

Guideline



SPORT FOR ALL IN THE LOCKYER VALLEY GRANTS PROGRAM

2024 - 2025

Introduction

These guidelines outline the purpose, eligibility requirements, application process and acquittal requirements for the one-off Council-funded *Sport for All in the Lockyer Valley* grants program. Applicants are expected to read these guidelines and the Australian Sports Commission's [Play Well Strategy](#) before applying. A total of \$10,000 is available for allocation under this grant program.

Community grants made available by Council are aimed at building community capacity and/or providing supplementary funding to assist with social, cultural, recreational, and environmental outcomes that contribute to the development of inclusive and sustainable practices in community groups and throughout the Lockyer Valley region.

Purpose of Grants

One-off grants of between \$500 and \$2000 will be made available to local not-for-profit sport and recreation clubs to undertake new projects or grow existing projects that enhance inclusive participation of underrepresented groups (e.g. women and girls, older people, people with disability, people of different cultures).

Projects may include:

- Purchase of equipment
- Training in inclusive practices
- Events that promote sport and recreation to underrepresented groups.

Timetable for 2024/2025 Grants Program

	Round 2024-25
Applications Open	23 April 2025
Applications Close	20 May 2025
Assessment of Applications	May 2025
Funds Granted	June 2025
Project Timeframe	Projects to be completed within 12 months
Grant Acquittal	Two months after completion of project

Eligibility for Grants Program

Not-for-profit sport and recreation organisations that:

- Are classified as a sport or recreation group within their constitution
- Are incorporated, or auspiced by an incorporated organisation
- Operate within the Lockyer Valley local government area
- Have appropriate insurances and adhere to sound workplace health and safety practices
- Can demonstrate financial viability
- Have no debt to Council, or have entered payment arrangements with Council which are being met
- Have met acquittal conditions for previous Council grants.

Applicants may submit only one grant application for this round.

Grants Program Assessment

Applications will be assessed by a panel comprised of Councillors and Council Officers. Council will assess applications against the following criteria:

- Merit of the project/activity in enhancing inclusive participation
- Evidence the organisation is working towards or maintaining self-sufficiency
- Benefit to the people of the Lockyer Valley local government area
- Level of consultation with the under-represented target group
- Capacity of the applicant to successfully complete the project on time
- Balanced, realistic, and complete project budget
- Level of funding contributed by the applicant and/or others towards the project
- Whether a project is “shovel ready” (i.e. plans, designs, quotes and approvals are complete and current).

Submitting an application does not guarantee that an organisation will be successful in receiving funding.

Projects Not Eligible for Funding

- Ongoing operational or recurrent costs including but not limited to salaries, rent, fuel and insurance
- Prize money, prizes, or trophies
- Development of privately-owned facilities
- Payment of debt
- Political activities
- Projects run solely for commercial profit
- Items included in another Council grant application
- Projects run solely for fundraising purposes.

Higher priority

Higher priority will be given to:

- Applicants who can demonstrate their longer-term commitment to improving their inclusiveness for under-represented parts of the community
- Applicants who are contributing their own funds towards the project
- Projects or events that are likely to provide a long-term benefit.

Application Process

Applications will be accepted via Council's [SmartyGrants](#) platform between midnight 23 April 2025 and 11.59pm 20 May 2025.

Acquittal Requirements

Successful applicants are required to retain all invoices that pertain to the project that is the subject of the grant. Within two months of the completion of the project, successful applicants must submit an acquittal form via Council's [SmartyGrants](#) platform that will include invoices and photos relevant to the project, as well as provide feedback on the success of their project in line with the grant program's purpose.

Further Information

For further information regarding Council's Sport for All in the Lockyer Valley grants program, visit Council's website at www.lockyervalley.qld.gov.au/our-council/grants-and-funding.