

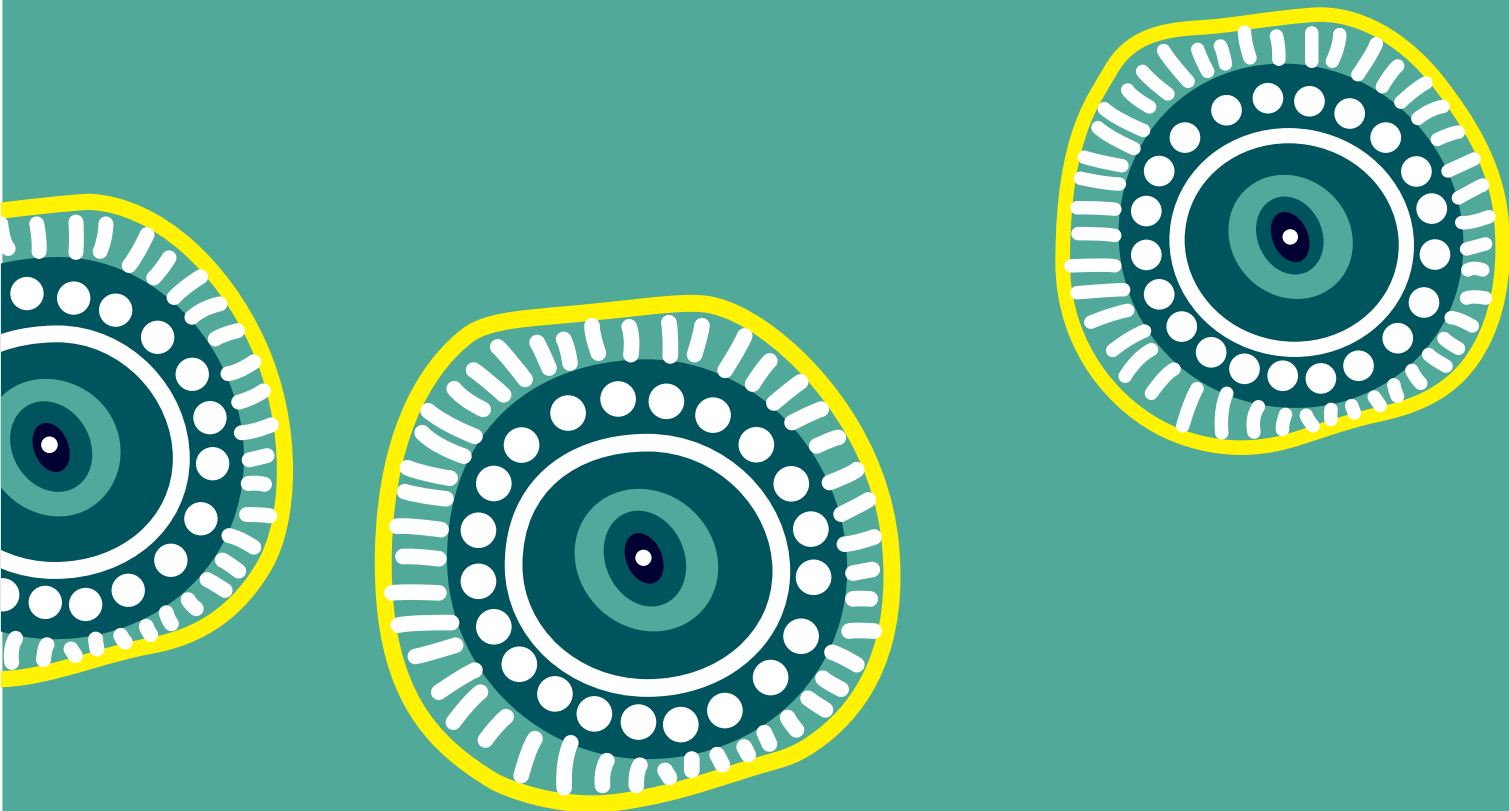
SPORTING *Schools*



Grant Guidelines Term 1, 2024



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.



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Overview

Opening and closing dates and times

Term 1, 2024 Applications:

Open: 8am AEDT Monday 6 November 2023

Close: 5pm AEDT Friday 17 November 2023

Responsible entity

Australian Sports Commission

Enquiries

If you have any questions, contact:

Sporting Schools Program Operations Centre

1300 785 707

support@sportingschools.gov.au

Enquiries should be made no later than 3 days prior to grants closing.

Date Guidelines released

3 November 2023

Type of grant opportunity

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

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



1. Sporting Schools processes

1. **Sporting Schools is designed to achieve Australian Government objectives**

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.

2. **Grants open**

Monday 6 November 2023.

Grant guidelines will be published on the Sporting Schools website prior to the grant application period.

3. **Submit application**

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.

4. **Grants close**

Friday 17 November 2023.

5. **Assessment**

Grant applications will be assessed against the relevant assessment criteria.

6. **Approval**

The Director, Sporting Schools will approve all grants.

7. **Notification of outcome**

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

8. **Program booked by school**

School notifies ASC of intended Sporting Schools program delivery by submitting a booking request via the school portal

9. **Grant payment is made**

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

10. **Delivery of grant activities**

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.

11. **Program Reporting**

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

12. **Evaluation**

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 14.





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 16 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 35 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.

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 \$39.8 million for the Sporting Schools program for 2024, with a minimum of \$8.57 million to be awarded in grants for Term 1, 2024.

