Overview

The Tasmanian Government’s Communities, Sport and Recreation (CSR) Division administers a range of grant programs to improve opportunities for Tasmanians to participate in sport and active recreation.

Levelling the Playing Field offers financial assistance to provide functional and inclusive change rooms and facilities for women and girls to boost female sports participation. There will be $10 million made available, distributed evenly across two rounds in 2018-19 and 2019-20.

Priority will be given to facilities used for football (AFL) and cricket across Tasmania due to the significant increase in female participation for both sports. Priority will also be given to projects where the facility owner commits to matching dollar-for-dollar funding and there is a funding commitment from the relevant State Sporting Organisation (SSO). CSR will also be looking for applications from organisations that demonstrate a broad commitment to inclusiveness.

Eligibility

Eligible organisations and projects

Local councils are eligible for funding under this Grants Program. Sporting organisations that want to apply will need to do so through their relevant SSOs.

Organisations with an overdue acquittal obligation from a previous CSR grant are not eligible to apply for funding under this Grants Program. If an organisation has received a CSR grant for a project that has not yet been completed, it is eligible to apply for funding for a different project.

Applicants can apply for funding between $15,000 and $1 million per project, and can submit applications for as many projects as they wish. If an organisation submits multiple applications, these must be ranked in order of priority.

Projects must develop or improve functional and inclusive facilities for female sport participants, including change rooms, lockers, toilets, shower facilities and amenities, and safety requirements to support access and use of change rooms and amenities.

Projects must also demonstrate support from the relevant facility owner and/or SSO, whichever is applicable.

As per the Tasmanian Government’s policy announcement regarding this Grants Program, the following projects will be considered more favourably in the assessment process:

- Projects that improve facilities at AFL and cricket grounds
- Projects with matching dollar-for-dollar funding from facility owners
- Projects with additional co-funding from the relevant SSO
Ineligible projects
The focus of the Grants Program is to develop change rooms, lockers, toilets, shower facilities and amenities, and safety requirements to support access to change rooms and amenities for female participants. The following project types are ineligible for funding under the Program:

- Projects that commence prior to submitting an application
- Projects that will take longer than 24 months from commencement to complete
- Equipment purchases
- Routine or cyclical replacement or maintenance works to existing facilities
- Facilities used for commercial operations, licensed bar areas and gaming machines
- Works external to the project or site including electrical, water, IT and drainage
- Event costs
- Wages, salaries or other costs for people employed by the applicant

Application and assessment process
The Grants Program will be managed in two stages, which will include an expression of interest followed by a full application for selected projects. Applicants are strongly encouraged to contact CSR before preparing their application to ensure they understand the Program’s requirements. CSR can be contacted using the following details:

Phone: 1800 252 476
Email: sportrec@dpac.tas.gov.au

Stage one: expression of interest
Local councils and sporting organisations submit an expression of interest for one or more projects. Expressions of interest must include:

- An outline of the work to be undertaken including who will manage the project
- A cost estimate (formal quotes are not required until stage two)
- Detail of any co-contributions (both cash and in-kind)
- Detail of how the project will or is likely to increase female participation
- Detail of how the project will or is likely to provide broader inclusive participation outcomes
- Detail of relevant stakeholder engagement and support – applicants will need to demonstrate support and readiness from relevant clubs and, if they are not the facility owner, the applicant must provide a letter of support from the facility owner
- A commitment that the project can be completed within 24 months of the grant being approved
Following submission of expressions of interest, CSR will undertake a formal appraisal and assessment process that will consider the merits of the project/s and their adherence to the Grants Program’s requirements, as well as their relevance to any other funding programs or commitments of the Tasmanian Government. Following this process, applicants will be notified if their project qualifies for the second stage of the Program, and invited to submit a full application.

Stage two: full application

Applicants invited to submit a full application will need to provide the following additional project information:

- Evidence supporting the assessment criteria
- Evidence of ownership or minimum of three year lease of the facilities and, if applicable, approval from the land owner to undertake the project
- A formal budget for the project, including details of cash and in-kind contributions, evidence of ability of relevant organisations to provide committed cash contributions (preferably this will be a bank statement), and a formal quote for works dated no longer than three months prior to submitting the application
- Details of relevant stakeholder engagement and support – applicants will need to demonstrate support and readiness from relevant clubs and, if they are not the facility owner, the applicant must provide a letter of support from the facility owner
- A commitment that the project can be completed within 24 months of the grant being approved.
- Supporting evidence of comprehensive project planning, including: site specific plans, planning and/or development approvals, a project management framework, and evidence that the project will incorporate universal design principles

Assessment criteria

Eligible applications will be assessed against the following criteria:

I. Demonstrated need for funding
   - How the project addresses an identified need, gap or deficiency in the availability of sporting facilities available to female participants (stages one and two)
   - How the project will likely lead to an improvement in female participation in sport (stages one and two)
   - How the project will have direct benefits for female participants (stages one and two)
   - How the project will likely provide broader inclusive participation outcomes (stages one and two)
2. **Organisational capacity to deliver the project**
   - Will the project be complete within 24 months of receipt of funding? (stage one and two)
   - Has the organisation demonstrated an ability to successfully deliver projects of similar scale in the past? (stages one and two)
   - Has the organisation demonstrated sufficient support from the facility owner and/or sport and any other relevant partners? (stages one and two)
   - Has the organisation and any supporting partners provided sufficient evidence of ability to co-fund the project through a bank statement? (stage two)
   - Has the organisation provided evidence of suitable project planning such as project plan, design specifications, detailed quotes for works, and planning or development approvals (stage two)

3. **Value for money**
   - Is the funding request and overall cost of the project relative to the anticipated benefit of the project for female participants? (stages one and two)
   - Does the project have a direct benefit for female participants? (stages one and two)
   - Is the relevant council (and partners, where applicable) providing matching dollar-for-dollar funding for the project? (stages one and two)
   - Does the project involve a multi-use facility servicing a wide area and/or number of different sports or clubs? (stage one)
   - Does the project incorporate principles of universal design? (stage two)
   - Does the applicant have any broader strategies or initiatives in place to encourage female participation? (stages one and two)

**Submitting your Expression of Interest or Formal Application**

**Critical dates**

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<thead>
<tr>
<th>Event</th>
<th>Date</th>
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<tbody>
<tr>
<td>Stage one opens for expressions of interest</td>
<td>Friday 27 April 2018</td>
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<tr>
<td>Stage one closes</td>
<td>12 noon Thursday 21 June 2018</td>
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<tr>
<td>Stage one applicants notified of outcome and stage two opens for formal applications</td>
<td>Monday 30 July 2018</td>
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<tr>
<td>Stage two closes</td>
<td>Thursday 1 November 2018</td>
</tr>
<tr>
<td>Stage two applicants notified of outcomes</td>
<td>February 2019</td>
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<tr>
<td>Funding disbursed</td>
<td>From April 2019</td>
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For both stages, email your signed expression of interest or application form and scanned attachments to:

csrgrants.applications@dpac.tas.gov.au

Alternatively, post your signed application form and attachments to:

    CSR Grant Programs
    Communities, Sport and Recreation
    GPO Box 123
    HOBART  TAS  7001

**Further Information**

If you require further information, please contact CSR using the following details:

Phone: 1800 252 476

Email: sportrecs@dpac.tas.gov.au