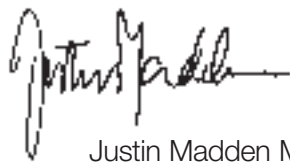


Country Football and Netball Program – Revised 2006

Guidelines, Club Expression of Interest and Council Application Form



“Country football and netball clubs define the identity of many local communities and we want to ensure they remain strong”



Justin Madden MLC
Minister for Sport and Recreation



What is the Country Football and Netball Program?

The Country Football and Netball Program will provide funding to assist grass roots country football and netball clubs to develop facilities in rural, regional and outer metropolitan locations, including:

- Football, netball and umpire facilities.
- Shared community, club and social facilities.
- Multi-use facilities.
- Lighting.

Priority will be given to a range of project proposals, particularly those that can successfully demonstrate that they can positively impact participation levels in country football and netball. Examples include:

- Applications relating to venues/clubs that have not previously benefitted from funding under this program
- Applications relating to venues where football and netball activities are jointly located
- Applications that demonstrate football and netball clubs operating together and sharing project benefits

Why is the Victorian Government and the Australian Football League funding these grants?

The Department for Victorian Communities was created to strengthen communities and support more integrated government services.

The Country Football and Netball Program, administered by Sport and Recreation Victoria, is a response to the Rural and Regional Services and Development Committee's Inquiry into Country Football report, tabled in State Parliament in December 2004.

In 2005/06, the Victorian Government created a partnership with the Australian Football League and each committed \$2 million to the Country Football and Netball Program. As part of the Moving Forward – Provincial Victoria Statement the Victorian State Government will triple its funding to the Country Football and Netball Program, investing a further \$6 million that will be allocated to rural and regional councils.

Improving football and netball sports facilities in rural, regional and outer metropolitan areas will contribute to community strengthening and ensure the sustainability of country football and netball into the future.

Who can apply?

Funding will be available to country football and netball clubs through the eligible 48 rural and regional and 9 outer metropolitan councils. Clubs can access funds by submitting an Expression of Interest to their local council. Councils can then choose to endorse project proposals and submit applications to the Department for Victorian Communities for funding consideration.



What type of projects might be funded?

Examples of potential projects include:

- Modifying existing football and/or netball club facilities to improve usage and provide access such as:
 - Meeting space.
 - Disability access.
 - Change room facilities for players and umpires of both genders.
- Projects encouraging interaction of all age groups including associated facilities for families and carers.
- Development or upgrading football playing fields.
- Development or upgrading of netball courts.
- Development or upgrading of lighting facilities.

All project applications will be assessed against the Country Football and Netball Program eligibility and assessment criteria. Smaller scale local level projects are encouraged.

Applications should be supported by the Victorian Country Football League, Football Victoria and Netball Victoria representatives (where applicable). They should also be consistent with and supported by local council planning.

What will not be funded?

The Country Football and Netball Program will not fund:

- Requests for retrospective funding, where projects have commenced or are completed prior to receiving funding approval.
- The purchase of land.
- Projects that require ongoing funding or support other than the initial grant.
- Routine or cyclical maintenance works to existing facilities.
- Facilities where little or no public access is available.
- Direct funding of individuals or organisations that do not have a legal status such as being incorporated.
- Areas designated for gaming machine operations within a proposed facility.
- Repair of facilities damaged by vandalism, fire or other natural disasters where the act should be covered by insurance.
- Requests for ongoing operational costs such as, but not limited to, salaries, electricity, water and other utilities.
- Requests for the purchase of recreation, entertainment, sporting, maintenance or any other equipment, community transport or any other type of vehicle.
- Please note that applications where the recipient organisation/s receive revenue from electronic gaming machines will be given a lower priority.

How will applications be assessed?

A Country Football and Netball Program Steering Committee has been formed to oversee this program. This includes the assessment of applications and comprises representatives from Sport and Recreation Victoria, Regional Development Victoria, Australian Football League, Victorian Country Football League, Football Victoria, Netball Victoria and the Municipal Association Victoria.

Applications will be assessed using the questions: **Why?** (20%), **How?** (15%), **Who?** (15%) and **What will it achieve?** (50%).

