

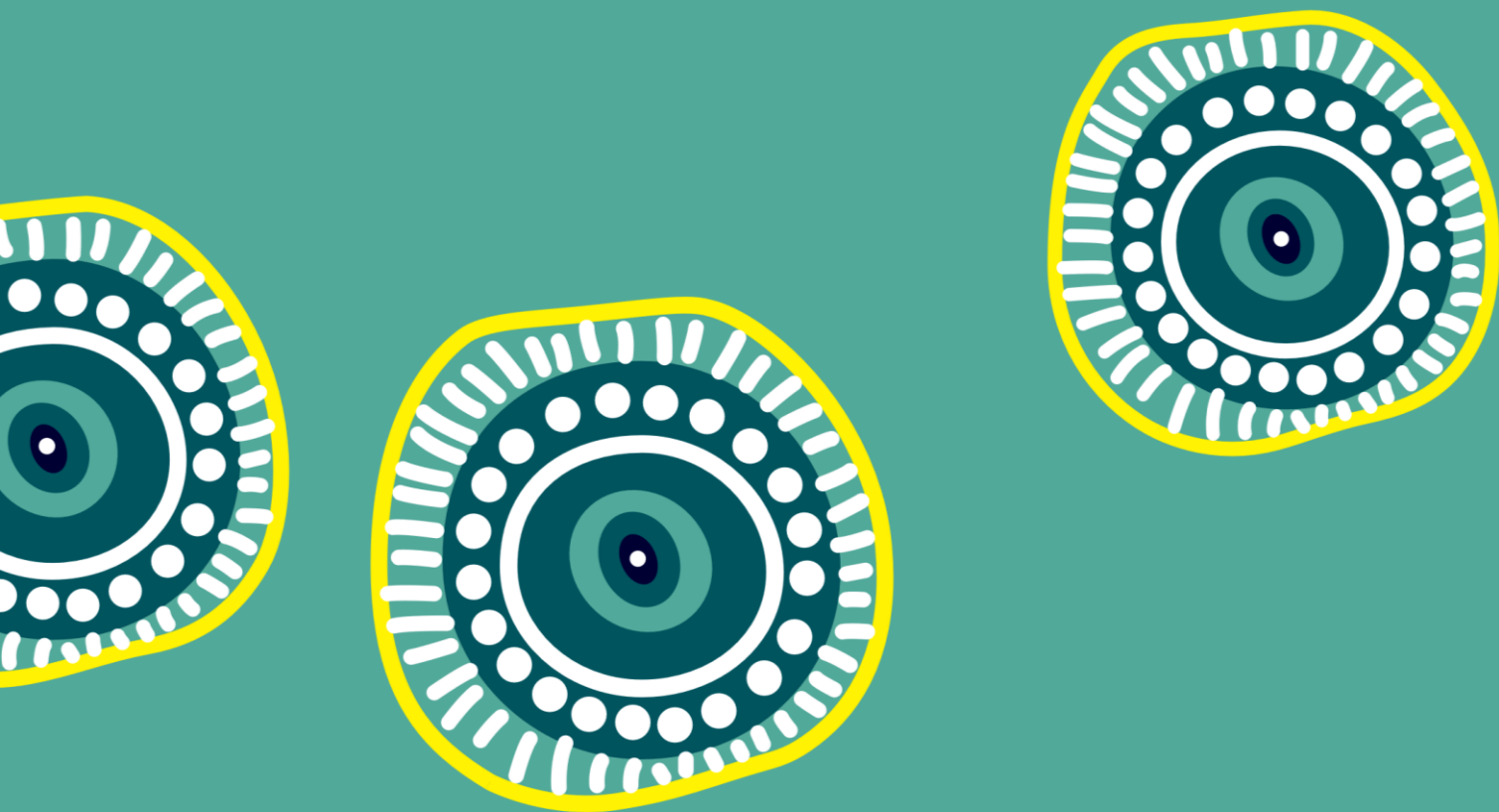
SPORTING *Schools*



Grant Guidelines 2025



Australian Government
Australian Sports Commission



Australian Sports Commission Acknowledgement of Country

The Australian Sports Commission (ASC) acknowledges the Traditional Custodians of the lands where its offices are located, the Ngunnawal people and recognise any other people or families with connection to the lands of the ACT and region, the Wurundjeri Woi-wurrung people of the Kulin Nation, the people of the Yugambeh Nation and the Gadigal people of the Eora Nation.

The ASC extends this acknowledgment to all the Traditional Custodians of the lands and First Nations Peoples throughout Australia and would like to pay its respects to all Elders past, present and future.

The ASC recognises the outstanding contribution that Aboriginal and Torres Strait Islander peoples make to society and sport in Australia and celebrates the power of sport to promote reconciliation and reduce inequality.



