



Ray Harvey Sports Foundation Application for Grant

Objective

The objective of the Ray Harvey Sports Foundation is to give financial assistance to promising young sports people, helping them with the necessary coaching and competitive experience that is required in their chosen sport outside the City of Goulburn.

Please return completed application form to:

Mail to: Attn: Kayleen Pagett
Goulburn Mulwaree Council
Locked Bag 22
Goulburn NSW 2580

Email to: council@goulburn.nsw.gov.au

Closing Date for applications:

Applications are due by 5pm Tuesday 18 September 2018.

You will be advised of the result of your application as soon as possible after the meeting minutes of the relevant Ray Harvey Sports Foundation Committee have been adopted by Council.

Application size:

A completed application must be of a MAXIMUM of eight (8) pages in length.

Reporting:

As from 1 January 2012, all successful funding applicants are required to provide a brief written report to the Ray Harvey Sports Foundation on how the Ray Harvey funding assisted the applicant to achieve their sporting outcomes. Please provide this report to the Foundation, via Council, within two (2) months of expending the grant.

More information:

Further enquiries relating to the Ray Harvey Sports Foundation can be made by phoning Kayleen Pagett on 4823 4538 or by email council@goulburn.nsw.gov.au.

Priority will be given to:

- Participation in recognised coaching schools or clinics
- Participation in organised competitions or carnivals outside Goulburn Mulwaree for the purpose of gaining experience
- Representatives of Australia in a recognised sport

Are you Eligible or Ineligible?	
Eligible	Ineligible
<ul style="list-style-type: none"> ▪ Applications from recognised sporting organisations/associations or individuals ▪ Applications which meet the objective of the Foundation and organisations that comply with the guidelines ▪ Youth, male or female, 12 years to a maximum age of 18 years in the year of application ▪ Sporting organisations for the target age group ▪ Sporting competitions for the target age group ▪ Organisations/individuals delivering coaching to the target age group ▪ If the applicant has previously received funding from the Ray Harvey Sports Foundation, the applicant must have satisfied the funding requirements of the Ray Harvey Sports Foundation policy, including a written report provided to Council 	<ul style="list-style-type: none"> ▪ Organisations that are not recognised sporting organisations/associations ▪ Projects that cannot demonstrate a need or will not ensure access for all residents of Goulburn Mulwaree ▪ State and Federal Government Departments ▪ Funding requests for participation in past events other than those that have occurred during a changeover in sporting seasons and between funding rounds ▪ Requests benefiting groups/organisations or residents outside Goulburn Mulwaree ▪ Individuals outside the target age group ▪ Organisations for sport outside the target age group ▪ Sporting competitions outside the target age group ▪ Coaching outside the target age group

(Refer to Policy Document attached to this form for more details)

Applicant Details (note application to be maximum of 8 pages)			
Name			
Address			
Age and Date of Birth			
Has the applicant received funding from the Ray Harvey Sports Foundation previously?	Yes / No	If 'yes', please note date and amount received:	
	Have you provided a brief written report to the Foundation detailing how the funds were expended, as per the <i>Ray Harvey Sports Foundation Policy</i>?	Yes / No	Comment:
Sport			
Years in the Sport			
Standard Achieved (Please include supporting documentation)			
School Attended			
Contact Person		Contact Phone No.	
Email address			

Purpose for which grant is requested (Including details of coaching schools etc.)

Amount Applied for
\$

Details of Costing for Above (Include supporting documentation if possible – clothing and equipment excluded)

Full Details of Clinic/Competition to be Attended (Please include supporting documentation)

Awards Received (Please include supporting documentation)

Current Coach / Trainer

Application Supported by a Goulburn Sporting Organisation or Association Including Referees (Letter of support MUST be attached)

Applicant Signature	
Applicant Signature	
Applicant Name	
Parent / Guardian name	
Parent / Guardian signature	
Date	

NOTE – as from 1 January 2012, all successful funding applicants are required to provide a brief written report to the Ray Harvey Sports Foundation on how the Ray Harvey funding assisted the applicant to achieve their sporting outcomes. Please provide this report to the Foundation, via Council, within two (2) months of expending the grant.

For your information, the *Ray Harvey Sports Foundation Charter* is attached below. It is not necessary to include this with your application.



Goulburn Mulwaree Council

Ray Harvey Sports Foundation Committee Charter

Role

The purpose of the Foundation is to give financial assistance to promising young sports people, helping them with the necessary coaching and competitive experience that is required in their chosen sport outside the City of Goulburn.

Legal Status

The Committee is constituted under s355 *Local Government Act 1993*.

Compliance

The Committee and members will be required to comply with applicable Council Policies and statutory requirements. These may include but not be limited to

- Code of Conduct
- Code of Meeting Practice
- Open meetings
- WH&S
- Risk Management
- Privacy
- GIPPA

Resources

The Council will appoint an Executive Officer to each Committee.

The Committee is to be serviced by Council and will be provided with a reasonable amount of assistance in accordance with the annual Operational Plan.

Other Responsibilities

Review the effectiveness and performance of the Committee on an annual basis.

Composition

The Mayor shall be an ex officio member of the Committee. The Committee shall comprise of a nominated

number of Councillors as determined by Council and at least 2 community representatives.