Why do you want to do this Project?	Describe the demonstrated need for this project, how your project will respond to community needs or issues and any broad consultation you have conducted for your project.
How will you deliver the project?	Summarise the project plan, the methods you will use to complete your project and to what extent this project relates to a completed, relevant planning process.
Who will be involved in the project?	Explain who will manage the project and list any other organisations you will work with on this project (for example, a Victorian Country Football League Area Manager or Netball Victoria), attaching letter(s) of support that define their contribution to the project.
What will it achieve?	What impact will the project have on the local community and how will the project increase or maintain participation in country football or netball? (e.g. impact on players, officials, volunteers or spectators).

What are the funding conditions?

Councils are able to submit up to three applications in any given financial year. These may consist of:

- Two applications that each seek \$20,000 or less towards each project.
- One application that seeks up to \$60,000 towards a single project.

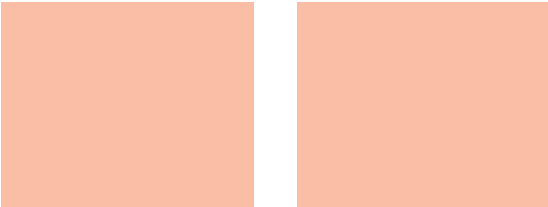
The Country Football and Netball Program Steering Committee may also identify sub-regional venues suitable for developing the basic amenities required to prepare it to host future Australian Football League pre season fixtures or, in some cases, to develop a premier quality regional venue for grass roots fixtures. Councils are not required to apply to the program for this purpose. In these instances the Country Football and Netball Program Steering Committee will approach the council where a venue has been identified and may negotiate a grant of up to \$200,000 for such a project.

The following conditions will apply to projects that receive a grant:

- Funding contributions towards total project costs (excluding GST) are required in the following ratios:

Outer metropolitan councils (<i>Cardinia, Casey, Hume, Melton, Mornington Peninsula, Nillumbik, Whittlesea, Wyndham, Yarra Ranges</i>) and regional cities (<i>Ballarat, Bendigo, Geelong</i>)	SRV \$1.5:\$1local
Rural councils	SRV \$2:\$1 local

- Councils must enter into a funding agreement with the Department for Victorian Communities that sets out the grant conditions and reporting requirements.
- Funds must be spent on the project as described in the funding agreement.
- The project must be completed within 12 months of a signed funding agreement.
- Any variation request to the approved project must be submitted to the Department for Victorian Communities for approval prior to implementation.
- Consideration will be given to claiming in-kind expenses such as voluntary labour and donated materials to a maximum value of 25% of the total project cost. A voluntary labour and in-kind support information sheet is available on the grants website and must be completed and returned with the Application Form.



What is the application process?

The Country Football and Netball Program will be assessed through a two-step process.

Step One: Country football and netball clubs submit an Expression of Interest to their local council using the attached form

- Clubs are strongly encouraged to discuss project ideas with council before completing an Expression of Interest. Clubs and council should investigate the:
 - o suitability of the proposed project scope and works.
 - o relationship to the council's forward planning and future priorities.
 - o total budget and the availability and sources of any matching funding contributions.
- When a project idea is developed and has sought a Victorian Country Football League, Football Victoria and Netball Victoria representatives support (where applicable), complete an Expression of Interest and submit to council for consideration.
- An Expression of Interest can be submitted to council at any time as there are no closing dates for this program.
- Check with council about the process for submitting an Expression of Interest.
- Expressions of Interest should be sent directly to council in the first instance and NOT to the Department for Victorian Communities.

Step Two: Councils review Expressions of Interest, and endorse project proposals before submitting an application to the Department for Victorian Communities for consideration

- Councils review all expressions of interest received from clubs in their municipalities and submit endorsed projects to the Country Football and Netball Program. Councils should complete the application form attached and add their own analysis of the project benefits. Council should also indicate how they plan to manage the project and provide details of council's financial commitment to the project.
- Endorsed projects can be submitted to the Department for Victorian Communities at any time as there are no closing dates for this program.
- Applications will be assessed against the eligibility and evaluation criteria at periodic regional and then state wide assessment meetings. The Country Football and Netball Program Steering Committee will meet every four months to review applications.
- Please note that unsuccessful applications may again be considered for funding at subsequent meetings of the Country Football and Netball Program Steering Committee.

Councils can submit applications in a number of ways:

- **Preferred Method:** Online at www.grants.dvc.vic.gov.au (including any attachments)
- by email to grantapplications@dvc.vic.gov.au
- by fax to 03 9208 3680
- by mail to:
Grants Unit
Department for Victorian Communities
GPO Box 2392
Melbourne VIC 3001



More Information

For contact details and assistance with your application please call our Grants Information Line on 1300 366 356 (for the cost of a local call) on any weekday between 8.30am and 10.00pm (except Public Holidays).

