



Statewide Enhancement Program

Stream 2

Sport and Active Recreation Project (SARP) Funding

Funding Guidelines

2009-2010

Statewide Enhancement Program – Stream 2

Sport and Active Recreation Project Funding

Minister's Message



I am pleased to invite applications for the 2009-2010 Statewide Enhancement Program (StEP).

As Minister, I hold a strong commitment to maintaining and developing partnerships with active recreation and sport providers throughout the State.

Since the implementation of StEP in 2004, the program has provided over \$33 million in funding to the sport and active recreation sector. This funding supports programs and services aimed at increasing involvement in sport, active recreation and physical activity in South Australia and providing pathways and opportunities towards sporting excellence.

The allocation of funds through this program plays an integral role in achieving a key component in South Australia's Strategic Plan of exceeding the Australian average for participation in sport and physical activity by 2014.

I seek your continued contribution, knowledge and support in working with the Government toward our goals in further developing sport and recreation opportunities for South Australians.

I look forward to receiving many exciting and significant project proposals.

Michael Wright MP
MINISTER FOR RECREATION, SPORT AND RACING

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Sport and Active Recreation Project Funding

About the Program

StEP is a triennial funding program which was established to assist the South Australian Government to work in partnership with State sporting and active recreation organisations and other approved bodies to implement programs and initiatives that support the SA Strategic Plan's sport and recreation target (T2.3) "to exceed the Australian average for participation in sport and physical activity by 2014."

StEP contributes to this target by providing funding support for sport and active recreation programs that aim to meet Office for Recreation and Sport's (ORS) strategic outcomes.

Definitions

For the purpose of the Program, the following terms have been defined:

Active Recreation is where:

- The primary purpose and primary focus of the activity undertaken, is to engage in human physical activity for its own sake;
- The physical activity gained is not an indirect benefit of the primary activity; and
- Organisations delivering these activities do so for the primary purpose of human physical activity.

Sport is: A human activity capable of achieving a result requiring physical exertion and/or physical skill, which, by its nature and organisation, is competitive and is generally accepted as being a sport.

Dates to remember

| | |
|-------------------|--|
| Program opens: | Saturday 17 January 2009 |
| Program closes: | 5:15pm Monday 2 March 2009 (<i>Applications post marked on or before the closing date will be accepted</i>) |
| Outcomes advised: | It is anticipated that applicants will be notified in June 2009 |

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StEP Funding Streams

StEP has been divided into streams:

| State Organisation Support Funding (SOS) Stream 1 | Sport and Active Recreation Project Funding (SARP) Stream 2 |
|---|--|
| <p>SOS provides triennial (3-year) funding to eligible State sport and active recreation organisations and peak industry bodies to support the delivery of core programs and services.</p> <p>The 2009-2010 round of STEP is the final round of the current triennial funding period (2007-2010). Successful applicants will receive one-year funding.</p> <p>For more information refer StEP SARP Funding Guidelines and Application Form.</p> | <p>As outlined in these guidelines</p> |

Sport and Active Recreation Project Funding (SARP)

SARP provides funding to eligible organisations to assist in the development and delivery of programs that aim to meet one or more of the following outcomes:

- Increase community participation in sport and active recreation at all levels;
- Improve the quality of sport and active recreation programs and services that are available to South Australians; and
- Support the development of talented/elite athletes.

The 2009-2010 round of STEP is the final round of the current triennial funding period (2007-2010). Successful applicants will receive one-year funding.

Organisations can apply for more than one project per round. Additional copies of the application form can be downloaded from the Office for Recreation and Sport website at www.recsport.sa.gov.au

Who can apply?

To be eligible for Stream 2 funding organisations must:

- Be 'not for profit';
- Be properly constituted and incorporated under the Associations Incorporation Act (1985) or have some other comparable legal status;
- Be able to demonstrate good financial management through the provision of sound financial history/systems;
- Be able to clearly demonstrate that the project will be delivered on a regional (covers multiple local council areas) or statewide basis;
- Where appropriate have an operable and current Harassment Free and/or Member Protection policy/procedure;
- Have in place appropriate governance processes, policies and systems to meet industry, corporate and legislative responsibilities; and
- Not have any acquittals and/or reports from any ORS grant programs overdue.

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Who can't apply?

