



2011 Victalent

"Victalent grants provide more opportunities for sports officials, coaches, athletes and teams in country Victoria to compete or train."

JAMES MERLINO MP
Minister for Sport, Recreation and Youth Affairs



What is Victalent?

Victalent provides a \$500 travel assistance grant to community sport and recreation organisations in rural and regional Victoria to assist athletes, coaches, officials and teams with the travel costs of engaging in training and competition.

Who can apply?

Clubs, organisations and community groups that deliver sport and active recreation may apply for funding for up to two nominees in 2011. The organisation must:

- Be located within regional and rural Victorian local government boundaries as listed on page two.
- Be non-government, not-for-profit and registered as an incorporated body at the time of application and for the project duration. If an applicant organisation is not registered as an incorporated body, it must arrange for a legally constituted organisation to manage the grant funds.
- Have satisfactorily met reporting requirements on any grants received from the Department of Planning and Community Development (DPCD) or its predecessors.

If a regional club does not exist, the relevant state or national sporting association can apply for a *Victalent* grant. Victorian residents living close to the State's borders who do not have reasonable access to a Victorian club should contact their local Regional Sports Assembly for assistance with the application process.

What nominees are eligible?

Organisations submitting a *Victalent* application must ensure that nominees are:

- An athlete, coach, official or team registered as a member(s) of a regional or rural Victorian club and/or State Sporting Association.
- Aged 12 years or older as at 1 January in the year of grant (some exceptions in the sport of gymnastics may be considered).
- Not receiving significant financial or in-kind assistance from the Victorian Institute of Sport or the Australian Institute of Sport or any other State or Federal Government-funded elite athlete or official development program. Holders of a Regional Sports Academy scholarship will be considered for *Victalent*.

What will not be funded?

Victalent grants will not fund the following:

- Travel **prior** to the travel commencement dates listed below. For example, an application for a 2011 Phase 1 project that includes travel that is to commence before 1 January 2011 would be ineligible for funding.
- Applications from schools, hospitals, or individuals.

When should organisations apply?

Applications for 2011 *Victalent* projects will be considered in two assessment phases to respond to community requirements for seasonal sports as detailed in the table below. Applicant organisations are eligible to receive up to two *Victalent* grants in 2011.

	Phase	Travel commencement date	Applications close
2011	1	1 January 2011 – 30 June 2011	30 September 2010
2011	2	1 July 2011 – 31 December 2011	1 March 2011

How will applications be assessed?

Applications will be assessed on the amount of travel to be undertaken within Victoria. Preference will be given to:

- travel to be undertaken for representative sport (state, association or region)
- applicants that have not received a *Victalent* grant in the last two years
- applications involving residents of areas identified as disadvantaged (Neighbourhood Renewal, Community Renewal and Community Building Initiative)
- applications from bushfire affected areas.

What are the funding conditions?

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

- the grant recipient (or funds manager) must enter into a funding agreement with DPCD, which sets out the conditions and reporting requirements
- sports clubs, leagues or associations who are grant recipients must adhere to the *Victorian Code of Conduct for Community Sport*
- the project must be completed within 12 months of receipt of the grant funds. Any unspent funds must be returned to DPCD
- funds must be spent on the project as described in the application. Any variation to the approved project must be submitted to DPCD for approval prior to implementation
- grant recipients (or fund managers) without an Australian Business Number (ABN) must provide a completed Statement by a Supplier form so that no tax is withheld from any grant payment
- grants to recipients (or fund managers) not registered for GST will be made exclusive of GST.

What is the application process?

Applicants are **strongly** encouraged to discuss their application with a DPCD regional office representative prior to submission. Indigenous organisations may also wish to contact an Indigenous Sport and Recreation Officer. For contact details and assistance with your application, please call our **Grants Information Line** on **1300 366 356** (for the cost of a local call) on any weekday between 8.30am and 10.00pm (except Public Holidays).

Applications may be submitted in a number of ways:

- **Preferred method:** Online at www.grants.dpcd.vic.gov.au (including any attachments)
- By email to: grantapplications@dpcd.vic.gov.au
- By fax to: 03 9208 3680
- By mail to: Community Investment Services, Department of Planning and Community Development, GPO Box 2392, Melbourne Vic 3001

Two *Victalent* application forms are attached. Receipt of applications will be acknowledged in writing.

Rural and regional Victoria is defined as within the following local council areas:

Alpine Shire	Gannawarra Shire	Macedon Ranges Shire	South Gippsland Shire
Ararat Rural City	Glenelg Shire	Mansfield Shire	Southern Grampians Shire
Ballarat City	Golden Plains Shire	Mildura Rural City	Strathbogie Shire
Bass Coast Shire	Greater Bendigo City	Mitchell Shire	Surf Coast Shire
Baw Baw Shire	Greater Geelong City	Moira Shire	Swan Hill Rural City
Benalla Rural City	Greater Shepparton City	Moorabool Shire	Towong Shire
Buloke Shire	Hepburn Shire	Mount Alexander Shire	Wangaratta Rural City
Campaspe Shire	Hindmarsh Shire	Moyne Shire	Warrnambool City
Central Goldfields Shire	Horsham Rural City	Murrindindi Shire	Wellington Shire
Colac-Otway Shire	Indigo Shire	Northern Grampians Shire	West Wimmera Shire
Corangamite Shire	Latrobe Shire	Pyrenees Shire	Wodonga City
East Gippsland Shire	Loddon Shire	Borough of Queenscliffe	Yarriambiack Shire

Application form: Victalent

Section 1 Contact Information

Fields marked (*) are mandatory

Part A: Applicant Organisation Details

*Name of Organisation: _____

*Main Street Address: _____

*Town/Suburb: _____ *Postcode: _____ *State: _____

Postal Address (if different from above): _____

Town/Suburb: _____ Postcode: _____ State: _____

Authorised person (a person who is authorised by the organisation to make the application on their behalf.)

