

OFFICE OF SPORT

NSW ICC T20 World Cup 2020 Legacy Fund Guidelines



2020/21

ROUND 3

Opens 22 July 2020

Closes 24 August 2020

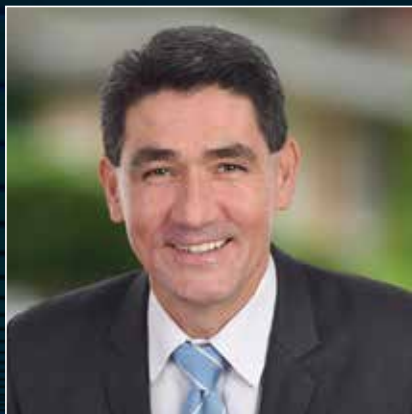


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Minister's welcome message



I'm very pleased to announce the opening of the third and final round of the NSW ICC T20 World Cup Legacy Fund.

This funding follows hugely successful rounds in 2018/19, with over 130 clubs and councils having received \$4 million in funding to date. The fund is intended to deliver long term benefits to NSW communities and has the potential to make an impact on all cricket participants, from grassroots through to elite athletes.

There is up to \$2 million available in this final round and the focus is on supporting facility development in local clubs, increasing participation and improving the development pathways for female players and officials. We also want to leverage off the benefits of hosting ICC T20 World Cup 2020 matches in Sydney, to stage cricket events in Regional NSW. Cricket is popular in NSW, with around 400,000 players participating at local clubs and I am confident the legacy fund will help the sport continue to grow right across the State.

I encourage cricket clubs, and local councils to read the guidelines and, if eligible, submit applications for projects that will deliver a positive impact for local communities.

Geoff Lee

The Hon. Geoff Lee, MP
Minister for Sport

About the NSW ICC T20 World Cup Legacy Fund

The NSW ICC T20 World Cup Legacy Fund ('the Fund') is an initiative established by the NSW Government to be administered in the lead up to the 2020 ICC T20 World Cup tournament.

The Fund will provide assistance to community cricket clubs ('Clubs'), associations ('Associations') and local councils ('Councils').

The Fund aims to improve cricket facilities and supporting infrastructure, increase participation opportunities, improve female player pathways and enable hosting of elite and mass participation cricket content in Regional NSW. These improvements will create a tournament legacy ensuring all of NSW is positively impacted from hosting the T20 World Cup.

Partnerships are essential for all projects. Identification of all project partners is required (e.g. Councils, Cricket Clubs and Associations, Cricket NSW (CNSW), Cricket Australia (CA), schools, other landowners, local business partnerships and community partnerships).

Fund key objectives

The key objectives of the Fund are as follows:

- Improve the quality and/or quantity of cricket facilities in NSW.
- Improve female participation pathways for players, officials and coaches through the implementation of new or enhanced programs (aligned to Cricket Australia's Women's Strategy and female programs)
- Ensure that regional NSW locations meet requirements to host mass participation or elite state and national level events

Funding available

The NSW ICC T20 World Cup Legacy Fund will be split into three categories:

1 Infrastructure

The Fund can be used for cricket facility development or enhancement. Funds can be used to either upgrade existing, or construct new wickets and ovals, amenities or facilities required for playing cricket.

Upgrades and improvements could include cricket nets, synthetic or turf pitches, oval drainage, irrigation or resurfacing, match official amenities, seating, lights, change rooms, shade/shelter, or storage spaces. Priority will be given to projects that are ready to proceed, with commencement of infrastructure projects to be no later than 1 May 2021. Staged components of a larger facility development are eligible, providing the stage being applied for meets the program criteria.

Acknowledging that many venues in NSW are used for multiple sports, infrastructure projects supported through the Fund must provide benefit to cricket participants and stakeholders but consider use by other stakeholders throughout the year. Support of the project from these other stakeholders should be demonstrated.

All applicants applying for Infrastructure funding must provide evidence that:

- Their project has been granted development consent by Council prior to the Fund's closing date; or relevant development applications and consents are not required (this declaration must be made by the landowner).
- The applicant (if not a Council) has the required minimum 50% of co-funding. For example, this can be through bank statements or funding commitment letters from sponsors/local Government.
- The project is taking a collaborative approach and has the support of one or more partners. For example Councils should seek support from local Clubs/Leagues/Associations and Cricket NSW for input into the planning and design of facilities. Facility design should align with Cricket Australia's Community Cricket Facility Guidelines: <https://community.cricket.com.au/clubs/facilities/facilities-guidelines>

Other evidence supporting the infrastructure application is also encouraged. This may include quotes for construction, images of existing/worn infrastructure, plans of proposed new infrastructure or baseline participation data.

