

The background image shows three motocross riders in full protective gear, including helmets, goggles, and suits. They are standing on a dirt track, possibly during a race or practice session. The rider on the left is wearing a red and black suit. The rider in the middle is wearing a white and black suit. The rider on the right is wearing a green and black suit with prominent 'ROCKSTAR' and 'MONSTER' branding. The scene is outdoors with some greenery in the background.

Community Motorsport Program

Incorporating:
Motorsport Club Assistance
and
Infrastructure Upgrades
and Equipment

2020 APPLICATION GUIDELINES

CONTENTS

MESSAGE FROM THE MINISTER	3
1. THE COMMUNITY MOTORSPORT PROGRAM	4
1.1 About the Program	4
1.2 Objectives of the Program	4
2. ELIGIBILITY	5
2.1 Who can apply?	5
3. FUNDING DETAILS	6
4. MOTORSPORT CLUB ASSISTANCE CATEGORY	8
5. STREAM 1 – SAFETY AND OPERATIONAL EQUIPMENT (UP TO \$10,000)	9
5.1 What types of projects will be supported?	9
5.2 What types of projects won't be supported?	9
6. STREAM 2 – VOLUNTEER AND OFFICIAL TRAINING (UP TO \$5,000)	10
6.1 What types of projects will be supported?	10
6.2 What types of projects won't be supported?	10
7. STREAM 3 – WOMEN AND GIRLS PARTICIPATION (UP TO \$5,000)	11
7.1 What types of projects will be supported?	11
7.2 What types of projects won't be supported?	11
8. STREAM 4 – EVENTS AND ACTIVITIES (UP TO \$20,000)	12
8.1 What types of projects will be supported?	12
8.2 What types of projects won't be supported?	12
9. ASSESSMENT CRITERIA FOR THE MOTORSPORT CLUB ASSISTANCE CATEGORY	13
10. SUPPORTING DOCUMENTATION REQUIREMENTS	14
11. APPLICATION PROCESS FOR MOTORSPORT CLUB ASSISTANCE CATEGORY	16
11.1 How to apply for Motorsport Club Assistance funding	16
11.2 How will Motorsport Club Assistance applications be assessed?	17
11.3 How will Motorsport Club Assistance applications be prioritised?	17
11.4 Motorsport Club Assistance Category Timelines	17
12. INFRASTRUCTURE UPGRADES AND EQUIPMENT CATEGORY	18
13. STREAM 1 – FACILITY EQUIPMENT (UP TO \$50,000)	19
13.1 What types of equipment will be supported?	19
13.2 What types of equipment won't be supported?	20
14. STREAM 2 – MINOR INFRASTRUCTURE (UP TO \$100,000)	21
14.1 What types of Minor Infrastructure projects will be supported?	21
14.2 What types of Minor Infrastructure projects won't be supported?	22
15. STREAM 3 – MAJOR INFRASTRUCTURE (\$100,001 - \$500,000)	23
15.1 What types of Major Infrastructure projects will be supported?	23
15.2 What types of Major Infrastructure projects won't be supported?	24
16. ASSESSMENT CRITERIA FOR THE INFRASTRUCTURE UPGRADES AND EQUIPMENT CATEGORY	25
17. SUPPORTING DOCUMENTATION REQUIREMENTS	27
18. APPLICATION PROCESS FOR INFRASTRUCTURE UPGRADES AND EQUIPMENT CATEGORY	29
18.1 How to apply for Infrastructure Upgrades and Equipment funding	29
18.2 How will Infrastructure Upgrades and Equipment applications be assessed?	30
18.3 How will Infrastructure Upgrades and Equipment applications be prioritised?	30
18.4 Infrastructure Upgrades and Equipment Category Timelines	30
19. CONDITIONS THAT APPLY TO APPLICATIONS AND FUNDING	31
19.1 Funding Agreements	31
19.2 Grants and GST	32
19.3 Voluntary Labour and In-kind Support	32
19.4 Payments	33
19.5 Acknowledging the Government's support and promoting success	33
19.6 Privacy	33
19.7 Conditions of Applying	33
20. RESOURCES AND ADDITIONAL INFORMATION	34
20.1 Motorsport Governing and State Body policies and guidelines	34
20.2 Contact	35

MESSAGE FROM THE MINISTER

On behalf of the Victorian Government I'm delighted to open applications for the inaugural round of the *Community Motorsport Program*.

It is the Victorian Government's first ever investment program dedicated to community motorsport and motorcycling in Victoria.

The *Community Motorsport Program* is part of the government's \$7.4 million *Racing into a new era for Motorsport initiative* aimed at addressing gaps in community motorsport infrastructure and equipment, identifying strategic state-wide planning opportunities, supporting young motorsport participants and encouraging more women and girls to get involved.

Grants are available for motorsport and motorcycling clubs in two separate funding categories.

The *Motorsport Club Assistance Category* provides funding towards safety and operational equipment, training and education, and increasing junior, women and girl's participation.

The *Infrastructure Upgrades and Equipment Category* provides funding for club infrastructure upgrades and equipment.

The program also reflects our major commitment to health and wellbeing, economic activity and local jobs, diversity, inclusion, and boosting the capacity of communities to attract and host local and regional motorsport competitions and events.

The *Community Motorsport Program* is one of a suite of infrastructure programs which includes the *Local Sports Infrastructure Fund*, *Community Cricket Program*, *Community Sports Infrastructure Loans Scheme* and the *World Game Facilities Fund* which are investing millions across Victoria.

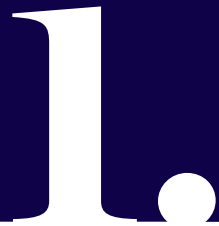
Motorsport in Victoria supports over 4,000 jobs and contributes almost \$700 million to the Victorian economy, and we are home to the biggest motorsport events in Australia including the *Australia Grand Prix*, *Australian Motorcycle Grand Prix* and *Winton V8 SuperSprint*.

With the support of the *Community Motorsport Program* we're hoping to rev up those numbers so even more Victorians can enjoy the benefits motorsports can deliver.

I look forward to seeing new and exciting projects supported from the *Community Motorsport Program*.



THE HON ROS SPENCE MP
Minister for Community Sport



THE COMMUNITY MOTORSPORT PROGRAM

1.1 About the Program

The Victorian Government has committed \$7.4 million to the *Racing into a new era for Motorsport* initiative, which includes a competitive grant program to upgrade club motorsport infrastructure, support young motorsport participants to be competition-ready and encourage more women and girls to get involved.

The *Community Motorsport Program* is the Victorian Government's first dedicated motorsport investment program, which provides grant opportunities for affiliated motorsport and motorcycling clubs.

For the purposes of these guidelines, the term "Motorsport" refers to and includes Motor Sport, Motor Sports, Motorsports and Moto Sport, and relates to both four-wheel motorsport disciplines as well as motorcycling. Participation is defined as involvement in driving, riding, officiating, instructing, or volunteering in motorsport.

1.2 Objectives of the Program

The *Community Motorsport Program* is a competitive investment program that supports motorsport clubs to build capacity and increase participation through programming, training, equipment and infrastructure grants.

The objectives of the *Community Motorsport Program* are to:

- Increase existing and create new motorsport participation opportunities.
- Facilitate increased engagement and participation opportunities for juniors, women and girls and other under-represented groups as outlined in *Active Victoria – A strategic framework for sport and recreation in Victoria 2017-21*.
- Increase opportunities for clubs to host events, programs and activities.
- Improve safety standards of club facilities in Victoria.
- Improve environmental sustainability through infrastructure upgrades and development.
- Develop skills of participants, volunteers, officials and administrators to safely participate in and conduct motorsport activities including racing, competitive events and introductory programs.
- Enhance club performance, sustainability and capacity through specific education and training programs.
- Improve the ability of clubs to manage local motorsport facilities, including technology that enhances and improves motorsport operation (e.g. race timing systems, upgrade of computer software, online asset and facilities management systems).

