

Office of Sport

# Multi-Sport Community Facility Fund

Information session

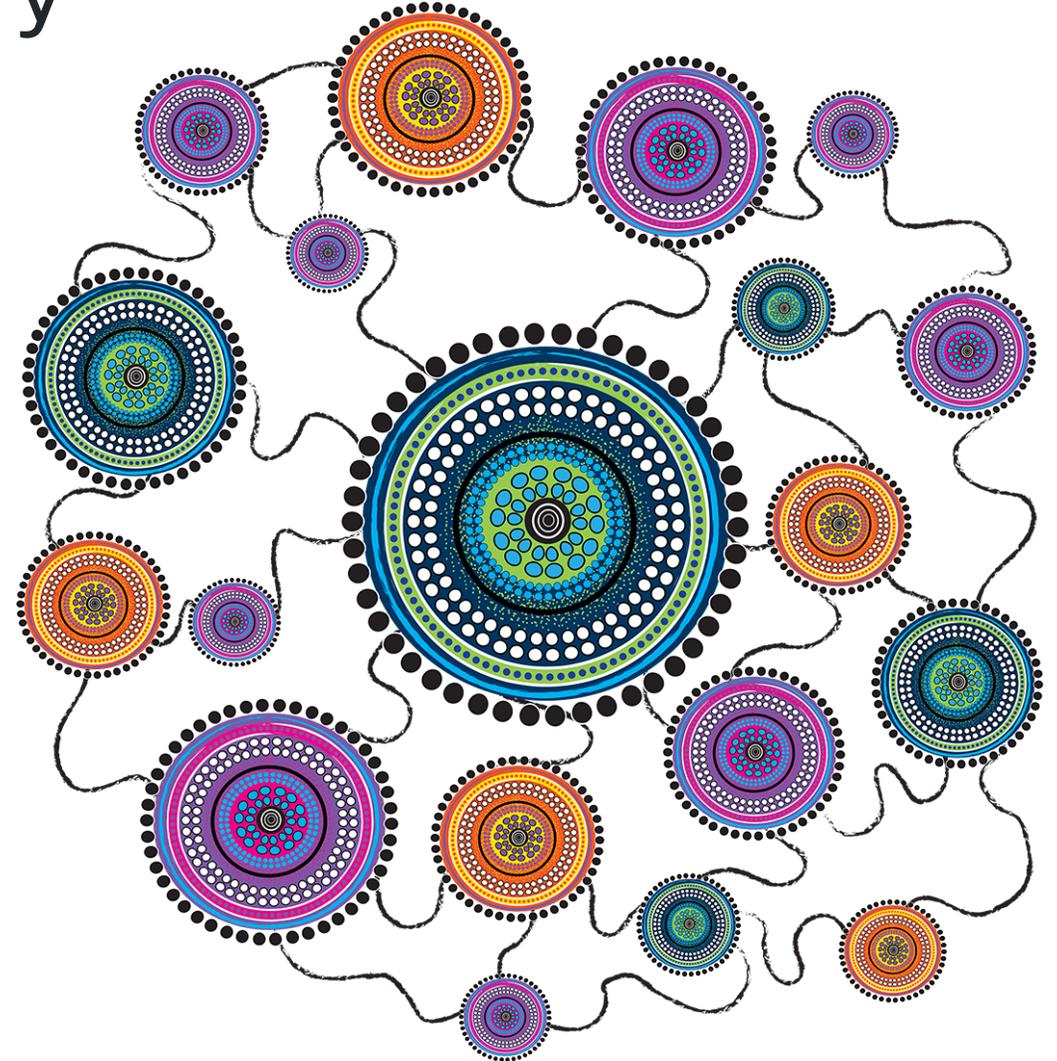
Karen Jones  
Chief Executive, Office of Sport

19 July 2022



# Acknowledgement of Country

I would like to acknowledge the Traditional Custodians of the Land on which this meeting takes place, and to show my respect to Aboriginal Elders past, present and emerging.





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# About Multi-Sport Community Facility Fund

- The NSW Government committed \$200 million to the Fund, with an allocation of \$100 million in 2022/23(Round 2). The NSW Government recognises the critical role local sport infrastructure plays in keeping communities healthy, active and connected.
- The NSW Government is seeking to support local communities to future-proof infrastructure by funding universally designed and inclusive facilities that move beyond compliance and provide dignified inclusion for all.
- The Fund will support the development of well-designed new and improved multi-sport infrastructure projects that will meet the current and future needs of the community.
- The Fund will support the delivery of sport facility projects that can directly support sport participation across all levels and provide programs for those people in the community that need it most.