Contents

| | |
|---|-----------|
| Overview..... | 5 |
| 1. Sporting Schools processes..... | 6 |
| 1.1 Introduction..... | 7 |
| 2. About the grant program | 8 |
| 2.1 Objectives..... | 8 |
| 3. Grant period and grant amounts | 9 |
| 3.1 School funding..... | 10 |
| 3.2 Additional Support funding | 10 |
| 3.3 Grant amounts..... | 11 |
| 4. Eligibility criteria..... | 12 |
| 4.1 Who is eligible to apply for a grant?..... | 12 |
| 5. What the grant money can be used for | 13 |
| 5.1 Delivery of Sporting Schools programs..... | 13 |
| 5.2 Eligible grant activities..... | 13 |
| 5.3 Supported costs | 14 |
| 5.4 Grant activities not supported | 15 |
| 5.5 Costs not supported | 15 |
| 6. Assessment criteria | 16 |
| 6.1 Primary school funding..... | 16 |
| 6.2 Secondary school funding..... | 16 |
| 7. How to apply | 17 |
| 7.1 Timelines | 18 |
| 7.2 Questions during the application process | 18 |
| 8. The grant selection process | 19 |
| 8.1 Primary school funding..... | 19 |
| 8.2 Secondary school funding..... | 19 |
| 8.3 Who will approve grants?..... | 19 |
| 9. Notification of application outcomes..... | 20 |
| 9.1 Program delivery and parameters..... | 21 |
| 9.2 Child safety..... | 22 |
| 9.3 How the ASC pays the grant..... | 22 |
| 9.4 Grant payments and GST | 22 |
| 10. Announcement of grants..... | 23 |
| 11. How the ASC monitors your grant activity | 23 |



- 11.1 Acquittal..... 23
- 11.2 Program Delivery Survey 24
- 11.3 Evaluation..... 24
- 11.4 Acknowledgement..... 24

- 12. Probity..... 25**
- 12.1 Feedback..... 25
- 12.2 Conflicts of interest..... 25
- 12.3 How the ASC will use your information 25
- 12.4 Treatment of confidential information..... 26
- 12.5 When we may disclose confidential information 26
- 12.6 Personal information 26
- 12.7 Reporting..... 27
- 12.8 Freedom of information 27

- 13. Glossary..... 28**



Overview

Opening and closing dates and times

Term 1, 2025 Applications:

Open: 8am AEDT Monday 21 October 2024 Close: 5pm AEDT Friday 8 November 2024

Term 2, 2025 Applications:

Open: 8am AEDT Monday 17 February 2025 Close: 5pm AEDT Friday 7 March 2025

Term 3, 2025 Applications:

Open: 8am AEST Monday 12 May 2025 Close: 5pm AEST Friday 30 May 2025

Term 4, 2025 Applications:

Open: 8am AEST Monday 4 August 2025 Close: 5pm AEST Friday 22 August 2025

Responsible entity

Australian Sports Commission

Enquiries

If you have any questions, enquiries should be made no later than three days prior to grants closing:

Sporting Schools Program Operations Centre

Help Centre: support.sportingschools.gov.au

Phone: 1300 785 707 or email: support@sportingschools.gov.au

Date Guidelines released

18 October 2024

Type of grant opportunity

Primary (Years P-6) and secondary school (Years 7 and 8) grants - Open competitive

Primary (Years P-6) and secondary school (Years 7 and 8) grants for special schools - Demand driven



1. Sporting Schools processes

SPORTING SCHOOLS IS DESIGNED TO ACHIEVE AUSTRALIAN GOVERNMENT OBJECTIVES

1

This grant opportunity is part of the above grant program which contributes to the Australian Sports Commission's (ASC) Outcome 1. The ASC consulted with stakeholders to plan and design the grant program according to the ASC's Grant Management Framework and Policy.

GRANTS OPEN

2

21 October 2024 (Term 1 applications), 17 February 2025 (Term 2 applications), 12 May 2025 (Term 3 applications) and 4 August 2025 (Term 4 applications). Grant guidelines will be published on the Sporting Schools website.

SUBMIT APPLICATION

3

To be considered for a grant, applicants must meet the eligibility criteria, complete an application form, agree to delivery requirements, and agree to the terms and conditions of the program.

GRANTS CLOSE

4

8 November 2024 (Term 1 applications), 7 March 2025 (Term 2 applications), 30 May 2025 (Term 3 applications) and 22 August 2025 (Term 4 applications).

ASSESSMENT

5

Grant applications will be assessed against the relevant assessment criteria.

APPROVAL

6

The Director, Sporting Schools will approve all grants.

NOTIFICATION OF OUTCOME

7

Applicants will be notified via email of the outcome of their application.

PROGRAM BOOKED BY SCHOOL AND CONFIRMED BY PROVIDER

8

School notifies ASC of intended Sporting Schools program delivery by submitting a booking request via the school portal. Booking is confirmed by the relevant provider.

GRANT PAYMENT IS MADE

9

Grant payment will be made to the school's nominated bank account.

DELIVERY OF GRANT ACTIVITIES

10

Grant activities are delivered in accordance with the grant guidelines, terms and conditions, and parameters. Support is available from the ASC throughout the grant term.

PROGRAM REPORTING

11

Applicants are required to complete an acquittal including evidence of expenditure and a program delivery survey.

EVALUATION

12

Information provided by applicants in their application form, acquittal and program delivery survey is used to evaluate the grant activity.



1.1 Introduction

These guidelines contain information for Sporting Schools grants. You must read this document before applying for a grant.

This document sets out:

- the purpose of the grant program
- the eligibility criteria
- eligible grant costs
- how grant applications are assessed and selected
- how schools are notified and receive grant payments
- how schools will be monitored and evaluated
- responsibilities and expectations in relation to the opportunity.

This grant program and process will be administered by the Australian Sports Commission (ASC).

A glossary of key terms used in these guidelines is provided in Section 13.





2. About the grant program

Sporting Schools is an Australian Government initiative designed to help schools increase children's participation in sport and connect them with community sporting opportunities.