*Title: _____ *First name: _____ *Last name: _____

Position: _____

Telephone: _____ Mobile: _____ Fax: _____

Email: _____

Is your organisation registered as an incorporated body? Yes. If Yes, provide Incorporation Number _____

No. If No, you must arrange for an incorporated organisation to manage the grant funds

*Type of Organisation: Incorporated Other If, Other (please specify) _____

Are you an Indigenous Organisation? Yes No

Organisation's Australian Business Number (ABN), if you have one:

Do you need an auspice for this application?

If your organisation is not incorporated, you must arrange for an incorporated organisation to manage the grant funds. This organisation will be the 'auspice' organisation for the application and you will need to provide their details in Part B.

Yes, I need an auspice organisation for this application (Complete Part B: Auspice Organisation Details)

No, I do not require an auspice organisation for this application (Go to Section 2: Project Overview)

Part B: Auspice Organisation Details

Name of Auspice Organisation: _____

Main Street Address: _____

Town/Suburb: _____ Postcode: _____ State: _____

Postal Address (if different from above): _____

Town/Suburb: _____ Postcode: _____ State: _____

Authorised person

Title: _____ First name: _____ Last name: _____

Position: _____

Telephone: _____ Mobile: _____ Fax: _____

Email: _____

Provide Auspice organisation's Incorporation Number: _____

Type of Organisation: Incorporated Other If, Other (please specify) _____

Organisation's Australian Business Number (ABN), if you have one:

Has the auspice organisation agreed to manage the grant on your behalf? Yes No

Section 2 Project Overview

Fields marked (*) are mandatory

*Project Name

Please state the year and phase of your application followed by "Nominee 1" or "Nominee 2" eg. 2011 Phase 1, Nominee 1. **Please note that your organisation may have no more than two nominees in each year.** This project name will be used on all correspondence.

***Benefit Group Details** Who in the community is this project targeting? If the project targets all the community, tick "all".

- All community members
- Children (0-14) Young people (15-24) Adults (25-54) Seniors (54+)
- Male Female
- People with Disabilities
- Indigenous (Aboriginal and /or Torres Strait Islander) CALD (Culturally and linguistically diverse) Refugee Socio-economically disadvantaged
- Committee/decision making volunteers Other volunteers

Where will your project happen? Please provide the location of the nominated individual or team.

Town/Suburb/Area: _____

Local Government Area: _____

***When will your project take place?** See guidelines for allowable project commencement dates.

*Anticipated project start date: _____ / _____ / _____

*Anticipated project completion date: _____ / _____ / _____
(within 12 months of start)

***How will you use the funding?** Estimate the extent of travel you expect the nominee to undertake during the project to engage in training and competition. **Attach additional pages if required.**

Destination (list up to five most common destinations)	Frequency (expected number of visits by nominee to destination)	Purpose of travel (e.g. representative duties, competition, trials, training)	Estimate of total kilometres
Eg. Melbourne	Eg. 12 times per year	Eg. State representative team training	Eg. 1,000km
1			
2			
3			
4			
5			

Declaration

I state that the information in this application and attachments is to the best of my knowledge true and correct. I will notify DPCD of any changes to this information and any circumstances that may affect this application. I acknowledge that DPCD may refer this application to external experts or other government departments for assessment, reporting, advice, comment or for discussions regarding alternative or collaborative grant funding opportunities. I understand that DPCD is subject to the *Freedom of Information Act 1982* and that if a Freedom of Information request is made, DPCD will consult with the applicant before any decision is made to release the application or supporting documentation. I understand that this is an application only and may not necessarily result in funding approval.

*Signature: _____ *Date: _____

*Print name: _____ *Position: _____

(Note: This should be a person with the authority to make the application on behalf of the organisation, eg. Chairperson, Secretary or Treasurer.)

Supporting documents

Please submit the following documents with your application:

- Additional travel details (if required)

Application form: Victalent

Section 1 Contact Information

Fields marked (*) are mandatory

Part A: Applicant Organisation Details

*Name of Organisation: _____

*Main Street Address: _____

*Town/Suburb: _____ *Postcode: _____ *State: _____

Postal Address (if different from above): _____

Town/Suburb: _____ Postcode: _____ State: _____

Authorised person (a person who is authorised by the organisation to make the application on their behalf.)

*Title: _____ *First name: _____ *Last name: _____

Position: _____

Telephone: _____ Mobile: _____ Fax: _____

Email: _____

Is your organisation registered as an incorporated body? Yes. If Yes, provide Incorporation Number _____
 No. If No, you must arrange for an incorporated organisation to manage the grant funds

*Type of Organisation: Incorporated Other If, Other (please specify) _____

Are you an Indigenous Organisation? Yes No

Organisation's Australian Business Number (ABN), if you have one:

Do you need an auspice for this application?

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No, I do not require an auspice organisation for this application (Go to Section 2: Project Overview)

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Name of Auspice Organisation: _____

Main Street Address: _____

Town/Suburb: _____ Postcode: _____ State: _____

Postal Address (if different from above): _____

Town/Suburb: _____ Postcode: _____ State: _____

Authorised person

Title: _____ First name: _____ Last name: _____

Position: _____

Telephone: _____ Mobile: _____ Fax: _____

Email: _____

Provide auspice organisation's Incorporation Number: _____

Type of Organisation: Incorporated Other If, Other (please specify) _____

Organisation's Australian Business Number (ABN), if you have one:

Has the auspice organisation agreed to manage the grant on your behalf? Yes No

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