

# Grassroots Football, Cricket, and Netball Facility Program





## Ministers Message



I am delighted to open the first round of the *Grassroots Football, Cricket, and Netball Facility Program*.

Like countless South Australians, I have had a close association with sport for many years, an association I continue to enjoy to this day.

Sporting facilities are the cornerstone of healthy communities. They provide places where children can begin to hone their sporting and leadership capabilities and where people of all ages are able to develop teamwork and other important life skills.

Modern family friendly facilities funded through the *Grassroots Football, Cricket, and Netball Facility Program* will enable greater opportunities for participation for South Australians.

New and improved facilities will meet Australian Football League, Cricket Australia and Netball Australia national standards increasing capacity as well as sustaining grassroots competition.

Eligible organisations may apply for funding for projects including the construction of new unisex change room facilities (including modular), redevelop or refurbish current change facilities, develop new or refurbish existing change rooms for officials, construct parent and child change space, develop or redevelop playing surfaces (new surfaces, drainage, irrigation), and/or install new or improve existing lighting for training or playing areas.

It is with great pleasure I invite applications for Round 1 of the *Grassroots Football, Cricket, and Netball Facility Program*.

Applications close Wednesday 27 February 2019.

A handwritten signature in blue ink that reads "Corey Wingard". The signature is fluid and cursive.

**Corey Wingard MP**

Minister for Recreation, Sport and Racing

## Table of Contents

Ministers Message	i
Aim of the program	1
What funding is available	1
Program Timelines	1
Who can apply	1
Who can't apply	1
Eligible Projects	2
Project Support	2
Ineligible Projects	3
Ineligible Costs	3
Application Process	4
1. Apply	4
2. Screening	4
3. Assessment Process	5
Assessment Criteria	5
4. Recommendation Process	6
5. Notification	6
Resources and additional information	6
Acknowledging the SA Government's support and promoting success	6
Useful tips	7
Grants and the GST	7
Child safe environment	8
Children's protection and facility design	8
Public Information	8

## 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](mailto:ORSGrants@sa.gov.au)

## Aim of the program

The Grassroots Football, Cricket, and Netball Facility Program (GFCNFP) is aimed at increasing participation and improving gender equity in Australian Rules Football, Cricket and Netball to support healthier, happier, and safer communities.

The program will assist eligible organisations to develop core infrastructure that directly impacts participation through rational development of good quality, well designed and utilised facilities.

## What funding is available

The budget for Round 1 of the program is \$6 million.

Eligible applicants may apply under the following categories:

### Standard development

Dollar for dollar funding from \$25,000 up to \$500,000 (50%).

### Major development

Projects valued over \$1.5 million may apply for a third of the project up to \$1,000,000. (i.e. a Council undertaking a large new facility; If the total project value is \$3 million, then \$1 million can be applied for)

## Program Timelines

Applications Open	24 October 2018
Applications Close	27 February 2019 (12 noon)
Applications Screened	March 2019
Assessment	March/April 2019
Applicants Notified	after 1 June 2019

## Who can apply

To be eligible for GFCNFP funding, organisations must:

- Be a not-for-profit sport club, association or sports facility manager incorporated under the Associations Incorporations Act 1985; or
- Be a Council; and
- Be operating for 12 months or longer

Organisations can only submit one application. *\*Councils are the only exception to this.*

## Who can't apply

The following organisations will be considered ineligible for program funding:

- For profit, commercial organisations.
- An organisation that has overdue Office for Recreation, Sport and Racing (ORSR), South Australian National Football League (SANFL), South Australian Cricket Association (SACA), or Netball South Australia (Netball SA) grant acquittals.

## Organisations with less than 5 years tenure of the facility (if leased).

### Eligible Projects

A Football (Australian Rules), Cricket, or Netball Club that is affiliated to the SANFL, SACA or Netball SA must benefit from the project.

The following projects will be considered for funding:

- Construct new unisex change room facilities (including modular).
- Redevelop or refurbish current change facilities.
- Develop new or redevelop/refurbish existing change rooms for officials.
- Construct parent and child change space
- Develop or redevelop playing surfaces (new surfaces, cricket pitches, drainage, irrigation etc.)
- Install new or replace and improve on existing lighting for training or playing areas

Additional amenities (i.e. storage or medical treatment rooms) may be considered if they complement the overall facility and are not the primary reason for the project.

All projects must meet the minimum relevant State Sporting Organisation and Australian Standards (e.g. change room dimensions).

### Project Endorsement

**All projects must provide Landowner consent for the project (where the project is located).**

To strengthen the potential outcomes from the GFCNFP for communities – applicants are required to engage with ORSR, SANFL, SACA, and/or Netball SA as early as possible to develop proposals that strongly align with the fund.

Before commencing your application please contact these organisations for their support and advice.