The Fund may support up to

50% of the net project costs

with a maximum funding contribution of up to

\$200,000 excl. GST

The minimum an applicant can apply for is

\$15,000 excl. GST



2 Female programs and resources

The Fund can be used to support the purchase of equipment and resources, and the development of programs aligned to growing female participation. Examples include:

- Purchase of club cricket equipment for female cricket teams, team transport for regional/district competitions and tournaments, venue hire costs, subsidised female player and official registration fees, reducing barriers for participation.
- Funding support to run accredited coaching and officiating courses for females.
- Implementation of club coach and official scholarships for females, aligned to CNSW / CA

development pathways. This may include mentoring programs for females players, coaches, officials and administrators.

- Funding support to facilitate female participation programs (e.g. girls only holiday clinics, girls leagues, a new women's or girls competition etc.).
- The project is taking a collaborative approach and has the support of one or more partners. Clubs should seek support from Cricket NSW Cricket Managers to ensure that projects align with strategic priorities of Cricket NSW and Cricket Australia.

Programs should also consider the NSW Government's Women in Sport Strategy "Her Sport, Her Way":



Further information relating to female cricket programs and resources can be found here:

- <http://www.cricketnsw.com.au/get-involved/playing-cricket/female-cricket>
- <https://www.community.cricket.com.au/clubs/running-your-club/a-sport-for-all/women-in-cricket-development-program>
- <https://www.community.cricket.com.au/clubs/running-your-club/a-sport-for-all/growing-cricket-for-girls>

<p>The Fund may support up to</p> <p>50% of the net project costs</p>	<p>with a maximum funding contribution of up to</p> <p>\$30,000 excl. GST</p>	<p>The minimum an applicant can apply for is</p> <p>\$2,500 excl. GST</p>
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Projects can apply for funding which is utilised over two summer seasons, however must demonstrate the sustainability of their program once funding is ceased.

3 Regional event content

The Fund can be used to assist local Councils to secure and deliver elite or mass participation cricket content across regional NSW under the following categories:

1. Securing CA sanctioned content including (but not limited to):

- Big Bash League (BBL)
- Women's BBL
- Sheffield Shield
- Women's National Cricket League (WNCL)
- JLT One-Day Cup
- State Junior Championships (female and male)
- Country Junior Championships (female and male)
- Plan B Regional Bash
- National Junior Championships

2. Tournaments focussed on driving intrastate and interstate visitation to the region, e.g. Invitational tournaments, knockout competitions etc. These tournaments must have a minimum duration of four days.

3. Tournaments focussed on mass participation opportunities for local communities for more than 300 participants, coaches and officials e.g. Gala Days. These tournaments must have a minimum duration of two days.

Previous event data should be used to support your application including number of participants, hotel occupancy rates, etc

The Fund may support multi-year agreements between Councils and event owners.

All applications under this stream must include a letter from CA or CNSW, along with land owners (if applicable), confirming support of the event and that all venues meet the hosting requirement of the event content proposed.

The Fund may support up to

50% of the net project costs

with a maximum funding contribution of up to

\$100,000 excl. GST

The minimum an applicant can apply for is

\$20,000 excl. GST



Who is eligible to apply for funding?

Infrastructure

- Incorporated Clubs, and Associations, bodies or other deliverers that are affiliated, recognised and/or sanctioned by CNSW. Clubs must be located in NSW and their home venue must be located in NSW.
- Clubs must demonstrate they have endorsed Cricket Australia's Safeguarding Children and Young People policy.
- Councils located in NSW.

Female programs and resources

- Incorporated Clubs, and Associations, bodies or other deliverers that are affiliated, recognised and/or sanctioned by CNSW. Clubs must be located in NSW and their home venue must be located in NSW.
- Clubs must demonstrate they have endorsed Cricket Australia's Safeguarding Children and Young People policy.

Regional event content

- Incorporated Clubs, and Associations, bodies or other deliverers that are affiliated, recognised and/or sanctioned by CNSW. Clubs must be located in regional NSW and their home venue must be located in regional NSW.
- Clubs must demonstrate they have endorsed Cricket Australia's Safeguarding Children and Young People policy.
- Regional NSW local Councils are those outside Sydney, Newcastle and Wollongong.

Organisations that are ineligible for funding (eg a Council for female programs or a school for infrastructure projects) can partner with an eligible organisation who will need to submit the application

What will not be funded?

