

Office for Recreation, Sport and Racing

Planning and Research Program

2018-19

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Government of South Australia
Office for Recreation, Sport and Racing

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BEFORE YOU START

Putting together a strong application takes time and energy, so it's important that you read these Guidelines to ensure your organisation and proposed project are eligible and that all of the essential information for your application to be assessed is submitted.

Applicants are encouraged to contact the Funding Services prior to submitting an application to determine suitability for funding.

Phone: 1300 714 990

Email: ORSGrants@sa.gov.au

Aim of the program

The aim of the Planning and Research Program (PRP) is to support the Office for Recreation, Sport and Racing's Strategic Plan elements of Places and Spaces, Capacity and Capability and Access and Opportunity

The PRP provides funding for planning and research initiatives that contribute to the delivery of facilities, programs and services that grow participation in active recreation and sport.

What funding is available?

The 2018-19 budget for PRP is \$300,000.

Eligible applicants are able to apply for up to \$100,000 per application.

Local Councils and Universities can apply for up to 50 per cent of the total project cost. Where a grant amount above 50 per cent of total project costs is sought, applicants will be required to provide justification.

Sport or recreation organisations and other applicants can apply for up to 100 percent of the total eligible project cost. Projects where funding has also been committed from other partners are encouraged.

Planning Projects

Funding is available for strategic, evidence based planning initiatives that inform future active recreation and sport needs for communities.

Research Projects

Funding is available for evidence based research projects that supports policies, practices, and/or grows the knowledge base for active recreation and sport.

When is funding available

PRP is open year round allowing applicants to submit Expressions of Interest (EOI) for a project at any time.

Who can apply?

South Australian based not-for-profit and for-profit organisations can apply

Eligible Planning Projects

Applicants can apply for funding for the following planning types:

State-wide Facility Plans

Planning that assists state active recreation or sporting organisations to identify and prioritise their facility needs on a state-wide level.

Regional Active Recreation and Sport Plans

Planning on a regional Level (across multiple council areas) that identifies and prioritises the regions recreation and sport facility needs.

Major (State or Regional Level) Facility Master Plans

Planning to develop a comprehensive master plan that will provide direction for the long term facility development of major (State or Regional Level) active recreation or sport facilities (refer definitions for more detail)

Facility Development Business Case

Development of a Business Case to justify investment in the development of major (State or Regional Level) active recreation or sport facilities (refer definitions for more detail)

Eligible Research Projects

Examples of research projects that may be funded are listed below. The lists are not exhaustive and other projects that meet the objectives of the program are welcome.

Scientific Research Projects

Research that seeks to acquire new knowledge, gather measurable evidence to test the validity of hypotheses, or to answer a specific question.

An example of a research question that could be examined using a scientific approach is “children that play organised sport are more likely to accumulate sufficient physical activity to derive health benefits”.

Applied Research Projects

Original investigations to solve practical problems or to exploit emerging opportunities experienced in the real world.

Examples of applied research projects include how innovations can be embedded into practice, investigating best practice for implementing child safe recreation environments, and the analysis of data sets resulting in benefits for active recreation and sport.

Evaluation Projects

Projects that aim to systematically investigate the appropriateness, effectiveness and/or efficiency of active recreation and sport programs and projects.

The research grant program will consider both formative evaluation projects (that seek to understand and improve ongoing projects and programs) and summative evaluation projects (that assess the outcomes of completed projects and programs).

Ineligible Planning and Research Projects

The following projects will be considered ineligible to receive funding:

- projects that do not support active recreation and sport outcomes
- projects that commence prior to a Grant Agreement being finalised
- projects where the request for funding is more than \$100,000
- projects where there is no direct benefit to South Australians

How the application process works

The following process outlines how PRP operates.

STEP 1 – Expression of Interest

Eligible applicants may submit an Expression of Interest (EOI) via email (ORSgrants@sa.gov.au) at any time using the template provided online.

STEP 2 – EOI Review

The PRP Funding Assessment Committee meets monthly to review all EOI that are received by 5pm on the second Monday of the month.

STEP 3 – EOI Outcome

ORSR will contact applicants to advise the outcome of an EOI.

Each EOI will be assigned one of the following status.

STEP 4 - Assessment Criteria

Successful EOIs that progress to the application stage, will be assessed by a Funding Assessment Committee on merit against the following criteria.

STEP 5 – Recommendations

Once **assessment is completed**, funding recommendations are forwarded to the Chief Executive, Office for Recreation, Sport and Racing, for consideration

Endorsed: applicant will be invited to submit an official grant application for assessment.

Declined: the proposal does not align with ORSR strategic objectives and/or funding program criteria and will not be considered any further.

Assessment Criteria

Projects will be assessed against the following criteria.

PLANNING PROJECTS

Project Justification

- extent to which the project responds to an identified community and/or active recreation or sport need or issue

Project Delivery

- extent to which the applicant has demonstrated the capacity to deliver the project
- extent to which the project considers gender equity of programming/scheduling at the facility

Stakeholder Engagement

- extent to which the project is supported by the key stakeholders
- extent to which project has committed funding from other project partners (e.g. applicant organisation, local government).

