

2021

SASI Individual Athlete Program

Program Guidelines

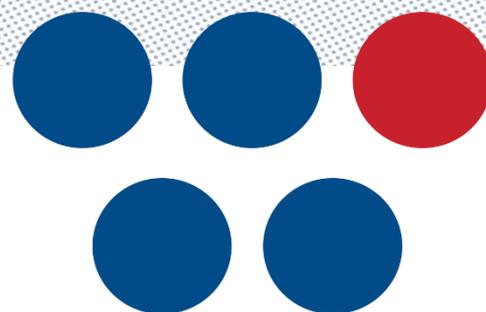




Table of contents

Table of contents	2
Minister’s message	3
Introduction	4
The South Australian Sports Institute.....	4
Recognised Sporting Organisations.....	4
Objectives	4
Important dates	5
Budget	6
Grants available	6
SASI Individual Athlete Scholarship.....	6
SASI Country Athlete Award.....	6
Eligibility criteria	7
Who is eligible?.....	7
SASI Individual Athlete Scholarship.....	7
SASI Country Athlete Award.....	7
Who is ineligible?.....	7
Ineligible costs.....	8
How to apply	9
Mandatory information required in the application.....	9
Application endorsement.....	9
Key specifics to get correct.....	9
Assessment process	11
Eligibility screening.....	11
Funding Assessment Committee.....	11
Assessment principles.....	11
Recommendation.....	12
Final approval.....	12
Notification.....	12
If your application is unsuccessful.....	12
If your application is successful	13
Grant agreement.....	13
Payment.....	13
Monitoring and compliance.....	13
Grant agreement variations and extensions.....	13
Acquitting a grant.....	14
Other information	15
How ORSR will use your information.....	15
Treatment of confidential information.....	15
When ORSR may disclose confidential information.....	16
Personal information.....	16
Reporting.....	16
Freedom of information.....	17
Definition of key terms	18
Enquiries and feedback	19





Minister's message

I am delighted to open applications for the 2021 Round of the South Australian Sports Institute's Individual Athlete Program scholarships and Country Athlete awards.

Through the Individual Athlete Program and Country Athlete awards, the Marshall Government provides financial support and performance services to athletes who are committed to taking their ability to the highest national and international levels.

The Individual Athlete scholarships and the Country Athlete awards are open to individuals competing in an Olympic, Paralympic or Commonwealth Games sport.

Through this support, the program has made a positive and lasting difference for many South Australian athletes. No less than 20 Individual Athlete scholars were selected to represent Australia at the 2016 Rio Olympic and Paralympic Games with five athletes claiming medals on a highly competitive world stage.

Sport is an important part of the fabric of our community and the Marshall Government is committed to helping South Australians to achieve their sporting goals. We have already demonstrated this through our commitment to provide \$100 sport vouchers to families and we will continue to find more ways to support sport at all levels from the grassroots through to elite.

The Community Recreation and Sport Facilities Program aligns with the objectives of Game On, a Marshall Government initiative which aims to get South Australians moving and enjoying the many social, health and lifestyle benefits sport and recreation provide.

It is with great pleasure that I invite applications for the 2021 South Australian Sports Institute Individual Athlete Program and Country Athlete awards.

Applications close midday on Wednesday 7 October 2020.



Hon Corey Wingard MP

Minister for Recreation, Sport and Racing





Introduction

These guidelines set out the funding requirements for the SASI Individual Athlete Program (the program). The Office for Recreation, Sport and Racing (ORSR) is responsible for administering the program.

The South Australian Sports Institute

The South Australian Sports Institute (SASI) is a division of the Office for Recreation, Sport and Racing (ORSR) and is the Government of South Australia's leading program and servicing agency for the identification, development and support of talented and elite athletes.

SASI provides services and support to talented and high performance athletes and coaches who are committed to taking their ability to the highest international levels.

Recognised Sporting Organisations

Applicants must be a South Australian registered competitor with an Olympic, Paralympic or Commonwealth Games Sport and must be competing in a Games discipline to be eligible for assistance from SASI.

The South Australian State Sporting Organisation (SSO) must be recognised as the peak state body within the sport. That peak body must be affiliated with a National Sporting Organisation (NSO) that is recognised by Sport Australia.

