

Surf Club Facility Program

Program Guidelines

2021/2022

Opens 26 November 2021

Closes 1.00pm, Friday 11 February 2022



OFFICE OF SPORT



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Minister for Sport, Multiculturalism, Seniors and Veterans

Surf Life Saving Clubs play a vital role in our community, keeping people safe in the water and providing opportunities for people to get fit and healthy.

Despite the recent challenges of the COVID-19 pandemic, our volunteer surf lifesavers spanning 129 clubs across the state, never wavered in their commitment to ensuring safety at our beaches.

Recognising the important role both our clubs and volunteers play, it gives me great pleasure to welcome applications for the fifth round of the Surf Club Facility Program, which will deliver a \$4 million injection into Surf Life Saving Clubs in NSW. Over the next four years the NSW Government have committed \$16million to support the upgrade, restoration, or construction of surf lifesaving facilities across NSW.

This funding will not only benefit our lifesaving volunteer force and surf club users, but also the wider NSW community. These grants will provide funding for surf lifesaving facilities that are inclusive and accessible, enabling people from all sections of the community to participate.

The important work of our surf volunteers extends far beyond patrolling beaches and ensuring our swimmers can enjoy our beautiful coastline safely – they also form a vital part of our Australian identity.

The Program will assist eligible Surf Life Saving Clubs throughout NSW to develop facilities that will enable increased facility usage, improve safety and increase participation in Surf Life Saving.

Surf Clubs will have the opportunity to submit projects that enhance operations and increase capacity for use by members and the general public for years to come.

Grants are available from \$30,000 to \$500,000 and I encourage everyone, whether you're an active member of your local Surf Life Saving Club or a supporter of the great work that they do, to spread the word about this wonderful opportunity.

Please take the time to read these guidelines notes and, if you believe your project is eligible, submit an application by 1pm 11 February 2022.

A handwritten signature in black ink, appearing to read "Natalie Ward".

The Hon. Natalie Ward MLC

About the Surf Club Facility Program

The NSW Government recognises the critical role Surf Life Saving Clubs have in local communities delivering on-beach safety, training and education and keeping people active and connected.

The Surf Club Facility Program (the Program) is part of the NSW Government's ongoing commitment to support the upgrade of local Surf Life Saving Clubs. The Program is in its fifth year, and since round one (2017/2018) the NSW Government has invested over \$16 million in Surf Life Saving Clubs to create fit-for-purpose facilities in local communities to increase participation, access, and safety on our NSW beaches.

In the 2021/22 Budget the NSW government announced a further four years of funding (\$16 million) to continue the Program from 2021-22 to 2024-25 financial years. The 2021/2022 Program will continue to support the upgrade, expansion and construction of new safe and inclusive Surf Club facilities in NSW.

Key objectives

The Program aims to assist eligible Surf Life Saving Clubs throughout NSW to develop facilities that will enable increased participation in Surf Life Saving for all people, increased facility usage, and improved safety.

The key objectives of the Program are:

- Provide inclusive and accessible multi-sport facilities that support participation in sport and increase opportunities for women and girls, people with disability, First Nations peoples and people from culturally and linguistically diverse communities
- Increase the usage and/or participant numbers in Surf Life Saving
- Increase the use of Surf Life Saving facilities by community groups and/or the public
- Improve safety at Surf Life Saving facilities
- Improve the standard of Surf Club facilities incorporating best practice design principles.



Important dates

The following dates are indicative and apply only to this round

Applications Open	26 November 2021
Applications Close	1.00pm, Friday 11 February 2022
Outcomes advised	March 2022 onwards
Funding agreements executed for successful projects	31 May 2022
Construction must commence by September 2022 and be completed by March 2024	

The Office of Sport reserves the right to amend any of these dates during the Program, at its absolute discretion.

Funding availability

The NSW Government has allocated up to \$4,000,000 for this Program in 2021/22.

The Surf Club Facility Program provides grants between \$30,000 and \$500,000 per project.

All successful applicants must enter into a funding agreement with the Office of Sport. The funding agreement will include a milestone and reporting schedule, where payments will be made based on the requirements outlined in the milestone schedule being deemed as complete by the Office of Sport. Grant payments will not be made until an executed funding agreement is in place and the Office of Sport will not be responsible for any project expenditure until this time.

