



# 2014 WORKSAFE AFL VICTORIA COUNTRY GRANTS PROGRAM

*GUIDELINES & APPLICATION FORM*





## WORKSAFE AFL VIC COUNTRY

### Grants Program Guidelines

#### **Aim of the WorkSafe AFL Vic Country Grants Program:**

The WorkSafe AFL Vic Country Grants Program formally provides grants and subsidies to WorkSafe AFL Vic Country Affiliated Leagues, Clubs and Umpiring Groups.

The funding is designed to provide financial assistance to increase the promotion, encouragement and development of Australian Rules football within the WorkSafe AFL Vic Country jurisdiction.

#### **What funding and how much may be applied for:**

The WorkSafe AFL Vic Country Grants Program will provide funding for the following:

- **Computer Purchases**

Designed to assist Leagues, Clubs and Umpiring Associations with the day to day operations of their organisations  
**(Maximum of \$150 including GST)**

- **Jumper Purchase Assistance**

This is available to assist clubs that are changing leagues or forming new teams in purchasing jumpers.  
**(Refer to the appendix for information including rebate rates and conditions).**

- **Responsible Serving Alcohol Course**

The RSA Rebate is designed to assist Clubs with the costs associated for volunteers and administrators to gain RSA accreditation.

**WorkSafe AFL Vic Country will provide a rebate of 50% of course costs to a maximum of \$30 incl. GST per attendee. Please note that this is limited to a maximum of 5 persons per club.**

- **Food Handling Course**

In promoting the practice of safe food handling rebates are available to Clubs whose staff and volunteers gain Food Handling accreditation. **The rebate will be 50% of the course costs to a maximum of \$30 incl. GST per person. Please note that this is limited to a maximum of 5 persons per club.**



### **Who can apply:**

- WorkSafe AFL Vic Country Leagues
- WorkSafe AFL Vic Country Clubs
- WorkSafe AFL Vic Country Umpiring Groups

### **How to apply:**

- Applications must be made on the official application form. All relevant supporting documentation must be attached with the application i.e. Tax Invoices/Quotes.
- Applications should be forwarded to WorkSafe AFL Vic Country FDM in a timely fashion. No applications will be accepted after 1 September in each year

### **Application timeframes and payment:**

- Applications will open on March 1 and close on 1 September in each year. Applications made outside of this timeframe will not be considered.
- Applicants will be notified of a funding decision within 10 working days of receipt of the application.
- A tax invoice will be requested for successful applications and upon receipt, funding will be forwarded in a timely fashion.

### **What are the funding conditions?**

Those successful in receiving funding are required to:

- Use the funds for the specified activity
- Applicants must be financial with WorkSafe AFL Vic Country to have applications approved.
- Advise WorkSafe AFL Vic Country if the course/event/program has been cancelled or goods not delivered and return all monies paid within 7 days.

### **Goods and Services Tax (GST):**

Funding Grants are subject to GST. Applicants who apply for grants will need to provide their Australian Business Number (ABN) and indicate if they are registered for GST on the application form.

#### **A) Applicant has an ABN and is registered for GST**

The applicant will need to supply WorkSafe AFL Vic Country with a tax invoice for the approved amount including GST within 14 days of the approval of the grant.

#### **B) Applicant has an ABN but is not registered for GST**

The applicant will need to supply WorkSafe AFL Vic Country with a tax invoice for the approved amount excluding GST within 14 Days of the approval of the grant.

#### **Applicant does not have an ABN**

WorkSafe AFL Vic Country is obliged to withhold 46.5% of the funded amount. This would need to be recovered by the applicant from the Australian Taxation Office via an income tax return at the end of the financial year. This will present a problem if the applicant is currently an "income tax exempt" body.

**WorkSafe AFL Vic Country recommends options A or B. However, if an application is made without an ABN, WorkSafe AFL Vic Country may delay consideration of the application until the applicant has received an ABN.**

### **Other Terms:**

- WorkSafe AFL Vic Country reserves the right to request further information from the applicant prior to completing an application assessment.
- Applicants must be financial with the WorkSafe AFL Vic Country to have applications approved.
- **Not all applications are guaranteed approval.**



## **Appendix**

### **Jumper Subsidies**

The following information below outlines the criteria in relation to Clubs\* applying for a jumper subsidy and should be read in conjunction with the preceding terms and conditions of the WorkSafe AFL Vic Country Grants Program.

