



**FFSA**

**AFFILIATED ASSOCIATIONS  
EQUIPMENT GRANT  
FUNDING GUIDELINES AND  
APPLICATION FORM**



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## MESSAGE FROM THE CEO

Football Federation SA would like to acknowledge the significant contribution that Affiliated Associations have made to the growth and development of our sport. Their hard work has contributed to football becoming one of the biggest participation sports in Australia

Football Federation SA is pleased to provide Affiliated Associations with funding for the provision of equipment in support of their role as a sport provider.

This funding is aimed at assisting Affiliated Associations to deliver quality football programs and activities to participants and volunteers within their local community.

Participation in sport provides many benefits including increased health and well being, self-esteem, a sense of achievement, as well as a feeling of social inclusion, which is attributed to decreasing anti-social behaviours in particular amongst our youth.

Football is a sport for everyone, from grassroots to elite, for players, coaches, match officials, administrators and volunteers. Affiliated Associations are a vital conduit in supporting their clubs and schools to provide participants and volunteers with the opportunity to pursue an active healthy lifestyle.

Football Federation SA would like to sincerely thank the State Government for their support of this program and for recognizing the important role that Affiliated Associations play in regional and metropolitan South Australia.

This document outlines the criteria required to be fulfilled by each of the Affiliated Associations to be eligible for this grant.

## About The Program

The objective of the Equipment Grant (EG) is to provide funding to Affiliated Associations for the provision of equipment that will be used in the delivery of football programs and activities.

A total of \$50,000 has been allocated by the State Government for the program. The funding model will result in the allocation of \$5.00 per participant to each of the affiliated associations based on the number of participants that are registered to each association in the myfootballclub.

For example if an association has 200 registered participants the amount provided will be \$1000.00, being 200 x \$5.00. Where an association has less than 200 participants, a set amount of \$1,000.00 will be allocated to the association.

## Definitions

For the purpose of the program, an Affiliated Association is defined as the following;

### **Affiliated Club**

An affiliated Association is an association that is affiliated to the South Australian Junior Soccer Association (SAJSA) or direct to Football Federation SA and registers all of their players through the registration system, myfootballclub.

## Eligibility

To be eligible for EG funding, Affiliated Associations must demonstrate that they meet the following criteria;

- Are incorporated under the Associations Incorporations Act 1985.
- All players and volunteers are registered on the myfootballclub Registration System.
- The Association is registered with or completed the STARCLUB Program.
- The Association complies with all of the Child Safe Environment Compliance Requirements including implementation of police checks as required and the provision of a Child Safe Officer in each club.
- The Association is to provide the most recent certified (signed by the association Treasurer) or audited Statement of Financial Performance (Income and Expenditure Statement) and /or Statement of Financial Position (Balance Sheet).

## Ineligible Associations

The following associations will be considered ineligible for EG funding:

- Associations that do not meet the eligibility criteria.
- Associations that were not affiliated in the 2016 season.
- Associations that operate for profit, commercial gain.
- Associations that have outstanding debts to Football Federation SA.

## Purpose of Funding

The funding is to be used to purchase playing equipment such as goals, balls and cones as well as playing uniforms that are associated with conducting football programs and activities provided by the association or clubs affiliated to the association.

## Ineligible Funding

The following project costs will not be funded through the EG Fund:

- Costs incurred prior to the funding being made available.
- Operating costs of the association, such as ongoing venue lease or hire fees, utilities, administration costs, office costs, or insurance costs.
- Purchasing of prizes, trophies, white goods (such as refrigerators, freezers and dishwashers), and food and catering cost.
- Honorariums or wages to be paid to players, coaches, administrators or volunteers.

## How to apply

The following steps outline the process required to apply for funding.

- Read the funding program guidelines to determine whether your association meets the criteria. If you are unsure, contact Football Federation SA.
- Complete the EG Funding application form in full.
- Send in the completed and signed (by an authorized association official) application form to Football Federation SA as outlined on the application form.
- Attach the most recent financial statements(not bank statements) either;
  - certified (signed by the association Treasurer), or
  - audited by an accountant
- Attach supporting document as required.
- Late applications WILL NOT be accepted.