# Important dates

## Stages

## Dates

Applications open

Monday 27 June 2022

Applications close

1pm, Friday 2 September 2022

Outcomes advised

November 2022 onwards

Funding agreements executed for successful projects

Within 3 months of notification of outcomes

Commencement of construction

By July 2023

Projects to be completed

By 31 December 2025

# Fund Objectives

## Primary Objectives

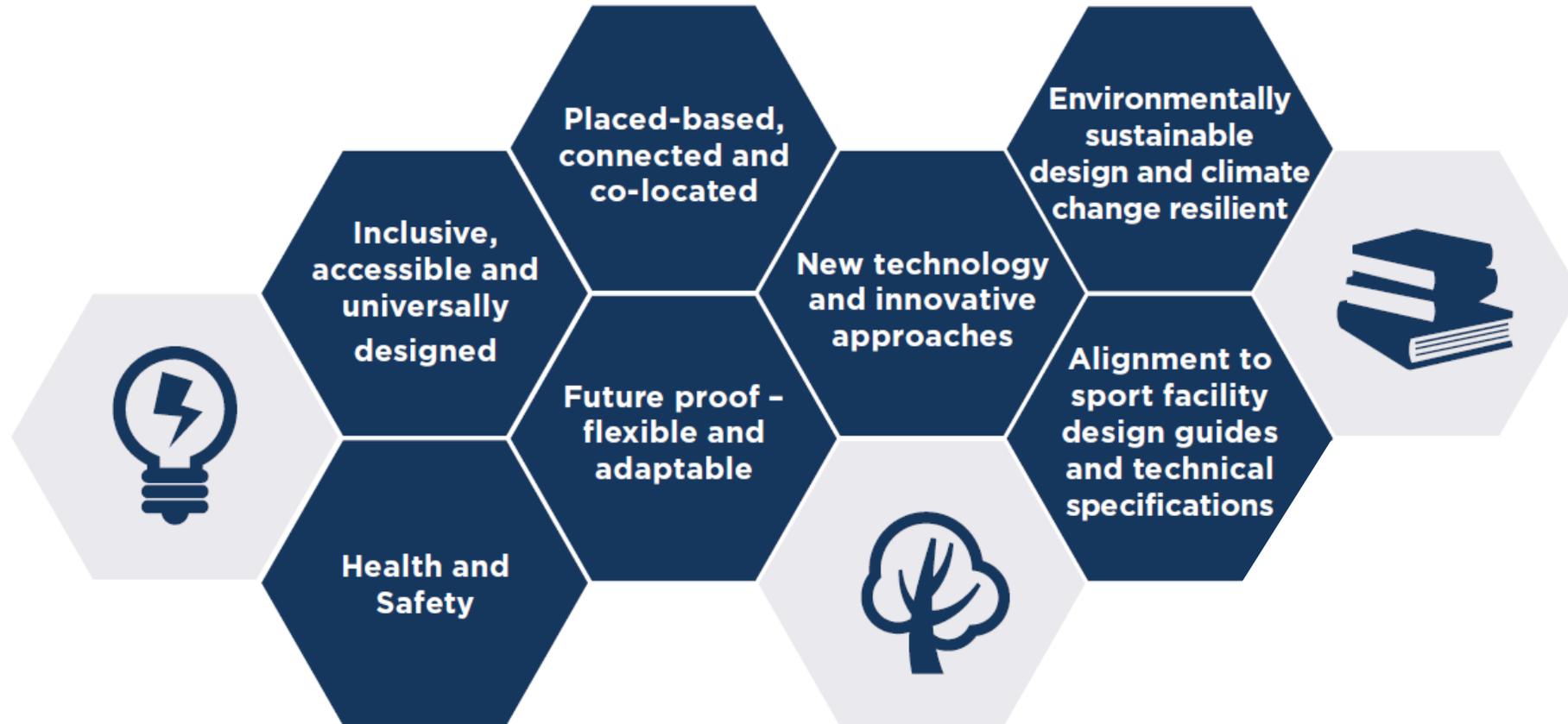
- Increase the number and type of multi-sport facilities across NSW
- Improve the standard of existing multi-sport facilities across NSW
- Increase the utilisation of sport facilities
- Support the equitable provision of, and access to multi-sport facilities to grow sport participation for women and girls
- Provide inclusive and accessible multi-sport facilities that support sport participation for people with disability, First Nations peoples and people from culturally and linguistically diverse communities.