#### **1 Existing Club**

Where a club transfers into another VCFL League as per the WorkSafe AFL Vic Country transfer procedure which the transfer necessitates the Club to change its clubs jumper colours the club will be eligible for a subsidy as follows;

- (i) For each open age team eligible under this clause there will be a subsidy of \$20.00 per Guernsey to a limit of 25 Guernseys per open age team
- (ii) For each Under 18 or Under 17 team there will be a subsidy of \$15.00 per Guernsey to a limit of 25 Guernseys
- (iii) For each Under 16 team and age groups below there will be a subsidy of \$12.00 per Guernsey to a limit of 25 Guernseys per team

#### **2 Newly Formed Teams**

Where there is a newly formed team or teams in a WorkSafe AFL Vic Country affiliated League the team or teams will be eligible for the following subsidies;

- (i) For each open age team eligible under this clause there will be a subsidy of \$15.00 per Guernsey to a limit of 25 Guernseys per open age team
- (ii) For each Under 18 or Under 17 team there will be a subsidy of \$10.00 per Guernsey to a limit of 25 Guernseys
- (iii) For each Under 16 team and age groups below there will be a subsidy of \$10.00 per Guernsey to a limit of 25 Guernseys per team

#### **3 Additional Criteria**

**To be eligible for the subsidy, you must lodge your jumper subsidy application by 31 April in each year and ensure that the jumpers are manufactured by an AFL Vic Country Licensee and purchased through FootyMart (WorkSafe AFL Vic Country- Central Ordering System).** \* Please note that Jumper Subsidies are available to Clubs only; not open to Leagues or Umpiring Groups.

**4 GST** All Jumper Funding above does not include GST.





## **WorkSafe AFL Vic Country Grants Program – Application Form 2014**

### **Section 1                      Applicant Details**

Name of WorkSafe AFL Vic Country League/Club/Umpires Association \_\_\_\_\_

Authorised Person: First Name \_\_\_\_\_ Last Name \_\_\_\_\_

Position \_\_\_\_\_

Postal address \_\_\_\_\_

Town/Suburb \_\_\_\_\_ State \_\_\_\_\_ Postcode \_\_\_\_\_

Telephone \_\_\_\_\_ Fax \_\_\_\_\_ Email \_\_\_\_\_

Please provide your Australian Business Number

Is the organisation registered for GST?    Yes ☐    No ☐

### **Section 2                      Grant Request Overview**

Please select the Grant you are applying for:

**Computer Purchase** ☐

**Jumper Subsidy** ☐

**Responsible Serving Alcohol** ☐

**Food Handling Course** ☐

☐ I have attached Tax Invoices/Quotes as proof of purchase or pending purchases

**Grant Amount Requested:** \$ \_\_\_\_\_

### **Applicants Declaration**

I state that the application meets the eligibility criteria outlined in the WorkSafe AFL Vic Country Grants Guidelines and that the information in this application and attachments is to the best of my knowledge true and correct. I agree that the information provided in this application will be used by WorkSafe AFL Vic Country in determining the application for funding. I understand that this is an application only and may not necessarily result in funding approval.

Signature\* \_\_\_\_\_ Date \_\_\_\_\_

Printed name \_\_\_\_\_ Position \_\_\_\_\_

\*To be signed by the person with delegated authority to submit application, i.e. CEO, President, Secretary or Treasurer.

### **WorkSafe AFL Vic Country Endorsement**

WorkSafe AFL Vic Country FDM Signature \_\_\_\_\_ Date \_\_\_\_\_ Area \_\_\_\_\_

#### **Approval (WorkSafe AFL Vic Country Head Office Use Only)**

Date Application Received \_\_\_\_\_ Approval / Rejected \_\_\_\_\_

WorkSafe AFL Vic Country Football Manager (Signature) \_\_\_\_\_

Amount Approved \$ \_\_\_\_\_ Tax Invoice Requested (Method/Date) \_\_\_\_\_

Account Number 8792-815 Date Invoice rec'd: \_\_\_\_\_