Projects must commence construction by September 2022 and be completed by March 2024. Funding agreements are to have been executed between the Office of Sport and successful applicants by 31 May 2022. Funding approval may have specific conditions that have been determined throughout the assessment process and these will be included in the funding agreement.

Applications should identify whether the project may not proceed if the full grant amount requested is not approved. The Office of Sport reserves the right to recommend grant amounts that may differ from the amount requested in the application. Any such details will be specified in a written offer as well as the funding agreement.

Organisations may only receive NSW Government funding once for the same component of a project from this Program or any other State Government funded grant program.

Financial co-contribution

A financial co-contribution is not required; however, organisations may contribute to the project. Financial contributions will be considered as part of the assessment process. The greater the contribution the more favourably the project will be looked upon.

Local Government Authorities are encouraged to contribute and will be considered as part of the co-contribution.

Supplier discounts should not be included in the co-contribution.

Voluntary labour:

Applicants may choose to include a breakdown of 'Voluntary Labour' as part of their co-contribution and can be uploaded with their application. Hourly rates should be determined as follows:

- Un-skilled labour – no more than \$25 per hour.
- Trade hourly rate as determined by the award: <https://www.fairwork.gov.au/awards-and-agreements/awards/list-of-awards>.

Eligible applicants

Eligible applicants are:

- Surf Life Saving Clubs in NSW; or
- Surf Life Saving NSW Branch. Branches are able to apply for surf club related works e.g. storage sheds for emergency equipment. However, they will only be considered if all eligible applications from Surf Life Saving Clubs in the round receive funding.

Applicants must have a Public Liability Insurance with a minimum \$5 million cover.

Ineligible applicants

Ineligible applicants are any organisation types not listed in the ‘Eligible Applicants’ section, and include (but are not limited to):

- Organisations not affiliated with Surf Life Saving NSW
- Individuals.

Organisations named by the National Redress Scheme for Institutional Child Sexual Abuse on its list of institutions that have not joined or signified their intent to join the Scheme are not eligible for funding under this program.



Eligible projects

To be considered eligible, the project must:

- Be submitted through the Office of Sport SmartyGrants website: <https://sport.smartygrants.com.au/SCFP-2021-2022>
- Be on land within NSW
- Have landowner consent for the project on the land on which the facility is to be developed (including native title clearance where required)
- Have a current Development Application (if required).

For projects located on public land, a landowner consent form or signed letter of consent from the appropriate authorised delegate must be provided. For example, for projects located on public school land, a letter of support for the specific project must be provided from School Infrastructure NSW as part of the application.

Additional information also sought includes evidence of applicant's tenure and lease arrangements.

Projects must have a current approved Development Application as part of their application or demonstrate that a Development Application is not required and should thereby be ready to be delivered (projects must be "shovel ready").

Applications that do not demonstrate Development Application approval or that a Development Application is not required may be set aside from further consideration.

Examples of eligible project types and costs include:

- Construction of new Surf Life Saving Club facilities; and
- Capital enhancement of existing Surf Life Saving Club facilities.

Priority will be given to Surf Club facilities identified as:

- Being in poor or unserviceable condition
- Addressing a demonstrated need for the community
- High urgency to address facility building compliance requirements.

Ineligible projects

Ineligible projects are any projects or project components that don't meet "Eligible Projects" section, and include (but are not limited to):

- Facility planning including preparation of feasibility studies, design or development stages for a project
- That are not used primarily for surf life saving activities
- That do not meet relevant Australian Standards
- That have commenced or completed at the time of application
- For any costs associated with preparing and submitting the funding application
- Related primarily to operational expenditure, including but not limited to regular repairs and maintenance
- Administration costs with the exception of direct external / independent project management costs
- That involve the development of private or commercial ventures
- Project items and scope that have already been funded by the NSW Government unless previously funded under this program
 - For projects already receiving NSW Government financial assistance will be eligible under this program
- Repair of facilities where the damage can be covered by insurance
- Purchase or lease of land/facility
- Purchase of portable equipment including computers, printers, office machinery, surf boards, stop watches, sails on boats, flagpoles etc.