As Australia's largest school-based sports participation program, Sporting Schools has funded over 8,800 schools since commencing in 2015. This has provided more than 17 million opportunities to get students of all abilities active, engaged and having fun while sampling a variety of different sports. Sporting Schools programs are provided to children at no cost to their families.

Sporting Schools offers grant opportunities for primary schools, and targeted grant opportunities for secondary schools in relation to Years 7 and 8 students. Eligible schools can apply for a grant each term.

Grants support the delivery of inclusive sport-based programs to help students build the confidence and capability to be active for life. The ASC has partnered with more than 40 national sporting organisations (NSOs) and national sporting organisations for people with disability (NSODs) to facilitate delivery of Sporting Schools programs.

The ASC is committed to Australian sport environments and programs that are safe, supportive, and friendly for children and other vulnerable people.

The Sporting Schools program aligns to the [Play Well Sport Participation Strategy](#) through Priority area 2, embedding a culture of sport in and around schools to drive lifelong involvement in sport.

2.1 Objectives

The objectives of Sporting Schools are to:

- Engage primary school students in free, high quality sport programs at school
- Engage secondary school students in free, high quality sport programs at school, particularly inactive students, girls, & students attending schools in disadvantaged areas
- Establish partnerships between sporting organisations & schools to promote involvement in sport outside of school
- Develop the capacity of schools & teachers to provide students with positive sport experiences
- Build the capability of coaches & the sport workforce
- Support life-long involvement in sport & physical activity to enhance health & wellbeing.



3. Grant period and grant amounts

The Australian Government announced \$41.3 million for the Sporting Schools program for 2025, with grants distributed across school terms throughout the year. Each school term represents a separate funding period.

| Period | Key dates |
|--|---|
| Opening and closing dates and times | Term 1, 2025 Applications: Open: 8am AEDT Monday 21 October 2024 Close: 5pm AEDT Friday 8 November 2024 |
| | Term 2, 2025 Applications: Open: 8am AEDT Monday 17 February 2025 Close: 5pm AEDT Friday 7 March 2025 |
| | Term 3, 2025 Applications: Open: 8am AEST Monday 12 May 2025 Close: 5pm AEST Friday 30 May 2025 |
| | Term 4, 2025 Applications: Open: 8am AEST Monday 4 August 2025 Close: 5pm AEST Friday 22 August 2025 |
| Notification | Applicants will be notified via email regarding the outcome of their submission within 15 business days of close of applications. |



3.1 School funding

Grants of between \$1,000 and \$3,650 (GST exclusive) are available for primary, combined, and secondary schools.

Grants of between \$1,000 and \$4,150 (GST exclusive) are available for special schools.

Combined and special schools can apply for both a primary and secondary school grant provided they meet the relevant eligibility criteria.

Grant amounts comprise:

- A base funding amount calculated on the number of participants that will be engaged in Sporting Schools program/s for the term (as provided in the grant application)
- An additional funding amount of \$750 (GST exclusive) for schools requesting coach delivery (as provided in the grant application)*
- A potential, Additional Support funding amount up to a maximum of \$500 (GST exclusive) is available to assist eligible schools with anticipated additional program delivery costs due to location or students with disability. Special schools can apply for up to \$1,000 (GST exclusive) in Additional Support funding.

*If a school applies for and receives the additional \$750 for coach delivery but only uses teacher delivery, they are required to return the \$750 as part of the acquittal process.

3.2 Additional Support funding

To be eligible for Additional Support funding, schools need to satisfy at least one of the criteria below and provide reasons within the grant application for additional funding requested:

- Be a special school
- Have students enrolled with disability (and have those students involved as program participants)
- Be located in a regional or remote location, as determined by the Accessibility/Remoteness Index of Australia (ARIA+) category classification.

Items that can be considered under Additional Support funding include:

- Additional supervision (for students with disability)
- Additional coaches (for students with disability)
- Student transport costs (for students with disability or travel from a regional/remote school)
- Coach transport costs (travel to a regional/remote school).

Additional Support funding is not guaranteed and will be approved or declined at the ASC's discretion. If applying under the 'Other' category, schools need to outline how the additional funding will be used and what it will be spent on.

Additional Support funding cannot be applied for/used for equipment, facility hire/entry, safety items, to deliver more expensive programs or additional sessions. Items such as equipment and facility hire can be purchased with the school's base funding amount, noting the equipment spending cap of \$1,650 (GST inclusive) and supported items are outlined in the [spending fact sheet](#).



3.3 Grant amounts

The basis for calculating the base and additional funding amounts is further detailed below.

Table 1. Primary and secondary school (Years 7 and 8) funding

| Program participants per term | Base funding | If applying for coach delivery | If eligible and applying for Additional Support |
|--------------------------------------|---------------------|---------------------------------------|--|
| 10 - 30 | \$1,000 | \$750 | \$100 - \$500 |
| 31 - 60 | \$1,200 | \$750 | \$100 - \$500 |
| 61 - 120 | \$1,500 | \$750 | \$100 - \$500 |
| 121 - 200 | \$1,800 | \$750 | \$100 - \$500 |
| 201 - 300 | \$2,100 | \$750 | \$100 - \$500 |
| 301+ | \$2,400 | \$750 | \$100 - \$500 |

The above amounts are GST exclusive.

