other government departments. If you intend to include personal information about third parties in your application, please ensure that they are aware of the contents of this privacy statement.

Any personal information about you or a third party in your correspondence will be collected, held, managed, used, disclosed or transferred in accordance with the provisions of the Privacy and Data Protection Act 2014 (Vic) and other applicable laws.

To obtain a copy of the Department of Jobs, Precincts and Regions Privacy Policy, please email [info@sport.vic.gov.au](mailto:info@sport.vic.gov.au).

For information about how to access information about you held by the Department of Jobs, Precincts and Regions please email [foi@ecodev.vic.gov.au](mailto:foi@ecodev.vic.gov.au) or phone (03) 1800 845 302.

# 8. Resources and additional information

For preliminary information on this or any other grant program please contact the Grants bInformation Line on 1800 325 206 for the cost of a local call (except from a mobile phone) on any weekday between 9am and 5pm (except for public holidays).

1. Where required by relevant and applicable legislation. Responsible regulators are the Australian Securities and Investment Commission (ASIC); the ACNC for charities and not-for-profits; and Consumer Affairs Victoria (CAV) for incorporated associations. [↑](#footnote-ref-2)