Active Industry Fund 2027-28 Application Form
Form Preview

About the program

The purpose of this Program is to increase and improve sport and active recreation participation outcomes for Tasmanians through support to strengthen the overall capabilities of peak sport and active recreation organisations who deliver statewide sport and active recreation opportunities.

The Program is open to peak sport and active recreation providers and service providers who meet the eligibility requirements for funding.

You are strongly encouraged to read the Program Guidelines available at www.active.tas.gov.au/grants_and_funding to determine if you are eligible to apply.

Applicants should ensure that all information and supporting documentation provided is accurate before submitting.

Applications may not be assessed if they are incomplete.

You may be asked to provide additional documentation to support your eligibility for the Program.

A review may be completed to assess the authenticity and accuracy of information provided in the application.

Active Tasmania may conduct an audit process.

All applicants will be notified in writing of the outcome of their application.

For any queries, please contact grants@active.tas.gov.au

Eligibility Overview

* indicates a required field

Eligibility and evidence requirements

Eligibility will be assessed upon application lodgement.

To be eligible for a grant, you must:

- Be one of the following organisation types:
    - State Sporting Organisation (SSO)
    - State Disability Sporting Organisation (SDSO)
    - State Active Recreation Provider (SARP)
    - National Sporting Organisation (NSO)
    - National Disability Sporting Organisation (NDSO)
    - State Sector Service Provider (SSSP)
- have met all reporting obligations for previous grants or funding agreements to the satisfaction of Active Tasmania at the time the Program closes for applications
- be an incorporated association, or a not-for-profit company registered under company law
- hold appropriate insurance to cover the organisation’s activities

- prepare an annual report and annual financial statements
- ensure that all funding received through this Program is only expended in Tasmania
- comply with the *Child and Youth Safe Organisations Framework*
- provide services in the North, North-West and South of Tasmania
- have current Strategic and Operational Plans for the organisation's activities in Tasmania
- have a board/committee with at least 40 per cent women and/or gender diverse directors; and
- meet additional eligibility requirements specific to your organisation type.

You will need to upload the following documentation as part of this application:

- Annual report
- Annual financial statements

You must also complete the Tasmanian Sport Census (compulsory for all applicants except State Sector Service Providers).

Ineligible applicants

The following organisations are ineligible:

- individuals, including sole traders
- schools/educational organisations
- local government authorities
- sport and active recreation clubs, organisations and industry bodies that are not the recognised state or national body
- organisations receiving funding for broadly similar purpose/s through a separate agreement with the Tasmanian Government
- for profit private or commercial enterprises registered under company law.

Program Guidelines

I acknowledge that I have read and understood the Program Guidelines and believe that the organisation is eligible for this Program *

○ Yes

Applicant/Organisation Details

* indicates a required field

Organisation Name *

Organisation Name

Street Address *

Address

Address Line 1, Suburb/Town, State/Province, Postcode, and Country are required.

Postal Address *
Address

Address Line 1, Suburb/Town, State/Province, Postcode, and Country are required.

Select your organisation's legal structure: *
○ An incorporated not-for-profit organisation
○ A not-for-profit company registered under company law

Incorporation Number *

Australian Business Number (ABN) Australian Company Number (ACN)

The ABN provided will be used to look up the following information. Click Lookup above to check that you have entered the ABN correctly.

Information from the Australian Business Register	
ABN	
Entity Name	
ABN Status	
Entity Type	
Goods & Services Tax (GST)	
DGR Endorsed	
ATO Charity Type	More information
ACNC Registration	
Tax Concessions	
Main Business Location	

Must be an ABN.

Select the organisation type that you are applying to this Program as:
○ State Sporting Organisation (SSO) - An organisation affiliated to an NSO that is recognised by the Australian Sports Commission and is recognised by the NSO as the state body for the sport in Tasmania.