Table 2. Primary and secondary school (Years 7 and 8) funding - Special schools

| Program participants per term | Base funding | If applying for coach delivery | If applying for Additional Support |
|--------------------------------------|---------------------|---------------------------------------|---|
| 10 - 30 | \$1,000 | \$750 | \$100 - \$1,000 |
| 31 - 60 | \$1,200 | \$750 | \$100 - \$1,000 |
| 61 - 120 | \$1,500 | \$750 | \$100 - \$1,000 |
| 121 - 200 | \$1,800 | \$750 | \$100 - \$1,000 |
| 201 - 300 | \$2,100 | \$750 | \$100 - \$1,000 |
| 301+ | \$2,400 | \$750 | \$100 - \$1,000 |

The above amounts are GST exclusive.



4. Eligibility criteria

We cannot consider an application from your school if your school does not satisfy all the eligibility criteria.

4.1 Who is eligible to apply for a grant?

Any Australian school registered with their respective state or territory school registration authority, which has an Australian Curriculum, Assessment and Reporting Authority (ACARA) ID listed on the [Australian Schools List website](#), can register with Sporting Schools.

To be eligible to apply for Sporting Schools funding each term a school must:

- be registered with the Sporting Schools program and have bank details validated (name, account name, BSB and account number). Note, account details can refer to the registered school's general account or a department of education account in the event of a shared service arrangement (such as those currently in place for NSW and WA Department of Education schools)
- have no outstanding debts with Sporting Schools or the ASC
- not be a recipient of a Remote Sporting Schools grant for the same term
- not be an organisation named by the [National Redress Scheme for Institutional Child Sexual Abuse](#) on its list of [Institutions that have not joined or signified their intent to join the Scheme](#).

Additional eligibility requirements to access the different grant types are:

- to submit a **primary school grant application** - be registered as a primary, combined, or special school with enrolled primary school-aged students from Years P-6
- to submit a **secondary school grant application** - be registered as a secondary, combined, or special school with enrolled secondary school-aged students in Years 7 and/or 8.



5. What the grant money can be used for

5.1 Delivery of Sporting Schools programs

The ASC has partnered with more than 40 NSOs and NSODs to deliver Sporting Schools programs. The partner NSOs/NSODs are the recognised peak bodies and custodians of their respective sports in Australia.

The partnership with NSOs and NSODs is pivotal because of:

- their ability to deliver a consistent and quality experience for program participants nationally
- their ability to leverage their aligned workforce across Australia
- their ability to allow participants to move from the Sporting Schools program into their community sport offerings to facilitate ongoing participation in sport.

The partner NSOs/NSODs are listed on the [Sporting Schools website](#).

Each NSO/NSOD has their own workforce model, which may include state sporting organisations (SSOs) and/or endorsed providers and coaches who deliver the partner NSOs' products. Partner NSOs also provide quality delivery resources and professional development for teachers to support teacher delivery through Sporting Schools.

Other provider organisations are able to register to deliver introductory partner sport programs under Sporting Schools.

5.2 Eligible grant activities

Sporting Schools funding is provided to schools to deliver free Sporting Schools programs before, during or after school, within the approved funding period (school term).

Successful schools must use the [school portal](#) to book a partner sport program (coach or teacher delivered), and this must be confirmed by the NSO/SSO/provider to receive their funding.

A minimum of four sessions of between 45-60 minutes must be delivered to each student free of charge (or equivalent 3-4 hours of intensive program delivery for each student where required).

Schools must maintain 'duty of care' responsibilities for participating children, provide active supervision and ensure appropriate supervision ratios are met.

The parameters describe the requirements of Sporting Schools activities and are summarised in Section 9.

The [parameters](#) and [terms and conditions](#) are available on the Sporting Schools website.

5.3 Supported costs

The Sporting Schools [spending fact sheet](#) outlines supported and unsupported costs. Examples of supported costs include but are not limited to:

- payments to partner NSOs, NSODs, SSOs, endorsed providers, registered providers and coaches for the delivery of programs under Sporting Schools
- payment to a teacher for coaching or supervision before or after school
- payment to a teacher for coaching outside their normal paid work hours at the school
- purchase of essential equipment required to deliver an introductory partner sport program under the relevant grant program (with a maximum total expenditure up to \$1,650 GST inclusive allowed)
- required travel expenses to the delivery location of a partner sport program
- hire of a facility outside the school property for delivery of programs
- payment for teacher professional development to enable delivery of an NSO sport package
- payment for a relief teacher for up to four hours to release a primary school teacher employed at the school to complete the [ASC PE - Essential skills for primary teachers course](#)
- compensation of administration expenses (up to \$200 GST inclusive without evidence)
- purchase of [Sporting Schools book packs](#) for primary school libraries to promote the culture of sport in schools (up to \$550 GST inclusive), only supported under primary/special primary school grants
- payment for athletes and/or motivational speakers from Sporting Schools partner sports, Olympic or Paralympic sports to attend the school to promote participation in sport (up to \$1,100 GST inclusive)

Schools are required to acquit their grant at the completion of the funding period and may be subject to audit.





5.4 Grant activities not supported

Sporting Schools grants cannot be used for:

- delivery of programs outside the approved funding period (school term)
- delivery of programs where children/families are charged to participate
- delivery of existing sport or physical education programs
- delivery of non-partner sport programs such as dance, circus, yoga, Oztag, or pickleball (approved sports can be found on our [Sports page](#))
- delivery of non-sport specific programs such as fitness, self-defence, fundamental movement, multi-sport, or wellbeing programs
- programs delivered during weekends and/or school holidays.

