

Community Support and Grant Program – Individual Participation Grants Guidelines

1. Purpose

- 1.1. Council's Individual Participation Grant category provides funding to support residents to participate in community, academic, sporting, cultural, leadership, and personal development opportunities.
- 1.2. This support category aims to reduce financial barriers to participation and assist individuals to access opportunities that contribute to their personal development, wellbeing, and community involvement.
- 1.3. The purpose of these Guidelines is to establish consistent criteria to ensure the allocation of funding under the Individual Participation Grant category is fair, accessible, and responsive to community needs, and to clearly outline the assessment criteria used to evaluate applications
- 1.4. Funding is available through two grant streams:
 - a) **Club Participation Grants** supports involvement in organised sporting, social, cultural and recreational activities by providing assistance with the initial costs associated with joining a new club, group, or organised activity.
 - b) **Outstanding Achievement Grants** provides financial assistance to individuals who have been selected to participate in academic, sporting, cultural, leadership, or personal development opportunities at an intrastate, interstate, or international level.

2. Application process

- 2.1. Applications may be submitted throughout the year and will be assessed in the order they are received, subject to available funding.
- 2.2. Applications must be submitted using the application form available on Council's website. Alternative submission arrangements may be available following discussion with Council's Grants Officer.
- 2.3. The following documentation must be submitted with an application.

2.4. Club Participation Grant:

- 2.4.1. Applicants must provide evidence that the participation activity is delivered through an established club, group, or program that offers structured and ongoing activities within the City of Playford.
- 2.4.2. Evidence may include:
 - Affiliation with a recognised governing body.
 - Incorporation or formal registration as an organisation.
 - Evidence of a website or social media presence.

City of Playford

Visit

Call — 08 8256 0333

Post

Playford Civic Centre

Stretton Centre

playford@playford.sa.gov.au

12 Bishopstone Road

10 Playford Boulevard,

307 Peachey Road

playford.sa.gov.au

Davoren Park SA 5113

Elizabeth SA 5112

Munno Para SA 5115

- A regular program schedule, membership structure, and registration process.

2.4.3. Applicants must also provide a signed letter of support from the associated club confirming:

- that they are a new member and have not participated with the club within the previous 12 months; and
- Outlining what support/financial assistance they have provided the Member.

2.5 Outstanding Achievement Grant:

2.5.1 Applicants must provide a typed and signed letter of official selection or notification from the relevant State or National body on official letterhead.

2.6 Applications will be assessed by a Grant Assessment Panel comprising Council staff against eligibility criteria outlined within these Guidelines.

2.7 Applications that do not include all required information and supporting documentation will be considered incomplete and will be ineligible for funding.

3. Funding

3.1 Club Participation Grant

3.1.1 A one-off payment of up to \$200 per individual is available to assist with the initial costs of joining a club, group, or organised activity within the City of Playford.

3.1.2 Eligible expenditure may include:

- Membership or registration fees.
- Uniforms.
- Training equipment that remains the property of the applicant.

3.2 Outstanding Achievement Grant

3.2.1 Funding is available based on the level of representation or participation to support equitable distribution of available funding.

Level of Participation	Funding Amount
Intrastate representation	\$100
Interstate representation	\$200
International representation (within Australia)	\$300
International representation (overseas)	\$400

City of Playford

Visit

Call — 08 8256 0333
playford@playford.sa.gov.au
playford.sa.gov.au

Post
12 Bishopstone Road
Davoren Park SA 5113

Playford Civic Centre
10 Playford Boulevard,
Elizabeth SA 5112

Stretton Centre
307 Peachey Road
Munno Para SA 5115

3.2.2 Funding is limited and subject to annual budget allocation.

3.2.3 Grant funding approved by Council does not imply any ongoing funding commitment or obligation.

4. Eligibility criteria

4.1 Club Participation Grant

4.1.2 To be eligible for Club Participation Grant funding, applicants must demonstrate that they:

- Are a resident of the City of Playford.
- Must meet at least one of the following:
 - attend a primary, secondary, or tertiary educational institution full-time in South Australia
 - are unemployed or work less than 15 hours per week
 - hold, or have a parent or guardian who holds, a valid Health Care Card or Concession Card
 - participate full-time in their chosen amateur field
- Are applying for support to join a club, group, or organised activity based within the City of Playford.
- Have not received a Club Participation Grant within the previous 12 months.
- Are a new participant, or have not participated in the organisation or activity within the previous 12 months.
- Have not participated in a similar organised activity within the previous 12 months.
- Are not participating in Council's Playford 10 program at time of application.

4.2 Outstanding Achievement Grant

4.2.1 To be eligible for Outstanding Achievement Grant funding, applicants must demonstrate that they:

- Are a resident of the City of Playford.
- Have been selected to:
 - represent South Australia or Australia in academic, sporting or cultural competition or
 - participate in a recognised leadership or personal development opportunity, such as Youth Parliament, debating teams, or club or scout leadership programs.

City of Playford

Visit

Call — 08 8256 0333

Post

Playford Civic Centre

Stretton Centre

playford@playford.sa.gov.au

12 Bishopstone Road

10 Playford Boulevard,

307 Peachey Road

playford.sa.gov.au

Davoren Park SA 5113

Elizabeth SA 5112

Munno Para SA 5115

- Apply as an individual.
- Have not received an Outstanding Achievement Grant within the previous 12 months.
- Meet at least one of the following:
 - attend a primary, secondary, or tertiary educational institution full-time in South Australia
 - are unemployed or work less than 15 hours per week
 - hold, or have a parent or guardian who holds, a valid Health Care Card or Concession Card
 - participate full-time in their chosen amateur field.
- Submit an application no less than four (4) weeks prior to the competition, event, or opportunity, unless evidence of a late selection process is provided.
- Are not applying for funding retrospectively after the event or opportunity has occurred.
- Provide evidence of official selection from the relevant State or National body on official letterhead.

5. Acknowledgement of outcome

- 5.1 Funding decisions remain at the discretion of Council.
- 5.2 Applicants will be notified of the outcome following assessment of their application.
- 5.3 Funding is non-transferable. Where a funded individual is unable to participate in the approved activity or purchase the approved item, the full funding amount must be returned to Council.

6. Acquittal and reporting

- 6.1 Recipients of Individual Participation Grant funding will be encouraged to complete a short outcomes survey within six (6) months of receiving funding.
- 6.2 The survey will provide recipients with an opportunity to report on their participation achievements, and the outcomes resulting from the funding received.

City of Playford

Call — 08 8256 0333
playford@playford.sa.gov.au
playford.sa.gov.au

Post
12 Bishopstone Road
Davoren Park SA 5113

Visit

Playford Civic Centre
10 Playford Boulevard,
Elizabeth SA 5112

Stretton Centre
307 Peachey Road
Munno Para SA 5115