

# Sport and Recreation Achievement Grant

Applicant guidelines



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## Guidelines

### Grants program overview

Sport and recreation is an integral part of life in Ipswich City. The City has a proud sporting heritage and has produced many sporting champions participating in a wide range of sports.

Through the Sport and Recreation Achievement Grant, Council aims to recognise and support local athletes who have qualified or been selected by a peak body to represent Queensland or Australia. The funds are provided to assist with the travel and event related costs of attending sporting championships.

### Timeframe

Applications can be submitted at any time during the year.

Applications **must be lodged within three months before or after the event**. Late applications due to extenuating circumstances may be considered at the discretion of the Chief Operating Officer, Works Parks and Recreation Department.

### Funding Range

Athletes selected to represent Queensland – \$200

Athletes selected to represent Australia – \$300

### Funding Available

The total funding available for the Sport and Recreation Achievement Grants each year is subject to variation, depending on Council's annual budget allocation.

### Eligibility Criteria

To following eligibility criteria apply to the Sport and Recreation Achievement Grant:

- Applicants must reside in the City of Ipswich region
- Applicants must be participating as an athlete, referee or umpire in:
  - An official national championships endorsed by the relevant Sport Australia recognised national sporting organisation or School Sport Australia
  - An international competition as a member of an official Australian team, endorsed by a Sport Australia recognised national sporting organisation or School Sport Australia
- Applicants must provide written confirmation of the applicant's selection to participate in National or International competition as an athlete, umpire or referee from the recognised state or national sporting organisation on their letterhead. The confirmation must include the applicants name and the name of the event selected for.
- Applicants are eligible to receive a maximum of two Sport and Recreation Achievement Grants per sport per financial year.

## Exclusions

The following will not be funded:

- Applicants who are not residents of Ipswich City
- Applicants who cannot provide evidence of selection in a National or International Competition by the recognised association of the chosen sport as an athlete, umpire or referee
- Applicants that are attending a competition that is not sanctioned by the recognised state or national sporting organisation.
- Applicants who have already received two Sport and Recreation Achievement Grants for the sport being applied for
- Applications for training camps, tours and coaching clinics
- Applications received outside the application timeframes, unless in extenuating circumstances, where the application has been approved by the Chief Operating Officer, Works, Parks and Recreation.

## Grant Funding Principles

Ipswich City Council applies the following principles when providing support through its grants programs:

- Asset based thinking and building on the strengths that exist within our community
- Evidence based approach that acknowledges and responds to the needs and aspirations of our community
- Access and equity to ensure a socially inclusive community
- Valuing local collaborations and partnerships
- Valuing the social, economic and environmental sustainability of our City

In addition, Council is committed to the efficient and effective delivery of the Sport and Recreation Achievement Grant and transparency and accountability in decision making.

## Ethics Framework

Ipswich City Council will not support individuals that are considered to:

- Discriminate, or encourage discriminatory behaviour, including discrimination on the basis of age, disability, race, religion, sex and/or sexual orientation
- Contribute to, or advocate for, the infringement of human rights
- Demonstrate behaviour that does not align to Council's strategic intent for the City and community of Ipswich
- Pollute land, air or water, or otherwise damage the natural environment
- Market, promote or advertise products or services in a misleading or deceitful manner
- Produce, promote or distribute products or services likely to be harmful to the community
- Entice people into financial over-commitment
- Exploit people through the payment of below-award wages or poor working conditions
- Represent a reputational risk for Ipswich City Council to partner with or support, or be seen to partner with or support

## Application Process

Applications must be made using the online application form.

Submissions must include:

- A letter of selection from the recognised state or national sporting organisation on their letterhead. The letter must include the competitors name, event, date and location.
- Proof of residency (e.g. rates notice, utilities bill, rent notice)

Incomplete applications will not be considered for funding. This includes applications **without** essential documentation.

## Grant Assessment

Once submitted, an application will be assessed according to the eligibility and exclusion criteria. No further assessment is required for this program.

## Grant Funding Approval

Applicants will be notified via email of the outcome of their application.

Successful applicants will receive payment by electronic transfer within two weeks of notification.

### Grant Evaluation and Acquittal

To ensure appropriate accountability by grant recipients with regard to the use of grant funding, all funding provided by Council will require an acquittal, outlining the use of the funds (including proof of expenditure) and the achieved outcomes of the activity. Acquittals will be required within six months from the conclusion of the sporting championship.

Applicants that have not satisfactorily acquitted the funds within six months of receiving them will be deemed ineligible for Council funding for 12 months from the acquittal due date.

If Council's grant funds are not fully spent, all remaining funds must be returned to Council. In the instance that the applicant does not attend the event, the applicant will be required to repay the full amount of funding awarded.

Please contact Council on (07) 3810 6666 if you have any questions regarding the Sport and Recreation Achievement Grant Program.

**Funding applications must be submitted via the online application form**

Once submitted you will receive an electronic confirmation notice.

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