5.5 Costs not supported

Examples of costs not supported for Sporting Schools include, but are not limited to:

- expenses incurred prior to grant approval or outside the approved funding period (school term)
- expenses over the capped amount for supported items such as equipment
- payments for delivery of non-partner sport programs (e.g. sports that are not accepted in the program, approved sports can be found on our [Sports page](#))
- payment for delivery of boot camps, personal trainers, fitness, fundamental movement, multi-sport or wellbeing programs
- payment to teachers or providers for delivery of regular PE or sport programming
- payments to school staff for regular paid work hours
- payment to school staff for supervision during the school day
- any expenses in relation to school carnivals, interschool sport, representative sport, competitions, or gala days
- purchase of uniforms and apparel
- purchase of equipment outside what is required to deliver an introductory partner sport program
- expenses associated with meeting duty of care requirements, including first aid kits/duty officer, sunscreen, water bottles and shade shelters
- expenses associated with regular school maintenance including mowing, cleaning, and court/field repairs
- hire of school owned equipment or property to deliver programs
- purchase of electronic items or devices
- installation of permanent infrastructure
- catering and food.

Please refer to the [spending fact sheet](#) for more information on supported and not supported costs.

The examples provided are not exhaustive. If schools require clarification, please contact the Program Operations Centre on 1300 785 707.



6. Assessment criteria

Eligible applications for primary school funding and secondary school funding will be assessed separately against the relevant assessment criteria.

6.1 Primary school funding

Applications received from special schools with primary school enrolments (Years P-6) will be funded as a priority.

If, (as anticipated), remaining total applications exceed the level of available funding, applications from primary and combined schools will be ranked in order of priority for funding, by applying each of the following criteria in order:

1. Schools which have been successful with the least number of primary school grants over the past four terms will be given priority
2. Schools which have a lower Index of Community Socio-Educational Advantage (ICSEA) value will be given priority
3. Schools which as defined by the Accessibility/Remoteness Index of Australia (ARIA+) remoteness area categories are situated in remote locations will be given priority, followed by schools situated in regional locations and then schools situated in major cities.
4. If required, earliest submission time of application will be given priority.

6.2 Secondary school funding

Applications received from special schools with secondary school enrolments in Years 7 and/or 8 will be funded as a priority.

If, (as anticipated), remaining total applications exceed the level of available funding, applications from secondary and combined schools will be assessed based on the following criteria:

- **Targeting female cohorts (50%)** - this will be demonstrated by the percentage of females participating (from 0-100% in 10% increments as provided in the grant application)
- **Targeting inactive students (50%)** - this will be demonstrated by the percentage of total students participating who do not meet the daily recommendation of 60 minutes of moderate to vigorous physical activity (from 0-100% in 10% increments as provided in the grant application)

Applications will then be ranked in order of priority for funding, by applying each of the following criteria in order:

1. Schools which have a lower Index of Community Socio-Educational Advantage (ICSEA) value will be given priority
2. Schools which as defined by the Accessibility/Remoteness Index of Australia (ARIA+) remoteness area categories are situated in remote locations will be given priority, followed by schools situated in regional locations and then schools situated in major cities.



7. How to apply

Before applying, you must read and understand the Sporting Schools:

- grant guidelines (this document)
- [parameters](#)
- [spending fact sheet](#)
- [terms and conditions](#).

To apply you must:

- meet all [eligibility criteria](#)
- be a nominated contact on the school's site account with a registered individual username and password
- agree to the [terms and conditions](#)
- submit your application prior to the closing date.

Schools can submit an application for the grant type/s they are eligible for and can nominate up to three partner sports in their application. Combined schools and special schools may apply for a primary and secondary school grant if they meet the [eligibility criteria](#).

Schools must apply for a grant via the new [School portal](#) on the [Sporting Schools website](#). Applications cannot be submitted in any other form.

On submission of your application, you will receive an email confirming your application has been submitted successfully and a summary of your application.

Schools can edit their application after submission during the application open period. Applications cannot be changed after the closing date and time.

You are responsible for ensuring that your application is complete and accurate. Giving false or misleading information is a serious offence under the Criminal Code 1995 and we will investigate any false or misleading information and may exclude your application from further consideration.

If an error is found or information is missing, the ASC may ask for clarification or additional information from you that will not change the nature of your application.

If you need further guidance around the application process, please visit the Sporting Schools [Help Centre](#). You can also contact the Sporting Schools Program Operations Centre at support@sportingschools.gov.au or by calling 1300 785 707.



7.1 Timelines

You can submit an application each term between the published opening and closing dates and times.

Late applications will be considered where technical difficulties have prevented you from applying, and contact has been made with the Program Operations Centre before the grant application closing date and time.

Late applications may also be considered where extenuating circumstances (such as natural disasters) prevent you from applying, noting that contact needs to be made with the Program Operations Centre within three business days of the grant application period closing date.

All grant applicants will be notified of the outcome of their application within 15 business days from the closing date of the relevant grant period as published on the [Sporting Schools website](#).

7.2 Questions during the application process

If you have any questions during the application period, please visit the Sporting Schools [Help Centre](#) or contact the Sporting Schools Program Operations Centre at support@sportingschools.gov.au or by calling 1300 785 707.

Enquiries should be made no later than three days prior to grants closing, as the Sporting Schools Program Operations Centre will aim to respond to enquiries within three business days.