Objectives

Individual Athlete Scholarships are aimed at athletes engaged in a comprehensive program of intensive training and international competition in an Olympic, Paralympic or Commonwealth Games sport and discipline.

Country Athlete Awards are aimed at athletes (aged 13 – 18 on or before 31 December 2020, permanent residence and more than 130km from Adelaide GPO) with demonstrated ability to progress to senior elite level in an Olympic, Paralympic or Commonwealth Games sport and discipline.

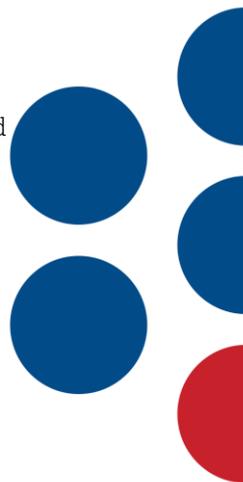
The ORSR Strategic Plan has the following Sporting Excellence goal:

Empowering people to achieve their sporting dreams and inspiring Australians.

The relevant strategy that the program supports is:

Optimise National representation and medal success on the world stage for South Australian based athletes and teams.

- We will conduct programs and partnerships that provide the critical support for individual and team success for our athletes.





Important dates

The following dates apply to this funding round:

Applications Open	2 September 2020
Applications Close	7 October 2020 - Applications must be submitted online before 12 pm noon ACST
Applications Screened	October 2020
Assessment	October/November 2020
Applicants Notified	After 18 December 2020
Agreements offered	January 2021
Acquittals Due	30 June 2021





Budget

The budget for 2020-2021 SASI Individual Athlete Program is \$135,000.

Grants available

SASI Individual Athlete Scholarship

The Individual Athlete Scholarships provide financial assistance to offset the costs associated with high performance training, competition and equipment.

SASI Individual Athlete Scholarships are not available to athletes who are scholarship holders in a SASI sport program. Athletes in sports where SASI conducts a program applicable to their age group for the full period of the scholarship are also ineligible.

Financial assistance and performance support servicing will be tiered according to the athlete's sport categorisation along with their recent performances and future potential at benchmark events*.

Benefits additional to the financial assistance will be available on a case-by-case basis. Benefits may include:

- Use of SASI facilities and training venues
- Sport science and sport medicine servicing
- Athlete career development assistance

** **Benchmark Events** – The highest ranked event each year specific to your sport at the appropriate age and level i.e. World Championships*

SASI Country Athlete Award

The SASI Country Athlete Award (CAA) offers financial assistance to talented junior athletes, who are performing at a national level or on the trajectory to compete at this level within 2 years in Olympic, Paralympic or Commonwealth Games sports and disciplines. This Award targets athletes from rural areas to offset expenses that may be incurred in:

- The implementation of a training and competition program;
- Travel and accommodation not met by the club, State or National Sporting Organisation;
- The purchase and maintenance of training and competition equipment.

CAA recipients will have demonstrated through their sporting achievements, an outstanding ability to progress to the senior elite level. Athletes who have been identified by the SASI Talent Search Program or a National Talent Identification Program in their sport will also be considered.





Eligibility criteria

Who is eligible?

SASI Individual Athlete Scholarship

To be eligible for a scholarship, applicants must be:

- An Australian Citizen;
- Competing in an Olympic, Paralympic or Commonwealth Games sport and discipline;
- Able to demonstrate the ability to be selected onto the next national team for the international benchmark event relevant to their age, e.g. Senior/U23/Junior World Championships;
- Registered as a competitor with a South Australian SSO that is affiliated with a NSO that is recognised by Sport Australia. (Please note that the SSO must be recognised as the peak state body);
- Engaged in a comprehensive program of intensive training and international competition;
- Intending to compete in their sport throughout the scholarship period or be engaged in a planned rehabilitation program for the next 12 months or part thereof;
- Working towards the attainment of their full potential in their sport and also their studies and/or occupation.