South Australian National Football League  
Casey Grice

Planning and Infrastructure Manager

[cgrice@sanfl.com.au](mailto:cgrice@sanfl.com.au)

[Australian Football League Preferred Facility Guidelines](#)

South Australian Cricket Association

Alicia Clutterham

Infrastructure Manager

[Alicia.clutterham@cricket.com.au](mailto:Alicia.clutterham@cricket.com.au)

[Cricket Australia Communities Facilities Guidelines](#)

Netball South Australia

Megan Wooldridge

Community and Member Services Manager

[Megan.wooldridge@netballsa.asn.au](mailto:Megan.wooldridge@netballsa.asn.au)

[Netball Australia Facility Guidelines](#)

## Ineligible Projects

The following project types are ineligible:

- Projects for the development of bars and/or kitchens
- Projects that commence prior to a Grant Agreement being finalised
- Projects that do not support one of the following sports: Football (Australian Rules), Cricket, Netball.
- Projects that do not provide an improved sport participation outcome
- The repair or replacement of facilities damaged by fire, explosion, vandalism, flood, storm or other natural disasters that would normally be covered by insurance
- Requests solely for the purchase of recreation, entertainment, sporting, maintenance or any other equipment
- Projects conducted outside of South Australia
- Residential buildings including caretaker residences
- Routine or cyclical maintenance works to existing facilities
- Projects that have already received an ORSR grant.
- Projects with a shortfall of funding.

## Ineligible Costs

If you are successful, the ORSR grant cannot be used to cover the following project costs:

- Costs that are not considered labour or materials
- Costs not associated with the development or construction of non-permanent change room facility, playing surface or lighting. For example:
  - Preliminary planning or design
  - Playgrounds
  - Equipment
  - Kitchen, bar, standalone public toilets
- Costs associated with ongoing operations, such as but not limited to, electricity, water and other utilities
- Cost of landscaping for aesthetic purposes
- Purchase of land
- Costs associated with the construction or sealing of car parks or roads
- Insurances
- Any costs associated with preparing and submitting a funding application
- Project management fees where the project is being managed by a local council

## Application Process

### 1. Apply

How to apply:

Register or login to an existing SmartyGrants account through the ORSR website.

Complete the application in full and submit prior to the closing time of the program. Late or incomplete applications may not be assessed. Additional documents that are submitted after the closing date may also not be considered in assessment.

Fax, Email or Physical submission of an application is not accepted.

#### Attachments you may need to supply with your application

- Landowner consent
- Most recent 12 month Statement of Financial Performance and/or Statement of Financial Position
- Site specific plan/aerial map showing current setup as well as location of proposed project
- Schematic Plans (site specific)
- Lighting plans including lux charts that are site specific (for projects incorporating lighting)
- Quotes and internal cost estimates
- Quantity survey, tender price or independent qualified expert report for projects over \$500,000 (excluding GST)
- Evidence of confirmation of funding sources (e.g. council minutes/report confirming contributions, letter from council CEO, and/or club bank statements)
- Completed in-kind and voluntary labour support form (if applicable)
- Photographs of the current state of the facility
- Letters of support from organisations that clearly indicate how the user group will either support and/or benefit from the project
- Detailed schedule of use
- Project management plan/framework
- Relevant sections of council reports/plans/strategic documents/community consultation that supports the project

### 2. Screening

ORSR screens applications to check that the:

- Applicant organisation is eligible to apply.
- Project and project costs are eligible for consideration.
- Applicant has evidenced funding contributions from project partners.
- Landowner (where the project is located), local council give support for the project.
- Application has been completed in full, and all essential information has been provided.



### 3. Assessment Process

Eligible applications will initially be assessed for strategic justification by the SANFL, SACA, and Netball SA.

Those priorities will be provided to ORSR who will complete the assessment process. Applications are assessed on merit by the Office for Recreation, Sport and Racing against the Assessment Criteria.

### Assessment Criteria

The following Assessment Criteria will be used to determine funding recommendations.

	<b>Participation Outcomes and Utilisation</b> Extent to which the applicant demonstrates and evidences the project:
30%	Describes how many participants will benefit from the project.
	Will lead to an improvement in participation in sport via: <ul style="list-style-type: none"> <li>• Additional programming opportunities for females and non-traditional participants.</li> <li>• Improved inclusiveness.</li> </ul>
	The project provides for multiple sports and/or user groups.
	The project will provide gender equity in programming/scheduling.
	<b>Project Need</b> Extent to which the applicant demonstrates and evidences the project:
20%	Addresses an identified need, gap or deficiency in the availability of sporting facilities.
	Is identified as a priority by the local council.
	Users of the facility and the broader community support the project.
	<b>Strategic Justification</b>
20%	Projects that have strategic alignment with the recommendations of SANFL, SACA, and/or Netball SA infrastructure strategies will be given priority. This assessment will be conducted by the SANFL, SACA and Netball SA.
	<b>Quality Infrastructure</b> Extent to which the:
20%	Project improves the quality, safety, or standard of facilities that are available to user groups.
	Designs/site plans/floor plans address Community Safety, Risk Management, Universal Design Principles, and Environmentally Sustainable Design.
	<b>Project Delivery and Maintenance</b> Extent to which the applicant evidences capacity to:
10%	Finance and deliver the project via: <ul style="list-style-type: none"> <li>• Confirmed funding contributions.</li> <li>• Itemised accurate costings.</li> <li>• Project management history.</li> </ul>
	Identify the project scope and outline how the project will be completed within a prescribed timeframe.
	Manage the ongoing maintenance and life-cycle replacement costs.

