

Sports Club Grants (formerly Leisure Minor Works Program) was initiated in response to a need identified through consultation with Darebin's sport and recreation groups. The outcomes of this were for greater support in funding minor sport infrastructure improvements, essential sporting equipment needs and helping support new participation initiatives.

In 2019-20, we offer the Sports Club Grants Program in two rounds (October and March), with two focus areas and grant streams:

Minor Facility Improvement Stream

This funding stream focuses on the minor improvement of existing sport facilities with sports clubs submitting projects that could be jointly funded to meet the needs of the club and local community. Council may contribute up to 50% of the total project cost funding up to a maximum of \$10,000 for successful applications.

Sport Participation Stream

This funding stream focuses on increasing physical activity and helping communities stay connected through sport. Clubs are encouraged to submit initiatives or programs that address barriers for new or returning players to play at their local sports club. The grants provide funding of up to \$500 (excl. GST) participation programs, activities and events run by your club and associated deliverer training, essential sporting equipment items and resources.

HOW TO APPLY

1. Review this program guidelines document
2. Check if your club is eligible to apply for this round
3. Choose one of the focus areas or grant streams to apply for and a project that might be funded
4. Review selection criteria areas and plan your project accordingly including quotes, permits and required attachments
5. This year's application has gone online using the SmartyGrants platform, making it easy to put together your application and attachments.
Apply online for the October Round (1) of 2019-20:
Minor Facility Improvement Stream at
<https://darebin.smartygrants.com.au/minorfacilityimprovement2019>
Sport Participation Stream at
<https://darebin.smartygrants.com.au/sportparticipation2019>
Please note: All documents specified in the essential section of the checklist must be provided to Council at the time of application for the application to be eligible.
6. Submit your application by the close date (Thursday 31 October)

TIMELINES

Assessment Process Phase	Date
Grant applications open (Round 1)	Monday 14 October 2019
Grant applications close (Round 1)	Thursday 31 October 2019
Selection committee conduct assessments	Early November 2019
Notification sent to all grant applicants	Mid November 2019
Project to be completed	June 2020

WHO CAN APPLY?

- Sports Clubs that are incorporated, not for profit and have a license or seasonal agreement to use a Darebin City Council recreation reserve and/or sporting pavilion.
- Sports Clubs that do not have an outstanding debt to Council and Utility Suppliers.
- Sports Clubs who share a facility to provide letters of support for fellow tenants approving or endorsing their project at a minimum.

WHAT MIGHT BE FUNDED

Projects that may be funded under the Sports Club Grants program include but not limited to:

Minor Facility Improvement Stream	Sport Participation Stream
Environmental sustainability: <ul style="list-style-type: none"> • Single Use Plastics Action Plan initiatives 	Participation programs that target council priority groups such as women and girls, juniors, seniors, people with a disability, CALD (of culturally and linguistically diverse background), LGBTIQ, indigenous. <ul style="list-style-type: none"> • Eg. Social/modified/casual sport like Tennis 4 Teens, Rock Up Netball, Bowling with Babies • Eg. Starting up junior programs like Auskick, Cricket Blast • Eg. Targeted programs like Walking Football for seniors 50+
Seating <ul style="list-style-type: none"> • Coaches boxes to seat players and coaches • Spectator seating 	Participation events or one-off activity <ul style="list-style-type: none"> • Come and try session for females • School holiday program
Shading for players and spectators <ul style="list-style-type: none"> • Pergola / Veranda • Marquees 	Promotional campaign encouraging people to get active via your club Eg. VicHealth This Girl Can, Tennis 'Open Court Sessions' or Book A Court
Security <ul style="list-style-type: none"> • Shutters • Alarm systems 	Essential sporting equipment/items that support new participation or people returning to play the sport
Electronic Scoreboards	Sports injury prevention and management equipment
Signage <ul style="list-style-type: none"> • Directional • Club information 	Community partnership initiatives Eg. Pride Rounds, charity matches or events
Tennis facilities <ul style="list-style-type: none"> • Tennis court accessories - nets and net posts, maintenance equipment • Installation of the Book A Court system from Tennis Australia 	Coaching, Umpire or Official Development Eg. Assisting in training, upskilling and accreditation programs or courses

WHAT WON'T BE FUNDED

Projects that won't be funded under the Sports Club Grants Program include:

Minor Facility Improvement Stream	Sport Participation Stream
<input checked="" type="checkbox"/> Social room infrastructure including bar and kitchen fit out	<input checked="" type="checkbox"/> Personal sporting equipment/items
<input checked="" type="checkbox"/> Revenue generating developments	<input checked="" type="checkbox"/> Payment of team/ individual travel costs
<input checked="" type="checkbox"/> Sports field lighting	<input checked="" type="checkbox"/> Ongoing membership registration / subscriptions
<input checked="" type="checkbox"/> Changeroom facility upgrades	<input checked="" type="checkbox"/> Activities or events that may target council priority groups, but do not have a component of physical activity or sport.
<input checked="" type="checkbox"/> Pavilion extensions or upgrades	
<input checked="" type="checkbox"/> Payment of ground rental or pavilion utilities	
<input checked="" type="checkbox"/> Promotional signage (other than directional)	
<input checked="" type="checkbox"/> Storage cages	
<input checked="" type="checkbox"/> Cricket nets	
<input checked="" type="checkbox"/> Ground fencing	

WHAT IS COUNCIL LOOKING FOR?