Each application will be checked for eligibility by the Office of Sport. All applications, including those with uncertain eligibility assessments will be referred to the Grant Assessment Panel for a final determination on eligibility.

Required documentation

All applicants must upload the following essential documentation for all projects as part of the application:

- Landowner's consent to undertake the project.
- Copy of current Council approved DA determination if a development approval is required OR a letter from Council to confirm that a DA is not required. If a DA is required and can not be identified as current, the application may not be considered.
- For supply of goods or services under \$10,000, at least one (1) quote is required. For amounts between \$10,000 and \$150,000, a minimum of three (3) quotes must be obtained for the work. Any quotes provided must be on company letterhead from the organisation that supplies the goods or services.

- For the supply of goods and services exceeding \$150,000 an open tender will be required. If this tender documentation is not available at grant application, it will need to be submitted if the project is recommended for funding before any funding agreement is established. Funding may not be released if the tender documentation cannot be provided.
- Evidence of the project's co-contribution (if a contribution is being provided).
- Letter of support from Surf Life Saving NSW outlining if the club is in poor or unserviceable condition.
- Evidence of tenure.
- Completed budget template.



Application process

How to apply

Follow the steps below to submit your applications.



Step 1

Check your eligibility

- Before you apply, please read the guidelines and related materials to make sure you understand all relevant requirements.
- You can find the relevant information on <https://www.sport.nsw.gov.au/grants/surf-club-facility-program>



Step 2 Prepare your application

- Applying for the Surf Club Facility Program is a simple process using the SmartyGrants platform
- You are encouraged to download a copy of the application from the SmartyGrants website prior to commencing your application
- To submit a complying application all mandatory fields must be completed, and mandatory support documents must be uploaded and submitted.



Step 3 Submit your application

- Use the 'Apply Now' link on the Surf Club Facility Program page: <https://sport.smartygrants.com.au/SCFP-2021-2022>.
- Complete the application by filling in each of the sections including uploading the supporting documentation.
- Submit the application by the closing date/time of 1pm, Friday, 11 February 2022.

How to claim your grant

Successful applicants will be required to accept the Program's Terms and Conditions including:

- Executing a funding agreement with the Office of Sport.
- Providing an invoice (plus GST if registered for GST) according to the agreed milestone payment schedule made out to the Office of Sport.
- If your organisation does not have an ABN, you must upload a signed ATO Statement by Supplier form: https://www.ato.gov.au/uploadedFiles/Content/MEI/downloads/BUS38509n3346_5_2012.pdf.

Late Application and additional support documentation

It is good practice to complete the application in SmartyGrants well prior to the closing time. You are responsible for ensuring you have adequate technical capability, including sufficient bandwidth, to complete the application in SmartyGrants. If for some unforeseen reason you are not able to lodge your application on time, you must contact the Office of Sport at the earliest possible time which should be prior to the Closing Date and Time.

A late application will only be considered where its acceptance would not compromise the integrity and competitiveness of the process. The final determination on whether a late application will be accepted will be made by the Grant Assessment Panel supported by a probity advisor.

If a mandatory document is not available prior to the Closing Date and Time and you are seeking an extension you must contact grantsunit@sport.nsw.gov.au prior to the grant program close. Additional late support documentation will only be accepted for applications already submitted in SmartyGrants by the closing date/time.

Assessment process

The Surf Club Facility Program is administered by the Office of Sport. The Office of Sport will undertake an eligibility assessment on all grant applications for the Grant Assessment Panel's consideration. Throughout the assessment process the Office of Sport may request additional information from the applicant.

A Grant Assessment Panel, appointed by the Minister for Sport will review the Office of Sport project ineligibility recommendations and preliminary assessment of applications. The Grant Assessment Panel has final determination on eligible projects. Where an application is identified as ineligible then the Grant Assessment Panel may consider or set the application aside from further consideration, at its absolute discretion.

The Grant Assessment Panel will assess applications against the Fund eligibility criteria, objectives, and merit assessment criteria outlined in this document and make recommendations to the Minister for Sport. An independent probity advisor will oversee the grant process and attend all Grant Assessment Panel meetings.

Where an application is not accompanied by the mandatory information then the Office of Sport can recommend to the Grant Assessment Panel to consider the application to be non-conforming and set it aside from further consideration, at its absolute discretion.