All information provided will be strictly confidential

## Assessment of Applications

### Application Review

On receipt of the application, Football Federation SA will review the application to ensure that it meets the following requirement;

- The Affiliated Association is eligible to apply,
- The application has been completed in full, and all essential information has been provided, and
- The funding requested is for the purpose of purchasing equipment that will be used to conduct football programs and/or activities carried out by the association or affiliated clubs.

## STEP 2 - Recommendations

Once assessment is completed, and it is determined that the association meets the required criteria, a recommendation for funding will be submitted to the Football Federation SA CEO.

All associations will be notified in writing of the outcome of their application.

## Funding and GST

Please note that if your association's annual turnover is greater than \$150,000 (non-profit organisations) then you are required by the Australian Taxation Office to be registered for the GST (source: [www.ato.gov.au](http://www.ato.gov.au)).

Successful applicants who are registered for GST will have their grant grossed up by 10% to offset the GST payable on the grant. Clubs that are not registered for the GST will not have their grant grossed up. If successful, clubs cannot have their Grant Agreement transferred to another body on the basis of GST registration.

## Application Information

- Applications must be submitted on the EG Funding Application Form.
- Applications must be typed.
- Applications must be signed by an authorized officer of the association.
- All questions on the application form must be completed and all essential documentation must accompany the application form.
- Applications must be submitted by the due date to be considered.
- The association should retain a copy of the completed application form.
- The decision on funding is at the sole and absolute discretion of the Football Federation SA based on the criteria outlined in this document.

## Acquittal of Funding

Affiliated Associations that receive funding will be required to acquit the funding by providing invoices demonstrating expenditure of the full amount.

## Important dates

The following dates apply to this funding round;

<b>Applications Open</b>	Thursday 24 November 2016
<b>Applications Close</b>	Friday 16 December 2016
<b>Applicants Notified</b>	Week commencing 19 December 2016
<b>Grants Provided</b>	Friday 20 January 2017
<b>Acquittal Information</b>	Monday 1 May 2017

# APPLICATION FORM

Prior to completing this Grant Application Form, please read through the grant guidelines relating to this funding. When completing, ensure that the application is completed in full and that all supporting documentation is submitted with the completed application.

It is important to note that incomplete applications may be deemed ineligible for funding.

## Section 1 – Affiliated Association Information

**Name of Association** [Click here to enter text.](#)

**Name of Person Completing Application Form** [Click here to enter text.](#)

**Position Held within the Association** [Click here to enter text.](#)

**Email Address** [Click here to enter text.](#)

**Contact Number:** [Click here to enter text.](#)

**Is your Association GST Registered?**

Yes ☐

No ☐

**Has your Association appointed a Child Safe Officer?**

Yes ☐

No ☐

**If yes, please provide the name of Child Safe Officer** [Click here to enter text.](#)

**Is your Association registered for the STARCLUB Development Program?**

Yes ☐ No ☐

## Section 2 – Supporting Documentation

**Please submit the following supporting documentation;**

1. The most recent annual financial statement certified by the President/Treasurer or audited by qualified accountant. (Certified requires that the President/Treasurer signs the Annual Financial Statement.
2. Copy of Child Safe Officer's Certificate

## Section 3 – Checklist

**Final Checklist prior to submitting the application:**

- ☐ All areas of the application have been completed.
- ☐ Most recent Financial Statement
- ☐ Child Safe Officer Certificate

## Section 4 – Declaration

Declaration by authorised person

1. I am duly authorised by the association to prepare and submit this application.
2. The information and the supporting documents provided are to the best of my knowledge true and accurate.
3. I understand that the application and supporting documentation will be reviewed by Football Federation SA staff to determine the eligibility of the association for this grant.

Signature 1

Name: [Click here to enter text.](#)

Position: [Click here to enter text.](#)

Date: [Click here to enter text.](#)

Signature 2

Name: [Click here to enter text.](#)

Position: [Click here to enter text.](#)

Date: [Click here to enter text.](#)