



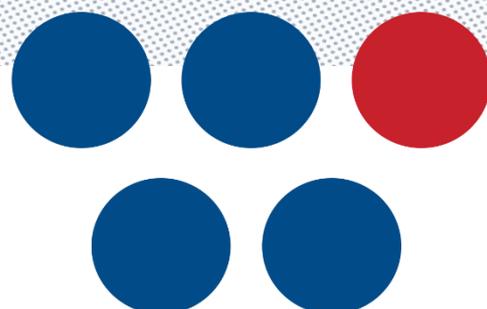
**2023**

# **SASI Individual Athlete Program**

## Program Guidelines



**Government of South Australia**  
Office for Recreation, Sport and Racing





## Minister's message

I am delighted to invite individual athletes to apply for the 2023 round of the South Australian Sports Institute's Individual Athlete Program scholarships and Country Athlete awards.

The State Government's South Australian Sports Institute provides financial support and performance services through the Individual Athlete Program 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. The 2022 Birmingham Commonwealth Games are a key example where 11 individual athlete and graduate scholars were selected to represent Australia.

Covering the sports of Athletics, Boxing, Gymnastics, Para Swimming, Para Table Tennis, Triathlon and Weightlifting, these athletes contributed to winning four medals on a fiercely competitive stage.

Australia brought home 178 medals. 42 were won by South Australian or South Australian based athletes, contributing to 24% of Australia's medal tally.

With less than two years to go until the 2024 Paris Olympic and Paralympic Games our Government looks forward to providing financial assistance to help South Australian athletes achieve their sporting goals.

In 2023, \$138,000 is available through the South Australian Sports Institute's Individual Athlete Program.

Applications close midday on Wednesday 16 November 2022.

My very best wishes to you as you continue your sporting journey.

Kind regards



**Hon Katrine Hildyard MP**

Minister for Recreation, Sport and Racing





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## Introduction

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.

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

## Objectives

SASI IAP is aligned with the [ORSR 2021–2025 Strategic Plan](#), which has an ambitious set of goals to get South Australians moving. One of the pillars of the Strategic Plan is to inspire performance by empowering people to achieve their sporting dreams.

The key strategies that SASI IAP supports are:

- Optimise national representation and medal success on the world stage for South Australian based athletes and teams
  - Establish and support Paris 2024 Olympic and Paralympic Cycle Campaigns.
- Pursue excellence in Practice, Services and Culture
  - Providing high quality performance services to all sport programs.
- Enhance Community Engagement and Inspiration
  - Raise the profile and community engagement of SASI to enhance the value proposition to community.

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 years) with their permanent residence more than 130km from Adelaide GPO) who have a demonstrated ability to progress to senior elite level in an Olympic, Paralympic or Commonwealth Games sport and discipline.





## Important dates

The following dates apply to this funding round:

Applications open	5 October 2022
Applications close	16 November 2022 - Applications must be submitted online before 12 pm noon ACST
Applications screened	November 2022
Assessment	December 2022
Applicants notified	December 2022 / January 2023
Agreements offered	January 2023
Acquittals due	31 December 2023

## Budget

The budget for the 2023 SASI IAP is \$138,000.

## 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 offers financial assistance to talented junior athletes, who are performing at a national level or on the trajectory to compete at this level within two 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.

Country Athlete Award 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 State Sporting Organisation (SSO) that is affiliated with a National Sporting Organisation (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 (if available);
- 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 their studies and/or occupation.





## SASI Country Athlete Award

To be eligible for a Country Athlete Award, applicants must be:

- An Australian Citizen;
- A South Australian athlete with their 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 2022;
- 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 their studies and/or occupation.

## 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 SSO / NSO for the applicant's sport.

## 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;
- 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 (applicable to Individual Athlete Scholarship).

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

## Ineligible costs

Any costs not associated with the development of the athlete in their chosen sport are considered ineligible through the SASI IAP.





# How to apply

Carefully read these guidelines to determine whether the applicant meets the eligibility criteria.

The following steps briefly describe the process to apply:

- Register for the online application process ([SmartyGrants](#)) available through the ORSR website, or log in to an existing account (<https://orsr.smartygrants.com.au/applicant/login>). Note: Faxed, emailed or physical submissions are no longer accepted.
- Complete the online application in full and submit before the closing time of the program. Late or 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](mailto: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](mailto:ORSR.Grants@sa.gov.au).