8. The grant selection process

Applications from special schools will be considered through a demand driven process. Applications from primary, secondary, and combined schools will be considered through an open competitive grant process. Applications will be assessed for eligibility by the ASC.

If the selection process identifies unintentional errors in your application, you may be contacted to correct or explain the information.

Eligible applications will then proceed to assessment against the relevant assessment criteria, for primary school funding or secondary school funding as applicable. The assessment process will be undertaken by ASC staff in each case.

8.1 Primary school funding

Applications received from special schools with primary school enrolments (Years P-6) will be funded as a priority.

To ensure equal access to primary school funding, remaining applications will be prioritised for funding by applying the assessment criteria. Applications are then ranked and may be recommended for funding (subject to availability).

8.2 Secondary school funding

Applications received from special schools with secondary school enrolments (Years 7 and/or 8) will be funded as a priority.

To ensure equal access to secondary school funding, remaining applications are prioritised for funding by applying the assessment criteria. Applications are then ranked and may be recommended for funding (subject to availability).

8.3 Who will approve grants?

The grant approver is the Director, Sporting Schools. The Director's decision is final in all matters, including:

- the approval of the grant
- the grant amount to be awarded
- the terms and conditions of the grant.

There is no appeal mechanism for decisions to approve or not approve a grant.



9. Notification of application outcomes

The ASC will advise you of the outcome of your application via email.

If you are successful, the outcome email will confirm you have met the requirements for a grant. It will also set out:

- terms and conditions
- parameters
- eligible expenditure.





9.1 Program delivery and parameters

Schools are required to use the grant only for permitted activities (e.g. program delivery and associated costs) within the approved funding period (school term) under Sporting Schools and for no other purpose. Expenditure of funds or program delivery cannot be rolled over to another school term.

The [parameters](#) describe the characteristics of required activities for schools participating in Sporting Schools. All schools receiving Sporting Schools funding are required to comply with the following parameters:

- use the [school portal](#) to book a Sporting Schools program with an endorsed or registered provider*
- deliver a minimum of one [Sporting Schools partner sport](#) program within the approved funding period (school term),
- provide Sporting Schools programs as a free service. Schools must not request payment from children or families to participate in activities under Sporting Schools
- provide Sporting Schools programs as complementary to existing sport and physical education curriculum delivery
- deliver a Sporting Schools partner sport program, with a minimum of four x 45-60-minute sessions**, which apply the [Playing for Life](#) key principles:
 - each session must:
 - have the same participants taking part
 - have a minimum of 10 participants**
 - engage participants of all abilities; and
 - actively engage participants for the duration of the session (i.e. 45-60 minutes of activity).
- ensure active supervision is provided for activities under Sporting Schools in addition to the coach
- deliver activities under Sporting Schools to the number of participants identified in the approved grant application
- spend funding on Sporting Schools activities and supported costs only within the approved funding period (school term)
- deliver the program before, during or after school, within the approved funding period (school term)
- comply with the ASC's financial declaration (acquittal) and reporting requirements.

*failure to use the school portal to book a program will require the school to provide program delivery information within the funded term to request delegate approval for funding to be released.

**Note that delivery equivalent to 3-4 hours per participant is supported where school or program delivery location requires intensive delivery and schools with less than 10 students enrolled can still apply.

The ASC has partnered with more than 40 NSOs and NSODs to deliver Sporting Schools programs across Australia. Our partner NSOs/NSODs offer developmentally appropriate and curriculum-aligned programs for children designed specifically for the school environment. They also provide quality delivery resources and professional development for teachers to support teacher delivery. Other provider organisations are also able to register to deliver introductory partner sport programs under Sporting Schools.

Schools can use their site account to [login](#) to the online Sporting Schools portal to make coach and teacher-delivered bookings. Each program on offer meets the minimum number of sessions and participants required and each coach assigned through the Sporting Schools portal has a valid working with children check.

Due to exceptional circumstances (such as natural disasters, school closures or other circumstances approved by the ASC), schools may have an Exceptional Circumstances Activity Plan approved if they are unable to deliver a program within the funding period.

Full details of the school's obligations can be found in the [parameters](#) and [terms and conditions](#) on the Sporting Schools website.



9.2 Child safety

The ASC is committed to Australian sport environments and programs that are safe, supportive, and friendly for children and other vulnerable people. The [ASC Child Safe Policy](#) outlines the ASC's commitment to child safeguarding, and the obligations and responsibilities of ASC staff and stakeholders to protect children.

While you are required to be compliant with all relevant laws and regulations, you may be asked to demonstrate compliance with child protection legislation, policies and/ or industry standards.

Partner NSOs and NSODs are recognised by the ASC and required to adopt, implement, and enforce policies that support safe environments for children that are compliant with relevant child protection legislation.

As detailed in the [terms and conditions](#), schools receiving funding are required to:

- comply with relevant legislation relating to working or volunteering with children
- ensure working with children checks are obtained where required and remain current
- implement the [National Principles for Child Safe Organisations](#)
- identify and manage the risk of harm or abuse to children
- provide training and implement a compliance regime for people working with children
- notify the ASC if there is a failure to comply with expectations
- impose the same child safety obligations on subcontractors (e.g. coaches).

9.3 How the ASC pays the grant

Each grant will be paid in a single instalment once the school submits a booking request through the Sporting Schools school portal and the booking is confirmed by a provider.