2.



ELIGIBILITY

2.1 Who can apply?

The *Community Motorsport Program* accepts applications from motorsport clubs and organisations that are **currently affiliated with Motorsport Australia or Motorcycling Victoria**. This includes clubs and organisations affiliated with a delegated body of Motorsport Australia such as Karting Victoria or the Australian National Drag Racing Association.

Affiliated clubs must:

- Be located in Victoria and participate at Victorian facilities.
 - Be non-government, **not-for-profit** and registered as an **incorporated body** at the time of application and for the project duration.
 - Possess an Australian Business Number (ABN) or provide a completed Australian Tax Office form (Statement by a supplier), so that no withholding tax is required from the grant payment.
- Adhere to and enforce the Fair Play Code (or) their relevant state sporting association code of conduct/ member protection policy, which incorporates the Fair Play Code. Further information about this code can be found at <https://sport.vic.gov.au/publications-and-resources/community-sport-resources/fair-play-code>. Organisations that have failed to resolve a breach of the Fair Play Code will not be funded.
 - Have satisfactorily met reporting requirements on any grants previously received from Sport and Recreation Victoria.

3.



FUNDING DETAILS

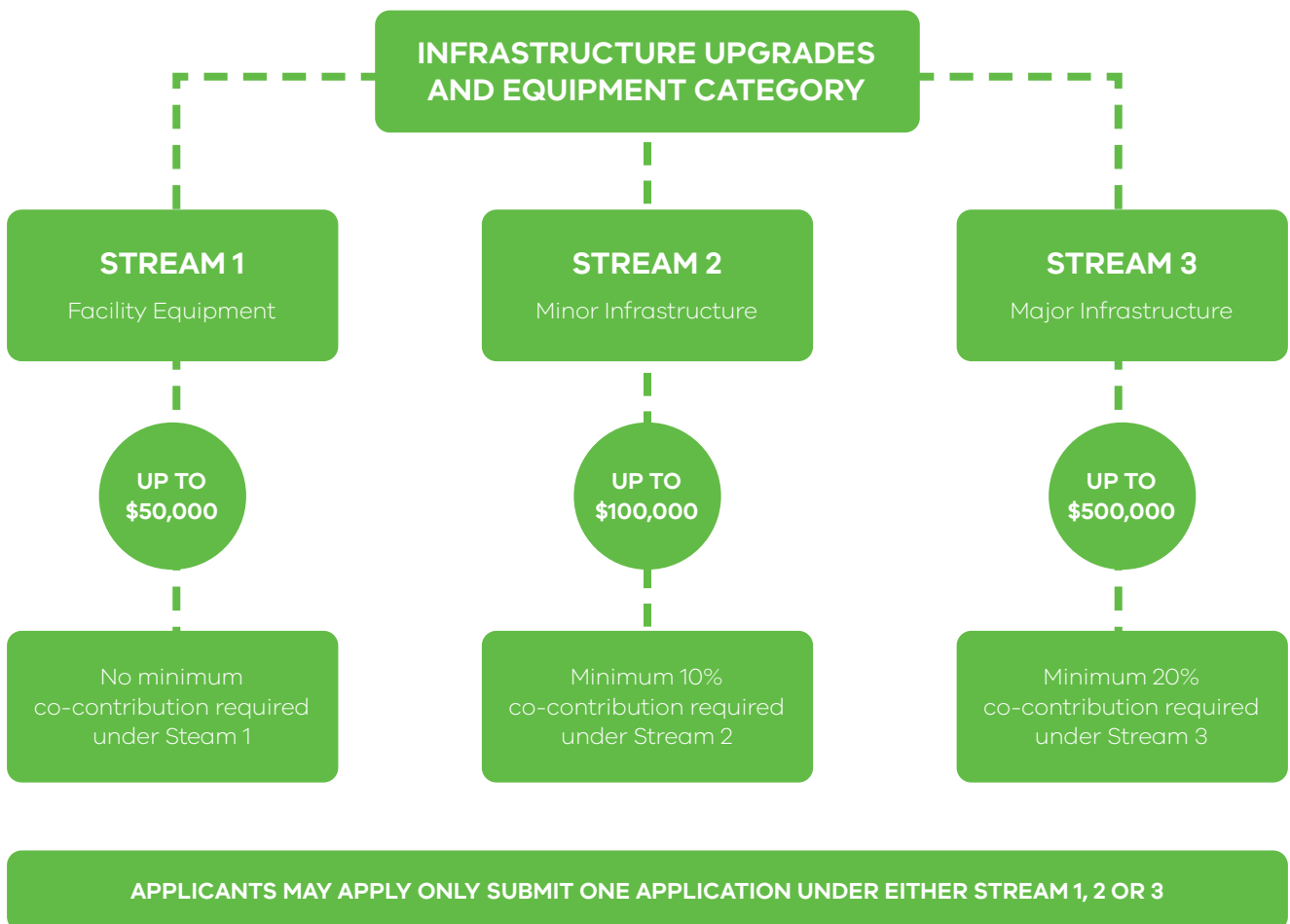
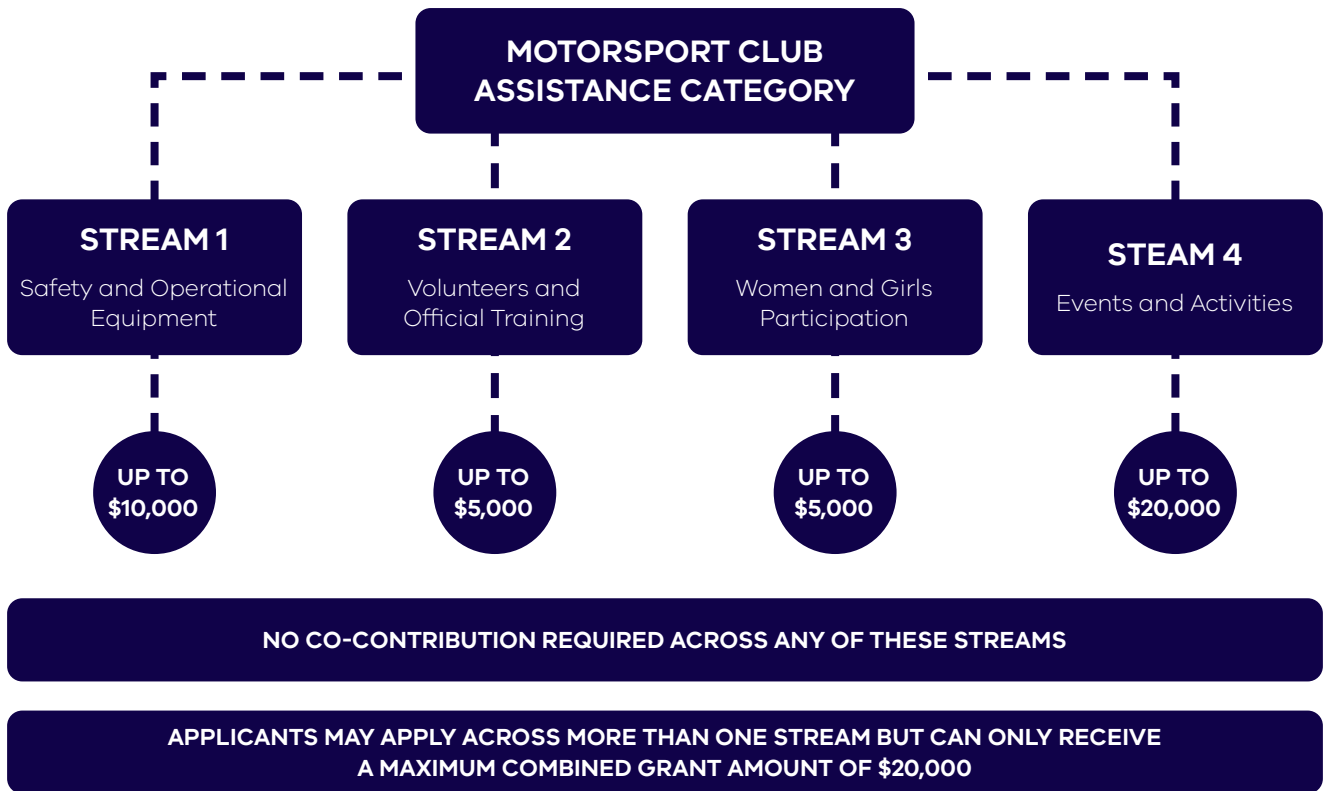
The *Community Motorsport Program* offers funding through two categories.

