

Guidelines

2021-22 Sport and Active Recreation Equipment Grants Program

The Tasmanian Government acknowledges the impact of COVID-19 and its resulting effects, including spectator restrictions, loss of revenue, postponements and cancellations, on sport and recreation clubs.

The 2021-22 Sport and Active Recreation Equipment Grants Program provides sport and active recreation clubs with grants of between \$2 000 and \$25 000 to assist with the purchase of additional or replacement equipment.

Applicants are required to contribute at least 20 per cent of the total cost of purchasing the equipment (the project cost).

This is a competitive Grants Program.

Definitions

Sport

Communities, Sport and Recreation (CSR)'s grant programs use Sport Australia's definition of 'sport', being:

- 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 accepted as a sport.

Active Recreation

'Active Recreation' is defined as:

- Activities 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.



Eligibility

Organisations

The 2021-22 Sport and Active Recreation Equipment Grants Program is funded through the Community Support Levy (CSL). Legislation requires that funding under this Grants Program is provided for the benefit of sport and recreation clubs.

Eligible applicants must be:

- an organisation whose primary focus is to provide sport and active recreation activities to Tasmanian community; and
- an incorporated, not-for-profit organisation; or
- a not-for-profit company registered under company law; or
- Local Government Associations (LGA) providing equipment to benefit eligible sport and active recreation clubs

Organisations not eligible

Ineligible organisations include:

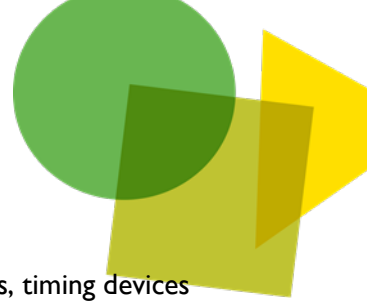
- State or Australian Government agencies;
- Political organisations;
- Individuals or sole traders;
- For profit organisations;
- Educational institutions, including parents and friends' associations;
- Private or commercial enterprises registered under company law;
- Organisations that receive revenue from electronic gaming machines;
- Organisations that currently have a grant administered by CSR with overdue reporting and/or outstanding acquittal obligations;
- Organisations that do not formally identify sport and/or active recreation as their primary purpose; and
- Organisations that have a focus on activities considered to be arts, hobbies, craft, music, historical re-enactments, events, pets or livestock related activities or that do not include the primary purpose of engaging in human physical activity.

Eligible Equipment

The 2021-22 Sport and Active Recreation Equipment Grants Program supports the purchase of equipment that directly benefits a sport or recreation club and its members.

To be eligible equipment must address one or more of the following:

- Assist the organisation to deliver sport or active recreation activities, such as playing and/or training equipment, and playing uniforms;



- Replace or upgrade existing equipment or minor fixed infrastructure, such as goals, timing devices and scoreboards. Where statutory approvals, from the land or site owner(s), are required these must have been issued;
- Ensure the safety of activities, such as first aid equipment, goal post padding and personal protective equipment.
- Improve the club's ability to conduct its operations, such as whitegoods, office equipment, IT hardware and software. Where the purchase includes computers, laptops, tablets, or other such equipment, the applicant must demonstrate it has a club asset register, that users have signed an appropriate use of equipment agreement and that the equipment is only used for club related activities.

Equipment that demonstrates a significant positive impact on participation (numbers and/or new opportunities) may be considered a higher priority where the equipment also:

- Improves the quality or safety of participation; or
- Improves the range of or access to participation opportunities.

Equipment/expenses not eligible

Any purchase made prior to submission of the Application Form is not eligible.

Ineligible items include (but are not limited to):

- The repayment of a loan or any other form of debt;
- Payment of wages or honorariums;
- Recurrent operational costs, such as consumable items;
- Additional funds for a project already receiving funding support through a CSR grant program;
- Purchases that provide a direct economic benefit to an individual or business (projects must benefit a sport or active recreation club and its participants);
- Purchases related to licenced areas, smoking areas, commercial areas or gaming areas;
- Personal issue laptops, tablets or computers; and
- Building materials or the upgrade/development of facilities.

For further guidance, contact CSR by telephone on 1800 252 476.

