



ACT
Government

Performance Sponsorship Program

Funding Guidelines

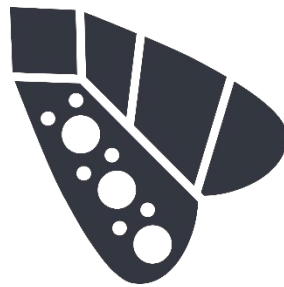
April 2024

Chief Minister, Treasury and
Economic Development Directorate

Acknowledgment of Country

Chief Minister, Treasury and Economic Development Directorate acknowledge the Ngunnawal People as traditional custodians of the ACT and recognise any other people or families with connection to the lands of the ACT and region.

The Directorate acknowledge and respect their continuing culture and contribution they make to the life of this city and this region.



Accessibility

The ACT Government is committed to making its information, services, events and venues, accessible to as many people as possible.

If you have difficulty reading a standard printed document and would like to receive this publication in an **alternative format** – such as large print or audio – please telephone Access Canberra Contact Centre – **13 22 81**.

If English is not your first language and you require the **translating and interpreting services** please telephone **131 450**.

If you are deaf or hearing impaired and require the **National Relay Service** please telephone **131 677** then ask for **133 427**

Table of Contents

- 1. About the program 4
- 2. Key objectives 4
- 3. Funding cycle 4
- 4. Applying for funding 5
 - 4.1. Who is eligible to apply? 5
 - 4.2. Who is not eligible to apply? 5
- 5. Conditions of funding 6
 - 5.1. Application form 6
 - 5.2. General evaluation criteria 6
 - 5.3. Determination of funding 6
- 6. Assessment 7
- 7. Accepting funds 7
- 8. Acquittal of funding 7
- 9. Timing 8
- 10. Further information 8

1. ABOUT THE PROGRAM

Sport and Recreation, positioned within Chief Ministers, Treasury and Economic Development Directorate, is the lead government agency for sport and active recreation in the ACT.

The role of Sport and Recreation is to provide leadership, support and to champion a sport and active recreation sector that is welcoming, progressive, sustainable and capable of providing a diverse range of participation experiences.

The Performance Sponsorship Program (PSP) provides support for Canberra's national league sporting teams to not only compete in their respective competitions, but to actively engage in the community through various sport and non-sport related activities. The ACT Government acknowledges its funding support is critical to ensuring pathways from participation through to high performance for local athletes exist.

2. KEY OBJECTIVES

The primary objective of the PSP is to support the sports environment in the ACT through government sponsorship of national league sporting teams.

This is articulated by the below aims:

- a) The continued **PARTICIPATION** and success of ACT teams in national league sporting competitions providing an aspiration for athletes to perform at the top level of their respective competition; and
- b) The structured delivery and undertaking of **COMMUNITY ENGAGEMENT** ensuring the positive promotion and exposure of ACT's sporting teams within the community.

3. FUNDING CYCLE

Following the impact of the pandemic in recent years, yearly funding certainty continues to remain a priority for all sporting organisations. Acknowledging the ongoing financial pressures, the PSP offers multi-year funding agreements vs single year agreements with successful recipients.

This new four-year funding cycle, commencing in 2024-25, will be in line with the 2024 Assembly formation together with the Olympic and Paralympic cycles.

Sport organisations applying for funding in the current funding cycle commencing in 2024-25 and pending assessment, will be offered a four-year funding provision.

A new team that requests funding during a cycle, for example in Year 2, will be offered a three-year arrangement being the remainder of time under the current Assembly, as noted above.

4. APPLYING FOR FUNDING

4.1. Who is eligible to apply?

Any organisations applying for funding are required to:

- perform within the pinnacle national competition structure as endorsed by the National Sporting Organisation (NSO);
- conduct home matches in the ACT;
- be a recognised ACT team;
- be incorporated in the ACT under, either the *Associations Incorporation Act 1991*, or the *Corporations Act 2011* (Commonwealth);
- have an Australian Business Number (ABN), and (if relevant) Australian Company Number (ACN);
- be registered for the Goods and Services Tax (GST) if applicable (if turnover is greater than \$150,000 per annum);
- have an administrative structure (location and contact person) in the ACT and ability to demonstrate service delivery and financial accountability in the ACT;
- provide a copy of the most recent certified or audited Statements of Financial Performance and Statement of Financial Position to confirm the organisation's ongoing position;
- not receive ACT Government funding for the team or related event content through any other sponsorship/funding arrangement;
- not be a program of a sporting Institute or Academy;
- **have satisfactorily acquitted all previous investments** provided by Sport and Recreation (except for current year's funding), including financial acquittals for any other ACT Government agency grant;
- have current Public Liability Insurance coverage to a minimum level of \$10,000,000;
- ensure suitable player insurance coverage is in place;
- have compliance requirements under the *Associations Incorporation Act 1991* up to date (if applicable); and
- have, if named in an application to the National Redress Scheme for Institutional Child Sexual Abuse and having been assessed as having the financial capacity to join the Scheme, joined the Scheme.