- Motorsport Club Assistance Category
- Infrastructure Upgrades and Equipment Category.

The **Motorsport Club Assistance Category** provides grants up to \$20,000 to support safety and operational equipment, build club capacity through volunteer and officials training, increase junior, women and girls' participation, and host events and activities.

The **Infrastructure Upgrades and Equipment Category** provides grants up to \$500,000 to improve motorsport tracks and facilities by funding upgrades of racetracks, clubrooms, pit buildings and amenities or the purchase of essential infrastructure equipment, to improve safety, standards and increased participation.

An overview of the categories and streams are provided on the following page.



4.



MOTORSPORT CLUB ASSISTANCE CATEGORY

The Motorsport Club Assistance Category focuses on developing club capacity, increasing engagement and building participation opportunities with motorsport clubs through four streams of funding.

Applicants may submit applications for multiple streams but can only receive a maximum combined grant amount of \$20,000.

- Stream 1: Safety and Operational Equipment
- Stream 2: Volunteer and Official Training
- Stream 3: Women and Girls Participation
- Stream 4: Events and Activities

*To support more women and girls engaging in motorsport, applications under **Stream 3: Women and Girls Participation** will be prioritised for funding.*

5.



STREAM 1 – SAFETY AND OPERATIONAL EQUIPMENT (UP TO \$10,000)

This stream provides grants up to \$10,000 to purchase equipment that is essential for participation, safety, or first aid for people participating in motorsport.

5.1 What types of projects will be supported?

Including, but not limited to:

- Personal safety equipment intended for competition use that will remain the property of the club (e.g. helmets and frontal head restraints)
- Equipment that will assist with the safe delivery of participation programs in communities or population groups with existing low levels of participation in sport and physical activity as outlined in *Active Victoria* (e.g. people with a disability, women and girls, Aboriginal people, culturally and linguistically diverse communities, LGBTIQ+ and older adults)
- First aid equipment such as defibrillators
- Providing uniforms and equipment that will be owned by clubs and used by multiple members/teams over time
- Systems improvements (e.g. IT systems, software upgrades, membership portals, data collection systems)
- Operational equipment that is required for compliance (e.g. noise meters and radar guns).

5.2 What types of projects won't be supported?

- Operational, administrative and management costs to the organisation (e.g. day-to-day expenses such as rent, gas, electricity and insurance costs)
- Salaries for staff currently employed by the applicant organisation
- Prize money, trophies, catering and hospitality expenses
- Simulators and/or associated Esports participation equipment
- Purchase or leasing of vehicles, trailers and accessories (e.g. cars, bikes, go-karts)
- Canteen/kitchen items (e.g. microwave ovens and cooking equipment)
- Non-participation equipment (e.g. public address systems, banners, videos, sunshades, gazebos, clubroom furniture)
- Capital expenditure including the purchase of land (e.g. permanent shade structures, permanent fencing, repair of lighting, ramps and other permanent structures)
- Requests for retrospective funding, where equipment has been purchased prior to the execution of a Funding Agreement.

6.



STREAM 2 – VOLUNTEER AND OFFICIAL TRAINING (UP TO \$5,000)

This stream provides grants to build club capacity by improving participant skills through training for instructors, officials, administrators and volunteer management committees.

- Up to \$2,000 for individual clubs
- Up to \$5,000 for clubs/regions/districts/associations that collaborate to deliver training for a broad range of motorsport participants.

6.1 What types of projects will be supported?

Professional development initiatives to improve the skills of club volunteers and officials including instructors, safety officials, administration staff and management committee members.

This includes, but is not limited to:

- Inclusion, diversity and unconscious bias training that supports the inclusion of population cohorts with existing low levels of participation in sport and physical activity as outlined in *Active Victoria* (e.g. people with a disability, women and girls, Aboriginal people, culturally and linguistically diverse communities, LGBTIQ+ and older adults)

- Workshops for administrators and committee members in financial management, strategic planning, governance and committee management, volunteer management, club administration, information technology or Member Protection Information Officer training
- Training courses that provide certified accreditation, including for safety requirements (e.g. Marshall training)
- Volunteer accreditation and officiating programs, including instructor and coaching courses
- First aid training.

6.2 What types of projects won't be supported?

- Training courses to improve the physical skills of participants
- Engagement of specialist instructors or providers to deliver training to participants (drivers)
- Training that does not provide a direct participation outcome (e.g. responsible service of alcohol training)
- Requests for retrospective funding, where professional development initiatives have been purchased and/or delivered prior to the execution of a Funding Agreement.

7.



STREAM 3 – WOMEN AND GIRLS PARTICIPATION (UP TO \$5,000)

This stream provides grants up to \$5,000 to introduce and increase participation of women and girls in motorsport programs, events and activities including alternative, modified or pilot programs.

To support more women and girls engaging in motorsport, applications under this stream will be prioritised for funding.

7.1 What types of projects will be supported?

Projects which support women and girls' involvement in motorsport in safe, supportive and inclusive environments.

This includes, but is not limited to:

- 'Come and try' activities that address barriers to women and girls participating in motorsport or in your club
- Educational sessions addressing issues facing women and girls in motorsport
- Networking events and forums for women and girls
- Events that showcase achievements of women and girls in motorsport or promote best practice in gender equality
- Community fora focused on sharing experiences and developing collaborative strategies around gender equality and inclusion

- Programs which provide a pathway for women and girls into STEM (science, technology, engineering and math) and motorsport industry related roles
- Women and girls volunteer accreditation and officiating programs, including instructor and coaching courses.

Activities can be gender neutral i.e. do not have to be female-only and can be part of events that are open to everyone, including men and the LGBTIQ+ community.

7.2 What types of projects won't be supported?

- Community sporting events, projects or competitions without a focus on furthering gender equity in motorsport
- Requests for retrospective funding, where projects have commenced or been completed prior to the execution of a Funding Agreement.

8.



STREAM 4 – EVENTS AND ACTIVITIES (UP TO \$20,000)

This stream provides grants up to \$20,000 to clubs and event organisers towards general operational costs associated with hosting events and activities.

- Up to \$10,000 for individual clubs.
- Up to \$20,000 for clubs that collaborate with other eligible organisations to host events. A lead eligible organisation will need to apply for and be responsible for the grant.

8.1 What types of projects will be supported?

This includes, but is not limited to:

- Conferences/seminars
- Junior or modified versions of motorsport disciplines
- Carnivals
- Interclub events/series
- State Championship events/series
- Come and try activities
- Driver/rider training
- School visits.

8.2 What types of projects won't be supported?

- Appearance fees for competitors
- Event bids
- Purchase of assets (e.g. buildings and vehicles)
- Travel by teams or individuals to events
- Recurrent operating costs (e.g. rent and/or utility costs)
- Monetary prizes
- Requests for retrospective funding, where events have commenced or been completed prior to the execution of a Funding Agreement.

9.



ASSESSMENT CRITERIA FOR THE MOTORSPORT CLUB ASSISTANCE CATEGORY

The following assessment criteria questions will need to be addressed as part of a club’s application for funding. Weightings are provided to indicate the relative importance of individual criterion.

CRITERIA	WEIGHTING	QUESTIONS
MEETING NEED	20%	1. Why is there a need for this project in your club and why is funding required?
	20%	2. Who will benefit from this project and how will it benefit the club?
PARTICIPATION IMPACT AND OUTCOMES	20%	3. What longer term impacts will result from receiving the grant?
	20%	4. Describe how the project/initiative/event builds capacity within motorsport (how will motorsport participation, membership and growth be increased)?
PLANNING	20%	5. What planning has been undertaken to successfully implement the project and will the club be collaborating with other partners?