If successful schools do not submit a booking, or their booking is not confirmed, they will forfeit the grant. Schools will be advised of the last date to make a booking for the approved funding period (school term).

The ASC will transfer all grant funding electronically into the school's nominated Australian bank account, or shared services account for government schools in NSW and WA.

9.4 Grant payments and GST

If the school is required to be registered for GST and is not a 'government related entity' as defined in A New Tax System (Goods and Services Tax) Act 1999 (Cth):

- the grant will be increased by the prevailing rate of GST; and
- under the terms and conditions, the school authorises the ASC to issue a Recipient-created tax invoice with respect to the grant on the school's behalf.



10. Announcement of grants

Successful schools will be listed on the [ASC website](#) after the grant has been paid.

11. How the ASC monitors your grant activity

Schools which receive funding must complete any information and reporting regarding the delivery of Sporting Schools programs in accordance with the [terms and conditions](#).

Details required for reporting include:

- grant expenditure and evidence
- total number and demographic information of students engaged
- confirmation and details of program delivery
- coach/es engaged to deliver the program.

11.1 Acquittal

Schools are required to complete an online acquittal via the [Sporting Schools portal](#) each term, including evidence of expenditure and program delivery.

Up to \$200 (GST inclusive) of supported administration expenses can be claimed without evidence of expenditure.

Up to \$1,650 (GST inclusive) of supported essential equipment required to deliver an NSO partner sport program can be claimed.

On submission of your acquittal, you will receive an email confirming your acquittal has been submitted successfully and a summary of your submission.

Acquittal submissions will be assessed, and schools will be notified of the outcome via email.

If required, schools will be invoiced and asked to return any residual funds. Invoices are payable within 30 days.

Failure to submit an acquittal will result in the school being invoiced and required to repay the full grant amount unless evidence of delivery and supported expenditure is provided via the [school portal](#) within 180 days of the end of the approved funding period (school term).

If a school disagrees with an acquittal outcome, such as expenses that have been rejected, schools can log in to the [school portal](#) and request a review of their acquittal within 180 days of the end of the approved funding period (school term). If outside this period, schools can email support@sportingschools.gov.au and ask for the acquittal to be reviewed, subject to ASC discretion.



11.2 Program Delivery Survey

Where a school receives funding, a program delivery survey will be sent to the school at the end of the funded term to be completed.

11.3 Evaluation

The ASC will evaluate the grant program to measure how well the outcomes and objectives have been achieved.

The ASC may use information from your application, acquittal, and program delivery survey for this purpose. We may also interview relevant people at your school or ask for more information to help us understand how the grant impacted your school community and to evaluate how effective it was in achieving its objectives.

11.4 Acknowledgement

Schools and other parties must seek and receive written approval from the ASC before making any public announcements about Sporting Schools funding or promoting related activities.

Where possible, acknowledge the Australian Government as follows:

'Sporting Schools is an Australian Government initiative'.

If you make a public statement about Sporting Schools, we require you to acknowledge the grant your school received as follows:

'[School name] received funding from the Australian Government to deliver Sporting Schools'.

Instructions on how to use the Sporting School's logo are available in our [Branding guide](#) which can be found on the ASC website.

If using the Sporting Schools logo outside of the provided templates/resources, final logo placement must be approved by the ASC. Contact the Sporting Schools Program Operations Centre at support@sportingschools.gov.au to seek approval.



12. Probity

The ASC will make sure the grant opportunity process is fair, according to the published guidelines, incorporates appropriate safeguards against fraud, unlawful activities, and other inappropriate conduct.

12.1 Feedback

If you have feedback or a complaint concerning the grants process for Sporting Schools, please submit it via the [feedback and complaints form](#) on the ASC website.

12.2 Conflicts of interest

Any conflicts of interest could affect the performance of the grant opportunity. There may be a conflict of interest, or perceived conflict of interest, if ASC staff, any member of a committee, or advisor, and/or you, or any of your personnel:

- has a professional, commercial, or personal relationship with a party who is able to influence the application selection process, such as an ASC staff member
- has a relationship with, or interest in, an organisation, which is likely to interfere with, or restrict the applicants from carrying out the proposed activities fairly and independently
- has a relationship with, or interest in, an organisation from which they will receive personal gain because the organisation receives a grant under the grant program.

If you identify an actual, apparent, or perceived conflict of interest, you must inform the ASC immediately via email at support@sportingschools.gov.au.

Conflicts of interest for ASC staff will be handled as set out in the ASC's Conflict of Interest Policy.

12.3 How the ASC will use your information

The ASC may share your information with other government agencies for relevant Australian Government purposes such as:

- to improve the effective administration, monitoring, and evaluation of Australian Government programs
- for research
- to announce grant recipients.

If a school has been successful in its application for funding, the ASC will provide partner NSOs/NSODs/SSOs with school contact information including the school's primary contact, address, email, and phone number.



12.4 Treatment of confidential information

The ASC will treat the information provided by applicants as confidential if it meets all of the three conditions below:

- is clearly identified as confidential with an explanation as to why it should be treated as confidential
- the information is commercially sensitive
- disclosing the information would cause unreasonable harm to you or someone else.

12.5 When we may disclose confidential information

The ASC may disclose confidential information to:

- the ASC's Board and our employees and contractors, (and to other Commonwealth employees and contractors as required) to help us manage the grant program effectively
- the ASC's Board and our employees and contractors (and to other Commonwealth employees and contractors as required) so we can research, assess, monitor, and analyse our programs and activities
- the Minister or Parliamentary Secretary
- the Auditor-General, Ombudsman or Privacy Commissioner
- a House or Committee of the Australian Parliament.