## Key specifics required

Please be aware that the online application contains mandatory questions that will not let you submit until answered. In several cases the responses are required for an application to be considered eligible.

Applicants may be required to accurately provide the following information:

- The applicant's sport and the targeted event/discipline.
- Which SSO the applicant is registered with and the registration/licence number.
- Contact details for the High Performance Director (if applying for the Individual Athlete Scholarship).
- Contact details for the applicant's coach.
- Three best sporting achievements in the past 12 months at International, National and State levels.
- Performance Plan – which should include training priorities, goals and a competition schedule for the next 12 months.
- What the estimated total cost of the applicant's sport is over the next 12 months.
- Disability Classification (if applicable).
- The applicant's Australian Business Number (ABN) is entered correctly and matches the legal name (if applicable).
- If the applicant does not have an ABN, you will need to submit a completed Australian Taxation Office (ATO) Statement by Supplier Form with your application, otherwise 46.5% of any approved grant may be withheld. Download the Statement by Supplier form from the ATO [here](#).



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.

Please note it is not possible to approve all requests; therefore, funding should not be deemed automatic or anticipated. Please ensure you follow the helpful hints on each question.

## 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 first day of the assessment by the Funding Assessment Committee, the application may be deemed withdrawn.

During the screening process, ORSR may request further information.

### Funding Assessment Committee

The Chief Executive of ORSR appoints the members of the Funding Assessment Committee, which comprises officers from 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)* and the *Public Sector (Honesty and Accountability) Regulations 2010 (SA)*.

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

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

### Assessment against 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 also be consulted during the assessment process.





The Funding Assessment Committee will also evaluate the application against the relative merits of other applications in terms of meeting the assessment principles.

Please note, satisfying the assessment principles alone does not guarantee the receipt of funding. It is anticipated that the number of eligible applications and funds sought 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 requested.

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

## **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 amount of funding recommended may be lower than the amount requested.

## **Final approval**

The Chief Executive, ORSR, will provide final approval.

## **Notification**

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

## **If your application is unsuccessful**

All unsuccessful applicants will receive notification through SmartyGrants.





# Successful applications

## 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 funding agreements. For the SASI IAP, 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 may 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 of grant funding will be made in accordance with the terms and conditions of the grant agreement.

Approved grant funding 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, payments 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 relevant laws in force in South Australia.
- Comply with the reporting and acquittal requirements of the grant agreement. Failure to comply may result in ORSR grant payments being suspended and/or the individual no longer being eligible to receive ORSR funding or being required to return the grant, or part thereof.
- Submit financial reports, and other required documentation in line with the funding agreement. The amount of detail required in reports/documentation will be proportionate to the grant amount.
- Comply with the other terms and conditions in the grant agreement.
- Contact ORSR immediately when becoming aware of a breach of terms and conditions of the grant agreement.





## Grant agreement variations and extensions

ORSR understands that unexpected events may delay the expenditure of a grant. In these circumstances, grantees can request a variation to the expiry date of the grant agreement. Any request must be submitted through SmartyGrants. Requests may require the following details:

- The reason and justification for the variation.
- Timeframe implications.

If an extension request is submitted, ORSR reserves the right to approve or decline the request. In some circumstances ORSR may approve a more appropriate extension date.

To seek a variation, email [ORSR.Grants@sa.gov.au](mailto:ORSR.Grants@sa.gov.au) with your application identification number and ORSR will forward a variation request form to complete on SmartyGrants.

SASI IAP does not allow for an increase to the agreed amount of grant funds as set out in the grant 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.
- Identifying 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 applying.

Successful applicants registered for GST will have their grant grossed up by 10% to offset GST payable on the grant.

Individuals that are not registered for the GST will not have the grant grossed up. Grantees cannot have the grant agreement transferred to another individual or body based on 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.
- 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:

- The ORSR Chief Executive, employees and/or contractors to help ORSR manage the program effectively.
- The Minister.
- The Auditor-General, Ombudsman or Commissioner for Consumer and Business Services.
- 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
- 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 gives 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.
  - 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 about 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	The individual that has submitted an application.
Application	The document that applicants use to apply for funding under the grant 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.
Minister	The Minister for Recreation, Sport and Racing
ORSR	The Office for Recreation, Sport and Racing, an 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/>.

### 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.



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