10.



SUPPORTING DOCUMENTATION REQUIREMENTS

Applicants are required to provide evidence and supporting documentation for every application. The below table details the mandatory and desired documents required for each stream of the Motorsport Club Assistance Category.

SUPPORTING DOCUMENTATION	SAFETY AND OPERATIONAL EQUIPMENT	VOLUNTEER AND OFFICIAL TRAINING	WOMEN AND GIRLS PARTICIPATION	EVENTS AND ACTIVITIES
Clubs must submit one quote per item for equipment and training courses	Mandatory	Mandatory	Mandatory	N/A
Letters of support Applications from clubs that propose to utilise the governing body's services or assistance must provide a letter of support from Motorsport Australia, Motorcycling Australia or Motorcycling Victoria.	As required	As required	As required	As required
Insurance against child abuse proceedings If the funded project is specifically delivered to children under 18 years of age, written advice from your insurance provider about the premium and excess (or deductible) that covers your organisation against child abuse. Organisations which deliver services to children must be an incorporated separate legal entity and provide evidence of appropriate insurance that covers child abuse.	N/A	As required	As required	As required

SUPPORTING DOCUMENTATION	SAFETY AND OPERATIONAL EQUIPMENT	VOLUNTEER AND OFFICIAL TRAINING	WOMEN AND GIRLS PARTICIPATION	EVENTS AND ACTIVITIES
<p>Declaration letter if organisation uses a third-party grant writer</p> <p>Where organisations use a third-party grant writer a declaration letter on club letterhead acknowledging they have reviewed and accept the content of the application submitted must be submitted with applications.</p>	Mandatory	Mandatory	Mandatory	Mandatory
<p>Completed Fair Play Code Form for Tenants from all applicant clubs and/or associations (formerly Victorian Code of Conduct for Community Sport) https://sport.vic.gov.au/publications-and-resources/community-sport-resources/fair-play-code</p>	Mandatory	Mandatory	Mandatory	Mandatory
Event Plan	N/A	N/A	As required	Mandatory
Event Budget (draft budgets will be accepted)	N/A	N/A	As required	Mandatory
Evidence of confirmation of other funding sources for event (e.g. letter from event partner)	N/A	N/A	Desired	Desired
Previous event reports or evaluations	N/A	N/A	Desired	Desired
Marketing Plan / Social Media Strategy	N/A	Desired	Desired	Desired

11.



APPLICATION PROCESS FOR MOTORSPORT CLUB ASSISTANCE CATEGORY

11.1 How to apply for Motorsport Club Assistance funding

Step 1: Check your eligibility

Check the detailed information contained in these guidelines to see if your organisation and your proposed project is eligible for funding.

We recommend discussing your project with your club's governing body and Sport and Recreation Victoria who can provide:

- advice on the most appropriate funding opportunity
- guidance on the development of projects that have merit, that align with the program's objectives and that are ready to proceed.

Step 2: Apply online using DJPR Grants portal

Applicants must respond to the specific assessment criteria of the Motorsport Club Assistance Category and send all mandatory supporting documentation outlined in Section 10 via the DJPR Grants portal.

Submitting your application online through the DJPR Grants portal ensures it is received by Sport and Recreation Victoria immediately, and can be processed.

When completing your project budget, applicants **must provide total project costs excluding GST**. Further important information on GST impacts to your grant are detailed in Section 19.2 of the Terms and Conditions.

Applicants may submit responses to the assessment criteria via the applications link on the [Community Motorsport Program Webpage](#) to the following streams.

- Stream 1: Safety and Operational Equipment
- Stream 2: Volunteer and Official Training
- Stream 3: Women and Girls Participation
- Stream 4: Events and Activities

To be considered for funding from the Motorsport Club Assistance Category, application(s) must be submitted by 5.00pm on the day the assessment period closes as outlined in section 11.4 of these guidelines.

Applications submitted after the closing date will not be considered, unless written approval from Sport and Recreation Victoria has been obtained before the closing date which will only be granted under exceptional circumstances (e.g. significant technology disruptions).

Step 3: Submitting Supporting Documentation

Please refer to the table in Section 10 to identify the supporting documentation required to be submitted as part of your application.

When preparing your documentation for submission, please ensure all files/documents are clearly named and labelled (e.g. Project Name - Plans, Project Name - Costs, etc.).

Supporting documentation may be attached to your application via the DJPR Grants portal.

If you require assistance with applying online, please call the DJPR Call Centre on 1800 325 206 between 9.00am and 5.00pm, Monday to Friday or email motorsport@sport.vic.gov.au.

11.2 How will Motorsport Club Assistance applications be assessed?

Applications will be assessed according to the assessment period in which they are submitted, as detailed in section 11.4. The final round of the program closes at 5:00pm on 30 June 2022, and applications received after this date will not be considered.

All eligible applications will be assessed against the assessment criteria for each funding stream as specified in the relevant section.

Applications must address all assessment criteria and provide mandatory supporting documentation.

The department reserves the right not to assess an application should insufficient information be provided, including inadequate supporting documentation.

The Minister for Community Sport's decision regarding funding is final and no further correspondence shall be entered into regarding such decisions. However, applicants can seek feedback on unsuccessful applications from Sport and Recreation Victoria.

11.3 How will Motorsport Club Assistance applications be prioritised?

Priority will be given to applications that:

- Are submitted under *Stream 3: Women and Girls Participation*
- Increase/promote/sustain any participation/training in communities or population groups with existing low levels of participation in motorsport (e.g. people with a disability, women and girls, Aboriginal people, culturally and linguistically diverse communities, LGBTIQ+ and older adults)
- Are submitted by organisations located in areas identified with high levels of socio-economic disadvantage supported by 2016 Australian Bureau of Statistics census data or by clubs that can demonstrate circumstances of disadvantage
- Show alignment with Sport and Recreation Victoria's strategic framework, *Active Victoria*
- Support training courses that provide certified accreditation

- Maximise the benefit of the grant by providing opportunities for multiple members to develop skills and participate in training courses
- Involve collaboration between multiple community organisations
- Are submitted by organisations that have not previously received funding under the Motorsport Club Assistance Category.

11.4 Motorsport Club Assistance Category Timelines

Applications to the Motorsport Club Assistance Category will remain open until 5:00pm on 30 June 2022 and will be considered over four assessment rounds. Timelines for the Motorsport Club Assistance Category are detailed below, and **applications must be submitted by 5.00pm at the closure of the Assessment Period.**

ROUND 1

Programs Opens – October 2020

First Assessment Period – includes all applications submitted between 26 October to 21 December 2020

Notification of Outcomes – February/March 2021

ROUND 2

Second Assessment Period – all applications submitted between 22 December 2020 to 21 June 2021

Notification of Outcomes – August/September 2021

ROUND 3

Third Assessment Period – all applications submitted between 22 June 2021 to 21 December 2021

Notification of Outcomes – February/March 2022

ROUND 4

Fourth Assessment Period – all applications submitted between 22 December 2021 to 30 June 2022

Applications Closes – 5:00pm on 30 June 2022

Notification of Outcomes – August/September 2022

12.



INFRASTRUCTURE UPGRADES AND EQUIPMENT CATEGORY

The Infrastructure Upgrades and Equipment Category will help transform motorsport facilities across Victoria by providing funding to upgrade motorsport racing infrastructure and equipment that increase participation opportunities.

Applicants may only submit one application under one of the following streams:

- Stream 1: Facility Equipment
- Stream 2: Minor Infrastructure
- Stream 3: Major Infrastructure

Equipment is defined as necessary items that are predominantly portable and/or mobile in nature. Infrastructure is defined as permanent club facilities and amenities.