## Secondary Objectives

- Establish a diversified funding model
- Improve operational sustainability
- Promote and incorporate environmental sustainability and climate resiliency into design, construction and operation.

# Design Principles

Focus on the highest standard of design that incorporates these principles where applicable:



# Design Principles

Applicants should demonstrate industry best practice in project development, including but not limited to:

- Project's capacity to provide increased participation for women and girls, people with disability, First Nations peoples and people from culturally and linguistically diverse communities through accessible and inclusive facilities with equitable program offerings
- Project's capacity to increase utilisation and user satisfaction
- The development or upgrade of multi-sport facilities which can also be used for other events that contribute to the local community
- Addressing a significant gap in current facilities and/or demonstrate community need Demonstrate stakeholder engagement, consultation, co-design and support
- Connecting with Country and/or Designing with Country
- Partnerships and collaboration
- All weather uplift (consideration of flood, drought, fire, sun safe and weather conditions that impact on utilisation)
- Provision of quality social infrastructure including safe places that support community interaction including enhanced capacity for activation and socialisation
- The role of green infrastructure and increasing the tree canopy
- Alignment with the infrastructure strategy or plan of the relevant local government authority, State Sporting Organisation, and/or National Sporting Organisation
- Benchmarked to comparable projects and facilities.

The Office of Sport has been running a series of online forums around inclusive design and innovation.

The forums have been recorded and are available to view on the Office of Sport website: [www.sport.nsw.gov.au/community-sport-infrastructure-resource-library/inclusive-facility-design-and-innovation-forums](http://www.sport.nsw.gov.au/community-sport-infrastructure-resource-library/inclusive-facility-design-and-innovation-forums)



# Funding Availability

The NSW Government is allocating \$100 million in 2022/2023 (Round 2).

- The Multi-Sport Community Facility Fund grants are for the capital cost of the project only. Applicants are responsible for project administration costs, non-fixed or movable equipment and the ongoing operation of the facility.
- The grant amount requested by an applicant must be a minimum of \$1 million and cannot exceed \$5 million. All applications are expected to provide a minimum 50% financial co-contribution of the **grant amount requested**.
- Applicants that cannot meet the funding co-contribution expectation may apply for financial hardship through the application process.

# Funding Availability



- All successful applicants must enter into a funding agreement with 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.
- Funding approval may also have specific conditions that have been determined throughout the assessment process.
- Applicants can submit up to three (3) applications in total for round two of the Fund. The applicant can advise of their project priority ranking through the application form. As part of the assessment process projects will then be assessed in line with the Guidelines.
- 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 in the funding agreement. Applications should identify the risk of the project not proceeding should the full grant amount requested not be approved.
- Projects that are not the focus of the Multi-Sport Community Facility Fund will be encouraged to consider an application under other grant programs e.g., Community Building Partnership Program and Office of Responsible Gambling Infrastructure Grants.

# Eligible Applicants



- Local government authorities in New South Wales
- Regional Joint Organisations of councils, the Lord Howe Island Board and the Unincorporated Far West groups
- NSW Office of Sport recognised NSW State Sporting Organisations (including National Sporting Organisations where the state body is part of a unitary governance model)
- Incorporated, community-based, not-for-profit sporting organisations (clubs and associations whose primary purpose is to organise sporting activities/deliver sport programs)
- Organisations providing sport and recreation programs that benefit the community, such as PCYCs, YMCA and YWCA
- NSW based professional sporting organisations competing in a national or state competition
- NSW Department of Education operated specialist sports high schools
- Private enterprises (companies established under the Corporations Act 2001 (Cth), incorporated associations established under the Associations Incorporation Act 2009 (NSW) or incorporated limited partnerships established under the Partnership Act 1892 (NSW)).

# Ineligible Applicants

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

- Individuals
- Schools (other than NSW Department of Education operated specialist sports high schools), TAFEs, and Universities
- Parents and Citizens (P&C's) Associations
- Progress Associations
- Other community based or religious groups that do not have a primary purpose of sport and/or recreation
- NSW Government agencies.