○ State Disability Sporting Organisation (SDSO) - An organisation affiliated to an NDSO that is recognised by the Australian Sports Commission and is recognised by the NDSO as the state body for the sport in Tasmania.
○ State Active Recreation Providers (SARP) - A state body responsible for the development and/or delivery of active recreation or sport opportunities and not operating in competition with a SSO/SDSO/NSO or NDSO.
○ National Sporting Organisation (NSO) - An organisation recognised by the Australian Sports Commission and operating in a unitary or one management structure in Tasmania.
○ National Disability Sporting Organisation (NDSO) - An organisation recognised by the Australian Sports Commission and operating in a unitary or one management structure in Tasmania.
○ State Sector Service Provider (SSSP) - An organisation responsible for the delivery of services/programs to: (a) enhance or develop a wide variety of sports / active recreation; or (b) to a distinct sector such as the disability, CaLD or LGBTIQA+ sector; or (c) educate and train the sport and active recreation sector.

National Sporting or National Disability Sporting Organisation you are affiliated to and that is recognised by the Australian Sports Commission: *

Tax Requirements

Grants paid may be considered part of your income in a financial year and may be subject to tax. You must determine your own taxation liabilities. We suggest you consult your financial adviser or contact the Australian Taxation Office on 13 28 66.

Authorised Officer

The Authorised Officer is the office bearer who has the organisation’s authority to submit this application and enter into funding arrangements on behalf of the organisation. This is the person who will receive all correspondence

Name *
First Name Last Name

Position *

Phone *
Must be an Australian phone number.

Email *
Must be an email address.

Alternative Contact

The alternative contact is optional and is only required if the authorised officer is unable to discuss the application with Active Tasmania staff during business hours, or where the application requires specialist knowledge that can be better provided by someone other than the authorised officer.

Name
First Name Last Name

Position

Phone
Must be an Australian phone number.

Email
Must be an email address.

Third Party Submissions

Are you submitting this application on behalf of a third party? *
- ○ Yes
- ○ No

Please upload written permission by the applicant that you are acting on their behalf *
Attach a file:

Eligibility – All Applicants

* indicates a required field

I declare that the applicant organisation has met all reporting obligations for previous grants or funding agreements to the satisfaction of Active Tasmania at the time the Program closed *
- ○ Yes
- ○ No

Please detail any outstanding or overdue reporting requirements *

Word count:
Must be no more than 100 words.

I declare that the applicant organisation holds appropriate insurance to cover for its activities *
- ○ Yes
- ○ No

Please detail the organisation's current insurance coverage and why you believe current insurance coverage is not appropriate to cover for the organisation's activities *

Word count:
Must be no more than 100 words.

Does the organisation prepare an Annual Report? *
- ○ Yes
- ○ No

Please upload the organisation's most recent Annual Report *
Attach a file:

Please explain why your organisation does not prepare an Annual Report *

Must be no more than 100 words

Does the organisation prepare Annual Financial Statement/s? *
- ○ Yes
- ○ Yes - The Annual Financial Statement/s are included in the already uploaded Annual Report
- ○ No - The organisation does not prepare Annual Financial Statement/s

Please upload the organisation's most recent Annual Financial Statement/s *
Attach a file:

Please explain why your organisation does not prepare Annual Financial Statement/s *

Word count:
Must be no more than 100 words.

I declare that all funding received through this Program will only be expended in Tasmania *

- ○ Yes
- ○ No

Please detail why you are unable to declare that all funding received through this Program will only be expended in Tasmania *

Word count:
Must be no more than 100 words.

The applicant organisation provides services in the North, North-West and South of Tasmania *

- ○ Yes
- ○ No

Please detail which region/s your organisation DOES NOT provide services in, and what plan (if any) you have to expand services to these region/s *

Word count:
Must be no more than 100 words.

I declare the applicant organisation has current Strategic and Operational Plans for the organisation's activities in Tasmania *

- ○ Yes - Strategic and Operational Plans
- ○ Yes - Strategic Plan only
- ○ Yes - Operational Plan only
- ○ No

Please detail the organisation's plan/timeline to create an Operational Plan for the organisation's activities in Tasmania *

Word count:
Must be no more than 100 words.