As the *Community Motorsport Program* is a competitive grant program, applicants are encouraged to consider requests for equipment or infrastructure which strongly aligns with the program objectives and stream criteria to increase the likelihood of receiving funding.

Sport and Recreation Victoria encourages motorsport clubs to work with their governing body to seek advice and input into the planning and design of proposed facilities along with identifying participation, programming and activation initiatives that strengthen project outcomes.

Motorsport clubs are encouraged to explore and confirm their own funding contribution and those of other stakeholders that demonstrate broad commitment to the project.

Stages of a larger facility development may seek support from the program, providing the stage addresses the program objectives and criteria.

13.



STREAM 1 – FACILITY EQUIPMENT (UP TO \$50,000)

The Facility Equipment stream provides clubs with funding to purchase significant essential equipment utilised by the club to facilitate motorsport participation and improve safety.

Equipment can only be utilised for Motorsport Australia, Motorcycling Australia, Motorcycling Victoria, Karting Australia, Karting Victoria and Australian National Drag Racing Association permitted activities and must adhere to Motorsport Australia, Motorcycling Australia, Karting Australia and the Australian National Drag Racing Association rules, regulations and policies, such as Occupational Health and Safety policies and safety standards.

Equipment purchases can be new or used but, for track maintenance machinery, must be acquired through a registered dealer within 6 months of receipt of grant funding.

Applications for Facility Equipment funding do not require a financial contribution from project stakeholders although, any financial support provided by stakeholders will be highly regarded.

13.1 What types of equipment will be supported?

- Machinery required to maintain or upgrade track facilities (e.g. Grader, Bobcat, Excavator)
- Timing infrastructure and equipment
- Watering equipment for dust suppression
- Motorsport communication equipment / Command centre equipment (e.g. race control radio and public announcement systems)
- Equipment that improves environmental sustainability
- High-cost equipment purchases that facilitate participation.

13.2 What types of equipment won't be supported?

- Requests to purchase or lease vehicles (e.g. safety car, competition or training vehicles)
- Equipment purchases where the primary purpose is to improve the general amenity of a facility rather than supporting participation outcomes
- Large quantities of low-cost participant equipment such as helmets that can be supported through the Motorsport Club Assistance Category
- Competitor and pit crew racing equipment
- Requests for retrospective funding where equipment has already been purchased
- Requests for items damaged by vandalism, theft, fire or any natural disaster where these should have been covered by the appropriate insurance
- Requests for equipment that does not comply with Motorsport Australia, Motorcycling Australia, Karting Australia and the Australian National Drag Racing Association standards or relevant Australian standards
- Administrative related equipment including IT systems that can be supported through the Motorsport Club Assistance Category
- CCTV or security systems.

14.



STREAM 2 – MINOR INFRASTRUCTURE (UP TO \$100,000)

The Minor Infrastructure stream supports clubs to deliver low-cost infrastructure upgrades that complement or increase motorsport participation, programming and events. The stream will consider permanent infrastructure upgrades that improve track facilities and safety standards.

Applications to the Minor Infrastructure stream require a **mandatory minimum co-contribution of 10 per cent of the requested grant amount from project stakeholders**. For example, a project requesting a grant of \$100,000 requires a \$10,000 (exclusive of GST) co-contribution from project stakeholders.

Applicants may claim in-kind expenses up to a maximum of 50 per cent of the mandatory co-contribution. For example, a project with a mandatory co-contribution of \$10,000 could be made up of \$5,000 of in-kind works and \$5,000 cash.

Applicants should include a minimum of 10 per cent contingency into their project costings to allow for any increased costs. The applicant will be responsible for financing any cost escalation after an application has been lodged.

Applicants may seek project management and non-construction expenses of up to 7.5 per cent of the total project cost (exclusive of GST). Appropriately qualified project managers should be engaged where this funding is utilised.

Successful applicants must complete their project/s within 18 months of receipt of grant funding.

14.1 What types of Minor Infrastructure projects will be supported?

Development of new or upgrade of existing infrastructure, which complements or increases participation opportunities or safety, including but not limited to:

- Track and surface upgrades
- New or upgraded female friendly change facilities (refer to [SRV's Female Friendly Infrastructure Guidelines](#))
- Irrigation and drainage to improve facility performance
- Training and driver education facilities
- Facilities for officials (e.g. start and finish line infrastructure, event control centre)
- Pit lane infrastructure upgrades
- Multi-purpose clubrooms and building upgrades that incorporate female friendly facilities
- Prefabricated/modular buildings
- Accessibility upgrades to track facilities
- New or upgraded track lighting including conversion to LED for night events
- Infrastructure which improves driver, club member and spectator safety (e.g. safety barriers and track fencing)

- Public toilet facilities
- Storage upgrades and developments
- Infrastructure which improves environmental sustainability and management (e.g. wash bay areas, water harvesting and water storage facilities)
- Connections to utilities including power and water.

14.2 What types of Minor Infrastructure projects won't be supported?

- In general, areas designated as licenced areas within a proposed facility will not be eligible for funding
- Upgrades of a general amenity such as cosmetic works to buildings, including painting, replacing carpets/flooring, etc.
- Buildings considered temporary or not permanent in nature or intended use
- Repair of facilities damaged by vandalism, fire or other natural disasters where the damage can be fully covered by insurance
- Projects that do not meet relevant sport or Australian Standards (e.g. lighting projects). Facilities that do not comply with the sport standard must seek exemption from the relevant sporting organisation to be supported by the Program
- Requests for retrospective funding, where projects have commenced construction or are completed prior to the execution of a Funding Agreement (construction includes, but is not limited to demolition, site clearing, earthworks, building works and any form of early works)
- Requests for ongoing operational costs such as, but not limited to, salaries, electricity, water, asset maintenance and other utilities
- Routine or ongoing maintenance activities
- Purchase of assets (including buildings or vehicles)
- The purchase of land (in general, the land on which the facility development is proposed will be municipal property, a Crown reserve, land owned by a public authority, or land held for public purposes by trustees)
- CCTV or security systems that are specific to non-track infrastructure (e.g. clubrooms).

15.



STREAM 3 – MAJOR INFRASTRUCTURE (\$100,001 - \$500,000)

The Major Infrastructure stream supports clubs to deliver major infrastructure projects that increase a club's capacity to host motorsport activities, competition or events. The stream will focus on fixed infrastructure that, once delivered, provides greater opportunities for motorsport participation.

Applications to the Major Infrastructure stream require a **mandatory minimum co-contribution of 20 per cent of the requested grant amount from project stakeholders**. For example, a project requesting a grant of \$200,000 would require a \$40,000 (exclusive of GST) co-contribution from project stakeholders.

Applicants may claim in-kind expenses up to a maximum of 50 per cent of the mandatory co-contribution. For example, a project with a mandatory co-contribution of \$40,000 could be made up of \$20,000 of in-kind works and \$20,000 cash.

Applicants should include a minimum of 10 per cent contingency into their project costings to allow for any cost over runs. The applicant will be responsible for financing any cost escalation after an application has been lodged.

Applicants may seek project management and non-construction expenses of up to 7.5 percent of the total project cost (exclusive of GST). Appropriately qualified project managers should be engaged where this funding is utilised.

Successful applicants must complete their project/s within 18 months of receipt of grant funding.

15.1 What types of Major Infrastructure projects will be supported?

Development of new or upgrade of existing infrastructure which directly impacts participation opportunities or safety such as:

- Major track and surface upgrades
- New or upgraded female friendly change facilities (refer to [SRV's Female Friendly Infrastructure Guidelines](#))
- Irrigation and drainage to improve facility performance
- Training and driver education facilities
- New or upgraded track lighting infrastructure for night events
- Multi-purpose clubroom and building upgrades that incorporate female friendly facilities
- Infrastructure which improves driver, club member and spectator safety (e.g. safety barriers and track fencing).