Our council team will assign a panel to assess applications based on the following criteria. When responding to questions in the application, be clear and concise in responses including relevant attachments to support your application.

Sport Facility Improvements Stream	
What	<ul style="list-style-type: none"> Project brief clearly identifies the project scope, methodology and that proposed outcomes can be completed within a prescribed timeframe (within this financial year)
Why	<ul style="list-style-type: none"> Project need - the project is solving an important problem with a good solution Club benefit - the project demonstrates it can benefit the club in any of increased participation, enhancing sport delivery, improving social connection or growing/developing club operations Community benefit - project demonstrates community benefit linked to one of more Darebin Council strategy goals or actions from Council or Leisure Plan. The amount of people the project will impact
Who	<ul style="list-style-type: none"> Club Capability - The club will score bonus points for their performance rating (Gold/Silver/Bronze) in last season/year's Performance Subsidy Program Club Plan is provided, and/or proposal attached that supports the case for both club capability and the strategic need for the project
How	<ul style="list-style-type: none"> Club provides/demonstrates partnerships for the project, partners who will support and/or benefit. Contractor and funding partnerships outlined that will further help deliver the project and its outcomes. Any letters of support that add weight to project need and delivery Club outlines a budget and demonstrates it can deliver the funding for the project with an appropriate council contribution Club includes the provision of quotes or cost estimates, concepts/schematic plans for the project, building permit (if required) and additional project details in attachments

Sport Participation Stream	
What	<ul style="list-style-type: none"> Project brief clearly identifies the program or initiative, it's delivery, proposed outcomes can be completed within a prescribed timeframe (within this financial year)
Why	<ul style="list-style-type: none"> Project need - the project is solving an important problem with a good solution (such as a program or event) Club benefit - the project demonstrates it can benefit the club in any or all of increased participation, enhancing sport delivery or improving social connection Community benefit - project demonstrates community benefit linked to one of more Darebin Council strategy goals or actions from Council or Leisure Plan Targeted participation group identified and The amount of people the project will impact
Who	<ul style="list-style-type: none"> Club Capability - The club will score bonus points for their performance rating (Gold/Silver/Bronze) in last season/year's Performance Subsidy Program Club Plan is provided, and/or proposal attached that supports the case for both club capability and the strategic need for this participation initiative
How	<ul style="list-style-type: none"> Club provides/demonstrates partnerships for the project, partners who will support and/or benefit. Funding partnerships outlined that will further help deliver the project and its outcomes. Any letters of support that add weight to project need and delivery Club outlines a budget and demonstrates it can deliver the funding for the project with an appropriate council contribution

APPLICATION CHECKLIST

Make sure your application includes:

- ✓ Explore partnerships for either facility projects or participation initiatives, this will enhance the success of your project and any additional funding sources will also be helpful
- ✓ For facility projects, scope your project with quotes and plans to ensure its realistic to achieve for the budget and timeline
- ✓ For facility projects, engage with your co-tenant/s and gain letter of support for your application or even go in on the project together if of mutual benefit
- ✓ For sport participation, ensure you choose a target group for your program or initiative and demonstrate how your program or initiative will support them to get active
- ✓ Complete all questions in online application with clear and concise answers
- ✓ Attach the 'mandatory' list of attachments at the conclusion of the online application
- ✓ Refer and make plans to adhere to the Terms and Conditions of the grant (page 5)

WHAT IF I STILL NEED HELP AND SUPPORT?

Please contact the council's contact for this grant program or to discuss broader sport and facility development initiatives:

Adam Feiner
Sport Development Officer
Leisure Services Team
Phone: 8470 8138
Email Adam.Feiner@darebin.vic.gov.au

Please also refer the council website for council plans and associated council information at www.darebin.vic.gov.au

THE FINE PRINT

Basic Terms and Conditions of applying and receiving funding support in the Darebin Council Sports Club Grants Program are:

- All facility improvements funded through this program are to become the property of Council.
- Funding must be for infrastructure located on council owned or managed land.
- A maximum of one application will be considered per applicant each financial year.
- Council may provide funding less than the amount requested by an applicant.
- Projects will not be funded retrospectively.
- Projects must be completed by the end of the financial year in which funding was secured unless Council has agreed to an alternate date in writing.
- All projects must be completed by a registered practitioner with the required qualifications and insurance.
- The applicant is required to obtain and pay for all necessary permits (inclusive of building permits) and comply with all Council or relevant AS/NZ design standards.
- Quotes must be provided for each application.
- A copy of the detailed schematic plans of the project should be provided (if applicable). Architectural drawings must be supplied where applicable for works.
- Council recommends successful applicant obtain an Australian Business Number (ABN) for tax purposes.
- Successful applicants must provide an acquittal of funds.
- Applicants must provide proof of Incorporation and Public Liability Insurance.
- Successful applicants must sign a funding agreement.
- At the conclusion of their grants program, successful applicants must provide a brief report to Council on the project demonstrating its competition and outlining the impact