**Sporting Club Grant Application**

#  CLUB GRANT APPLICATIONS

All Flinders University affiliated sport clubs are eligible to apply for two rounds of grant funding annually, with the total amount available determined by the clubs affiliation. The purpose of these grants are to assist in the operations and continual development of our sporting clubs.

* **Round 1** application closes: **April 6th, 2018** – **must be claimed by 27th August, 2018**
* **Round 2** application closes: **August 31st, 2018 – must be claimed by 23rd November, 2018**

Clubs are encouraged to submit applications and documentation before the deadline. Late applications will be **penalised 50%** of their allocated amount outlined in their affiliation. Clubs are given **7 working days** to submit a late grant application. Applications received more than 7 workings days after the deadline will not be eligible to receive funding in that round. Clubs are also required to attend the grant funding meeting in order to be eligible for their funding.

Club grant funding is made available from Student Service and Amenities Fee (SSAF) funding, therefore clubs must look to seek approval of items/projects which aid club development and assist in continuing to provide sport and recreational opportunities for students.

Club grant funding **can** be used to subsidise invoices for the following expenses:

* Affiliation fees and registration
* Coaching/ Umpires/ Officials
* Equipment expenses (Club equipment not individual)
* Medical – First Aid
* Professional development activities (coaching accreditation, first aid training etc.) Club grant funding **cannot** be used to subsidise invoices for the following expenses:
* Social events
* Individual costs related to equipment, travel, fees etc.
* Match fees

All applications will be judged on merit and need. Flinders University Sport & Fitness reserves the right to fully fund, part fund, request additional requirements or not fund a grant application. Clubs need to be cognisant of the requirement that, for the application to be favourably considered, the information included in the application must be well researched and presented in a professional manner.

*For further assistance or questions, please contact Christian Thiel (Sport & Club Development Officer)*

* *Christian.thiel@flinders.edu.au* *or 8201 2842.*

#  SPORTING CLUB DETAILS

|  |  |
| --- | --- |
| Club Name:  | Club Executive:  |
| Contact Email:  | Contact Phone:  |
| Total MembershipNumbers:  | IncorporatedClub (Y/N):  |
| State/National Body Affiliation(Specify):  |  |

 **ESSENTIAL DOCUMENTATION**

As required as a part of your club affiliation, you must submit the following documentation with your grant funding application. If not submitted, your club is ineligible to receive its allocated grant funding and may also face disaffiliation for Flinders University Sport & Fitness.

* + Annual Report
	+ Risk Management Document
	+ Financial Report
	+ Current Membership List
	+ Quotes/Invoices
	+ Current asset list (items valued over $200)
	+ AGM minutes
	+ Meeting Minutes (as evidence of committee approval for spending)
	+ Pavilion User Agreement (if applicable)

Any photographs that you may have of your club, which you consent to us using for promotional purposes would also be very much appreciated. By submitting these photos you give permission for us to use them for promotional purposes.

**PROJECT / ITEM FINANCES**

|  |  |
| --- | --- |
| ITEM: | AMOUNT: |
| 1. | .00 |
| 2. | .00 |
| 3. | .00 |
| 4. | .00 |
| 5. | .00 |
| 6. | .00 |
| 7. | .00 |
| 8. | .00 |

**FUNDING PLAN**

Clubs must not rely solely on grant funding to allow the club to operate and function effectively. Clubs must have in place a funding plan to outline their income sources to ensure there is sufficient money available to fund all costs/projects etc. Please be aware that Flinders University Sport & Fitness will not fund 100% of the cost of any item, FUSF will only fund a percentage of the total cost, the club is responsible for contributing from other sources.

|  |  |
| --- | --- |
|  | AMOUNT: |
| Amount requested from FUSF | .00 |
| Club Financial Contribution | .00 |
| In – Kind Contributions / Donations | .00 |
| Voluntary Labour / Time | .00 |
| Other Club Contributions | .00 |
| Amount From Other Grants | .00 |
| TOTAL: | .00 |

#  PROJECT / ITEM JUSTIFICATION

Please provide justification for each item you have applied for above. Ensure that all items have been approved by the committee prior to submitting this application. Please note all items worth over $300 must be supplied with evidence of cost (written quote, previous invoice), with the grant application. Please also ensure you provide an expected lifespan for the item, where applicable.

|  |  |
| --- | --- |
| Item 1: |  |
| Item 2: |  |
| Item 3: |  |
| Item 4: |  |
| Item 5: |  |
| Item 6: |  |
| Item 7: |  |
| Item 8: |  |

#  DECLARATION

Two members of the applicant clubs Board or Executive Committee must complete the following:

We declare that:

1. We have be authorised by the applicant organisations to prepare and submit this application for financial assistance.
2. The application form has been completed accurately and in accordance with the guidelines and that all supporting documentation is attached.

|  |  |
| --- | --- |
| Name: | Name: |
| Position: | Position |
| Date: | Date: |
| Signature: | Signature: |

Please upload to the club administration tab: [http://www.onesportandfitness.com.au/club-](http://www.onesportandfitness.com.au/club-administration/) [administration/](http://www.onesportandfitness.com.au/club-administration/)

OR

Forward to Christian Thiel (Sport & Club Development Officer) – Christian.thiel@flinders.edu.au