SASI Country Athlete Award

To be eligible for an Award, applicants must be:

- An Australian Citizen;
- South Australian athletes with primary residence 130km or more from the Adelaide GPO. Kangaroo Island residents are eligible to apply;
- Competing in an Olympic, Paralympic or Commonwealth Games sport and discipline;
- Registered as a competitor with a South Australian SSO that is affiliated with a NSO that is recognised by Sport Australia. (Please note that the SSO must be recognised as the peak state body);
- Aged between 13 and 18 inclusive, on 31 December 2020;
- Recognised as having the ability to reach the senior elite level of competition;
- Recognised as having the potential to transition into a SASI sport program or Individual Athlete Scholarship;
- Competing at a high level nationally at age championships or on a trajectory to compete at that level within 2 years;
- Engaged in a comprehensive program of training and competition;
- Intending to compete in their sport throughout the following 12 month period or be engaged in a planned rehabilitation program for the next 12 months or part thereof;
- Working towards the attainment of their full potential in their sport and also their studies and/or occupation.

Who is ineligible?

The following will be considered ineligible for SASI Individual Athlete Program funding:





- Organisations
- Individuals that are NOT competing in an Olympic, Paralympic or Commonwealth Games sport and discipline

If you are unsure about the applicant's eligibility please contact SASI on (08) 7424 7661.

Ineligible costs

Any costs not associated with development or pursuit of an athlete in their chosen sport are considered ineligible through the SASI Individual Athlete Program.





How to apply

Carefully read these guidelines to determine whether your organisation and project meets the eligibility criteria.

The following steps briefly describes the process to submit an application.

- Register for our new online application process through the ORSR website
- Complete the application in full and submit prior to the closing time of the program. Late and incomplete applications may not be assessed.

If you find an error in your application after submitting it, you should notify ORSR immediately via email: ORSR.Grants@sa.gov.au, who will reopen your application to amend and resubmit.

ORSR may not be able to accept additional information or requests to change your submission after the closing date.

If you need further guidance in the application process, are unable to submit the SmartyGrants application or wish to withdraw a submitted application, you can contact ORSR via email: ORSR.Grants@sa.gov.au

Mandatory information required in the application

Please have the following mandatory information required for an application to be considered eligible:

All attachments must be submitted with your SmartyGrants application. Attachments and/or other information not submitted in the applicant's SmartyGrants application may not be considered through the assessment process.

Application endorsement

Applicants must have their application endorsed by their:

- Parent or guardian if the applicant is under the age of 18 years.

SASI will seek endorsement of the application from the NSO / SSO for the applicants sport.

Key specifics to get correct

Applicants must ensure the following;

- Disability Classification, if applicable.
- The sport applying for and the targeted event/discipline in your sport.
- State Sporting Organisation registered with and the registration/licence number.
- High Performance Director contact details – *If applying for the Individual Athlete Scholarship.*
- Coaches contact details.
- Three best sporting achievements in the past 12 months for; International, National and State.
- Performance Plan – Should include training priorities, goals and a competition schedule for the next 12 months.
- Estimated expenditure and revenue from your sport in the next 12 months.
- Check that all the questions have been answered and all essential documentation is attached.





- Press submit once you have completed the application. Amendments can be made prior to the closing date upon request.

Ensure you follow the helpful hints on each question within the application form as well as the following tips:

- Keep your responses to the questions clear and concise.
- Prioritise your writing to ensure the most critical information is in a prominent position.
- Use dot point writing where possible.
- Additional documents should be directly referenced within the application.
- Accurately label attached files and avoid use of acronyms.

It is not possible to approve all requests, therefore funding should not be deemed automatic or anticipated.





Assessment process

Eligibility screening

ORSR conducts a preliminary assessment of all applications ensuring that:

- The applicant is eligible to apply, and
- The application has been completed in full, and all essential information has been provided (incomplete applications may be deemed ineligible).

If an application fails to pass eligibility screening the applicant will be contacted via email, using the details provided in the application. The online application form will be reopened for the applicant to update and resubmit.

If an application is not resubmitted before the date that is requested by ORSR or the Funding Assessment Committee will utilise the latest submitted version for eligibility screening and assessment.

Funding Assessment Committee

The Chief Executive, ORSR appoints the members of the Funding Assessment Committee. The Funding Assessment Committee is comprised of officers from across SASI.

ORSR recognises that conflicts of interest may arise with staff, technical experts, and others assessing the applications and forming recommendations. All employees of the Government of South Australia must comply with:

- The Code of Ethics of the South Australian Public Sector issued under the *Public Sector Act 2009 (SA)*.
- Public Sector (Honesty and Accountability) Regulations 2010 (SA).