Please detail the organisation's plan/timeline to create a Strategic Plan for the organisation's activities in Tasmania *

Word count:
Must be no more than 100 words.

Please detail the organisation's plan/timeline to create a Strategic and Operational Plan for the organisation's activities in Tasmania *

Word count:
Must be no more than 100 words.

Detail the applicant organisation's current Board/Committee gender composition

Man or Male	Woman or Female	Uses another term	Vacant/ Unfilled
Must be a number.	Must be a number.	Must be a number.	Must be a number.

Percentage Male	Percentage Female	Uses another term	Vacant/ Unfilled
This number/amount is calculated.			

I declare that the applicant organisation has a board/committee with at least 40 per cent women and/or gender diverse directors *

- ○ Yes
- ○ No

Please detail the organisation's plan and timeline to reach a minimum 40 per cent women and/or gender diverse directors on its board/committee *

Word count:
Must be no more than 100 words.

Eligibility – Organisation Specific

* indicates a required field

The following question is about the Tasmanian Sport Census. Please follow the link for more information about the Tasmanian Sport Census.

The applicant organisation has completed the Tasmanian Sport Census *
- ○ Yes
- ○ No

Completion of the Tasmanian Sport Census is a requirement for your organisation type to be eligible for this Program – please explain why your organisation has not completed the Tasmanian Sport Census *

Word count:
Must be no more than 100 words.

The following question is about the National Integrity Framework.Please follow the link for more information about the National Integrity Framework.

I declare that the applicant organisation has policies in place that comply with the National Integrity Framework *
- ○ Yes
- ○ No

Please detail why the applicant organisation does not have National Integrity Framework compliant policies in place, including what specific Policy gaps exist and the organisation's plan/timeline to develop and adopt compliant policies *

Word count:
Must be no more than 100 words.

The applicant organisation's members have access to Member Protection Information Officers (MPIOs) state-wide *
- ○ Yes

○ No

Please detail the organisation's plans to train or gain access to Member Protection Information Officers (MPIOs) *

Word count:
Must be no more than 100 words.

I declare that the applicant organisation has staff based in Tasmania *
○ Yes
○ No

Total Full Time Equivalents (FTEs) of Tasmanian based positions *

Must be a number.

Please detail the organisation's staffing structure to service its Tasmanian activities and what plans (if any) it has to recruit Tasmanian based positions *

Word count:
Must be no more than 100 words.

Safeguarding and the Child and Youth Safe Organisations Framework

* indicates a required field

Tasmania's Child and Youth Safe Organisations Framework (the Framework) has been created to keep all children safe in organisations. The Framework is established under the *Child and Youth Safe Organisations Act 2023*. Under the law, clubs, associations, or cadet organisations that have a significant membership of, or involvement by, children will have to comply with the Child and Youth Safe Standards and the Reportable Conduct Scheme.

For more information:

- What is the Child and Youth Safe Organisations Framework
- Who must comply with the Child and Youth Safe Organisations Framework
- Making a report to the Independent Regulator https://www.oir.tas.gov.au/investigations/reportable-conduct-scheme and https://www.oir.tas.gov.au/report-a-concern
- Working with Vulnerable People: Employer registration

I have read the information about the Child and Youth Safe Organisations Framework and understand the organisation's obligations under the Child and Youth Safe Organisations Act 2023. *
○ Yes

Is the organisation complying with the Child and Youth Safe Organisations Framework? *
○ Yes
○ No

Provide a brief summary of the organisation's child safeguarding and working with vulnerable people practices – including how the organisation ensures any member branches, clubs or affiliated associations are also implementing appropriate safeguarding practices *

Word count:
Must be no more than 100 words.

Please explain why your organisation is not required to comply. *

Word count:
Must be no more than 100 words.

