



**NORTHERN
NSW
FOOTBALL**

Facilities Fund Guidelines

2021



Opening Date: Monday 17th May 2021

Closing Date: Monday 2nd August 2021

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Background to Football in Northern NSW

Football is the most popular sport in Northern NSW with over 66,500 participants, a registered player base larger than all other football codes combined.

Community Football continues to boom, with participation levels experiencing significant growth. This growth is highlighted by the increase in female participation of well over 20% in the last 5 years.

The sport provides considerable economic, health and social benefits to local communities, with an independent report valuing this contribution at over \$519 million annually to the NSW economy.

Football does, however, face real challenges at all levels of the game to access sufficient quality facilities to meet the needs of the game. Many facilities are over-used, in poor condition, with demand often exceeding supply. Community facilities are suffering from a real lack of investment that threatens the continued growth and future prosperity of the game.

About the Northern NSW Football Facilities Fund

The Northern NSW Football Facilities Fund (**the Program**) is an initiative of Northern NSW Football (**NNSWF**), which has been established to provide funding assistance to football clubs (**Clubs**) to partner with local stakeholders to improve the quality, availability, accessibility and safety of their facilities.

The Program aims to improve football facilities for a variety of benefits including increasing participation, improving safety and security, assisting in building stronger communities through football and improving the overall football experience for all stakeholders.

Project partnerships are encouraged, and identification of all project partners is required (e.g. Local Government Authorities, State Government, schools, other sports, other landowners, local business partnerships).

Applicants need to provide a copy of landowner's consent where the project will occur on land that is not owned by the Club. A declaration from Council is required where there is a partnership with Council. This may include a letter of support, a letter outlining lease arrangements or support for favourable conditions for the Club.

Strategic Goals

This Program addresses the following Strategic Goals:

- Significantly increased the participation of females throughout the sport;
- Addressed why participants leave the game and implemented initiatives which will make the game more inclusive and accessible by addressing the barriers to initial participation; and
- Increase the number of football facilities that are fit for purpose, welcoming and support the growth of the game.

Program Objectives

The objectives of the Program are:

Program Objectives	Examples of projects which address the objectives
<ol style="list-style-type: none"> 1. Provide more opportunities for more participants to play more football, more often; 2. Increase the participation of Women and Girls within clubs; 3. Improve the football experience for players, referees, coaches and volunteers; 4. Address issues which undermine the safety of participants; 5. Promote inclusive football opportunities within clubs for participants with a disability; and 6. Improve security at community football facilities. 	<ul style="list-style-type: none"> ✓ New or upgraded field lighting; ✓ Field resurfacing; ✓ Development of additional pitches; ✓ Field drainage; ✓ Field irrigation; ✓ New or upgrades to changerooms; ✓ Upgrade of amenities to better cater for the needs of women and girls; ✓ Provision of disability access; ✓ Provision of disabled toilets and showers; ✓ New or upgrade of referee amenities; ✓ Field or perimeter fencing; and ✓ New or upgrades to club storage areas.

Applications will need to address at least one of the above Program Objectives.

Development Consent Requirements

All Applicants are required to provide evidence that:

- Their project has been granted development consent by Council (an approved DA);
or
- Proof that development applications and consents are not required for the proposed project.

Funding Available

The Program may fund up to 50% of the net project costs, with a maximum funding contribution of \$100,000 per project. The minimum amount an applicant can apply for is \$10,000. (i.e.: min project cost is \$20,000)

The level of funding for each project is at the complete discretion of the Northern NSW Football Facilities Fund Committee (the group that will assess each Application) (**Committee**).

Applicants must contribute a minimum of 50% of the funding required for their project, this can include contributions from the club, a third-party funding source (state government, council, private funding), contributions of voluntary labour, donated materials and/or equipment or other resources. It is also expected that the Applicants will cover any administration costs incurred with the project.

Applicants may submit multiple applications for different projects.

Further assistance with a multi-party funding strategy can be obtained by registering the project with the [Australian Sports Foundation \(ASF\)](#), allowing donors to use the ASF's tax deductible status to claim tax relief for any donation of \$2 or more.

Applicants must provide evidence that their 50% or more contribution has been secured.

Appropriate evidence includes:

- Bank statements/loan details;
- Letter from an appropriate representative of the Local Council confirming Council's contribution;
- List of volunteer contributions; (eg: voluntary labour)
- Letters that advise of other grants awarded; and
- Letters that advise of other contributions e.g. from business partners/other sport users.

Who is Eligible to Apply for Funding?

Football clubs who are current affiliated members of NNSWF or one of its 7 Member Zones.

Who is Ineligible to Apply for Funding?

Individuals, groups of individuals, clubs, organisations or deliverers who are not affiliated, recognised and/or sanctioned by NNSWF. These include but are not limited to:

- Private football academies;
- Clubs not playing in NNSWF or NNSWF Member Zone sanctioned competitions;
- A-League or Westfield W-League Clubs;
- Government departments and agencies;
- Individuals;
- Local Government Authorities; and
- Community organisations not affiliated with the sport of football.