The ASC may also disclose confidential information if required or authorised by law, or if someone other than the ASC has made the confidential information public.

12.6 Personal information

The ASC must treat your personal information according to the Australian Privacy Principles (APPs) and the Privacy Act 1988. This includes informing you:

- what personal information the ASC collects
- why the ASC collects your personal information
- who the ASC may give your personal information to.

The full details of how your personal information is treated can be found in the [ASC Privacy Policy](#).

The ASC may give personal information collected, to our Board, employees and contractors, and other Commonwealth employees and contractors as required, so we can:

- manage the grant program
- research, assess, monitor, and analyse our programs and activities.

The ASC may also:

- announce the names of successful applicants to the public
- publish personal information on the ASC website.



12.7 Reporting

Effective disclosure and reporting of administered grants is essential for public accountability. The ASC publishes grant recipients and funding details on its [website](#).

12.8 Freedom of information

All documents in the possession of the Australian Government, including those about this grant opportunity, are subject to the Freedom of Information Act 1982 (FOI Act).

The purpose of the FOI Act is to give members of the public right of access to information held by the Australian Government and its entities.

Under the FOI Act, members of the public can seek access to documents held by the Australian Government. This right of access is limited only by the exceptions and exemptions necessary to protect essential public interests and private and business affairs of persons in respect of whom the information relates.

All FOI requests must be referred to the ASC FOI Officer: foi.officer@ausport.gov.au.



13. Glossary

| Term | Definition |
|----------------------------------|---|
| ASC | The Australian Sports Commission is referenced throughout the entirety of the document as the ASC |
| acquittal | a financial declaration completed by a school at the end of a funding period reconciling financial expenditure of a grant |
| ARIA+ category | the Accessibility and Remoteness Index of Australia+ classification of school location calculated via physical address post code, that describes location, based on the Australian Statistical Geography Standard Remoteness structure, ARIA+ remoteness scores and ratings |
| assessment criteria | are the specified principles or standards, against which applications will be judged. These criteria are also used to assess the merits of proposals and, in the case of a competitive grant opportunity, to determine application rankings |
| coach | means an individual (being an employee, contractor, or volunteer of a provider) nominated by a provider to deliver activities under the Program, excluding teachers |
| eligibility criteria | refers to the mandatory criteria which must be met to qualify for a grant. Assessment criteria may apply in addition to eligibility criteria |
| funding period | means the time period (school term) specified by the ASC within which a school may use a grant to deliver activities under the Program |
| grant | refers to an arrangement for the provision of financial assistance by the ASC on behalf of the Australian Government to support the delivery of activities under the Program |
| grant activity/activities | refers to the project/tasks /services that the grant recipient is required to undertake |
| grant approver | the person who makes a decision to award a grant |
| grant program | a 'program' carries its natural meaning and is intended to cover a range of related activities aimed at achieving government policy outcomes |
| grant recipient | the school which has been selected to receive a grant |
| NSO | a national sporting organisation accepted by the ASC as a partner sport in the Program |
| NSOD | a national sporting organisation for people with disability accepted by the ASC as a partner sport in the Program |
| NSO-endorsed provider | a provider organisation approved by an NSO to deliver sport packages under the Program with respect to the NSO's sport |
| outstanding debt | refers to an unpaid invoice/s older than 30 days owed to the ASC including the ASC pilot programs and/or projects |
| P-6 | the grades of schooling offered by primary schools, from the first year of formal schooling through to year 6 (and including year 7 in South Australia where applicable) |
| parameters | the requirements for conduct of the Program |
| participant | an individual who takes part in Program sessions |
| Playing for Life | the <u>Playing for Life philosophy</u> which is based on a theoretical approach that uses games rather than drills to introduce particular sports or structured physical activities |



| Term | Definition |
|------------------------------------|--|
| Program | the ASC's Sporting Schools program, designed to help primary and secondary schools increase children's participation in sport, delivered in partnership with NSOs |
| provider | an organisation involved in delivering Sport packages for Schools, under the Program. It may be an NSO, NSO-endorsed provider or other organisation registered for the Program |
| relevant legislation | any legislation of the Commonwealth, State or Territory that applies in the jurisdiction where activities are being delivered under the Program |
| Remote Sporting Schools | a targeted grant program to trial opportunities to complement and strengthen the presence of sport in schools (Prep-Year 12) and the community in selected remote areas of Australia |
| school | an educational establishment whose major activity is the provision of full-time primary or secondary education, accepted by the ASC to conduct activities under the Program |
| selection process | the method used to select potential grant recipients. This process will involve the assessment of applications against the eligibility criteria and assessment criteria |
| session | means one lesson of 45–60 minutes delivered to a student/class |
| site | means the Program website |
| site account | an account established for use of the site by a school, provider or coach that intends to participate in the Program, subject to the Site User Terms and Conditions |
| sport package | an eligible sporting activity or product delivered under the Program |
| teacher | an individual (being an employee of a school, which has a valid State and/or Territory teacher registration) nominated by a school to deliver activities under the Program |
| working with children check | the process in place under relevant legislation to screen an individual for fitness to work with children |

SPORTING *Schools*



Australian Government
Australian Sports Commission



LEARN MORE:
sportingschools.gov.au