Period	Key dates
Opening and closing dates and times	Open: 8am AEDT Monday 6 November 2023 Close: 5pm AEDT Friday 17 November 2023
Notification	Applicants will be notified via email regarding the outcome of their submission within 10 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.

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
- 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
- Additional coaches
- Student transport costs
- Coach transport costs.



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

All 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

All 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, a school must:

- be registered with Sporting Schools
- provide valid bank details (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 the ASC, whether in relation to Sporting Schools or otherwise
- 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 35 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 NSO-nominated 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.

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 (Term 1, 2024).

Successful schools must book an NSO partner sport to deliver a Sporting Schools program or book a teacher delivered package to receive their funding, with bookings made via the school portal.

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 10.

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 NSO partner sports, NSODs, SSOs, NSO-nominated providers and coaches for the delivery of programs under Sporting Schools
- purchase of essential equipment required to deliver an NSO partner sport program under the relevant grant program (with a maximum total expenditure up to \$1,500 GST exclusive allowed)
- payment to a teacher for supervision or coaching before or after school or for coaching outside their normal paid work hours at the school
- required travel expenses to the delivery location of an NSO 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 partner sport program.

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 (Term 1, 2024)
- delivery of programs where children/families are charged to participate
- delivery of existing sport or physical education programs
- delivery of non-partner sport programs (approved sports can be found on our [Sports page](#))
- delivery of non-sport specific fundamental movement skills, fitness 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 (Term 1, 2024)
- payments to non-partner sports
- any expenses in relation to school carnivals, interschool sport, representative sport, competitions, or gala days
- payments to school staff for regular paid work hours or supervision during the school day
- purchase of uniforms and apparel
- purchase of equipment outside what is required to deliver a 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 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 received 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.

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 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 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 closing date.

All grant applicants will be notified of the outcome of their application within 10 business days from the closing date of Friday 17 November 2023.

7.2 Questions during the application process

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

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 ASC will advise you of any specific conditions attached to the grant.

10. Successful grant applications

If you are successful, you will be notified by the ASC. This notification will confirm you have met the requirements for a grant. It will also set out:

- terms and conditions
- parameters
- eligible expenditure.





10.1 Program delivery and parameters

Schools are required to use the grant only for permitted activities (e.g., program delivery and associated costs) within Term 1, 2024 under Sporting Schools and for no other purpose. Expenditure of funds or program delivery cannot be rolled over to another school term.

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

- Book and deliver a minimum of one [Sporting Schools partner sport](#) program within Term 1, 2024
- 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 Term 1, 2024
- deliver the program before, during or after school, during Term 1, 2024
- comply with the ASC's financial declaration (acquittal) and reporting requirements.

*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 35 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.

Schools can use their site account to [login](#) to the online Sporting Schools portal to make coach and teacher-delivered bookings with partner NSOs and their approved organisations. Each program on offer meets the minimum number of sessions and participants required by Sporting Schools and each coach accessible through the Sporting Schools portal meets all coaching requirements, including 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.



10.2 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 which receive 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).

10.3 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. If successful schools do not submit a booking, they will forfeit the grant.

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.

10.4 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.

11. Announcement of grants

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



12. How the ASC monitors your grant activity

Schools 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.

12.1 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 (excluding GST) of supported administration expenses can be claimed without evidence of expenditure.

Up to \$1,500 (excluding GST) 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.

Schools may be invoiced and asked to return any residual funds. If a school disagrees with an acquittal outcome, such as expenses that have been rejected, schools can email support@sportingschools.gov.au and ask for the acquittal to be reviewed.

Failure to submit an acquittal may result in the school being required to repay the full grant amount.

12.2 Program Delivery Survey

Where a school receives funding, a program delivery survey will be sent to the school at the end of Term 1, 2024 to be completed.



12.3 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.

12.4 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.



13. 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.

13.1 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.

13.2 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.

13.3 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 with school contact information including the school's primary contact, address, email, and phone number



13.4 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.

13.5 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.

13.6 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.



13.7 Reporting

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

13.8 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.



14. 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 an organisation) nominated by an organisation to deliver activities under Sporting Schools, 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 Sporting Schools
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 Sporting Schools
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 Sporting Schools
NSOD	a national sporting organisation for people with disability accepted by the ASC as a partner sport in Sporting Schools
NSO-nominated provider	a provider approved by an NSO to deliver activities under Sporting Schools with respect to the NSO's sport
organisation	refers to an NSO/NSOD, SSO or NSO-nominated provider
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 Sporting Schools program
participant	an individual who takes part in Sporting Schools program sessions



Term	Definition
Playing for Life	the Playing for Life philosophy which is based on a theoretical approach that uses games rather than drills to introduce particular sports or structured physical activities
relevant legislation	any legislation of the Commonwealth, State or Territory that applies in the jurisdiction where activities are being delivered under Sporting Schools
school	an educational establishment whose major activity is the provision of full-time primary or secondary education. The school must be 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 to be accepted by the ASC to conduct activities under Sporting Schools
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 Sporting Schools website
site account	an account established for use of the site by a school or organisation that intends to participate in Sporting Schools, accessed via a registered individual username and password for an employee of the school or an employee, contractor or volunteer of a relevant organisation
sport package	an NSO-approved sporting product delivered under the Sporting Schools program over a minimum of four (4) sessions
SSO	a state sporting organisation approved by an NSO to deliver activities under Sporting Schools with respect to the NSO's sport
teacher	an individual (being an employee of the school, which has a valid state and/or territory teacher registration) nominated by a school to deliver activities under Sporting Schools
working with children check	the process in place under relevant legislation to screen an individual for fitness to work with children

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