To further assess applications, the Grant Assessment Panel may exercise its discretion to agree and decide to utilise additional criteria in making the Grant Assessment Panel final recommendations.

The Minister for Sport's role is to consider the recommendations of the Grant Assessment Panel and make decisions relating to the approval of funding. The Minister for Sport may accept or vary the recommendations of the Grant Assessment Panel, at their discretion.

Eligibility assessment

The Office of Sport will undertake an eligibility check on all grant applications and make recommendations to the Grant Assessment Panel on eligible projects. The Office of Sport conducts an eligibility assessment of all applications ensuring that the:

- Applicant organisation is eligible to apply under the guidelines
- Applicant has provided an ABN/ACN and/or Incorporation number and/or Indigenous Incorporation number
- Landowner consent form has been provided for the project
- Grant request is between \$30,000 and \$500,000
- Applicant has provided suitable evidence confirming funding contribution(s) from project partner(s)
- The application is complete and submitted on time with all required documentation
- Project scope and components are eligible.

Ineligible project scope and components will not be assessed or funded. The Grant Assessment Panel will adjust the requested grant amount accordingly and at its discretion. The Grant Assessment Panel has final determination on eligible projects. Where an application is identified as ineligible then the Grant Assessment Panel may consider or set the application aside from further consideration, at its absolute discretion.

Merit assessment

The Grant Assessment Panel will include representatives from Office of Sport, Surf Life Saving NSW and an independent person with appropriate knowledge.

The Grant Assessment Panel will assess all eligible applications against the program objectives and merit assessment criteria. The Grant Assessment Panel will consider the extent to which the applicant has addressed the assessment criteria and provided evidence.

During the assessment process, the Office of Sport and the Grant Assessment Panel may apply a minimum scoring requirement to one or more of the criteria. Where an application does not meet any minimum scoring requirement adopted during the assessment process, the Office of Sport reserves the right to not consider the application further at its absolute discretion.

In addition to the merit assessment criteria, priority for funding will be given to eligible applicants who have not received over \$500,000 through the program since 2017/2018.

Merit assessment

The Grant Assessment Panel will assess each eligible application on merit and scored against the following criteria:

Criterion 1: Strategic alignment (20%)	<p>Alignment with priorities</p> <p>Applicants should demonstrate how the project addresses the Program objectives: Participation, Access or Safety.</p> <p>Demonstrate how the project aligns to one or more of the following:</p> <ul style="list-style-type: none">• Premiers' Priorities• Office of Sport Strategic Plan and priorities• Surf Life Saving NSW Strategic Plan• Local council plan <p>Outline how the project has incorporated one or more of the following design principles:</p> <ul style="list-style-type: none">• Inclusive and universal design principles• Functional design• Environmentally sustainable design• Operational sustainability.
Criterion 2: Project need and objectives (25%)	<p>Demonstrated need (does the project addresses a clear need?)</p> <p>Applicants should demonstrate the:</p> <ul style="list-style-type: none">• Project's capacity to impact on increased participation and utilisation• Project's capacity to provide increased participation for people with disability or underrepresented groups, through fit-for-purpose, accessible and safe facilities, and usage opportunities• Project's capacity to enhance or deliver new participation outcomes for women and girls (i.e. dedicated female participation programs through facility enhancements, welcoming environments and other related initiatives). Projects demonstrating strong alignment to NSW Government's women in sport Her Sport Her Way strategy will be prioritised.• Projects capacity to provide quality social infrastructure, including safe places that support the community• Urgency to address safety, poor quality facilities and compliance needs of the facility <p>Applications should include evidence to support the project need, including outlining community consultation undertaken.</p>
Criterion 3 Organisation capacity (25%)	<p>Applicant's capacity to deliver the project (how will the project be managed?)</p> <p>The application demonstrates the extent to which the organisation:</p> <ul style="list-style-type: none">• Has proven experience in delivering similar projects and personnel with appropriate experience, and or capacity to manage the project. This should consider the applicant's proposed project management resources and any specialist external resources to be engaged to deliver the project.• If relevant, demonstrates there is a collaborative approach with a range of partners and indicates how they will contribute to the project (including any evidence of agreements to collaborate or conditions for contributing to project delivery)• Has in place robust strategies for procurement, project management and risk management.