Project Costs:

- Purchase or lease of land or buildings.
- Capital equipment such as rollers, lawn mowers, pitch covers, bowling machines, super soppers or portable scoreboards.
- Rent or associated occupancy payments.
- Food, drink, catering or hospitality.
- Prize money, trophies/awards or attendance incentives.
- Wages for administrative and/or executive staff.
- Administration costs.
- Ancillary infrastructure e.g. picket fencing, car park, access road.

Ineligible Projects:

- Projects that are not primarily used for cricket activities.
- General maintenance or repair through normal wear and tear, e.g. painting, running costs and repairs to existing facilities. (Replacement of unusable facilities is allowed though)
- Requests for feasibility, design or development stages of a project.
- Projects that are in the planning phase and require, but are yet to receive, development consent from Council or relevant Government Agency.
- Projects from applicants that received funding under round 1 of the Fund, but have yet to complete and acquit that project.
- Projects where contributions from funding partners are not confirmed in writing or underwritten by Council.
- Projects that are being co-funded by another NSW Government agency/program. If other NSW Government funding is received for the same project after acceptance of this grant, funding under this fund would have to be returned.

Projects not ready or retrospective

- Retrospective funding requests, where projects have commenced construction or are completed prior to 24 August 2020 (construction includes, but is not limited to, site clearing, earthworks and building works)
- Projects that will not be completed by 30 June 2022.





Evaluation and Reporting

At the completion of a project, and as required by the funding agreement, a financial acquittal and project report will be required within 60 days of the completion of the project. The project report will report against the outputs and outcomes information provided by the Applicant.

For infrastructure projects, photos of the completed project (before and after) must also be included.

Acknowledging the NSW Government

Successful applicants must acknowledge the NSW Government's support through the provision of funding through the NSW ICC T20 World Cup Legacy Fund.

Promotional guidelines form a part of the Funding Agreement and include the requirement for all projects to acknowledge the NSW Government's support through logo presentation on any project related publications, media releases and promotional material; and/or erection of a NSW Government endorsed sign at the site of infrastructure projects.

Approved Funding Amount

Funding may be approved for less than the amount requested. This includes the removal of ineligible project costs from the budget. Should a lesser amount be approved, adjustments to the project scope may be negotiated during the contract phase. If ineligible project costs reduce the total funding below the minimum, the entire project may be ruled ineligible.

Key Dates and Assessment Process

Program opens	Wednesday 22 July 2020
Applications closing date	Monday 24 August 2020
Funding announcements and notification of outcomes	October 2020 Onwards
Projects commence	No later than 1 May 2021
Projects must be completed by	30 June 2022

Once applications close, an initial eligibility assessment will be undertaken to determine that:

- The applicant is eligible to apply.
- The application is complete, submitted by the closing date and meets the Fund requirements in regard to the purpose of the project, project commencement and completion dates and amount of funds requested.

An assessment panel, the NSW ICC T20 World Cup Legacy Fund Panel with representatives from the NSW Office of Sport, CNSW and an independent member with appropriate knowledge will assess the merit of all eligible applications.

The Panel will score each project against the assessment criteria, and make recommendations to the NSW Minister for Sport. The Minister for Sport will have final approval over the distribution of funds.

Assessment Criteria

In preparing the applications, prospective applicants will be asked to address each of the following assessment criteria:

- a) How well the project meets the program's objective (50%)
- b) Demonstrated need of the project (20%)
- c) The applicant's capacity and experience to deliver the project. (20%)
- d) The budget is cost effective and reasonable (10%)
- e) Availability of co-funding (pre-requisite)

a) Meeting Program Objectives (50%)

The applicant will need to demonstrate how they will meet the overall program objectives of the funding stream they are applying for. The project should also include measures for success (KPIs), with participation outcomes a key objective.

Infrastructure

- Improve the quality and/or quantity of cricket facilities in NSW (the applicant should also demonstrate current levels of usage and proposed levels of usage following project completion)

Female Programs and Resources

- Improve female participation pathways for players, officials and/or coaches through the implementation of new or enhanced programs, aligning with existing CNSW / CA programs and pathways.