Application Checklist

Council applications should be supported by the following documentation. Where possible clubs are encouraged to provide this information as part of their Expression of Interest submission to council.

In our application we have:

- Attached images of current facilities (where applicable)
- Attached evidence of support from a Victorian Country Football League Area Manager (where applicable).
- Attached evidence of support from a Football Victoria representative (where applicable).
- Attached evidence of support from a Netball Victoria representative (where applicable).
- Attached evidence of support from any other community and business leaders or organisations such as:
 - Local Members of Parliament.
 - Other user groups associated with facility.
 - Local Chamber of Commerce.
- Attached cost justification evidence such as quotations or a quantity surveyors estimate.
- Attached schematic or draft plans.
- Attached an in-kind labour information sheet (where applicable).

Country Football and Netball Program Revised 2006 – Club Expression of Interest

Section 1 – Club(s) Details

Name of Club(s) _____

Authorised person title _____ First name _____ Last name _____

Position _____

Postal address _____

Town/Suburb _____ Postcode _____

Telephone _____ Fax _____ Email _____

Section 2 – Project Overview

Project Name _____

Current approximate membership numbers: Football _____ Netball _____

What are you going to do? Describe your project in one or two sentences.

Anticipated Project start date _____ / _____ / _____ Anticipated Project completion date _____ / _____ / _____

What communities will benefit? Describe by people (eg. people with disabilities, women, indigenous people, school-aged children, culturally and linguistically diverse people and older adults) and/or place (eg. neighbourhood or town).

Project address

Street Address _____

Suburb/Town _____ State _____ Postcode _____

Melways/VicRoads reference of proposed Project Site _____

How will you know you have succeeded?

Where did you hear about the Country Football and Netball Program?

Newspaper Website Grant guidelines were sent to my organisation Other

Section 3 – Project Details that address the Assessment Criteria

Please provide information demonstrating how your project addresses the following assessment criteria: **Why?** 20%, **How?** 15%, **Who?** 15% and **What will it achieve?** 50%. Please refer to the Country Football and Netball Program guidelines to assist in answering these questions and attach additional pages if required.

Why do you want to do this project?

HOW will you deliver the project?

Who will be involved in the project?

What will it achieve?

Section 4 – Program Budget

Please provide details of the income and expenditure budget for your project (excluding GST) noting that total income should equal total expenditure. Quotes or surveyor's estimates should be provided to justify your project costs.

Income		Expenditure	
Amount requested from this program	\$	Professional Planning/Advice	\$
Local Government	\$	Project Coordination	\$
Funds from your organisation	\$	Equipment and Materials/Infrastructure	\$
In-kind from your organisation	\$	Site Preparation	\$
Other (please specify)	\$	Other (please specify)	\$
Total Income	\$	Total Expenditure	\$

Declaration

I state that the information in this Expression of Interest and attachments is to the best of my knowledge true and correct. I understand that this is an Expression of Interest only and may not necessarily result in funding approval.

Signature* _____ Date _____

Printed name _____ Position _____

*To be signed by the person with delegated authority to submit application (eg. President, Secretary, Public Officer or Treasurer)

Country Football and Netball Program – Revised 2006 – Council Application Form

Section 1 – Applicant Details

Name of Council _____

Authorised person title _____ First name _____ Last name _____

Position _____

Postal address _____

Town/Suburb _____ Postcode _____

Telephone _____ Fax _____ Email _____

Please select the Council type: Rural Regional City (*Ballarat, Bendigo, Geelong*) Outer Metropolitan

Please provide your Australian Business Number

Is the organisation registered for GST Yes No

Section 2 – Project Overview

Name of club(s) involved in the project _____

Current approximate membership numbers: Football _____ Netball _____

What are you going to do? Describe your project in one or two sentences.

Does the applicant meet the eligibility criteria as outlined in the Country Football and Netball Program guidelines?

Yes No

Anticipated Project start date ____ / ____ / ____ Anticipated Project completion date ____ / ____ / ____

What communities will benefit? Describe by people (eg. people with disabilities, women, indigenous people, school-aged children, culturally and linguistically diverse people and older adults) and/or place (eg. neighbourhood or town).

Project address

Street Address _____

Suburb/Town _____ State _____ Postcode _____

Melways/VicRoads reference of Proposed Project Site _____

How will you know you have succeeded?

BLANK

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