Funding Request

* indicates a required field

State Sporting Organisation

State Disability Sporting Organisation

State Active Recreation Provider

National Sporting Organisation

National Disability Sporting Organisation

The Program offers tiered funding based on the number of Full and Program Members at the end of the applicant's most recent financial year, as reported in the Tasmanian Sport Census.

Funding tier

Registered members

Total Funding (over two years)

Tier 1

More than 4,000

$240,000

Tier 2

1,800-3,999

$175,000

Tier 3

700-1,799

$110,000

Tier 4

100-699*

$80,000

Based on your organisation's reporting in the Tasmanian Sport Census of Full and Program Members for the most recent financial year, which tier and funding amount is the organisation applying for? *

- ○ Tier 1 - $240,000 over two years
- ○ Tier 2 - $175,000 over two years
- ○ Tier 3 - $110,000 over two years
- ○ Tier 4 - $80,000 over two years

State Sector Service Provider

The Program offers discretionary funding of up to $100,000 (over two years) for State Sector Service Providers (SSSPs).

How much funding is the organisation applying for? *

Must be a whole dollar amount (no cents) and between 1 and 100000.

Key Performance Indicators (KPIs) for State Sporting Organisation/ State Disability Sporting Organisation/State Active Recreation Provider/National Sporting Organisation/National Disability Sporting Organisation

* indicates a required field

Applicants must describe the activities they propose to undertake against each KPI.

Applicants must provide a level of detail and activity that is commensurate with the funding tier.

KPI 1 - Increase participation and improve retention of organised sport and active recreation, including the development and implementation of a Play Well aligned Participation Plan.

Example Activities

- Develop and implement a Play Well aligned Participation Plan
- Review and analysis of membership offerings and current/future programs
- Participant engagement and retention initiatives
- Initiatives that improve safety, accessibility and/or reduce barriers to participation
- Participation initiatives promoting participation for specific groups

Please list the activities the organisation plans to complete in 2027 and 2028 for this KPI

- **List each activity on a separate line – use the + and – buttons on the right to add or remove lines for each activity.**
- **Indicate if the activity will happen annually (in each year of the Program), or only in year 1 or year 2**

Key Action	**Date to be completed**

As a result of these activities what is estimated increase in participation for the organisation as a result of the Program.

Current participation figure *

Must be a number.

Estimated participation figure *

Must be a number.

I acknowledge that it is a requirement of this KPI that the organisation develops and implements a Play Well aligned Participation Plan *

○ Yes

KPI 2 - Increase opportunities for women and girls through participation, leadership and inclusive environment initiatives.

Example Activity

- Provide flexible, modified or targeted participation programs for women and girls

- Develop and implement gender-equitable policies and practices
- Targeted safety or inclusion education programs
- Provide specific development opportunities for female leaders, coaches and officials

Please list the activities the organisation plans to complete in 2027 and 2028 for this KPI

- **List each activity on a separate line – use the + and – buttons on the right to add or remove lines for each activity.**
- **Indicate if the activity will happen annually (in each year of the Program), or only in year 1 or year 2**

Key Action	Date to be completed

KPI 3 - Continuously improve governance of the organisation and support to member organisations; including annual completion of the Australian Sports Commission's Game Plan Governance and Planning Modules.

Example Activities

- Completion of Game Plan modules and implementation of recommendations.
- Review and adoption of updated governance structures, constitutions and by-laws
- Improvements to Board processes and whole of sport systems
- Processes that streamline operations and reduce burden on volunteers
- Improvements to stakeholder engagement

Please list the activities the organisation plans to complete in 2027 and 2028 for this KPI

- **List each activity on a separate line – use the + and – buttons on the right to add or remove lines for each activity.**
- **Indicate if the activity will happen annually (in each year of the Program), or only in year 1 or year 2**

Key Action	Date to be completed

I acknowledge that it is a requirement of this KPI that the organisation completes the Australian Sports Commission's Game Plan Governance and Planning modules annually. *

○ Yes

KPI 4 - Increase the quality and quantity of coaches, officials and volunteers.