Regional Event Content

- Improve capacity to secure and host elite state and national level cricket events, or
- Hosting tournaments (min 4 days) that will drive intrastate and interstate visitation to the region; or
- Hosting tournaments (min 2 days) that create mass participation opportunities for local communities for more than 300 participants, coaches and officials

b) Demonstrated Need (20%)

The applicant will need to demonstrate that the project is needed in the community and why funding is important. Needs assessment should include alignment to relevant Government and CNSW/CA policies, strategies and guidelines.

c) Capacity and Experience (20%)

The applicant will need to demonstrate that they have:

- the experience, organisational and resource capacity to deliver the project
- support from project partners (both financial and resourcing)
- collaborated with other sporting and community organisations, and Councils (if required)
- Provided the required supporting documentation (see "Supporting Document Checklist" on page 13).

d) Budget is Cost Effective and Reasonable (10%)

The budget is financially viable, based on sound cost estimates and represents value for money. Projects seeking less than the maximum grant amount will be highly regarded.

e) Organisational Eligibility (pre-requisite)

The organisation applying for the funding is eligible to apply for the specific funding stream,

f) Project readiness (Pre-requisite)

The application demonstrates the extent to which the project is supported by a clear approach, realistic timeframes, and is expected to commence by 1 May 2021 and be completed by June 2022;

g) Availability of co-funding? (Pre-requisite)

The application demonstrates that at least 50% of funding for the project is from a separate source. Other NSW Government funding will not count towards this criteria. Consideration will be given to claiming in-kind expenses as co-funding to a maximum of 20 per cent of the total project cost.

h) Past Performance (Assessment Consideration)

The assessment panel will review an applicant's past performance and assess whether this is likely to have an impact on the successful delivery of a future project. Poor past performance will be considered when assessing applications and may be reason for projects not being supported.

This assessment will include consideration of whether:

- Organisations that have overdue or incomplete projects funded by the Office of Sport, or Cricket NSW and whether they have requested a variation/ significant changes
- Organisations that have completed projects funded by the Office of Sport, or Cricket NSW and whether they have submitted required final acquittal documentation.

At the completion of a project, and as required by the funding agreement, a financial acquittal and project report will be required within 60 days of the completion of the project. The project report will report against the outputs and outcomes information provided by the Applicant.

Photos of the completed project (before and after) must also be included.

Applicants that do not provide a financial acquittal and project report by the required date will be ineligible for future grants and funding from the Fund.



What is the application process?



1 Check your eligibility

- See “Who is Eligible for Funding” on [page 9](#) to see which organisations can apply for which funding streams
- If you are a Club/Association, ensure you are recognised by Cricket NSW and your organisation is incorporated
You can find your status here: <http://associationspr.fairtrading.nsw.gov.au/>
- Organisations that do not have an ABN must provide a signed ATO Statement by Supplier form that can be downloaded from <http://ato.gov.au/forms/statement-by-a-supplier-not-quoting-an-abn/>
- If you are not eligible, you can partner with an eligible organisation, although they will have to submit the application



2 Understand the Requirements

- Read the Guidelines to familiarise yourself with the funding process and requirements
- Ensure matching funding (50% of eligible project costs) is available for the proposed project
- Ensure the project can commence by 1 May 2021 and be completed by 30 June 2022
- Visit the Fund website: <https://sport.nsw.gov.au/clubs/grants/t20worldcupfund>, to read the assessment guidelines, FAQs and other up-to-date information about the fund



3 Plan your project

- Seek support for the project by forming partnerships with key stakeholders (Cricket NSW, Councils, cricket Clubs/Associations, landowners, other land/facility users etc)
- Gather your evidence including letters of support, funding commitments, development approvals, images/plans, participation data etc
- The Office for Sport is available to provide information to Clubs, Associations, bodies or other deliverers on the interpretation of these Guidelines including the types of projects that will be eligible for funding
- For questions relating to the grants program, or for specific assistance with the online system, email grants@sport.nsw.gov.au or call 13 13 02 during standard office hours



4 Submit your application

- Register or search for your organisation through the Office of Sport's **Grants Website** (only register if not already in the online system)
- Complete your application by filling in each of the sections
- Upload your supporting documents
- Submit the application by the closing date/time of 5:00 pm Monday 24 August 2020



Supporting Document Checklist

All Projects

- ☐ Organisation information including contact details, valid incorporation number and ABN
- ☐ Evidence confirming co-funding sources
- ☐ Letters from partners that indicate how they will either support or benefit from the project

Additional documents for Events

- ☐ Letter of Support from CA/CNSW that venues meet required standards for hosting

Additional documents for Infrastructure stream

- ☐ Development approvals or approval from landowner for project to proceed
- ☐ "Before" images of current infrastructure/site
- ☐ Quotes (internal cost estimates are acceptable for projects under 100k)



Funding allocation

The Office of Sport reserves the right to propose and amended funding amount based on the proposed outcomes of the project and available funding.

A minimum level of funding will be quarantined for each of the ten NSW Department of Premier and Cabinet regions: Sydney, Central Coast, Hunter, North Coast, New England North West, Central West and Orana, Far West, Riverina Murray, South East and Tablelands, Illawarra Shoalhaven.