The Chairperson and Deputy Chairperson of the Committee shall be appointed in accordance to Council's Code of Meeting Practice.

The Executive Officer and other staff are not considered members of the committee for the purpose of a quorum and voting.

A senior member of Council's staff will attend all meetings of the Committee and other Council officers will attend at the discretion of the Executive/Director. These staff are not considered members of the committee for the purpose of quorum and voting.

Note. All Councillors will be provided with agendas for all meetings. Any Councillor not a member of the Committee or sub committee has the right to attend any Committee meeting or sub committee meeting (as an observer).

Appointment

Appointments to the Committee will expire with the conclusion of the current Council's term of office.

Removal of a Member

Council reserves the right to remove any Committee member at any time.

Meetings

The Committee will meet at least twice per year. The Council, General Manager or Committee Chair will have the power to call a special meeting at any time to discuss business of an urgent nature.

Reporting

The minutes of every meeting, including recommendations to the Council, will be completed in an approved format, distributed to members, and forwarded to the General Manager's Executive Assistant within three working days of the meeting being held.

Remuneration

No sitting fee will be paid to members of Committees or sub committees.

Insurance

Members of the Committee and sub committees are covered by the Council's insurance policies.

Issues

Two rounds for funding will be advertised annually (approximately September and March of each financial year) with approximately half the available funds being made available in each round.

Priority will be given to applications that clearly meet the selection criteria detailed in the funding principles.

Individuals and organisations are to submit a final report on the expenditure of funds outlining:

- How the funds have been spent
- How the individual or organisation has benefited

Unsuccessful eligible applicants for grants may reapply in a subsequent funding round.

Funding Principles

So that funding is allocated in the most equitable and effective way possible, the following criteria will apply:

1. Recognised sporting organisations/associations and individuals can received funding.
2. Recognised Sporting Organisations and individuals must agree with the general philosophy of the Ray Harvey Sports Foundation. That is, they must support equal opportunity for all Goulburn Mulwaree residents to access their group/organisation/service.
3. Applications must address the objective of the Foundation and comply with the Funding Principles.
4. Applications for funding must be for a specific purpose and funds will only be reallocated by Council resolution.
5. Priority will be given to –
 - 5.1 Participation in recognised coaching schools or clinics.
 - 5.2 Participation in organised competitions or carnivals outside Goulburn Mulwaree for the purpose of gaining experience.
 - 5.3 Representatives of Australia in a recognised sport.
6. Grant funds **must** be expended **within 12 months** of receipt unless otherwise resolved by Council.
7. Where previous funding has been granted under this scheme, the applicant must have fully satisfied the conditions of previous Grants funding agreement to be considered for this round including providing a written report/acquittal on how the Ray Harvey Sports Foundation funds assisted in achieving their sporting outcomes.

8. Before applying for funding please refer to the table below to make sure you are eligible for funding under this scheme:

Eligible	Ineligible
<ul style="list-style-type: none"> ▪ Applications from recognised sporting organisations/associations or individuals. ▪ Applications which meet the objective of the Foundation and organisations that comply with the Funding Principles ▪ Youth, male or female ▪ Target age group 12 years to 18 years at time of application ▪ Sporting organisations for the target age group ▪ Sporting competitions for the target age group ▪ Organisations/individuals delivering coaching to the target age group ▪ If the applicant has previously received funding from the Ray Harvey Sports Foundation, the applicant must have satisfied the funding requirements of the Ray Harvey Sports Foundation charter, including a written report provided to Council. 	<ul style="list-style-type: none"> ▪ Organisations that are not recognised sporting organisations/associations ▪ Projects that cannot demonstrate a need or will not ensure access for all residents of Goulburn Mulwaree ▪ State and Federal Government Departments ▪ Funding requests for participation in past events other than those that have occurred during a changeover in sporting seasons and between funding rounds ▪ Requests benefiting groups/organisations or residents outside Goulburn Mulwaree ▪ Individuals outside the target age group ▪ Organisations for sport outside the target age group ▪ Sporting competitions outside the target age group ▪ Coaching outside the target age group

9. All grants awarded by Council are made on the assumption of honest and full disclosure of information. Evidence of any breach of this trust will make the grant null and void in which case any funds paid under the subject scheme must be returned to Council.
10. No funds will be granted for goods, services or works carried out or purchased in previous year.
11. Grants are made directly to the Sporting Organisation or nominated individual therefore Council cannot pay the supplier directly for goods or services purchased with grant funds. To ensure accountability, all grant funds must go through the individual's / organisation's bank account.

Evaluation

To ensure continuing objectivity in the funding evaluation process the following procedure will be strictly adhered to:

- All applications/requests will be considered on their merits, taking into account the circumstances of each case, the availability of funds and the relevant provisions of the *Local Government Act 1993*, or any other Act or Acts authorising Council to provide grants, subsidies or donations.
- Applications will be initially processed for eligibility in accordance with the Funding Principles.
- Applications will be assessed and ranked by staff for reporting to the Ray Harvey Sports Foundation Committee.
- This assessment will be reported to Council's Ray Harvey Foundation Committee for consideration.
- Applicants may be required to attend a brief interview with the Committee.
- The Committee reserves the right not to award a grant(s).
- The Committee's recommendations will be reported to Council for determination.