

COUNCIL GUIDELINES

GLENELG JUNIOR SPORT TRUST

1 Purpose

These guidelines have been established to provide a consistent and equitable process for financial assistance for individuals or teams participating in State, National or International activity/events.

2 Scope

For the purpose of these guidelines the definition of activity/event is classed as "physical exercise" relating to training and/or competition.

Applications for assistance will be considered to those that fit under the following categories.

- The applicant(s) has been selected to train in an official team specifically chosen to represent at a State/National or International level.
- The applicant(s) has been selected to compete as an individual or in a team to represent at a State/National or International level.

3 Guidelines

3.1 Eligibility Criteria

- The applicant(s) is a resident of Glenelg Shire at the time of the application.
- Applications must be received at least three weeks before the start of the activity/event.
- Applicant(s) must have fully acquitted previous completed grants and have no outstanding debts to the Glenelg Shire.
- The activity/event must take place within 12 months of receiving the grant.

3.2 Allocation of Funds

Council will consider applications for assistance to participate in an activity/event with the maximum funding allocations to be provided for the following categories.

	Victorian	Interstate	International
Individual	\$150	\$ 250	\$ 500
Team	\$500	\$1,000	\$2,000



The funding amount shall be no greater than fifty percent of the costs to be incurred by the applicant in attending the nominated activity/event.

If an applicant or team costs to participate is \$120 the applicant or team will be eligible to receive \$60. If the costs incurred greater than the maximum funding allocations (i.e. \$500 = \$250), applicants will only be eligible for the maximum amount referring to table above.

Applications for assistance greater than these amounts will not be considered by Council.

Applicants who are residents of Glenelg Shire that are selected for a South Australian based event/activity are eligible to claim. Such applications will have representation for the South Australian based team considered as being 'home state' representation.

Applications are open to the Glenelg Junior Sport Trust all year round. To ensure there are enough funds available for individuals or teams the funding allocations are as follows:

1. July to December
2. January to June

3.3 Application Details

All applications will be required to be submitted online through the Smarty Grants Program, at least three weeks prior to the activity/event and provide details as to:

- The name, address and age of the applicants(s).
- The activity/event to be competed in by the applicant(s); the location of the activity/event, estimated costs to be incurred in attending such activities/events (ie travel costs, accommodation, meals uniform and participation fee).
- Any other financial assistance that is or could be available to the applicant(s).

3.4 What will not be funded

- Applications that are not received 3 weeks prior to the activity/event.
- Activities/events that have already taken place.
- Activities/events that have already been funded through other Glenelg Shire programs or activities or another grant and sponsorship program.



Assessment process

After Council has received your application:

- Your submitted application is kept confidential. Only relevant Glenelg Shire staff will have access to your application.
- Council officers review all applications for eligibility. Ineligible applicants will not be reviewed and will be notified that their application is ineligible via email.
- Council staff will assess the application and make recommendations to the Leadership Team.
- The Leadership Team make the final decision on each application.
- All applicants will receive an email with the result of their application within four weeks of submission.

3.5 Age of applicant/s

The Glenelg Junior Sport Trust is available to support junior development for individuals or teams comprising individuals aged up to 18 years of age inclusive.

Age is to be the age of the individual/team participant at the time the activity/event is being held.

3.6 Unspent Funds

If the financial assistance provided is not fully spent, the balance of funds should be returned to Council.

3.7 Monitoring and Accountability

Successful applicants must acknowledge the support of Glenelg Shire Council in any promotional or publicity material.

Successful applicants must present Council in a positive manner and all events/activities must reflect well on Council.

3.8 Acquittal

Applicants will be required to complete an on-line Activity and Financial Acquittal Report to Council within three (3) months of the event/activity being held. Failure to comply will render the applicant ineligible for future consideration.

3.9 Recurrent Funding

Applications for individuals and teams will be considered on an annual basis.

Preference will be given to applicants that have not previously received funding through the policy.