



## COVID SAFE Active Clubs Kickstart Q&As

### What is COVID SAFE Active Clubs Kickstart Round 2?

COVID SAFE Active Clubs Kickstart Round 2 will provide funding for not-for-profit local and regional sport and recreation organisations to continue to continue their operations and enable them to provide physical activity opportunities throughout Queensland.

### How much funding can an organisation apply for?

Funding of \$2,000 (GST exclusive) is available for equipment, training and other eligible costs.

The total project cost can exceed \$2,000 however the organisation is responsible for the payment of any amount over \$2,000 through other sources.

### Can an organisation ask for less than \$2,000?

No. The minimum amount of funding an organisation can apply for under the program is \$2000.

### What if the organisation's project costs less than \$2000?

The organisation may use any remaining funds on one or more of the eligible items.

### What are the key dates for Round 2?



12 April 2021

Applications open

5 May 2021

Application close (must be submitted by 5.00pm)

30 June 2022

Completion of projects by approved organisations

*Projects can commence subject to receipt of a project approval letter from the department.*

## ELIGIBILITY

### What can be purchased?

The department will support projects that meet the program objectives. These include:

<i>Eligible Projects</i>	<i>Examples</i>
Equipment to help deliver quality physical activity experiences	Equipment to improve the quality or safety of physical activity experiences (including balls, bats, racquets, helmets, batting pads, goal post padding)
COVID SAFE event plans and resources	COVID SAFE event plans to assist organisations run an event
Training to help volunteers deliver quality physical activity experiences	Coach/official/instructor education and accreditation
Training to improve volunteer capabilities to better manage the organisation	Governance, financial or volunteer management training/courses/conferences
Operational expenses	Costs to deliver activities, utilities, ground and facility maintenance costs, safety and water and electricity utilities bills, COVID-19 related signage, sanitation and cleaning products



## What is not eligible?

- Catering
- White goods
- Capital works or fixed structures (eg shade sails, stands)
- Discreet consultancy without any education/training for the organisation (eg developing a strategic plan or grant application or administration fees)
- Feasibility studies or research
- Prizes, giveaways, alcohol, recognition items or merchandise
- Wages of ongoing or seasonal nature (eg paid coaches)

## Which organisations are eligible?

Organisations eligible to apply for funding must be:

- registered with an ABN; and
- local or regional level Queensland not-for-profit sport or recreation organisation or not-for-profit community organisation (with an objective of sport or recreation) incorporated under the:
  - Associations Incorporation Act 1981 (Qld)
  - Corporations Act 2001 (Cwlth)
  - Cooperatives Act 1997 (Qld)
  - Corporations (Aboriginal and Torres Strait Islander) Act 2006 (Cwlth); or
- sport or recreation clubs incorporated within a Queensland university

At the time of the application close, organisations must not:

- have outstanding compliance issues with Office of Fair Trading of more than six months; or
- have any debt owing to the department.

Before applying for this program contact the [Office of Fair Trading](#) or telephone 13 QGOV (13 74 68) or your nearest [Sport and Recreation office](#) to determine whether the organisation has any outstanding compliance issues.

Eligible organisations can only apply for funding for one of the listed sport or active recreation activities (refer to list of eligible sport and recreation activities in the guidelines).

## What is considered a regional and multisport organisation?

A multisport organisation is an organisation that delivers a minimum of two or more discrete and recognised/eligible physical activities.

A regional organisation is an organisation that has affiliated member organisations and is responsible for the coordination of an activity across a specified area.

## Can a regional or multisport community organisation apply multiple times for different sports within their organisation?

No. Only one application can be submitted for each regional or multisport organisation under the program. Organisations that didn't receive funding under Round 1 will be prioritised under Round 2.

## What is considered a multi-location organisation?

Organisations that are not a singular incorporation or corporation that deliver state-wide are considered multi-location organisations (e.g. Scouts, Parkrun, PCYC, Guides, YMCA, Boys Brigade, Sporting Wheelies).

### Can multi-location organisations apply multiple times for different locations within their organisation?

Yes, one application can be submitted for each location. These organisations will need to undertake an additional step of informing the department, in writing, of the specific locations they are applying for.

### Are individuals eligible to apply for this program?

No. Individuals that enquire will be advised that only sport and recreation clubs, regional associations or community organisations with a constitution and objectives relating to the delivery of sport and active recreation can apply. Eligible organisations are listed in the program guidelines.

### Can other community organisations that are not sport and active recreation clubs or regional associations apply?

Only incorporated not-for-profit community organisations with an ABN, an objective of sport or recreation that deliver one of the listed eligible sport or recreation activities can apply.

### Are National Sporting Organisations and State Sporting Organisations eligible for this program?

In most cases NSO's and SSO's are not eligible for this program.

Multi-location organisations such as PCYC, YWCA, Scouts and Girl Guides who have one governing body and who deliver an eligible activity in different locations may lodge an application for each different location.

### Are Parents and Citizens eligible for this program?

State School P&Cs are incorporated under a different Act to those for the program. As they do not have an objective of sport or active recreation they would not be eligible. If they are incorporated under the Incorporations Act 1981, deliver an eligible activity and have that activity in their rule book/constitution, then the P&C would be eligible.

### Can an organisation apply if they were approved for COVID SAFE Active Clubs Kickstart Round 1?

Yes. Organisations approved in Round 1 can apply for COVID SAFE Active Clubs Kickstart Round 2. Organisations that didn't receive funding under Round 1 will be prioritised under Round 2.

### What sport and recreation activities are eligible?

To apply your organisation must deliver one of the listed eligible sport or recreation activities listed in the guidelines.

### Is travel and accommodation to attend training/courses a cost that can be funded?

Yes. This is an eligible cost under the program.

## APPLICATION

### How do organisations apply?

In order to access the online application to apply for funding under this program, organisations must be registered in the [Sport and Recreation Grant Registration Portal](#) (GRP) as an organisation **not** an individual.

GRP registrations must be in the name of the organisation applying for funding. Individuals cannot apply.

Organisations can then submit an online application available from the department's website.

## What will happen if an organisation puts in two applications?

Only one application will progress and it is likely to be the one that aligns most closely to the primary aim of the organisation.

## The details on the bank statement do not exactly match the organisations legal name?

All applicants are to carefully check the details of their bank statement for accuracy, as **incorrect details will make the application ineligible.**

It is the organisation's responsibility to check that the name on the bank account details provided with the application match the organisation's legal name.

Please refer to the points below:

- A copy of the organisation's bank statement must be uploaded, which provides BSB, Account Number and Account Name of organisation.
- A transaction screenshot or internet banking print-out will not be accepted.
- The Department will accept a print-out or letter which has been verified and stamped by the bank, and which matches the Australian Business Register printout regarding the legal organisation's name.

## What are the Office of Fair Trading requirements?

Organisations must be compliant with the Office of Fair Trading to be eligible. To do this, an organisation must submit an annual return to the Office of Fair Trading within 1 month of holding their annual general meeting (AGM).

This includes:

- filling out the annual return form
- attaching a financial statement, including the auditor's or verifier's statement, to the form
- paying the \$56.60 fee
- lodging the return form.

## How will an organisation be notified of the outcome of their application?

An email will be sent to the Accountable Officer (Head Contact) listed on the application, advising of them of the outcome.



## Need more information?



[qld.gov.au/activeclubskickstart](https://qld.gov.au/activeclubskickstart)



13 QGOV (13 74 68)



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