4.2. Who is not eligible to apply

The following organisations or groups are not eligible to receive funding from the PSP:

- ACT sporting teams competing in "nationals" competitions, both junior and senior competitions;
- Individuals;
- Schools (including school-based programs delivered by sporting providers);
- Tertiary education institutions; and
- Parents and citizens associations (P&C's).

5. CONDITIONS OF FUNDING

5.1. Application form

Applications must address each criteria outlined below to be considered for funding. Each applicant is required to complete an Application Form. Please ensure a response against each question is provided. An application form and any supporting documentation must be emailed to the contact officer.

National league structure

Competition criteria – pinnacle competition as endorsed by the NSO/SSO; number of states/territories competing; structure of 2022-23 competition.

Sport pathway

Local registered participants in the sport in ACT and surrounding region; ACT representatives on the team; ability to demonstrate clear pathway opportunity from grass roots (community) through to a national league competition; collaboration plan if team sits outside an SSO.

Community activities

It is both expected and assumed that national league teams are active within or for their sport and the broader ACT community, increasing its profile and helping foster the growth and development of and for their sport. The provision of a community engagement strategy and/or overview will be required as well as details of a collaboration plan with the teams respective SSO.

Profile

Level of profile both in the ACT and in the broader sport; broadcast opportunities both national and international; social media profile.

Gender equity

Demonstrate at least 40% female board representation of SSO; demonstration of the implementation of specific initiatives that encourages female participation and coaching opportunities.

Sponsorship

Include any sponsor recognition opportunities available to the Territory.

5.2. General evaluation criteria

To align with aims and conditions of funding criteria, a tiered funding model and scoring matrix is used to assess each PSP application.

5.3. Determination of funding

The value of each funding tier can only be determined once the total program budget, the number of applicant teams, the number of teams in each tier and the changes to competition structures is considered. As such, funding levels may fluctuate according to these factors.

6. ASSESSMENT

A panel consisting of representatives from relevant Government units and/or external stakeholders will assess all applications.

It should be noted that the assessment panel will also be provided with a summary of any relevant additional information, including an applicant's acquittal history, where applicable.

Following application assessment, funding will only be recommended for applications that are complete i.e. able to confirm the national league structure for the upcoming 2024-25 season. For those applications that are yet to settle their home and away structure, subsequent assessment and recommendations for funding may need to occur once the competition structure is confirmed.

The assessment panel will submit a set of funding recommendations to Sport and Recreation. Final approval of successful recipients is at the discretion of the Minister for Sport and Recreation. Sport and Recreation will contact teams regarding the outcome of their application. If successful, a Funding Deed outlining specific details of the funding arrangement and the recipient's obligations will be issued.

7. ACCEPTING FUNDS

Successful applicants will be required to enter into a Funding Deed with the ACT Government setting out the terms and conditions for which funding will be provided, including acquittal requirements within the agreed timeframe.

Successful applicants will receive a notification from Sport and Recreation with a Funding Deed attached and instructions for the payment process.

Payments can take up to 30 business days to process following the execution of the Funding Deed and upon receipt of an invoice.

Funds will be paid in one instalment following the execution of the Funding Deed (unless otherwise stipulated in the Funding Deed).

8. ACQUITTAL OF FUNDING

All successful applicants/organisations must expend the funds within the timeframes nominated in the Funding Deed.

Within three months after the termination date of the funding period, the successful recipients must provide Sport and Recreation the completed acquittal and expenditure with the following:

- a) audited financial statements of the previous financial year which demonstrates income and expenditure of funding;
- b) a report detailing all community activities as outlined in the overall community engagement strategy (school visits, school holiday programs, player meet and greets at grass roots competitions) conducted in the ACT by the team; and
- c) a report that details the following items: broadcast/viewership figures for each televised game (where relevant), promotional opportunities provided to the Territory (may include access to match day assets) and overview of ACT registered participants including surrounding region.

No further financial assistance will be provided to any organisation until all outstanding investments provided by Sport and Recreation (except for current year's funding) have been successfully acquitted, including financial acquittals for any other ACT Government agency grant.

9. TIMING

The funding round will open on **Monday 13 May 2024**. All applications must be received no later than **5pm, Friday 7 June 2024**. Late applications will not be considered.

10. FURTHER INFORMATION

Requests for further information and application submission should be directed to contact officer:

Alice Stainlay
Director, Performance Partnerships
Sport and Recreation
Chief Minister, Treasury and Economic Development Directorate
Phone: 02 6207 0168 Email: alice.stainlay@act.gov.au



Sport and Recreation
Chief Minister, Treasury and
Economic Development
Directorate

April 2024