

Office of Sport

Female Friendly Community Sport Facilities and Lighting Upgrades

Information session

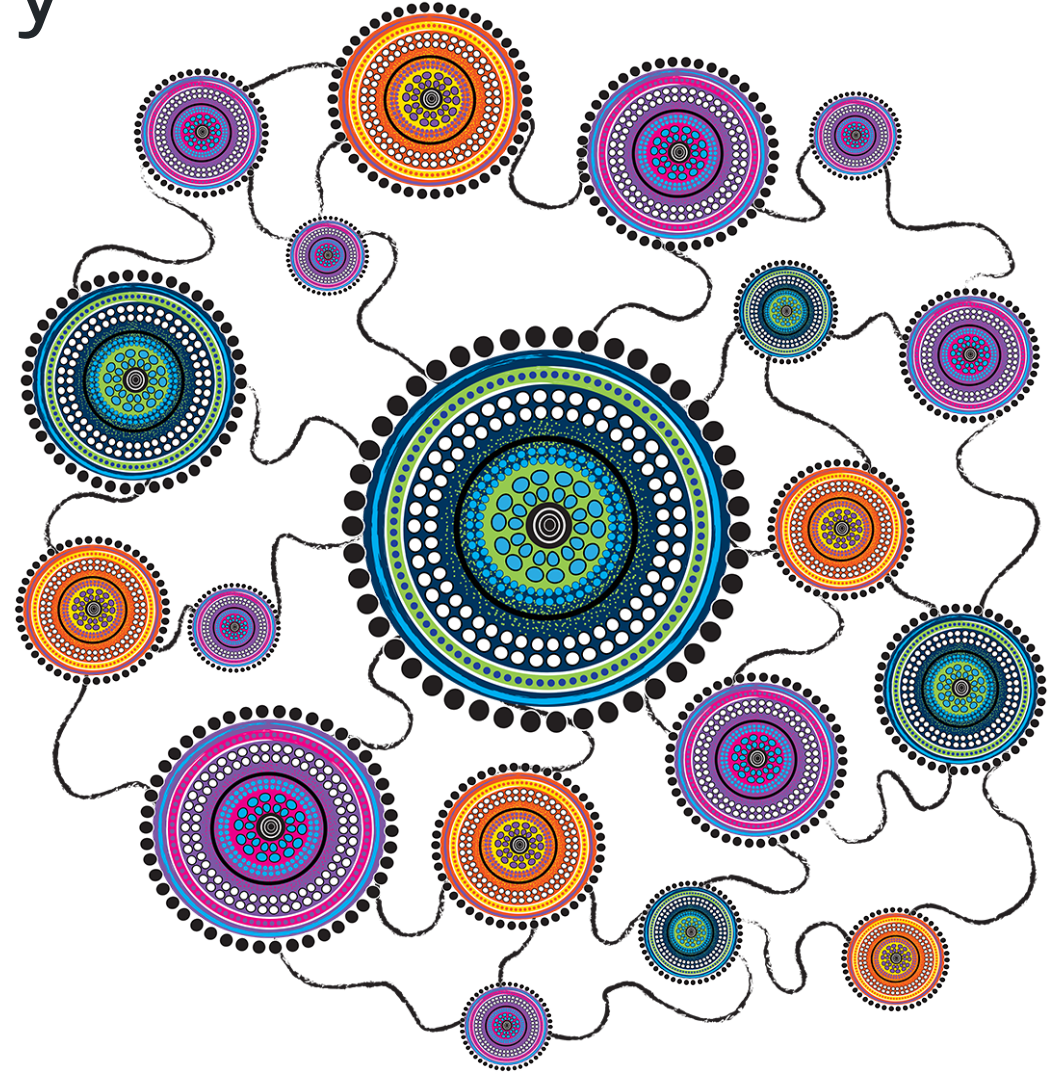
John Egan
Director, Office of Sport

11 November 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.



Welcome



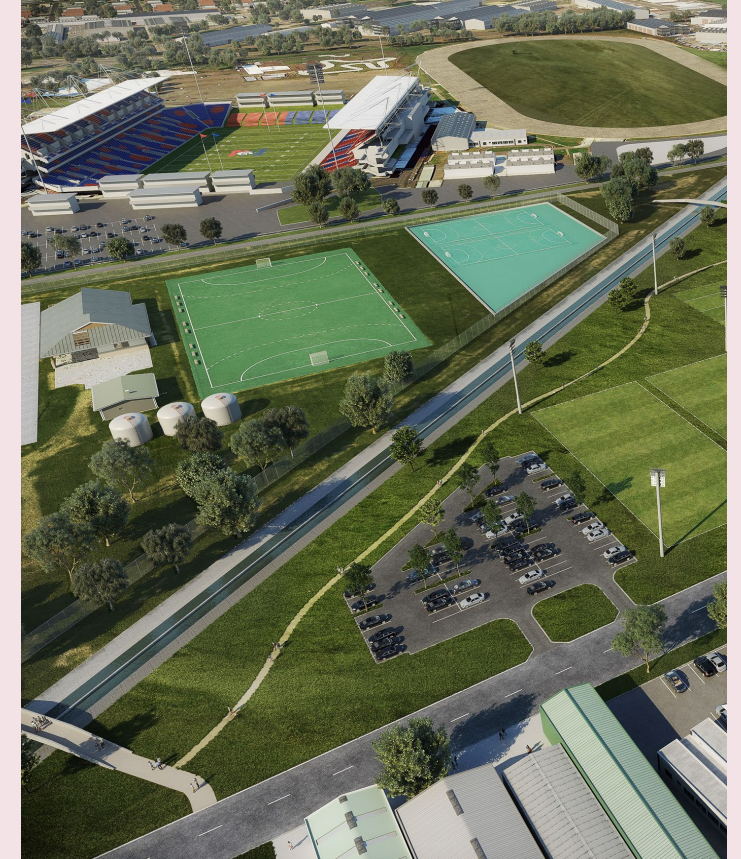
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About Female Friendly Community Sport Facilities and Lighting Upgrades Program

- The NSW Government is committed to helping create new opportunities for women and girls to participate in sport, be safe and stay healthy and active and has committed \$25 million to the Program.
- The Program investment will revive sport facilities by providing new and redeveloping existing sport facility bathrooms and change rooms.
- Funding will also support the provision of new and upgraded lighting that will enable more women and girls to be active, train and compete in sport in a safe and inclusive environment.
- The Program will support quality projects that meet community need and are designed to enable women and girls to feel safe, welcome and included.
