



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 clubs 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 pleased to provide affiliated clubs with the opportunity to apply for an equipment grant in support of their role as a sport provider.

This funding is aimed to assist clubs 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. Clubs are a vital conduit for the provision of football and for supporting their local community 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 clubs play in their local community.

This document outlines the criteria required to be met by all applicants to be eligible for this grant. Clubs are encouraged to read through all of the information outlined in this document prior to completing and submitting the grant application.

About The Program

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

A total of \$100,000 has been allocated by the State Government for the program. This funding will be allocated equally across all affiliated clubs that participate in Football Federation SA coordinated competitions.

Definitions

For the purpose of the program, an affiliated club is defined as the following;

Affiliated Club

An affiliated club is a club that has nominated and participated in a Football Federation SA conducted competition in season 2016 and can demonstrate that the club will be participating in a Football Federation SA conducted competition in season 2017.

Eligibility

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

- Participate in a Football Federation SA coordinated competition.
- The Club fulfills the minimum requirements of the competition that they participate in.
- Are incorporated under the Associations Incorporations Act 1985.
- All players and volunteers are registered on the myfootballclub Registration System.
- The Club is registered with or completed the STARCLUB Program.
- The Club has commenced or completed the National Club Accreditation Scheme Level 1.
- The Club has completed all of the Child Safe Compliance Requirements including the provision of a Child Safe Officer.
- The Club to provide the most recent certified (signed by the club Treasurer) or audited Statement of Financial Performance (Income and Expenditure Statement) and / or Statement of Financial Position (Balance Sheet).

Ineligible Clubs

The following clubs will be considered ineligible for EG funding:

- Clubs that do not meet the eligibility criteria.
- Clubs that did not participate in a Football Federation SA conducted competition in the previous season.
- Clubs that operate for profit, commercial gain.
- Clubs that have outstanding debts to Football Federation SA.

Available Funding

Eligible clubs can apply for up to \$1250 through the EG funding. The funding may 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 club.

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 club, 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 submit an application.

- Read the funding program guidelines to determine whether your club 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 club 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 club Treasurer), or
 - audited by an accountant
- Attach supporting documentation as required.
- Late applications WILL NOT be accepted.

All information provided will be strictly confidential

Assessment of Applications

Application Review

Once the funding date has closed, Football Federation SA will review all applications to ensure that all applications meet the following requirements;

- The applicant club 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 club.

STEP 2 - Recommendations

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

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

Funding and GST

Please note that if your club'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).

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 club.
- 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 club 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.

Important dates

The following dates apply to this funding round;

Applications Open	Thursday 24 November 2016
Applications Close	Friday 16 December 2016
Applicants Notified	Week commencing 19 December 2016
Grants Provided	Friday 20 January 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 – Club Information

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

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

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

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

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

Is your Club GST Registered? Yes ☐ No ☐

Has your Club appointed a Child Safe Officer? Yes ☐ No ☐

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

Is your Club registered for the STARCLUB Club Development Program? Yes ☐ No ☐

Has your club completed or commenced the National Club Accreditation Level 1? Yes ☐ No ☐

Section 2 – Funding Information

Please outline how the equipment funding will be utilised:

[Click here to enter text.](#)

Please provide a breakdown up to \$1250.00 to be spent on equipment:

\$ [Click here to enter text](#)

Who will benefit from the funding: [Click here to enter text.](#)

Section 3 – 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 club 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 club for this grant.

Club Signature 1

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

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

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

Club Signature 2

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

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

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