Example Activities

- Targeted education and training initiatives e.g., coaching and/or officiating accreditation courses
- New or improved services and support
- Enhanced development pathways for coaches, officials and volunteers

Please list the activities the organisation plans to complete in 2027 and 2028 for this KPI

- **List each activity on a separate line – use the + and – buttons on the right to add or remove lines for each activity.**
- **Indicate if the activity will happen annually (in each year of the Program), or only in year 1 or year 2**

Key Action	Date to be completed

KPI 5 - Monitor and improve integrity processes, including a focus on compliance with the Child and Youth Safe Organisations Framework.

Example Activities

- Develop, implement and review policies that improve alignment with legislation
- Targeted integrity education and training

Please list the activities the organisation plans to complete in 2027 and 2028 for this KPI

- **List each activity on a separate line – use the + and – buttons on the right to add or remove lines for each activity.**
- **Indicate if the activity will happen annually (in each year of the Program), or only in year 1 or year 2**

Key Action	Date to be completed

Declarations relating to KPI activities

I acknowledge that funding cannot be used for expenses related to: (a) conducting major events (b) developing elite players (c) attending or hosting state, national or international championships; or (d) developing facilities *
○ Yes

I declare that the activities listed against the KPIs are commensurate with the amount of funding requested through this Program and all funding received will be used towards the achievement of the KPIs *
○ Yes

Key Performance Indicators (KPIs) for State Sector Service Provider

* indicates a required field

Applicants must describe the activities they propose to undertake against each KPI.

Applicants must provide a level of detail and activity that is commensurate with the requested funding amount.

KPI 1 - Increase the quality and quantity of services provided to the Tasmanian sport and active recreation sector

Example Activities

- Review/analyse emerging trends and issues and implement strategies to support the sector
- Expand service delivery to more sector organisations or participants
- Increase the range and quality of services.

Please list the activities the organisation plans to complete in 2027 and 2028 for this KPI

- **List each activity on a separate line – use the + and – buttons on the right to add or remove lines for each activity.**
- **Indicate if the activity will happen annually (in each year of the Program), or only in year 1 or year 2**

Key Actions	Date to be completed

KPI 2 - Increase opportunities for women and girls through participation, leadership and inclusive environment initiatives.

Example Activities

- Support the creation of inclusive environments through training, resources and implementation of gender-equitable policies and practices
- Targeted safety and inclusion programs
- Enable leadership, coaching and officiating development opportunities for women and girls

Please list the activities the organisation plans to complete in 2027 and 2028 for this KPI

- **List each activity on a separate line – use the + and – buttons on the right to add or remove lines for each activity.**
- **Indicate if the activity will happen annually (in each year of the Program), or only in year 1 or year 2**

Key Action	Date to be completed

KPI 3 - Provide education and development opportunities.

Example Activities

- Provide education, training and development programs and initiatives to organisations, coaches, officials and/or volunteers

Please list the activities the organisation plans to complete in 2027 and 2028 for this KPI

- **List each activity on a separate line – use the + and – buttons on the right to add or remove lines for each activity.**
- **Indicate if the activity will happen annually (in each year of the Program), or only in year 1 or year 2**

Key Action	Date to be completed

KPI 4 - Monitor and improve integrity processes, including a focus on compliance with the Child and Youth Safe Organisations Framework.

Example Activities

- Develop, implement and review policies that improve alignment with legislation
- Targeted integrity education and training

Please list the activities the organisation plans to complete in 2027 and 2028 for this KPI

- **List each activity on a separate line – use the + and – buttons on the right to add or remove lines for each activity.**
- **Indicate if the activity will happen annually (in each year of the Program), or only in year 1 or year 2**

Key Action	Date to be completed

Organisation and Participant Benefit

As a result of the KPI activities approximately how many sport and active recreation organisations are expected to directly benefit? *

Must be a number.