# Eligible projects

- Applications should be limited to constructing new or enhancing existing multi-sport facilities that demonstrate inclusive and accessible design, maximise community participation and demonstrate provision of accessible program content and scheduling for women and girls.
- Projects must be on be on land within NSW. Applicants should submit a landowner consent form for the project on the land on which the facility is to be developed.
- For projects located on public land, a landowner consent form or signed letter of consent from the appropriate authorised delegate should be provided. For example, for projects located on public school land, including specialist sport high schools, 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.



# Application Process



## Step 1: Check your eligibility

- Read the [guidelines](#) and related materials including the [2022/2023 eligibility checklist](#) to make sure that you are eligible to apply.
- You can find the relevant information on the Office of Sport's website: [Office of Sport - MSCFF 2022/23](#)
- Projects must be submitted through the [SmartyGrants website](#) to be considered eligible.



## Step 2: Prepare your application

- Applying for the Multi-Sport Community Facility Fund is a simple process using the SmartyGrants platform [SmartyGrants - MSCFF-2022-23](#)
- For projects costing \$5 million or more a business case is required to be submitted as part of your application.
- The business case should be proportional to the scope, value and complexity of the project.



## Step 3: Submit your application

- Fill in each of the form's sections (including a business case for projects costing \$5 million or more and supporting documentation).
- Submit the application before the closing date and time: 1pm Friday, 2 September 2022.
- Successful submissions will receive a SmartyGrants system generated acknowledgement email containing a PDF copy of the application which will confirm the time the application was submitted.

# Late Applications

## Submissions

- Late applications can only be made where an applicant has started an application in SmartyGrants prior to the closing date/time.
- 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 and within one hour of the closing date/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.

## Documentation

- If any document is not available prior to the closing date/time and you would like to submit this for consideration you must contact [infrastructuregrants@sport.nsw.gov.au](mailto:infrastructuregrants@sport.nsw.gov.au) within one hour of the closing date/time.
- Late supporting documentation will only be accepted for applications already submitted in SmartyGrants and it will only be considered where its acceptance would not compromise the integrity and competitiveness of the process.

# Assessment Process

1. Eligibility
2. Merit Assessment

- Throughout the assessment process the Office of Sport may request additional information from the applicant.
- An independent probity advisor will oversee the grant process and attend all Grant Assessment Panel meetings.
- A Grant Assessment Panel, appointed by the Minister for Sport will assess all applications and make recommendations to the Minister for Sport.
- An Independent Viability Assessment may be undertaken where the Grant Assessment Panel believes an independent professional confirmation of their assessment of an application is required. All information provided by applicants may be subject to an Independent Viability Assessment.
- The Minister for Sport will consider the recommendations of the Grant Assessment Panel and make decisions relating to the approval of funding.

# Eligibility Check

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The Office of Sport conducts a preliminary eligibility check of all applications ensuring that the:

- Applicant organisation is an eligible applicant
- Applicant has provided an ABN/ACN and/or Incorporation number and/or Indigenous Incorporation Number
- Proposed project is in an eligible location
- Grant request is a minimum of \$1 million and does not exceed \$5 million

**The Office of Sport will undertake an eligibility check on all grant applications and make recommendations to the Grant Assessment Panel on ineligible applications.**

**The Grant Assessment Panel will make the final determination on eligibility.**

## The Fund criteria are:

1. Strategic justification
2. Project scope and inclusive design
3. Project affordability
4. Project deliverability and applicant capability

It is important to review the merit assessment criteria in the Guidelines and preview the SmartyGrants application form to ensure you are submitting a competitive completed application with applicable supporting documentation.

The Grant Assessment Panel will consider geographical spread and may also consider sport type, grant amount requested and project size to determine successful projects and achieve objectives of the program.

The eligibility and assessment criteria are detailed in the Guidelines on the web page.

