

Overview

The City of Stirling highly value sport and recreation clubs. We understand the value they provide to the community and we are committed to supporting them to be sustainable and thriving.

The Sport and Recreation Club Assistance Fund has been developed as part of the City of Stirling Economic Stimulus and Community Recovery package in response to the COVID-19 pandemic. It has been identified that sport and recreation clubs have and will continue to be negatively impacted. This funding assistance will be allocated to clubs to support their immediate and ongoing financial viability to ensure community sport continues to thrive throughout Stirling.

Funding available

Cash funding is available to support sport and recreation clubs that have been significantly impacted by COVID-19 and therefore impact the overall health of the club and their ability to provide quality clubs to the community.

There will be 2 rounds of grants.

Round 1

- Round 1 will be open until 1 December 2020.

Round 2

- Round 2 will be open from 2 December 2020.

*All amounts are ex GST

Deadlines

Application submitted successfully require

Funds will be process within 30 day of the approval date. Applications for funding over \$5,000 will be required to be submitted a minimum of twelve (12) weeks prior.

Who can apply?

- Not-for-profit organisations and incorporated associations
- City of Stirling Clubs
- Scouts and Guides Groups.

What will the fund support?

The following types of groups will not be eligible for funding:

- Clubs that have not completed an annual health check, inclusive of financials
- Unincorporated sport/recreation clubs
- Clubs based outside of the City of Stirling.

Funding will be considered for areas of contribution including but not limited to areas that funding may cover include:

- A contribution towards turf curation costs (tennis and bowling only)
- Loss in revenue
- Utilities bills
- Waste collection
- Additional cleaning and club equipment requirements
- Financial coaching, future budgeting and infrastructure planning.

What won't the fund support?

- Alcohol related expenses
- Activities that are part of your regular day-to-day business.
- Projects that exclude or discriminate against people on the basis of religion, gender, race, sexual preference, physical or intellectual ability.
- The faith-based activities of religious organisations, this includes worship activities of a religious entity or group such as preaching, delivery of sermons, prayer services, rituals and the like.
- Activities or projects that are already funded or supported by the City of Stirling.
- Retrospective projects.

What else do I need to know?

- All applicant need to submit a completed Annual Health Check
- Funds must be utilised in the financial year they are awarded
- All donations.

Assessment criteria

As a result of the COVID 19, eligible applications will be assessed against the following:

- Demonstration of loss of income
- Demonstration of club hardship
- Demonstration of loss of membership
- Health Check submission
- City of Stirling based club
- Demonstration of how financial support will be expended and resultant impacts for club.

Acknowledgment of grant funding

Successful grant recipients are required to acknowledge the City's contribution to funding.

Suggestions for acknowledging grant funding include:

- Promotional material (City of Stirling logo on posters, flyers or programmes, in social media mentions, acknowledgement in media releases etc.)
- Display City of Stirling signage (provided by the City) at the event or while the project is occurring
- Verbally acknowledge City of Stirling support at the event or while the project is occurring
- Formally extending event invitations to City of Stirling Mayor and/or Ward Councillors (where appropriate)
- Providing opportunities for the City of Stirling to promote its own services and facilities to event participants in the form of an information marquee (provided by the City and subject to availability)
- Invite the Mayor or Ward Councillor to present a welcome or opening speech at the event or at the commencement of the project.

Canvassing of elected members

Applicants should note that, if prior to the determination of a grant, an Applicant (or any agent) canvasses any Elected Member of the City of Stirling, or attempts to provide additional information, either directly or indirectly, on any matter relating to the application to an Elected Member, the person/organisation may be disqualified and the grant excluded from being considered for approval.

Assessment of applications

If approved, applications may recommend full, part or no funding. This decision is carefully considered with the view of supporting Clubs where possible and significantly impacted by COVID-19. Please ensure that the demonstration of loss is easily identifiable.

The City of Stirling reserves the right to request further information in considering any application, as well as the right to reject any application that does not meet the eligibility criteria.

Notification of funding and acquittal

Generally applicants are notified of the outcome of their application within four (4) weeks of the application being submitted. Successful applicants will receive formal notification along with information on receipt of the donation and the acquittal process. If your funding application is not successful you will be notified as soon as possible and provided feedback as to the reasons the application was not successful. You will also be notified of the procedure for appealing a decision.

Following funds being expended the Club is required to submit an acquittal, giving a brief overview of the initiative, whether expected outcomes were met, and both details and evidence of expenditure. An acquittal must be received within 6 months of funds being allocated.

Funding not used according to the funding application should be returned to the City.

To be eligible for future funding, applicants must complete the acquittal within the specified timeframe.

Grant evaluation and acquittal

In order to acquit the funding, applicants are required to submit an Acquittal (including a detailed financial statement and copies of receipts for items over \$500) within twelve (12) weeks of the project completion.

Funding not used according to the funding application should be returned to the City.

To be eligible for future funding, applicants must complete the acquittal within the specified timeframe.

Ready to apply?

Step one

Before you apply, please contact the Club Development Team at the City of Stirling either via phone on (08) 9205 8555 or email clubdevelopment@stirling.wa.gov.au.

They will advise whether your activity is suitable/eligible for funding and forward any additional information that may assist in completing your application.

Step two

Complete the Sport and Recreation Clubs Assistance Fund Application Form online via the City's Smarty Grants portal.

You should answer all the questions provided with as much detail as possible and attach any required documentation.

You will need to provide:

- An Annual Health Check
- Details of your organisations Incorporation Certificate, evidence of not-for profit status.
- A complete and balanced budget
- Demonstration of moneys lost as a direct result of COVID-19.

Step three

Submit your application.

Any applications received outside of the specified timeframes will not be assessed.

Once you have submitted your application you will receive an email acknowledging receipt. We aim to provide an outcome within four weeks of receipt of complete applications.

Applicants will be notified of funding decisions via email.

Contact us

For more information or to discuss your funding application, contact the City of Stirling Club Development team on (08) 9205 8555 or email clubdevelopment@stirling.wa.gov.au.

The Translating and Interpreting Service (TIS) is available on 13 14 50 and can contact the City on your behalf.

The National Relay Service (NRS) can contact the City on your behalf

TTY/voice calls 133 677

Speak & Listen 1300 555 727

SMS relay 0423 677 767