- The Program provides an opportunity to improve the accessibility of sport facility amenities and go above and beyond the base line compliance standards.





Important dates

Stages	Dates
Applications opened	19 October 2022
Applications close	1pm, Wednesday 23 November 2022
Outcomes advised	January 2023 onwards
Funding agreements executed for successful projects	Within 3 months of notification of outcomes
Commencement of construction	By 30 June 2023
Projects to be completed	By 30 June 2025

Program Objectives



Primary Objectives

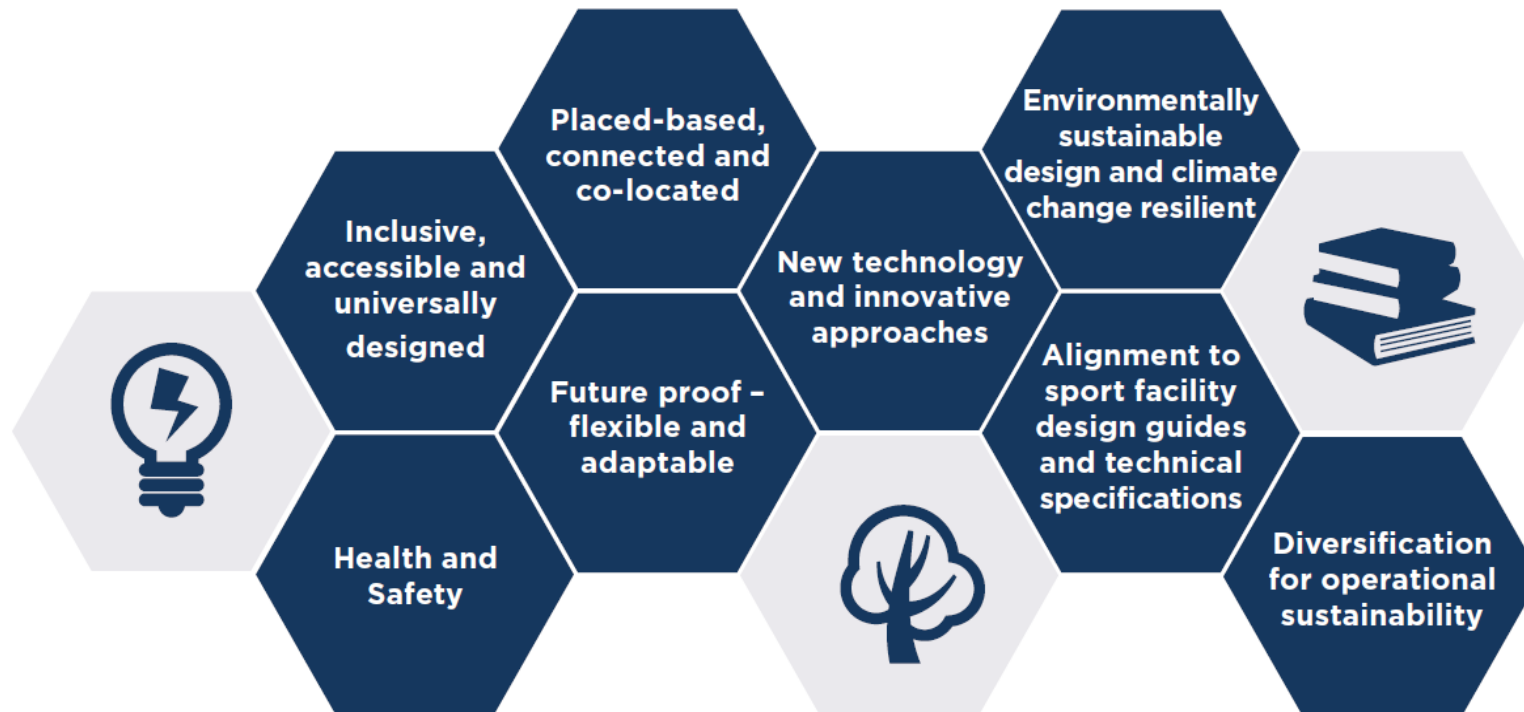
- Increase the number and type of safe, equitable, accessible, and inclusive sport and active recreation facilities across NSW
- Foster positive sport and active recreation experiences for women and girls through the provision of welcoming and supportive community spaces and environments
- Increase utilisation of sport and active recreation facilities for women and girls through enabling more female participation opportunities.

