

# Community Grants Program Miscellaneous Grants Policy – Representative Support (Sport)



## Individual Financial Assistance in Sport Policy

### **Aim:**

To establish a policy that will provide a basis for the assessment of requests received from Frankston City residents for financial assistance to attend national or international sporting championships.

### **Objectives:**

1. To provide an equitable process for dealing with applications for financial assistance to attend national or international sporting events.
2. To encourage the participation of local youth at both national and international championships.
3. To provide the opportunity for all age groups to be considered for Victorian and Australian representation.

### **Definition of Recreation/Sporting Event:**

1. Must have a set of rules and a code of conduct.
2. Must be competitive in nature.
3. Must be an officially recognised event by the code of sport state / national / sporting and or recreation organisation.

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### **Eligibility:**

#### **Australian Representation**

Frankston residents may apply for financial assistance by completing Council's Individual Assistance in Sport Application form. To be eligible the resident must be representing Australia, in a particular sport at an International Competition for example the World Championships, Commonwealth Games or Olympic Games. The following information must be provided for an application to be considered:

- Where and when the championships are to be held.
- A summary of expenses indicating a breakdown of costs for which assistance is sought.
- An attached letter from the peak sporting body confirming a position on the Australian team.
- History of involvement with a Frankston City club.
- A record of relevant sporting achievements.

Please note failure to provide this information will render an application incomplete and consequently it will not be considered.

## **Victorian Representation**

Frankston residents may apply for financial assistance by completing Council's Individual Assistance in Sport Application form. To be eligible the resident must be representing Victoria, in a particular sport, at national championships. The following information must be provided for your application to be considered:

- Where and when the championships are to be held.
- A summary of expenses indicating a breakdown of costs for which assistance is sought.
- Other sponsorship received.
- An attached letter from the peak sporting body confirming their position on the Victorian team.
- History of involvement with a Frankston City club.
- A record of relevant sporting achievements.

Please note failure to provide this information will render an application incomplete and consequently it will not be considered.

### **Additional guidelines apply:**

- Assistance is available to participants only. Applications from officials/referees/coaches will not be accepted.
- Applications must be received at Frankston City Council within 14 working days of notification from the Association, Victorian Primary Schools Sports Association (VPSSA), or Victorian Secondary Schools Sports Association (VSSSA). Applications received after this time frame will not be considered.
- Retrospective funding is not available.
- Assistance will only be granted every two years, except in circumstances where the applicant is participating in a higher level of competition i.e. from Victorian representation to Australian representation.
- One particular sport will not receive more than 30% of the total funds available in any one year.
- One particular school will not receive more than 20% of the total funds available in any one year.

### **Criteria:**

The determination of grants will be based on the following criteria:

1. The applicant is chosen to compete in a national or international event by the relevant sporting body, Victorian Primary Schools Sports Association (VPSSA) or Victorian Secondary Schools Sports Association (VSSSA). **Please note** an application for funding to attend a primary or secondary school sporting association event will not be considered, unless the relevant sporting body has delegated selection of the championship to the VPSSA or VSSSA. This is a result of limited funding and the significant number of requests received.
2. The amount of financial assistance received from other sources.
3. Victorian Institute of Sport contribution to the sport itself. For example, coaching accreditation with the National Coaching Accreditation Scheme and junior development clinics.
4. The athlete's state, national and international ranking's/record.

## **Administration:**

The following procedure shall apply:

1. Applications must be forwarded to Council a minimum of six weeks prior to the date of competition or within 7 working days of receiving notification of selection.
2. To be considered for funding, applicants must complete the official Individual Financial Assistance in Sport Application Form. Applications forms are available from Customer Services outlets or on the Council Web site: [www.frankston.vic.gov.au](http://www.frankston.vic.gov.au)
3. Applicants will receive an interim reply within 7 working days, acknowledging receipt of application.
4. Correspondence regarding the outcome of the application will be sent within 1 month of Council receiving the application.
5. If funds are available, the applicant may receive up:
  - \$100 Victorian representative competing in Victoria.
  - \$200 Victorian representative competing in Australia
  - \$350 Australian representative competing in Australia
  - \$400 Australian representative competing overseas
6. Applicants who receive funding must provide a financial summary report and evidence of participation (transportation ticket) no later than one month after the event occurs.
7. That all requests for supported assistance referred to Councillors be assessed under the Financial Assistance in Sport Guidelines, and that requests be assessed on a monthly basis to streamline the processing of the applications.
8. Recipients will be provided with a Frankston City Council logo to wear when competing. This logo may be placed on the uniform, tracksuit or sport bag.
9. On return from competition, a letter is to be received by Council within a month notifying them of the athlete's results.

## **Eligible Expenditure Items:**

The grants may be used towards the following costs:

1. Travel and accommodation costs associated with competition, which are not paid by the peak sporting body or any other agency.
2. Other costs incurred in participation, as may be deemed appropriate by Council.

## **Cancellation of Grants:**

Funds will be withdrawn under the following circumstances:

1. Suspension of a grant recipient from competition by the relevant sporting organisation.
2. False information provided by a grant recipient or state sporting organisation relating to expenditure, performance record or competition costs.
3. The national / international competition being cancelled.

## **Applications to be addressed to:**

Christina Pask / Jenny Addison  
Community Grants Administration  
Executive Assistant to the General Manager Corporate  
Frankston City Council  
PO Box 490  
Frankston 3199

**Community Grants Program**  
**Miscellaneous Grants – Charitable and Representative Support**  
**Individual Financial Assistance – Application Form**



**APPLICATION FORM**

Name of Applicant:		
Residential Address:		
Suburb:		Postcode:
Telephone Number: (P)	(B)	Mobile:
Date of Birth:	Age:	Male/Female
Code of Sport:		
Funding applied for: <input type="checkbox"/> Victorian Representative <input type="checkbox"/> or <input type="checkbox"/> Australian Representative		

1. Are you a permanent resident of the City of Frankston: Yes/No
2. Are you a registered member of a recognised State Sporting Association: Yes/No
3. Name of affiliated Association:  
 \_\_\_\_\_ Telephone No. \_\_\_\_\_
4. Of which local club / organisation are you a member?  
 \_\_\_\_\_ Telephone No. \_\_\_\_\_

5. If currently at school, name of school attended and current year level: \_\_\_\_\_

6. Details of activity/competition for which funding will be needed:

Name of activity / competition: \_\_\_\_\_

Location: \_\_\_\_\_ Country: \_\_\_\_\_ City: \_\_\_\_\_

Team / organisation you will be representing: \_\_\_\_\_ (Victoria/Australia)

7. Other assistance/sponsorship received:

Source of Income	Period	Nature/Amount
1.		
2.		
3.		

6. Reason funding is required:

a) Equipment costs .... Please explain

\_\_\_\_\_

b) Transport costs .... Please explain

\_\_\_\_\_

c) Other costs .... Please explain

\_\_\_\_\_

7. Original letter from affiliated body as evidence of selection must be attached to this application.

8. Applications must be forwarded to Council a minimum of six weeks prior to the date of competition.

9. On return from activity / competition, a letter is to be received by Council within a month notifying them of the participant's results.

10. Please refer to the Individual Financial Assistance in Sport Policy for eligibility criteria.

Signed: \_\_\_\_\_  
(Participant)

Signed: \_\_\_\_\_  
(Parent/Guardian, if participant is under 18 years of age)

**Please forward completed application form to:**

*Christina Pask / Jenny Addison – Community Grants Administration, Frankston City Council, PO Box 490, FRANKSTON VIC 3199*