# Supporting Documents

Documents available on the [Multi-Sport Community Facility Fund web page](#) to assist your application include:

- [Program Guidelines](#)
- [Fund Fact Sheet](#)
- [Application Eligibility Checklist](#)
- [Frequently Asked Questions \(FAQs\)](#)
- [State/National Sporting Organisation Statement of Support Form](#)
- [Landowner Consent Form](#)
- [Budget Template](#)
- [Business Case Template](#)
- [Facility Usage Schedule](#)
- [Funding Agreement Template](#)



# Key points to take away from this session:

## SmartyGrants

- Please visit <https://sport.smartygrants.com.au/MSCFF-2022-23> and allow yourself time to familiarise yourself with the portal.
- As applications are now open, you can download a preview application form from the SmartyGrants website prior to commencing your application.
- Please remember that to be considered eligible, the project must be submitted through the SmartyGrants website

## Eligibility Checklist

- A helpful checklist is available to support you in preparing your application. Utilise the Checklist before submitting your Multi-Sport Community Facility Fund application.
- You must ensure your project is eligible for funding and that all mandatory requirements are met for your application to be assessed.

# Support for Applicants

Call: 13 13 02

Email: [infrastructuregrants@sport.nsw.gov.au](mailto:infrastructuregrants@sport.nsw.gov.au)

# Questions

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**Q: Is the 50% financial co-contribution based on estimated project cost or grant requested amount?**

**A:** It is based on the grant amount requested.

Example:

If an applicant's grant amount requested is \$2 million, they must demonstrate at least a \$1 million financial co-contribution.

**Q: Can a co-contribution include voluntary or in-kind professional services?**

**A:** No. The contribution must be a financial contribution.

**Q: When will successful projects need to be delivered by?**

**A:** Physical construction works must commence by July 2023 and projects are expected to be completed by 31 December 2025.

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**Q: Do you need to provide a National/ State Sporting Organisation Statement of Support Form/Letter?**

**A:** No. Projects that provide letters of support from the relevant National/State Sporting Organisation will be considered favourably. As part of the merit assessment for strategic alignment the Grant Assessment Panel will consider demonstrated project need, support and alignment from National/State and local sporting organisations. Where the facility provides for a number of sports, a letter from each State/National/Local Sporting Organisation can be provided.

To demonstrate project need, support letters can also be provided by MPs, councils, schools and community groups where available.

**Q: What elements should the NSO/SSO letter comprise?**

**A:** A sample template for NSO/SSO support is available on the website. An NSO/SSO Statement of Support demonstrates project need, support and alignment for projects. However, community clubs and associations letters of support can also be provided for all projects.

Refer to: [SSO Statement of Support Form Template](#).

# Questions

**Q: How do successful applicants acknowledge the funding when projects are underway?**

**A:** All successful applicants will receive detailed information about how they must acknowledge NSW Government funding for infrastructure projects. Projects funded by the Multi-Sport Community Facility Fund will typically require a statement of funding acknowledgment in the applicant's annual reports and media releases; and a statement and the NSW Government logo included on building signage, related websites and invitations and other funding related materials. Successful applicants will receive full guidelines, logo and signage template files.

Further details about acknowledgment of NSW Government funding for infrastructure projects can be found [here](#).

**Q: Will a benefit cost ratio over 1 be required?**

**A:** The Fund does not require a Cost Benefit Ratio greater than one. All applications should address the publicly available assessment criteria and will be assessed against the criteria.

The assessment of applications under the Multi-Sport Community Facility Fund is in accordance with the [Program Guidelines](#) and [supporting documentation](#), which are publicly available. Grant programs are a competitive process, and it is essential that an applicant provides a thorough application that clearly addresses all the eligibility and assessment criteria.

# Questions

**Q: Can an eligible sporting entity apply in partnership with a Council? If so, can Council manage the project delivery on behalf of the sport?**

**A:** A single lead applicant is required to submit the application and if successful will become the grant recipient responsible for entering into a funding agreement with the Office of Sport. The Fund encourages applications based on partnerships e.g., sport(s) and a Council. If an eligible sporting entity applies, it can arrange for Council to manage the project delivery on their behalf. The application will need to outline the partnership model and the proposed delivery strategy including agreements to be put in place.

**Q: Where can I find further information on the Her Sport Her Way Strategy?**

**A:** The Office of Sport's Women in Sport Strategy, Her Sport Her Way (2019-2023) aims to build a stronger sport sector where women and girls are valued, recognised and have equal choices and opportunities to lead and participate. It provides a clear role for the NSW Government to work with the sector and new partners in innovative ways to shape the future of women's sport.

Please visit: <https://www.sport.nsw.gov.au/hersportherway>

# Thank You

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