15.2 What types of Major Infrastructure projects won't be supported?

- Upgrading or redeveloping of kitchen/canteens, administration office, car parking, public toilets except as part of a larger project that meet the objectives of the fund
- In general, areas designated as licenced areas within a proposed facility will not be eligible for funding
- Buildings considered temporary or not permanent in nature or intended use
- Upgrades of general amenity such as cosmetic works to buildings including painting, replacing carpets/flooring etc
- Repair of facilities damaged by vandalism, fire or other natural disasters where the damage can be fully covered by insurance
- Projects that do not meet relevant sport or Australian Standards (e.g. lighting projects). Facilities that do not comply with the relevant Australian Standard must seek exemption from the relevant sporting organisation to be supported by the Program
- Requests for retrospective funding, where projects have commenced construction or are not completed prior to the execution of a Funding Agreement (construction includes, but is not limited to demolition, site clearing, earthworks, building works and any form of early works)
- Requests for ongoing operational costs such as, but not limited to, salaries, electricity, water, asset maintenance and other utilities
- Routine or ongoing maintenance activities
- Purchase of assets (including buildings or vehicles)
- The purchase of land (in general, the land on which the facility development is proposed will be municipal property, a Crown reserve, land owned by a public authority, or land held for public purposes by trustees)
- CCTV or security systems.

16.



ASSESSMENT CRITERIA FOR THE INFRASTRUCTURE UPGRADES AND EQUIPMENT CATEGORY

The following assessment criteria questions will need to be addressed as part of a club's application for funding. Weightings are provided to indicate the relative importance of criteria.

Stream 1 - Facility Equipment - Assessment Criteria

CRITERIA	WEIGHTING	QUESTIONS
MEETING NEED	30%	1. Explain in detail why the equipment is required?
IMPROVING SAFETY AND/OR PARTICIPATION	40%	2. How will the new equipment be used to improve motorsport participation and/or safety? Detail any impact on future motorsport activities or programs.
MAINTAINING AND USING EQUIPMENT SAFELY	20%	3. How will you ensure the correct and safe use of this equipment? 4. How will the equipment be stored and maintained to ensure asset protection and longevity?
VALUE FOR MONEY	10%	5. How does your proposal represent value for money?

Stream 2 - Minor Infrastructure - Assessment Criteria

CRITERIA	WEIGHTING	QUESTIONS
MEETING NEED	30%	<ol style="list-style-type: none"> 1. Explain in detail why the project is required and how it impacts motorsport participation. 2. Detail the project scope and how it will address the motorsport participation issue/s identified.
IMPROVING PARTICIPATION	40%	<ol style="list-style-type: none"> 3. Detail the future motorsport participation, programming and events that will benefit from this project. This should include new opportunities to improve inclusion and diversity by under-represented groups outlined in <i>Active Victoria</i>.
STAKEHOLDER ENGAGEMENT	10%	<ol style="list-style-type: none"> 4. Detail the consultation process undertaken with the community and project stakeholders and its outcomes to demonstrate support for the project and proposed outcomes.
PROJECT READINESS	20%	<ol style="list-style-type: none"> 5. Outline the planning undertaken so far to demonstrate project readiness. Including the development of plans, sourcing of project costs and relevant planning approvals (e.g. permits). <p>* The quality of supporting documentation will also be considered in assessing this criterion.</p>

Stream 3 - Major Infrastructure - Assessment Criteria

CRITERIA	WEIGHTING	QUESTIONS
MEETING NEED	30%	<ol style="list-style-type: none"> 1. Explain in detail why the project is required and how it impacts motorsport participation. 2. Detail the project scope and how it will address the motorsport participation issue/s identified.
IMPROVING PARTICIPATION	40%	<ol style="list-style-type: none"> 3. Detail the future motorsport participation, programming and events that will result from the project. This should include new opportunities to improve inclusion and diversity by under-represented groups outlined in <i>Active Victoria</i>.
STAKEHOLDER ENGAGEMENT	10%	<ol style="list-style-type: none"> 4. Detail the consultation process undertaken with the community and project stakeholders and its outcomes to demonstrate support for the project and proposed outcomes.
PROJECT READINESS	20%	<ol style="list-style-type: none"> 5. Outline the planning undertaken so far to demonstrate project readiness. Including the development of plans, sourcing of project costs and planning permits. 6. What planning will be put in place to ensure sound project management? <p>* The quality of supporting documentation will also be considered in assessing this criterion.</p>

17



SUPPORTING DOCUMENTATION REQUIREMENTS

Applicants are required to provide evidence and supporting documentation for every application. The below table details the mandatory and desired documents required for each stream of the Infrastructure Upgrades and Equipment Category.

Desired documents are not a requirement but providing them demonstrates that further planning has been undertaken and that the project is in a state of readiness. Given the high-level of demand for competitive grants, providing desired documents can increase the chances of projects being considered ready for funding.

SUPPORTING DOCUMENTATION	FACILITY EQUIPMENT	MINOR INFRASTRUCTURE	MAJOR INFRASTRUCTURE
Clubs must submit a minimum of two quotes for equipment purchases with their application that have a clear, identifiable cost and comply with relevant safety standards	Mandatory	N/A	N/A
Completed Fair Play Code Form for Tenants from all clubs and/or associations that are tenants of the facility (formerly Victorian Code of Conduct for Community Sport) https://sport.vic.gov.au/publications-and-resources/community-sport-resources/fair-play-code	Mandatory	Mandatory	Mandatory
Evidence of project cost (ex GST): <ul style="list-style-type: none"> Total Project Cost under \$1 million (ex GST): Quotes (two minimum), quantity survey report or an independent qualified expert report are acceptable. Total Project Cost over \$1 million (ex GST): Quantity survey or independent qualified expert report are acceptable 	Mandatory	Mandatory	Mandatory
Evidence of confirmed financial co-contributions (this includes bank statements demonstrating financial capacity for the co-contribution and a letter/ letters from an authorised representative confirming the co-contribution). Note: Organisations not registered for GST will need to be able to evidence ability to pay GST costs in addition to the minimum co-contribution required for Minor and Major Infrastructure requests.	Mandatory if applicable	Mandatory	Mandatory

SUPPORTING DOCUMENTATION	FACILITY EQUIPMENT	MINOR INFRASTRUCTURE	MAJOR INFRASTRUCTURE
Concept plans which include a scale and identify the proposed project location on site	N/A	Mandatory	N/A
Site specific schematic plans developed with stakeholder input. Plans should include a scale, clear dimensions and measurements and identify the proposed project location on site	N/A	N/A	Mandatory
Letters of support from clubs/organisations that indicate the project scope, funding contribution and how the group either supports or benefits from the project. Note: letters of support from State Sporting Associations are not required	Desired	Mandatory	Mandatory
Landowner support and approval letter for the proposed project works	N/A	Mandatory	Mandatory
Evidence of tenure over the site <ul style="list-style-type: none"> Where you own the land, copy of land title or rates notice Where you lease the land, copy of lease agreement. Note: sufficient tenure over land is a requirement. 	N/A	Mandatory	Mandatory
* Audited Financial Reports for the last three financial years. This should be the 'final accounts' with Directors' Report and Declaration and should include: <ul style="list-style-type: none"> Profit and Loss Statement Balance Sheet Cash Flows Notes to the accounts. 	N/A	Mandatory	Mandatory
Attach evidence that an Aboriginal Heritage Planning Tool (<i>Aboriginal Heritage Act 2006</i>) has been completed	N/A	Mandatory	Mandatory
Project Management Framework (template provided)	N/A	N/A	Mandatory
Completed in-kind and voluntary labour support form (template provided)	N/A	Mandatory If applicable	Mandatory If applicable
Copies of any relevant planning / building permits related to the project	N/A	Mandatory If applicable	Mandatory If applicable
Detailed area schedule for prefabricated / modular construction projects	N/A	Mandatory If applicable	Mandatory If applicable
Lighting Plans (including lux charts that are site specific - for lighting infrastructure projects)	N/A	Mandatory If applicable	Mandatory If applicable
Copies of any relevant club policies relating to the use of the equipment, OHS and/or safety standards	Desired	N/A	N/A
Project Governance Framework (template provided)	N/A	Desired	Desired
Detailed Schedule of Use (template provided)	N/A	Desired	Desired
Site investigation reports (where available)	N/A	Desired	Desired
Business or Feasibility Planning Documents	N/A	Desired	Desired

*If the latest financial report is more than six months old, the most recent management/interim accounts of the above reports should be provided. If the applicant's accounts are not audited, unaudited accounts from their Accountant will be accepted.