The assessment processes within ORSR are additionally governed by the following:

- ORSR Conflict of Interest Policy.
- ORSR Grant Management Policy and Procedures.

Assessment principles

The Funding Assessment Committee assess all applications.

Where an application is deemed eligible, the Funding Assessment Committee will take into consideration the performance achievements of the applicant.

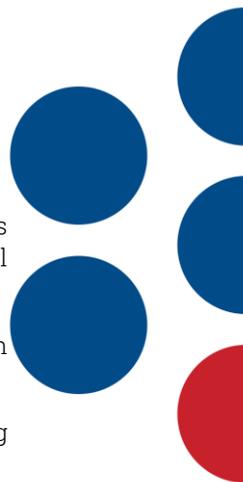
NSO's/SSO's will be consulted during the assessment process.

It is anticipated that the number of eligible applications and funds required will exceed the funds available and therefore ORSR does not guarantee applicants will be successful, nor that successful applicants will receive the full amount of funding required.

Where an application is deemed eligible, the Funding Assessment Committee will assess each application against the relative merit of other applicants.

The Funding Assessment Committee may request additional information during the Committee's sitting period. Applicants should be aware that additional information may be requested.

Please note, satisfying the assessment criteria alone does not guarantee the receipt of funding.





Recommendation

Once the assessment is completed, the Funding Assessment Committee will provide funding recommendations to the Chief Executive, ORSR for consideration.

Please be aware that the recommended funding amount may be lower than the original request amount.

Final approval

The Chief Executive, ORSR will provide final approval.

Notification

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

If your application is unsuccessful

All unsuccessful applicants will receive notification through SmartyGrants.





If your application is successful

Grant agreement

Successful applicants (Grantees) will be sent a grant offer detailing the terms and conditions of the funding.

Effective from 1 January 2019, public authorities are required to use the standard agreements. For SASI Individual Athlete Program the Low Value Grant Agreement will be utilised. For more information regarding the grant agreements click [here](#).

Grantees will have at least 14 days, from the date of a written offer, to execute a grant agreement with ORSR ('execute' means both the applicant and ORSR have signed the agreement). The offer will lapse if both parties do not execute the grant agreement within the specified timeframe.

Approval of grant funding is based on information provided within the application. Any changes to details may be reviewed to consider any potential impacts.

An approval may have specific conditions that have been determined through the assessment process. Any such details will be specified in the grant offer.

Payment

Payment will be made in accordance with the terms and conditions of the grant agreement.

Payment will be transferred electronically into the Australian bank account nominated within the application.

Should a successful applicant become overdue with any obligations, reporting or acquittals, Payment may be placed on hold until those are met.

Monitoring and compliance

All Grantees will be required to:

- Only use the funding for eligible costs as detailed within the Grant Agreement.
- Comply with the reporting and acquittal requirements of the grant agreement. Failure to comply may result in ORSR grant payments being suppressed and/or the organisation no longer being eligible to receive ORSR funding or being required to return the grant, or part thereof.
- Contact ORSR immediately when becoming aware of a breach of terms and conditions of the grant agreement.

Grant agreement variations and extensions

Unexpected events may delay a grant. In these circumstances, Grantees can request a project variation to vary the terms of the grant agreement such as the Purpose or Expiry Date. Any request must be submitted through SmartyGrants. Requests may require the following details:

- The reason the variation is being requested and justification for.
- Updated plans, details and other relevant supporting documentation.
- New timelines and new milestones.

If a variation request is submitted, the following factors will be considered:

- How it affects the project outcome.





- Consistency with the program policy objective.
- Timeframe implications.

The program does not allow for an increase to the agreed amount of grant funds as set out in the funding agreement.

Acquitting a grant

Upon expending the grant, Grantees will be required to acquit the grant through SmartyGrants. Grant acquittal requirements will be outlined in the Grant Agreement. These requirements may include:

- Providing a detailed breakdown of goods and services the grant was spent on, including descriptions and amounts.
- Certification that the statements made in the acquittal are true and correct.
- Identify if the grant has achieved any of the program objectives.