Please note, satisfying the assessment criteria alone does not guarantee the receipt of funding. The proposed project will also be assessed against the relative merit of other projects in meeting the program criteria.

In addition, it is anticipated that the number of eligible applications and funds sought will exceed the funds available and therefore ORSR does not guarantee projects will be successful nor that successful projects will receive the full amount of funding requested.

### 4. Recommendation Process

Once assessment is completed, funding recommendations are forwarded to the Minister for Recreation, Sport and Racing for consideration.

Being successful through one grant program, does not guarantee an applicant funding through other grant programs administered by ORSR. Nor does it preclude an application in other grant programs for stages/additional components of a sports hub/large facility.

### 5. Notification

#### If our application is successful

Successful applicants (Grantees) will receive notification.

Grantees will be forwarded a Grant Offer.

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 purpose as detailed in the Grant Agreement.
- Open a separate bank account for grant funds to be deposited into (for projects over \$200,000). Successful organisations will need to report on any interest the grant funds earn in this bank account. Payment will not be made until confirmation of a separate bank account is received
- 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.
- If requested appropriately acknowledge the Government of South Australia 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.

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.

### Resources and additional information

Please refer to each sports facility guidelines when planning your project:

- [Australian Football League Preferred Facility Guidelines](#)
- [Cricket Australia Communities Facilities Guidelines](#)
- [Netball Australia Facility Guidelines](#)

Further useful planning and design fact sheets are accessible through the program webpage [www.ors.sa.gov.au/funding](http://www.ors.sa.gov.au/funding).

### Acknowledging the SA Government's support and promoting success

Successful applicants may be required to acknowledge the Government of South Australia, the Australian Football League, South Australian National Football League, Cricket Australia, South Australian Cricket Association, and Netball South

Australia's support through the provision of a grant from the GFCNFP.

Acknowledgement and publicity guidelines may form part of the Grant Offer, and include the requirement that all activities acknowledge Government of South Australia, the Australian Football League, South Australian National Football League, Cricket Australia, South Australian Cricket Association, and Netball South Australia's support through logo presentation on any activity-related publications, media releases, promotional material and placement of a permanent Government of South Australia endorsed sign/plaque at the site during construction and upon completed of infrastructure activities.

The Minister is to be given the opportunity to participate in any formal activity associated with the progress or completion of a facility or to officially open or launch the project. Openings and launches of GFCNFP projects are to be coordinated through the Minister's Office.

Councils considering staging an opening or launch must give adequate notice.

## Useful tips

Applicants are encouraged to:

- Contact the ORSR prior to submitting an application to determine suitability for funding
- Retain a copy of original supporting documents
- Keep responses to the questions clear and concise
- Prioritise writing to ensure the most critical information is in a prominent position
- Assume the reader is not familiar with your project
- Additional documents should be directly referenced within the application

## Grants and the 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](http://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.

### Child safe environment

A legislative requirement since 2011, organisations providing a service wholly or partly for children (under 18), are required to lodge a child safe compliance statement.

For more information please review the following Factsheet. ([http://www.ors.sa.gov.au/data/assets/pdf\\_file/0010/272773/ChildSafeFactsheet.pdf](http://www.ors.sa.gov.au/data/assets/pdf_file/0010/272773/ChildSafeFactsheet.pdf))

### Children's protection and facility design

The following is adapted from: **Safe Environment Policy – Model Framework for Local Government in SA** (source: [www.lga.sa.gov.au](http://www.lga.sa.gov.au))

#### Premises – the physical environment in which activities are conducted

The physical environment in which an organisation conducts its activities can enhance opportunities for abuse, or it can reduce the risks. Organisations should consider the following issues.

- Safety and security in recreational areas such as playgrounds, reserves, skate parks, and places where young people gather. For example, design features which ensure visual surveillance and lighting
- Access control, lighting, design of shower and toilet facilities when selecting locations to use for children's programs
- Ideally, the organisation should be able to monitor people entering and leaving its programs

- rooms and closets not required for program activities should be secured to prevent children from being isolated
- Indoor and outdoor areas should be adequately illuminated to enable observation of activities and discourage victimisation attempts in parking lots or play areas.

### 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.
- Suburb, postcode or other general locational data of the project or applicant organisation; this excludes the full street address.



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

- 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*.

#### Connect with us

Office for Recreation, Sport & Racing  
South Australian Sports Institute  
27 Valetta Road  
Kidman Park SA 5025  
PO Box 219  
Brooklyn Park SA 5032

 [officerecsport@sa.gov.au](mailto:officerecsport@sa.gov.au)  
 [ors.sa.gov.au](http://ors.sa.gov.au)  
 1300 714 990  
 (08) 8457 1571

 @SARecandSport  
 @SASI\_sport  
 @sa\_sports\_institute  
 @CRSSASI



Government of South Australia  
Office for Recreation, Sport and Racing