Secondary Objectives

- Increase utilisation of sport and active recreation facilities for people with disability, First Nations peoples and people from culturally and linguistically diverse communities through enabling more participation opportunities
- Contribute to the evidence base in supporting best-practice female inclusive design
- Incorporate environmental sustainability and climate resiliency into design, construction, and operation.

Design Principles

Focus on the highest standard of design that incorporates the following 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



Funding Availability

The NSW Government is allocating \$25 million.

- The Female Friendly Community Sport Facilities and Lighting Upgrades Program 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 \$50,000 and cannot exceed \$500,000.
- All applications are expected to provide a minimum 25% 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 (cont'd)



- 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. 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 Female Friendly Community Sport Facilities and Lighting Upgrades Program 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. Also, Australian Universities with NSW campuses
- Parents and Citizens (P&C's) Associations
- Progress Associations
- NSW Institute of Sport, Australian Sports Commission (incorporating the Australian Institute of Sport) and NSW Regional Academies of Sport
- 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 redeveloping existing sport amenities (change rooms and bathrooms) and lighting projects.
- The Program will prioritise facilities that demonstrate inclusive and accessible design, maximise women and girls' sports participation and can demonstrate provision of accessible program content and scheduling for women and girls.
- Projects must 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.
- Additional information also sought includes evidence of applicant's tenure and lease arrangements.



Application Process



Step 1: Check your eligibility

- Before you apply, please read the Program Guidelines and supporting documents to make sure you understand all relevant requirements, including whether you are eligible to apply.
- You can find the relevant information on the Office of Sport's website.
- Projects must be submitted through the SmartyGrants website to be considered eligible.



Step 2: Prepare your application

- Applying for the Female Friendly Community Sport Facilities and Lighting Upgrades Program is a simple process using the SmartyGrants platform.
- The Office of Sport recommends that applicants familiarise themselves with the online application form ahead of preparing the application and plan ahead of the closing date.
- You can download a copy of the application form prior to commencing your application.



Step 3: Submit your application

- Fill in each of the form's sections including any supporting documentation.
- Submit the application before the closing date and time.
- 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.
- Any requests received prior to closing will have their application form re-opened for late submission in SmartyGrants until 5pm on the day of closing.
- 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 within one hour of the closing date/time.
- Late supporting documentation will only be accepted for applications already submitted in SmartyGrants and where its acceptance would not compromise the integrity and competitiveness of the process. Any late supporting documentation received within 24 hours after the closing date/time will be taken into consideration for assessment by the Program Team.

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.
- To avoid duplication of State Government funding for projects, and/or to further assess risks when recommending funding for an application, the Office of Sport may seek advice from other NSW government agencies, local councils or other relevant organisations.
- The Minister for Sport will consider the recommendations of the Grant Assessment Panel and make decisions relating to the approval of funding.

Eligibility Check

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 \$50,000 and does not exceed \$500,000

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 Program 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 Female Friendly Community Sport Facilities and Lighting Upgrades Program web page to assist your application include:

- Program Guidelines
- Frequently Asked Questions (FAQs)
- State/National Sporting Organisation Statement of Support Form
- Landowner Consent Form
- Budget Template
- Facility Usage Schedule
- Funding Agreement Template
- NSW Government Women's Sport Strategy, Her Sport Her Way



Key points to take away from this session:

SmartyGrants

- Please visit the [website](#) 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.
- 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

Questions

Q: Is the 25% 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 \$500,000, they must demonstrate at least a \$125,000 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 30 June 2023 and projects are expected to be completed by 30 June 2025.

Questions

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 Female Friendly Community Sport Facilities and Lighting Upgrades Program 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 on the Office of Sport's website.

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 the Office of Sport's website for further information.

Thank You