Strategic Outcomes

- extent to which the project meets the aims of the grant program

- extent to which the project is aligned with the applicants strategic plan
- extent to which the project has a state-wide or regional focus

Please note that proposals that are collaborations across local councils and/or active recreation or sport organisations are encouraged.

RESEARCH PROJECTS

Research significance/relevance

Applicants are to define the problem that will be solved or the opportunity that will be pursued through the research project and the benefits for sport and recreation in South Australia.

- extent to which the proposed research will fill a significant gap that will improve the knowledge base, practice or decision making relating to active recreation or sport in South Australia.
- that seek to identify and address barriers to participation
- that seek to identify and address barriers for low participation cohorts

Research merit

Applicants are to describe in full the research process and the method(s) that will be employed to complete the research project.

- extent to which the research is well considered and employs a sound methodology.
- will the research be peer reviewed

Collaboration

Applicants are required to describe the involvement and contribution of research partners as well as the dissemination strategy to be implemented at the conclusion of the project including target market, communication channels, engagement strategy and timeframes.

- extent to which the applicant has involved relevant stakeholders in scoping, implementing and disseminating the research.

- Extent that the research process will forge collaborations between research organisations and the active recreation and sport industry

Ability/capacity to deliver

Applicants are to include the qualifications of researchers, a summary of relevant experience in undertaking similar research projects and a detailed budget for the research proposal.

- extent to which the proposal involves the necessary expertise, experience and resources.

If our application is successful

Successful applicants (Grantees) will receive notification and a Grant Agreement detailing the terms and conditions of the funding provided.

Once the agreement has been signed, Grantees can commence their project, which must be completed within 24 months.

Payment will be made in accordance with the terms and conditions of the Grant Agreement.

ORSR may request updates on the progress of the project throughout the period of the project.

All Grantees will be required to:

- use the funding allocated only for the project as detailed in the Grant Agreement.
- maintain accounting records in accordance with the generally accepted accounting principles. ORSR requests organisations adopt the Standard Chart of Accounts (SCOA) for Not for Profit Organisations.
- comply with the relevant laws in force in South Australia.
- appropriately acknowledge the State Government of South Australian as a funding source for the project.
- comply with the reporting and acquittal requirements of the Grant Agreement. Failure to comply may result in payments being suppressed and/or the organisation no longer being eligible to receive ORSR funding.

- publish the completed Planning or Research document and provide ORSR with a copy for its website.

ORSR funding is performance based. Grantees are required to meet all obligations in their Grant Agreement.

If our application is unsuccessful

All unsuccessful applicants will receive notification. Applicants are encouraged to contact ORSR for feedback on their application.

Definitions

For the purpose of the program, active recreation and sport is defined 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.

Sport is:

A human activity involving physical exertion and skill as the primary focus of the activity, with elements of competition where rules and patterns of behaviour governing the activity exist formally through organisations and is generally recognised as a sport.

State Level Facilities are:

Facilities of State level significance e.g. sport facilities that meet the standards required to host major state, national and international level competitions, events and/or training.

Regional Level Facilities are:

Facilities of Regional level significance e.g. sport facilities that meet the standards required to host major state or regional level competitions, events and/or training.

Scientific Research is:

Where hypotheses are formulated, a methodology planned, and measurable evidence is gathered over reasonable and practical timeframes to test the validity of the hypotheses

Applied Research is:

The systematic gathering of data, information and facts to advance knowledge and develop new techniques that can be practically applied to solve a specific practical problem

Evaluation is:

The rigorous and systematic analysis of activities to determine the effectiveness, efficiency or appropriateness of the activities in achieving the stated goals. Evaluation may be undertaken on completed or on-going activities.

Grants and GST

It is strongly recommended that applicants seek independent legal and financial advice to determine all taxation obligations before submitting an application.

Please note that if your organisation's annual turnover is greater than \$150,000 (non-profit organisations) then you are required by the Australian Tax Office to be registered for the GST (source: www.ato.gov.au).

Successful applicants who are registered for GST will have their grant grossed up by 10% to offset the GST payable on the grant.

Organisations that are not registered for the GST will not have their grant grossed up.

If successful, organisations cannot have their Grant Agreement transferred to another body on the basis of GST registration.

Please note, from 1 July 2017, government entities at the federal, state, territory and local levels will need to report the grants they pay to people or organisations with an Australian business number to the Australian Taxation Office.

Public Information

The information and details from your application that may be made public are:

- Name of the applicant,
- Project title, summary of project description, project cost/s, amount/s requested and amount/s approved, and
- Suburb, Postcode or other general locational data of the project or applicant organisation; this excludes the full street address.
- In the event that the applicant is successful in securing funding, or
- In the event of a request pursuant to the *Freedom of Information Act 1991*.

Part or all of this information may be made public in the following circumstances:

Connect with us

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