As a result of the KPI activities approximately how many sport and active recreation participants are expected to directly benefit? *

Must be a number.

Briefly detail the types of organisations and/or participants that are anticipated to benefit from the proposed activities *

Word count:
500 words or less

Declarations relating to KPI activities

I acknowledge that funding cannot be used for expenses related to: (a) conducting major events (b) developing elite players (c) attending or hosting state, national or international championships; or (d) developing facilities *

○ Yes

I declare that the activities listed against the KPIs are commensurate with the amount of funding requested through this Program and all funding received will be used towards the achievement of the KPIs *
○ Yes

Declaration

* indicates a required field

Refer to program guidelines

Refer to the Active Tasmania Active Industry Fund 2027-28 guidelines for the full conditions to this grant.

Right to information

Information you provide to Building Tasmania and details of assistance may be subject to requests for public disclosure under the *Right to Information Act 2009* (Tasmania).

Personal information collection

You are providing personal information to Building Tasmania, which will manage that information in accordance with the *Personal Information Protection Act 2004*. The personal information collected here will be used by the Department for the purpose of assessing your application and related activities. Failure to provide this information may result in your application not being assessed or records not being properly maintained. The Department may also use the information for related purposes, or disclose it to third parties in circumstances allowed for by law. You have the right to access your personal information by request to the Department and you may be charged a fee for this service.

Declaration

The term 'Application' means this on-line form and all attached documents.

For and on behalf of the applicant detailed in this application, I, the undersigned, acknowledge and warrant (as the case may be) that:

1. I have authority to provide the information contained in this application and to execute (by completion of details below) this application for and on behalf of the applicant.
2. the department can rely upon the information and representations contained in this application (including these acknowledgements).
3. I have read, understood and I am able to comply with all criteria, terms and conditions contained in the guidelines and application form.
4. I have read and understood the eligibility requirements and assessment criteria for this program and declare to the best of my information, knowledge and belief, the applicant is eligible under those criteria and the information provided is true and correct.
5. the department may undertake all necessary credit checks, organisational searches and any other checks and enquiries on the applicant as the department determines and is hereby authorised to do so.

6. the application is made at the applicant's own cost and risk, the selection of the applicant for program funds is at the absolute discretion of the department and this application remains the property of the department.
7. the applicant will be responsible for notifying the department in writing of any changes relating to information provided in this application. Until receipt of such notification, the department shall process the application in accordance with the information provided.
8. grant payments will be made via Electronic Funds Transfer (EFT) to a nominated bank account and the department is hereby authorised to make such payments.
9. the department is under no obligation to verify the authority of the undersigned on the bank account details.
10. the department will not be held responsible for delays of payment, or errors due to factors outside their reasonable control. The department reserves the right to terminate or suspend an EFT and to pay by cheque or any other manner which the department may determine.
11. the applicant agrees to indemnify the Crown in Right of Tasmania, against all present and future legal liability, claims or proceedings for financial loss arising from, or attributable to the provision and use of the information contained in this application and/or receipt and use of grants.
12. if a grant is awarded, the applicant must enter into a legal agreement with the department in order to receive the grant. This agreement will be on such terms and conditions as the department determines and, together with this application form and any applicable program guidelines, will form the whole agreement.
13. I am providing personal information to Building Tasmania, which will manage that information in accordance with the *Personal Information Protection Act 2004*. The personal information collected here will be used by the department for the purpose of the grant approvals process and administering grants. Failure to provide this information may result in my grant application being unsuccessful or records not being properly maintained. The department may also use the information for related purposes, or disclose it to third parties in circumstances allowed for by law. I have the right to access my personal information by request to the department and may be charged a fee for this service.
14. information you provide to Building Tasmania and details of assistance may be subject to requests for public disclosure under the *Right to Information Act 2009*.

I agree *
○ Yes

Authorised person completing this application

Electronic signature *
First Name Last Name

Position *