Funding

It is anticipated that approximately \$1 million will be available for distribution under the 2021–22 Sport and Active Recreation Equipment Grants Program in 2021-22

Funding limits (*per applicant*) are:

Minimum funding amount: \$2 000

Maximum funding amount: \$25 000

Funding provided will be a maximum of the approved items to be purchased, successful applicants must have a minimum of **20 per cent of the total funding requirements secured to contribute towards the project** (see *Secured Funds below*).



An organisation may apply for more than one item and should rank each item in order of priority. The maximum amount of funding that will be provided to an organisation is \$25 000.

Completing an Application Form

Application form and Attachments are available on the Department of Communities Tasmania [website](#).

Applicants are encouraged to carefully read the application form and complete all sections to enable their application to be assessed.

Secured Funds

Applicants **must have at least 20 per cent of the total equipment cost as secured funds to be eligible**. Secured funds may come from a variety of sources. Secured funds are:

- A written commitment of funding from a financial institution, organisation, individual, local, state or federal government; and/or
- Funds in the possession of the applicant organisation.

Applicants must include a break-down of secured funding showing each funding source and provide **evidence** to demonstrate the funds are secured. Secured funds and evidence may include one or more of the following:

- Funds held in your organisation's bank accounts and evidenced by a bank statement(s) clearly showing the name of the organisation and demonstrating financial capability to undertake the project;
- Written confirmation of donation(s) of cash;
- Written confirmation of sponsorship;
- Written confirmation of funds secured from another grant provider (other contributions from the Tasmanian Government will not be considered as contributing to the 20 per cent); and/or
- Written confirmation of funds provided by a partner organisation.

Funding that is not secured will not be accepted as a contribution.

If the application is successful, a recipient will be required to demonstrate in their reporting that at least 20 per cent of the total project costs has been met from sources other than the approved grant or other Tasmanian Government funding.



GST

All quotations must clearly display the amount of GST per item unless an item does not have a GST component.

If your organisation is **registered for GST**, the grant amount requested, and applicable expenses should be calculated excluding GST. (If you have received a quote that includes GST, but does not itemise the GST amount, divide the amount by 11 then multiply by 10 to work out the amount without GST).

If your organisation is **NOT registered for GST**, the grant amount requested, and applicable expenses should be calculated including GST.

Refer to the GST Fact Sheet on the CSR website for more information:

<https://www.communities.tas.gov.au/csr/Grants/grants-and-the-goods-and-services-tax-gst>

Assessment Criteria

Applications from eligible organisations for eligible equipment are assessed against the following criteria:

- Demonstrated need
 - a. Importance of the applicant as a provider of sport and recreation activities to the Tasmanian community – location, population cohort, community profile;
 - b. Reason the equipment is needed and link to the club's ability to provide activities;
 - c. Increase in members or targeting a specific population cohort;
 - d. Increase in range of activities;
 - e. Improved quality or safety.
- Value for money
 - a. Grant requested as a percentage of the project cost;
 - b. Number of members to benefit/grant amount requested for the project.

As part of the assessment process equipment that demonstrates a significant positive impact on participation (numbers and/or new opportunities) may be considered a higher priority where the equipment also:

- Improves the quality or safety of participation; or
- Improves the range of or access to participation opportunities.

This is a competitive grants program. Organisations that have membership restrictions may be considered a lower priority. In addition to the assessment criteria above, applications may be considered a lower priority if they:

1. benefit a relatively small number of participants (other than those that target specific groups with specific needs); or
2. are submitted by organisations that have previously received Tasmanian Government funding for similar projects or where there appears to be a history that suggests an operational dependence on grants.



Note: During assessment CSR may contact applicants to confirm any changes or adjustments required, such as; removal of ineligible equipment items, income or expenditure amounts, GST calculation correction.

Critical Dates

Program opens	7 September 2021
Program closes	10 November 2021
Outcomes expected to be advised	28 February 2022
Projects due to be completed by	30 November 2022

To Apply

Before submitting your application check:

- that your organisation meets the eligibility criteria outlined within these guidelines;
- that all requested documentation is attached; and
- the Application Form is signed.

For further information or assistance, contact CSR by telephone on 1800 252 476 prior to submission.

Submitting by E-mail (preferred)

Applications and attachments can be submitted by email to: csrgrants.applications@communities.tas.gov.au

Submitting by mail

Applications and attachments may be submitted by post to:

CSR Grant Programs
Communities, Sport and Recreation
Department of Communities Tasmania
GPO Box 65
HOBART TAS 7001