*Subject to receiving eligible applications, each region will be awarded funding towards eligible projects of at least **\$150,000 (excl. GST)** or **2.5%** of the total funding available over the three years of the program. The remaining funds **(up to \$4.5 million)** will be allocated on a merit basis as assessed by the panel. Over the three years of the program, each Council may only be awarded a maximum of **\$300,000 (excl. GST)**.*



Application and Funding Terms and Conditions

Notification

Applicants will receive an email to confirm that the application has been submitted successfully. Once the panel has assessed eligible applications and determined which projects will receive funding contributions, Applicants will be notified in writing, with details of successful projects published on the Office of Sport and Cricket NSW websites.

Payment of Grants

Successful Applicants will be required to enter into a funding agreement which sets out the terms and conditions that apply to the provision of funding under the Fund in relation to the successful project. Once the funding agreement has been signed, the Applicant must provide an invoice for the total amount of the funding contribution plus GST (where applicable).

Organisations that do not have an ABN must provide a signed ATO Statement by Supplier form that can be downloaded from ato.gov.au/forms/statement-by-a-supplier-not-quoting-an-abn/

If you require further details of the funding agreement or the Fund terms and conditions please contact the Office for Sport on 13 13 02 during standard office hours.

At the completion of a project, and as required by the funding agreement, a financial acquittal and project report will be required within 60 days of the completion of the project. The project report will report against the outputs and outcomes information provided by the Applicant.

Photos of the completed project (before and after) must also be included.

Applicants that do not provide a financial acquittal and project report by the required date will be ineligible for future grants and funding from the Fund.

Projects must be completed within two years of the date of signing the Fund's funding agreement.

Disclaimer

The submission of an application does not guarantee project funding. The costs of preparing an application are borne by the Applicant.

Insurance Requirements

Organisations applying for funding from the Fund, are required to have minimum public liability insurance cover of \$5,000,000. It is recommended, but not a condition of funding, that an Applicant also has Personal Accident, Professional Indemnity and Directors and Officers insurance. Applicants that employ staff must comply with the Workplace Injury Management and Workers Compensation Act 1998 (NSW).

Government Information (Public Access) Act 2009

Information received in applications and in respect of applications is treated as confidential. However, documents in the possession of the Office of Sport are subject to the provisions of the Government Information (Public Access) Act 2009. Under some circumstances a copy of the application form and other material supplied by the Applicant may be released, subject to the deletion of exempt material, in response to a request made in accordance with the Act.

Privacy Policy

The NSW Government, Cricket NSW and the ICC T20 World Cup 2020 Local Organising Committee will collect and store the information you voluntarily provide to enable processing of your application. Any information provided by you will be stored on a database that will only be accessed by authorised personnel and is subject to privacy restrictions. The information will only be used for the purpose for which it was collected.

The NSW Government, Cricket NSW and the ICC T20 World Cup 2020 Local Organising Committee are required to comply with the Privacy and Personal Information Protection Act 1998. The NSW Government, Cricket NSW and the ICC T20 World Cup 2020 Local Organising Committee collects the minimum personal information to enable it to contact an Applicant and to assess the merits of an application.

Applicants must ensure that people whose personal details are supplied with applications are aware that the NSW Government, Cricket NSW and the ICC T20 World Cup 2020 Local Organising Committee is being supplied with this information and how this information will be used.

Disclosure of project information

Information submitted in the application will be shared with the NSW Government and Cricket NSW representatives and assessors. Should your application be successful, the NSW Government and/or Cricket NSW may wish to provide certain information to the media and Members of Parliament for promotional purposes. This information will include project name and description, electorate, location, and amount of the grant. The contact details supplied by the applicant may also be provided to Members of Parliament.

Declaration by applicant

The declaration section of the application should be approved by a person who has delegated authority to sign on behalf of the Applicant e.g. Chairperson, President, CEO, General Manager or authorised member of the Board or Committee of the Applicant.

Important notes

The capacity to efficiently assess your application is conditional upon you submitting a complete and accurate application. Applications may be deemed ineligible if all information is not provided.

Apart from organisational and Applicant contact details, information provided in applications cannot be changed after the closing date.

Further information

The Office for Sport is available to provide information to Clubs, member zones and Associations, bodies or other deliverers on the interpretation of these Guidelines including the types of projects that will be eligible for funding.

For questions relating to the grants program, or for specific assistance with the online system, call 13 13 02 during standard office hours.



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CRICKET NSW

The NSW ICC T20 World Cup Legacy Fund is managed by the NSW Government in partnership with the ICC T20 World Cup 2020 and Cricket NSW