- Organisations that have ORS grant acquittals and/or reports overdue.
- For profit organisations.
- Organisations who are not properly constituted or incorporated under the Associations Incorporation Act (1985) nor have some other comparable legal status.
- Organisations whose project will not be delivered on a regional (covers multiple local council areas) or state-wide basis.

If an organisation receives funding through SOS can they apply for SARP funding?

Yes, SOS funded organisation can apply for funding through the SARP category. However, organisations must be able to clearly demonstrate that their proposed Stream 2 project is not a core program or service that they currently have the capacity to deliver.

For further clarification on whether your project is eligible contact a Funding Services Consultant on 7424 7708.

What can be funded?

The types of projects for which this funding would be appropriate are listed below. This list is by no means exhaustive and applications for other projects that meet the objectives of the funding program are welcomed.

- Education, training and development programs for coaches, officials and administrators.
- Projects that improve the opportunities and accessibility of sport and active recreation programs and services for all South Australians.
- Projects that improve the delivery of sport and active recreation programs and services to country areas.
- The conduct of major events (e.g. National and International Championships).
- The conduct of research or significant sport and active recreation planning initiatives.
- Projects that promote the development of talented/elite athletes.
- Management improvement related projects, including undertaking Governance Reviews.
- Programs that increase the number of volunteers involved in the delivery of sport and active recreation.

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What cannot be funded?

- Projects that StEP SOS funds state sport, active recreation or industry bodies to deliver.
- The construction, renovation or upgrade of facilities.
- Projects that do not meet the definition of sport and active recreation.

How will our application be assessed?

Stage 1: Initial Screening

Following the closure of the round, ORS will screen all applications to check the organisation's eligibility for funding through SARP, and that all of the essential supporting documentation has been provided.

Acceptance of supporting documentation received after the closing date will be at the discretion of the ORS.

Applicants are required to provide all essential documentation to proceed to the next stage.

Stage 2: Assessment of Applications

Each project will be assessed on its capacity to meet the following criteria:

- **Extent to which the project meets ORS strategic outcomes;**
- **The organisation's capacity to deliver the intended project outcomes;**
- **The benefits of the project to the wider community; and**
- **The extent to which the project is considered significant to the industry and the wider community.**

Satisfying the above assessment criteria alone does not guarantee the receipt of funding. The proposed project will also be assessed against the relative merits of other projects in meeting the objectives of the funding program.

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

How do we apply?

1. Carefully read the funding program guidelines to determine whether your organisation meets the eligibility criteria. If you are unsure, contact an ORS Funding Services Consultant on 7424 7708.
2. If you are eligible, complete all relevant questions in the StEP Stream 2 Application Form.
3. Send the completed application form with all of the required essential supporting documentation to the ORS (details on back of application form) by the closing date.

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Please note:

- Applications must be written or typed on the application form. An electronic Microsoft Word “type in” version is available through our website www.recSPORT.sa.gov.au
- Faxed applications WILL NOT be accepted.
- Please do not bind the application or use display folders.
- Only supply 1 copy of the completed application and attachments.
- These guidelines supersede all terms and conditions contained in previous StEP guidelines.
- All funding is subject to the appropriation of funds through the South Australian Government budget process.

What if our application is successful?

- Successful applicants (grantees) will receive written notification from the Minister.
- A Funding Agreement will then be forwarded to grantees detailing the terms and conditions of the funding.
- Once the Funding Agreement has been signed between the grantee and the Minister it cannot be altered unless both parties agree formally in writing.
- Payments will be processed in accordance with the payment schedule detailed in the Funding Agreement and forwarded directly to the organisation either via a cheque or electronic funds transfer (EFT).

What are the conditions of funding?

As a recipient of funding, grantees must meet the conditions as stated in the Funding Agreement, including to:

- Use the funding allocated only for the purpose as detailed in the Funding Agreement;
- Maintain accounting records of the funding in accordance with generally accepted accounting principles;
- Comply with the laws in force in South Australia;
- Appropriately acknowledge the State Government of South Australia as a funding source; and
- Comply with all reporting and acquittal obligations as detailed in the Funding Agreement. Failure to comply may result in ORS funding payments being suppressed and/or the organisation no longer being eligible to receive ORS funding.

What if our application is unsuccessful?

All ineligible and unsuccessful applicants will be notified by mail. Organisations are encouraged to contact the ORS for feedback on their application.

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For more information

Funding Consultant
Statewide Enhancement Program
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