Criterion 4: Project budget (15%)	<p>Is the project affordable and is it feasible to deliver within the available budget?</p> <p>Applicants should provide:</p> <ul style="list-style-type: none"> • A detailed budget including project costs and funding sources. The budget should be reasonable, robust and cost effective. The budget should clearly explain the project components that will be funded by the grant and the components to be funded by the applicant. • Evidence of robust itemised cost planning • Details of co-contribution, if included, with supporting evidence. • Details of any other grant funding the applicant may have received for this or similar projects, under previous facility funding or other related grant programs.
Criterion 5: Project readiness (15%)	<p>Can the project commence and be completed on time?</p> <p>The application:</p> <ul style="list-style-type: none"> • Provides a detailed project plan that illustrates key project tasks and milestones and forecast delivery timeline. • Lists any assumptions, constraints and dependencies in delivering the project. • Provides supporting documentation that is required by the Office of Sport • Provides evidence of the ability to commence construction by September 2022 through the provision of mandatory documentation such as schematic plans and current cost plans • Provides evidence of current Development Application approval (if required). • Confirms there is no serious planning, construction, zoning, environmental and/or Native Title impediments to delivering the project. Submit relevant approvals.

Supporting documents

Documents available on the Surf Club Facility Program web page to assist your application include:

- [Program Guidelines](#)
- [Frequently Asked Questions](#)
- [Application Eligibility Checklist](#)
- [Landowner consent form](#)
- [Budget template](#)
- [Funding Agreement template](#)
- [Facility Usage Schedule](#)

You can contact the Office of Sport at grantsunit@sport.nsw.gov.au or on 13 13 02 for assistance.

Further information

Notification of outcomes

Applicants will receive a system generated email containing a PDF copy of the application when submitted successfully. If you believe you have submitted your application but do not receive a confirmation email, check your junk mail. If not received, please email grantsunit@sport.nsw.gov.au to verify. Applications not submitted cannot be assessed.

Once the recommendations have been made, all applicants will be notified in writing and details of successful projects will be published on the Office of Sport website.

General feedback for unsuccessful applicants will be available on the fund web page after the announcement of successful projects.

The Office of Sport will contact the successful applicants to finalise the project milestones and establish a funding agreement

The terms and conditions of the grant must be accepted, and the grant claimed by 31 May 2022.

Conflicts of interest

A conflict of interest exists when a reasonable person might perceive that a public official's personal interest(s) could be favoured over their public duties.

Applicants will be asked to declare as part of their application, any perceived or existing situation which could or does give rise to a conflict of interests. If applicants later identify that there is an actual, apparent, or potential conflict of interest or that one might arise in relation to a grant application, they must inform the Office of Sport in writing immediately.

With respect to this Program, applicants must not:

- do anything which could place a public official in a conflict of interest
- offer gifts or inducements to any public official.

Funding obligations

The successful applicants approved for funding will be required to enter into a funding agreement that covers their obligations.

Successful applicants must accept the Program's Terms & Conditions in the SmartyGrants system.

The standard funding agreement terms and conditions are published on the Office of Sport website and no amendments will be considered unless essential to the delivery of a funded project.

The Office of Sport will execute a funding agreement with successful applicants for the project in accordance with the approved scope, budget and schedule of the project set out in the approved application.

Any changes requested by a successful applicant to a project, for which a grant has been approved, that constitute a change to the original application may require a revised assessment of the application with the proposed changes to determine whether the project would still be recommended for funding in accordance with the guidelines. This includes situations where a successful applicant is seeking to change the project scope, budget or schedule.

The following reflects the intent of some key provisions that will be included in the funding agreement with successful applicants:

- Successful applicants will be required to complete periodic project updates, project evaluation, and return progress reports on the agreed milestones of the project. This may also include facility use schedules.
- Grant payments will not be made until an executed funding agreement is in place and the Office of Sport will not be responsible for any project expenditure until this time.
- Any variation to the project as detailed in the application form must be agreed to in writing by the Office of Sport and may require Minister approval. Requests for variations to the Funding Agreement or changes to the project will only be considered in limited circumstances.
- If, for whatever reason, an organisation is unable to proceed with a project, the Office of Sport must be informed in writing as soon as possible.
- The Office of Sport reserves the right to reduce proportionally the amount of the grant if the total cost of the project is less than the amount stated in the application.
- A financial acquittal and project report will be required within three months of completion of the project and at the end of each financial year as outlined in the funding agreement. The project report will report against the outputs and outcomes information provided by the applicant in the submitted application.
- Applicants that do not provide a financial acquittal and project report by the required

date(s) may be ineligible for future Office of Sport grants until this is provided.