18



APPLICATION PROCESS FOR INFRASTRUCTURE UPGRADES AND EQUIPMENT CATEGORY

18.1 How to apply for Infrastructure Upgrades and Equipment funding

Step 1: Check your eligibility

Check the detailed information contained in these guidelines to see if your organisation and your proposed project is eligible for funding.

We recommend discussing your project with a representative from your club's corresponding governing body and Sport and Recreation Victoria who can provide:

- advice on the most appropriate funding opportunity for project
- guidance on the development of projects that have merit, that align with the program's objectives and that are ready to proceed
- high-level design advice.

Step 2: Apply online using DJPR Grants portal

Applicants must respond to the specific assessment criteria of their nominated stream via the DJPR Grants portal and send all mandatory supporting documentation outlined in Section 17 to motorsport@sport.vic.gov.au.

Applicants may submit responses to the assessment criteria via the applications link on the [Community Motorsport Program Webpage](#) to one of the following streams.

- Stream 1: Facility Equipment
- Stream 2: Minor Infrastructure
- Stream 3: Major Infrastructure

When completing your project budget, applicants **must provide total project costs excluding GST**. Further important information on GST impacts to your grant are detailed in Section 19.2 of the Terms and Conditions.

Submitting your application online through the DJPR Grants portal ensures it is received by Sport and Recreation Victoria immediately, and can be processed in the most efficient way.

Application(s) must be submitted by 5:00pm on Monday, 21 December 2020.

Applications submitted after the closing date will not be considered, unless written approval from Sport and Recreation Victoria has been obtained before the closing date which will only be granted under exceptional circumstances (e.g. significant technology disruptions).

Step 3: Submitting Supporting Documentation

Please refer to the table in Section 17 to identify the supporting documentation required to be submitted as part of your application.

When preparing your supporting documentation for submission, please ensure all files/documents are clearly named and labelled (e.g.: Project Name - Plans, Project Name - Costs, etc.).

When you are ready to submit your supporting documentation, please zip all files/documents into one compressed folder and email to motorsport@sport.vic.gov.au quoting your club name and project name in the subject line of your email. Please see instructions below if you are unsure on the process of zipping files into compressed folders.

The size limit of attachments that can be sent via email is between 20mb to 30mb. If your files combined exceed this, you will need to split the documents into parts and email them separately (e.g.: Part 1 – Project Name, Part 2 – Project Name, etc.).

Zipping files instructions

Once you have collated all your files/documents in one location, select all files using your mouse. Then right click the mouse, select Send to and then select Compressed (zipped) folder. This will prompt a Save window allowing you to save all selected files into a compressed folder.

If you require assistance with applying online, please call the DJPR Call Centre on 1800 325 206 between 9.00am and 5.00pm, Monday to Friday or email motorsport@sport.vic.gov.au.

18.2 How will Infrastructure Upgrades and Equipment applications be assessed?

All eligible applications will be assessed against the assessment criteria for each funding stream as specified in the relevant section.

An application must address all assessment criteria and provide all mandatory supporting documentation.

The department reserves the right not to assess an application should insufficient information be provided, including inadequate supporting documentation.

The Minister for Community Sport's decision regarding funding is final and no further correspondence shall be entered into regarding such decisions. However, applicants can seek feedback on unsuccessful applications from Sport and Recreation Victoria.

18.3 How will Infrastructure Upgrades and Equipment applications be prioritised?

Priority will be given to Equipment and Infrastructure applications that will:

- Increase motorsport programming and activities for juniors, women, girls and under-represented groups with existing low levels of participation in sport and physical activity (i.e. people with a disability, women and girls, disengaged young people, Aboriginal people, culturally and linguistically diverse communities, LGBTIQ+ and older adults).
- Demonstrate strong project readiness including well defined plans, detailed and clear costings, confirmed funding co-contributions and all permits have been obtained.
- Supports clubs in areas with high levels of socio-economic disadvantage or that have experienced significant impact of COVID-19, natural disasters and communities experiencing strong population growth.
- Improve environmental sustainability.
- Include significant confirmed funding co-contributions from project stakeholders.
- Incorporate consideration of Universal Design principles (refer to the *Design for Everyone Guide* available at www.sport.vic.gov.au).
- Demonstrate economic uplift in the form of job creation during construction and operations, non-government investment in the facility and participant and event attraction.

18.4 Infrastructure Upgrades and Equipment Category Timelines

Applications to the Infrastructure Upgrades and Equipment Category will close at **5.00pm on Friday 21 December 2020**. An additional round of funding will be dependent on the demand for funding and number of meritorious applications received in Round One. Timelines for the Infrastructure Upgrades and Equipment Category are detailed below.

Programs Opens – October 2020

Applications Close – 21 December 2020

Notification of Outcomes – March/April 2021.

19.



CONDITIONS THAT APPLY TO APPLICATIONS AND FUNDING

19.1 Funding Agreements

Funding Agreements establish the parties and their commitments and obligations to each other and set out the terms and conditions of funding.

A Funding Agreement is required to be executed (signed) by both parties. The Agreement sets out the:

- activity details and funding amounts
- agreed milestones and payments
- outcomes reporting and other reporting requirements
- acknowledgement and publicity requirements
- other activity specific requirements.

The following conditions will apply to activities that receive a grant:

- Remain affiliated for the duration of the project being delivered and covered by the governing body insurance scheme.
- Funds must be spent on the project as described in the funding application and outlined in the Funding Agreement, unless changes are agreed to in writing. Variations to the project will need to be agreed with the Department of Jobs, Precincts and Regions. Some scope changes may require the approval of the Minister for Community Sport.
- The grant recipient will ensure that works comply with the standards and facility guidelines provided by governing bodies.

- An independent audit opinion is required upon completion of all grants of \$250,000 or more. Costs related to this audit opinion can be claimed within the maximum 75% of requested grant funds allowable for non-construction costs.
- The Department of Jobs, Precincts and Regions reserves the right to add milestones or requirements to Funding Agreements that obligate the recipient to meet as a result of the funding provided through this program.
- Projects must be completed within the prescribed timeframe of the Funding Agreement. Any unspent funds must be returned to the Department of Jobs, Precincts and Regions.
- Grant recipients are obliged to liaise with Sport and Recreation Victoria on the progress of funded projects, as requested throughout the life of projects.
- Grant recipients must obtain the relevant permits and approvals from the appropriate authorities.
- Grant recipients will be responsible for ensuring the project adheres to all Occupational Health and Safety regulations and other applicable laws.
- Grant recipients funded to deliver services to children must be an incorporated separate legal entity that can be sued in child abuse proceedings and be appropriately insured against child abuse.

- Clubs who are grant recipients must adhere to and enforce the Fair Play Code (or) their relevant state sporting association code of conduct/member protection policy, which incorporates the Fair Play Code. Grant recipients must adhere to and enforce the code during the life of the project and agree to carry out its requirements.
- Applicants must be aware that it is a requirement of this grant that, if an institution has been named in an application or receives a Notice of Redress Liability, they must join or intend to join the National Redress Scheme (the Scheme). Further information about the Scheme can be found at <https://www.nationalredress.gov.au/about>.
- Funding will not be provided to an organisation that has been notified by the National Redress Scheme Operator that it was named in an application prior to 1 July 2020 and does not join or intend to join the Scheme by 31 December 2020.
- As an incorporated separate legal entity, applicants must be able to be sued in child abuse proceedings and be appropriately insured against child abuse if the funding is for the delivery of services to children. Further information about this requirement can be found <https://www.justice.vic.gov.au/safer-communities/protecting-children-and-families/organisations-providing-services-to-children-new>.
- Applicants must comply with the expectations of the Victorian Anti-doping Policy 2012 found at <https://sport.vic.gov.au/publications-and-resources/integrity-sport/anti-doping>.

