



# CITY OF PARRAMATTA

## REPRESENTATIVE SPORTS GRANT GUIDELINES

### BACKGROUND:

The **Parramatta Representative Sport Grants** is a **fast track** category designed to support people who are excelling at sport and representing Parramatta at a state, national or international level; role model active lifestyles and fair play to the community; promote and develop athlete pathways; leverage off and disseminate knowledge and experience with other athletes; and develop leaders to promote participation pathways in their chosen sport or recreation fields. Applications are open all year round.

### GRANT FOCUS / OBJECTIVES:

- Support people who are excelling at sport and representing Parramatta at a state, national or international level;
- Reduce financial pressure on individuals and families presented by excelling in representative sport;
- Role modelling active lifestyles and fair play to the Parramatta community;
- Promote and develop athlete pathways;
- Leverage off/disseminate knowledge and experience with other athletes;
- Develop leaders to promote participation pathways in their chosen sport or recreation field.

### AVAILABLE FUNDING:

Approximately \$10,000 is available per financial year for City of Parramatta Council's Representative Sport Grants.

City of Parramatta Council will only fund **one application** over a financial year, regardless of the number of applications received from an individual.

### FUNDING CATEGORIES:

*(Please refer to City of Parramatta Council website for further details)*

Applicants are eligible to receive funding to cover 25% of participant expenses, up to a cap of \$1,000 (not including GST)

### ELIGIBILITY CRITERIA:

#### Applicants must:

- Be a resident of Parramatta local government area for twelve months or more;
- Must be participating in an amateur competition with no appearance fees;
- Be participating as an athlete, coach, umpire or referee in:
  - an official state championships endorsed by the relevant Australian Sports Commission (ASC) recognised national sporting organisation (NSO), or
  - an official state school sport championship endorsed by a School Sport Australia member body, or
  - an official national championships endorsed by the relevant ASC recognised NSO, or
  - a national school sport championships endorsed by School Sport Australia, or
  - an international competition as a member of an official Australian team, endorsed by an ASC recognised NSO or School Sport Australia
- Accompany applications with a letter of endorsement from one of the relevant state or national sporting bodies or organisations listed above. City of Parramatta Council assumes insurance coverage by the organising body. Where insurance is not covered by the organising body, Council requires evidence of insurance coverage to be supplied by the athlete;



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- A letter of selection from the state or national body must accompany the application;
- Applications **MUST** be received prior to the relevant championship commencing (*as a guide, applicants can expect to be informed of funding decisions within 4-5 weeks after submission*);
- Applicants under the age of 18 years must have their applications for funding submitted by a parent or guardian;
- No more than three people will be funded to attend the same competition.
- Provide a sufficient report for previous Council funded activities.

### SUPPORTING DOCUMENTS CHECKLIST

In order to be eligible for funding, all applications need to be accompanied by the following supporting documents:

- Evidence of Parramatta LGA residency for twelve months or more;
- A letter of endorsement from one of the relevant state or national sporting bodies or organisations detailing the competition is amateur;
- Evidence of insurance coverage (where this is not covered by the organising body);
- A letter of selection from the state or national body. Ideally this letter would detail the total cost of participant expenses;
- Provide a sufficient report for previous Council funded activities.

### ASSESSMENT PROCESS:

Council officers will assess project proposals in relation to objectives and anticipated outcomes in accordance with program criteria.

***Applicants must submit an application at least 4 weeks before the sporting event start date.*** The assessment and approval process can take longer than 4 weeks resulting in applicants being notified of a funding decision after the event has occurred. Applicants are encouraged to apply well in advance of their competition so that, if successful, they may receive funding prior to their event.

Please contact the Community Grants Officer if you did not receive enough notice for the competition and are unable to apply 4 weeks in advance.

### RESPONSIBILITIES OF GRANT RECIPIENTS:

All successful grant recipients are required to submit proof of competition attendance as part of the acquittal process. Recipients must acquit the application within 4 weeks of the competition.

For successful applicants who are notified after their competition date, payments will be conditional on proof of competition attendance.



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#### APPLICATION DETAILS:

City of Parramatta Council uses the online program **SMARTYGRANTS**.

You will be required to register with SmartyGrants before you are able to access the online application form.

If you or your organisation has previously used SmartyGrants to apply for a grant, then you are already registered with SmartyGrants.

It is strongly recommended that you use a generic login such as admin@, info@, manager@ etc. so as to keep your grant applications together.

Alternatively, visit

<https://www.cityofparramatta.nsw.gov.au/iving-and-community/grants>

or call 9806-5277 if you require any further assistance in registering or using the form.

#### NEED MORE INFORMATION?

For information and advice, please contact the City of Parramatta Council Grant Officer on 9806-5277 or email [grants@cityofparramatta.nsw.gov.au](mailto:grants@cityofparramatta.nsw.gov.au)

**Applications are open all year round and must be submitted in advance of the event.**

**As the approval process may take around 8 weeks it is up to the applicant to ensure that they have the funds to attend the competition regardless of the outcome of their grant.**

[Access the online application form for Representative Sport Grants here](#)