- Successful applicants will be required to pay back unspent funds or those funds which have not been spent in accordance with the funding agreement.
- Photos of the completed project must be provided when requested.
- Office of Sport reserves the right to undertake an audit of grant funding to successful organisations within seven years of funding payment.

If a successful applicant breaches any of the Surf Club Facility Program terms and conditions of the funding agreement, the Office of Sport reserves the right to reclaim the grant in part or in whole at its discretion.

Payment of grants

In line with the funding agreement and agreed milestones, payment of the grant can only be made to the successful applicant issuing a milestone report for review and approval accompanied by a tax invoice to:

Office of Sport
Locked Bag 1422
Silverwater NSW 2128

Organisations that do not have an ABN must provide a signed ATO Statement by Supplier that can be downloaded from: https://www.ato.gov.au/uploadedFiles/Content/MEI/downloads/BUS38509n3346_5_2012.pdf

Insurances

Organisations applying for funding via this Program are required to have a minimum Public Liability Insurance cover of \$5 million. It is recommended, but not a condition of funding, that applicant organisations have Personal Accident, Professional Indemnity and Directors and Officers insurance. Organisations that employ staff must comply with the *Workplace Injury Management and Workers Compensation Act 1998 (NSW)*.

Publicity

The NSW Government reserves the right to be involved in media opportunities and speaking engagements relating to the funded project.

Recipients must ensure that any media opportunities, speaking engagements and signage relating to the Program or project are discussed

with, and approved in advance by, Office of Sport.

All recipients of NSW Government funding should acknowledge the NSW Government's support through the provision of funding in accordance with the guidelines at: <https://www.nsw.gov.au/nsw-government-communications/branding>

Disclaimer

Submission of an application does not guarantee funding. The costs of preparing an application are borne by the applicant.

Probity

NSW Office of Sport have appointed Centium Probity as independent Probity Advisors for this program.

Should you have any concerns regarding the probity or integrity of this program please contact NSW Office of Sport in the first instance via email on grantsunit@sport.nsw.gov.au.

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 Office of Sport will collect and store the information you voluntarily provide to enable processing of this grant 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 Office of Sport is required to comply with the *Privacy and Personal Information Protection Act 1998*. The Office of Sport collects the minimum personal information to enable it to contact an organisation and to assess the merits of an application. Applicants must ensure that people whose personal details are supplied with applications are aware that the Office of Sport is being supplied with this information and how this information will be used.



Disclosure of project information

Should your application be successful, the Office of Sport will provide certain information to the media and Members of Parliament for promotional purposes. This information may include applicant name, project name, project description, location and amount funded. The contact details supplied by the person submitting the application may also be provided to Members of Parliament for promotional purposes.

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 organisation, e.g. CEO, General Manager, or authorised member of the Board of Management.

Important notes

Office of Sport's capacity to efficiently assess your application is conditional upon you submitting a completed, accurate application. Applications may be deemed ineligible if all required information is not provided. Apart from organisation and applicant contact details, information provided in applications cannot be changed after the closing date. An applicant may commence their project after the advertised closing date for applications. This is on the understanding that if unsuccessful the applicant is responsible for the full cost of the project.

Contact information

Office of Sport staff are available to provide information to potential applicants on interpretation of these guidelines including types of projects eligible for funding. They can also provide advice on the on-line application process. Please direct enquiries to grantsunit@sport.nsw.gov.au.



OFFICE OF SPORT

-  6B Figtree Drive,
Sydney Olympic Park
NSW 2127
-  Locked Bag 1422,
Silverwater NSW 2128
-  13 13 02 (Mon to Fri 9am to 5pm)
-  grantsunit@sport.nsw.gov.au
-  sport.nsw.gov.au

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