What projects will not be funded

- Purchase of land;
- Projects that are in the planning phase and require, but are yet to receive, development consent from Local Council or Government Agency;
- General maintenance or replacement through normal wear and tear (e.g., painting, running costs and repairs to existing facilities);
- Equipment (e.g., computers, office goods, footballs, clothing, uniforms and footwear);
- Rent or associated occupancy payments;
- Requests for feasibility, design or development stages of a project;
- Projects that are not primarily used for the club's football activities;
- Projects that will not be completed within a two-year timeframe, from agreement of funding to completion;
- Projects that have commenced or been completed;
- Cost associated with submitting the application;
- Wages for administrative and/or executive staff; and
- Administration costs.

Assessment Process

An initial eligibility assessment will be undertaken to determine that:

- The Applicant is eligible to apply;
- The application is complete (with all required attachments), submitted by the closing date; and
- Meets Program requirements regarding the purpose of the project, project commencement and completion dates and amount of funds requested.

The NNSWF Football Facilities Fund Committee (**Committee**) with representatives from NNSWF Management and an independent advisor will assess the merit of all eligible applications, score each project against the assessment criteria, and make recommendations to the NNSWF Board of Directors.

The NNSWF Board of Directors will assess recommendations from the Committee and approve the distribution of funds.

Assessment Criteria

Applications will be assessed on merit and scored against the following criteria:

1. The project will deliver a minimum of one of the Program's objectives;
2. The project will address one or more of NNSWF's Strategic Goals;
3. The Applicant demonstrates the capacity and experience to deliver the project.
Evidence of project partners will be considered as adding to the Applicant's capacity to deliver the project;
4. The budget for the project is reasonable and cost effective;
5. Evidence of support for the project by the Member Zone and Local Council;
6. The applicant's current National Club Development Program status; and
7. Applicant's level of compliance in relation to the formal registration of coaches and volunteers.

How to Apply

There are three steps in the application process:

1. **Read these Guidelines** to familiarise yourself with the Program criteria and requirements and to determine if your project is eligible.
2. Complete the [online application](#). (PDF version available on request to refine application prior to submitting, however club must submit application via online portal).
3. Submit the application by 5:00pm on the closing date.

Notification

Applicants will receive an email to confirm that the application has been submitted successfully.

Once the Committee has assessed the projects and the NNSWF Board of Directors have determined which projects will receive funding contributions, all applicants will be notified

in writing, with details of successful projects published on www.northernnswfootball.com.au.

Payment of Grants

Successful Applicants will be required to enter into a funding agreement which sets out the terms and conditions that apply to the provision of funding under the Program in relation to the successful project. Once the funding agreement has been signed, the Applicant must provide an invoice for the total amount of the funding contribution plus GST (where applicable).

Organisations that do not have an ABN must provide a signed ATO Statement by Supplier form that can be downloaded from <https://www.ato.gov.au/forms/statement-by-a-supplier-not-quoting-an-abn/>.

If you require further details of the funding agreement or the Program terms and conditions, please contact Ross Hicks NNSWF Senior Officer – Community Football on rhicks@northernnswfootball.com.au.

At the completion of a project, and as required by the funding agreement, a financial acquittal and project report will be required within 60 days of the completion of the project.

Photos of the completed project (before and after) also need to be included.

Applicants that do not provide a financial acquittal and project report by the required date may be ineligible for future grants and funding from the Program.

Projects must be completed within two years of the date of signing the Program's funding agreement.

Insurance requirements

Applicants that employ staff must comply with the Workplace Injury Management and Workers Compensation Act 1998 (NSW).

Disclaimer

The submission of an application does not guarantee project funding.

The costs of preparing an application are borne by the Applicant.

Privacy Policy

NNSWF will collect and store the information you voluntarily provide to enable processing of your 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.

NNSWF is required to comply with the Privacy and Personal Information Protection Act 1998. NNSWF collects the minimum personal information to enable it to contact an Applicant and to assess the merits of an application.

Applicants must ensure that people whose personal details are supplied with applications are aware that NNSWF is being supplied with this information and how this information will be used.

Disclosure of Project Information

Information submitted in the application will be shared with the NNSWF representatives and assessors. Should your application be successful NNSWF may wish to provide certain information to the media for promotional purposes. This information will include project name and description, location, and amount of the grant. The contact details supplied by the applicant may also be provided.

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 Applicant e.g. Chairman, President, CEO, General Manager or authorised member of the Board or Committee of the Applicant.

Important Notes

The capacity to efficiently assess your application is conditional upon you submitting a complete and accurate application. Applications may be deemed ineligible if all information is not provided.

Apart from organisational and Applicant contact details, information provided in applications cannot be changed once submitted.

Further Information

NNSWF are available to provide information to clubs on the interpretation of these Guidelines including the types of projects that will be eligible for funding.

Please direct enquiries about your application to:

- Ross Hicks NNSWF Senior Officer – Community Football on ph. 02 4941 7205 or rhicks@northernnswfootball.com.au

For facilities resources and guides please visit www.footballfacilities.com.au