Other information

Grants and Goods and Services Tax (GST)

It is recommended that applicants seek independent legal and financial advice to determine all taxation obligations before submitting an application.

Successful applicants which are registered for GST will have the Grant grossed up by 10% to offset GST payable on the grant. Organisations that are not registered for the GST will not have the Grant grossed up. Grantees cannot have the Grant Agreement transferred to another body on the basis of GST registration.

Please note, from 1 July 2017, government entities at the federal, state, territory and local levels report the grants they pay to people or organisations with an Australian Business Number to the Australian Taxation Office.

How ORSR will use your information

ORSR may share your information with other government agencies for relevant purposes such as:

- To improve the administration, monitoring and evaluation of Government programs,
- For research, or
- To announce grant recipients.

Treatment of confidential information

ORSR will treat information provided by applicants as sensitive and confidential if it meets one of the four conditions below:

- You clearly identify information as confidential and provide an explanation.
- Information is commercially sensitive.
- Disclosing information would cause unreasonable harm to you or someone else.
- Information is provided with an understanding that it will stay confidential.





When ORSR may disclose confidential information

ORSR may disclose confidential information to the following:

- To ORSR Chief Executive, employees and contractors, to help ORSR manage the program effectively,
- To the Minister,
- To the Auditor-General, Ombudsman or Commissioner, and
- To a House or Committee of Parliament.

ORSR may also disclose confidential information if:

- required or authorised by law,
- The Grantee agreed to the information being disclosed, or
- Someone other than ORSR has made the confidential information public.

Personal information

ORSR must treat your personal information according to the Premier and Cabinet Circular Information Privacy Principles Instructions and the *Privacy Act 1988 (Cwth)*. This includes informing you:

- What personal information ORSR collects.
- Why ORSR collects your personal information.
- To whom ORSR give your personal information. ORSR may give personal information collected to our employees and contractors, the Assessment Panel, and other Government of South Australia employees and contractors, so ORSR can:
 - Manage the program, and
 - Research, assess, monitor and analyse our programs and activities.

ORSR, or the Minister, may:

- Announce the applications received or successful applicants to the public;
- Publish personal information on ORSR websites;
- Decide how we collect, use, disclose and store your personal information;
- Provide you with information in regards to how you can access and correct your personal information.

Reporting

Effective disclosure and reporting of administered grants is essential for public accountability. Reliable and timely information on grants is vital for public and Government confidence in the quality and integrity of grants administration. ORSR may publish grant applications and requests, grant recipients and funding amounts approved on the ORSR website.





Freedom of information

The *Freedom of Information Act 1991 (SA)* and the *Privacy Act 1988 (Cwth)* are the main pieces of legislation that provide for access to and amendment of personal information.

Arrangements for managing Freedom of Information (FOI) requests should be discussed with ORSR's FOI Officer. The FOI Act is about openness and access to government-held information, and is based on the principle that government information should be accessible by the public because it belongs to the public. Consequently, it is important that recorded information is accurate, up to date, complete, not misleading and relevant to the purpose for which it was collected.

The FOI Officer must be contacted to assist with FOI requests. The circumstances under which an agency may refuse a request for information under FOI laws are limited. Advice on possible exemptions should be sought from the FOI Officer.





Definition of key terms

Term	Definition
Applicant	You as an individual that has submitted an application.
Application	The document that applicants use to apply for funding under the Program.
Funding Period	The period of the grant agreement where spending on the approved project and its outcomes can occur.
Grantee	The recipient of a successful grant.
ORSR	Office for Recreation, Sport and Racing, agency of the Government of South Australia.
SASI	The South Australian Sports Institute is a division of the Office for Recreation, Sport and Racing (ORSR)





Enquiries and feedback

For further information or clarification, you can contact ORSR through the website: <https://www.orsr.sa.gov.au/>.

ORSR may publish answers to your questions on the website as Frequently Asked Questions.

A compliment or complaint can be lodged using the ORSR compliments and complaints form on the website: https://www.orsr.sa.gov.au/contact_us/compliments_and_complaints.

Disclaimer:

These guidelines were accurate at the time of publishing and supersede all terms and conditions contained in the previous guidelines for the SASI Individual Athlete Program.



**Government
of South Australia**

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