A request to vary the timing of an approved project must be discussed with your Sport and Recreation Victoria contact before submitting your request or commencing works. Timing variation approval is at Sport and Recreation Victoria's discretion and may lead to a reduction or cancellation of the grant depending on the change in timing.

A request to vary the scope of an approved project can only be approved by the Minister for Community Sport. A formal process and documentation to request a change of scope is provided on Sport and Recreation Victoria's website.

Grant recipients may be required to contribute information on activity outcomes for use in outcomes reporting, program evaluation reviews or Department of Jobs, Precincts and Regions publications, 12 months after project acquittal.

Terms and Conditions in Funding Agreements are not negotiable.

19.2 Grants and GST

Please note that if your organisation's annual turnover is greater than \$150,000 (non-profit organisations), then you are required by the Australian Tax Office to be registered for the GST. Your organisation needs to consider the impact of the grant in relation to this threshold (source: www.ato.gov.au).

All application budgets must provide the GST exclusive cost of the project.

For successful applicants, that are registered for GST, the Department of Jobs, Precincts and Regions will pay 10% GST amount on top of the approved funding.

For successful applicants that are NOT registered for GST, the Department of Jobs, Precincts and Regions will only pay the approved GST exclusive funding amount and will not pay any GST on top of the approved funding.

Organisations that are NOT registered for GST need to consider that when paying expenses for their funded project, that most expenses will incur GST.

The approved funding cannot be used to pay the GST component of expenses and this can result in a potential project budget shortfall. As such, all organisations not registered for GST will be required to incur the GST costs associated with the delivery of the project.

This GST contribution for non-registered GST organisations is over and above the minimum co-contribution requirements for the Infrastructure Upgrades and Equipment Category.

Grant recipients without an Australian Business Number (ABN) must provide a completed Statement by a supplier form so that no tax is withheld from any grant payments.

19.3 Voluntary Labour and In-kind Support

Applicants may claim in-kind or voluntary labour support expenses to a maximum of 50 per cent of the total project cost for only *Community Motorsport Infrastructure Upgrades*.

In-kind and voluntary support are contributions to a project other than money. Many projects are assisted through different groups within the community. Some support can be in-kind in nature like voluntary labour or donated materials.

For more information on what constitutes in-kind support or how to calculate its value, please visit the [in-kind and voluntary support page](#).

19.4 Payments

Payments will be made upon agreed milestones within the Funding Agreement. Payments will be made if:

- the Funding Agreement has been executed by both parties.
- milestones have been achieved to the department's satisfaction including provision of required/requested information and reports to the satisfaction of the department.
- other Terms and Conditions of funding continue to be met.

19.5 Acknowledging the Government's support and promoting success

Successful applicants are required to acknowledge the Victorian Government's support through the provision of a grant from the *Community Motorsport Program*. Promotional guidelines form part of the Funding Agreement and include the requirement that all activities acknowledge Victorian Government support through logo presentation on any activity-related publications, media releases and promotional material; and/or placing a Victorian Government endorsed sign at the site of infrastructure activities or banner for events supported by the program.

Successful applicants must liaise with Sport and Recreation Victoria to coordinate any events or announcements related to the activity. Successful applicants may be required to contribute information on activity outcomes for the state to use in communication materials.

Successful applicants may be required to contribute information on activity outcomes for use in program evaluation reviews or the department's marketing materials.

19.6 Privacy

The Department of Jobs, Precincts and Regions is committed to protecting your privacy. We collect and handle any personal or health information about you or a third party in your application, for the purpose of administering your grant application and informing the public of successful applications.

In order for us to administer your grant application effectively and efficiently, we may need to disclose your personal or health information with others for the purpose of assessment, consultation, and reporting. This can include departmental staff, Members of Parliament and their staff, external experts, such as members of assessment panels, or other government departments. If you intend to include personal information about third parties in your application, please ensure that they are aware of the contents of this privacy statement.

Any personal information about you or a third party in your correspondence will be collected, held, managed, used, disclosed or transferred in accordance with the provisions of the *Privacy and Data Protection Act 2014* (Vic) and other applicable laws.

To obtain a copy of the Department of Jobs, Precincts and Regions Privacy Policy, please email privacy@ecodev.vic.gov.au. For information about how to access information about you held by the Department of Jobs, Precincts and Regions, please email privacy@ecodev.vic.gov.au.

19.7 Conditions of Applying

Applicants may be subject to audit by the Victorian Government or its representatives and will be required to produce evidence at the request of the Victorian Government for a period of four years after the grant has been approved.

An organisational representative must be designated to manage the project and provide information to the department in line with the Funding Agreement.

If any information in applications is found to be false or misleading, or grants are not applied for the purposes of the businesses in accordance with the terms of funding as set out in these guidelines and attached application, the grant will be repayable on demand.

20.



RESOURCES AND ADDITIONAL INFORMATION

Additional guidelines, tools and resources can be found on the Sport and Recreation Victoria website to support your Application. These include:

- [SRV's Female Friendly Infrastructure Guidelines](#)
- [Universal Design \(Design for Everyone Guide\)](#)
- [Environmentally Sustainable Design](#)
- [Schedule of Use](#)
- [Project Management Framework](#)
- [Project Governance Framework](#)
- [Voluntary Labour and In-kind Support](#)
- [Fair Play Code \(formerly Victorian Code of Conduct for Community Sport\)](#)
- [Cultural Heritage Management Plans \(Aboriginal Heritage Regulations 2018\)](#)

20.1 Motorsport Governing and State Body policies and guidelines

Motorsport Australia, Motorcycling Australia, Motorcycling Victoria, Karting Australia, Karting Victoria and the Australian National Drag Racing Association has policies, guidelines, tools and resources that are encouraged to be referred to when clubs are developing their applications. These include but are not limited to:

- [Motorsport Australia Return to Race](#)
- [Motorsport Australia Strategic Plan 2020-2022](#)

- [Motorsport Australia Manual](#)
- [Motorsport Australia Safety and Integrity](#)
- [2020 Manual of Motorcycle Sport](#)
- [2020 Track Standards Motorcycling Victoria](#)
- [Policies and Bylaws relevant to Motorcycle Sport](#)
- [Motorcycling Australia National Recreation Policy Guidelines and Requirements for Event Promoters](#)
- [Karting Australia Strategic Plan 2019-2022](#)
- [Karting Australia Policies](#)
- [Karting Australia Rules, Regulations and Technical](#)
- [Karting Australia Circuit Construction Safety Guide](#)
- [Karting Australia Regulations](#)
- [Karting Victoria - Victorian State Regulations](#)
- [ANDRA Rulebook and Rulebook Updates](#)
- [ANDRA Supplementary Rulebook](#)
- [ANDRA Technical Policies and Guidelines](#)

Please contact your motorsport representative if you have any issues accessing any documents or require further information.

20.2 Contact

If you have any questions or queries regarding your application, eligibility or the application process, please email Sport and Recreation Victoria at motorsport@sport.vic.gov.au

If you have any question or queries regarding motorsport facility design requirements, programming, activation or any other matters, please contact your motorsport representative.

Sport and Recreation Victoria will review an applicant's past performance and assess whether this is likely to have an impact on the successful delivery of a future project. Organisations are expected to deliver milestones and acquit projects within the prescribed timeframes. Poor past performance will be considered when assessing applications and may be reason for projects not being recommended.

These guidelines are subject to changes at the discretion of the Minister for Community Sport.

Authorised by the Victorian Government
Department of Jobs, Precincts and Regions
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Telephone (03) 9651 9999

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Available at Sport and Recreation Victoria's website
sport.vic.gov.au

