



Infrastructure Grants

Hastings Valley Netball Association
Sport & Recreation infrastructure project

Program Guide 2019/20

The NSW Government offers grants to communities across NSW to support the building, renovation and fit-out of infrastructure. Funding is available for sport and recreation and arts and cultural infrastructure as well as projects that assist communities with essential infrastructure and disaster readiness.

Infrastructure Grants are made possible by reinvesting a rebate on gaming machine profits from the state's registered clubs, known as the Clubgrants Category 3 Fund.

Infrastructure Grants can be used for costs such as construction, the purchase of capital equipment and professional fees. Examples of projects range from local sports ground facilities, public swimming pools, children's

play areas, museums, art galleries, theatres and upgrades to evacuation centres, or community welfare infrastructure that supports youth, mental health or homelessness services.

The Infrastructure Grants process is competitive. Each year the program receives more applications than can be supported and in some instances partial funding may be offered.

To ensure your funding request has the best chance of success, it is a good idea to familiarise yourself with the program information and review the application form before you apply. For more information visit responsiblegambling.nsw.gov.au

Message from the Minister for Customer Service



I am pleased to launch the annual program of Infrastructure Grants available from August 2019 to March 2020.

As the Minister for Customer Service I am responsible for putting the customer at the centre of everything we do.

Based on previous feedback, this year we are expanding the program to include additional community areas, as well as making the application process easier.

Infrastructure Grants are made possible by the Clubgrants Category 3 Funds, which reinvests profits from gaming machines into community projects.

Funding is available in three key categories:

- Arts & Culture
- Disaster Readiness & Community Infrastructure
- Sport & Recreation

Since 2013, the NSW Government has funded over 320 community projects worth \$78 million. This year we will commit \$12.5 million to support projects that will promote healthy lifestyles, enrich arts and cultural assets and assist communities to prepare for local emergency situations.

Further information is available on the Office of Responsible Gambling website at responsiblegambling.nsw.gov.au

I encourage you to consider ways an Infrastructure Grant can help develop and improve your community facilities and look forward to supporting new and exciting projects that will make significant contributions across NSW.

The Hon Victor Dominello MP



Mathoura Rural Fire Brigade
Emergency Preparedness infrastructure project

What's new?

This year, we have expanded the emergency preparedness category to Disaster Readiness and Community Infrastructure, which will now include multi-use community facilities including halls and meeting spaces, community transport options; improvements to disability or community welfare infrastructure, infrastructure that supports youth, mental health, homelessness, and domestic violence services. In addition, community facilities that support the community suffering the impacts of drought will also be eligible.

For the March 2020 round, we will give priority to bushfire affected communities, to assist in the recovery efforts. See page 9 for further information on the requirements.

When to apply for a grant

There are three opportunities to submit an application across the year.

Applicants may apply once per round.

August 2019 Round

- **Opening:** Monday, 5 August 2019
- **Closing:** 5pm (AEST) Monday, 26 August 2019

November 2019 Round

- **Opening:** Monday, 18 November 2018
- **Closing:** 5pm (AEDT) Monday, 9 December 2019

March 2020 Round

- **Opening:** Monday, 16 March 2020
- **Closing:** 5pm (AEDT) Monday, 6 April 2020



Application Guidelines

Funding available

Infrastructure Grants can be used toward the costs of construction, alteration, renovation, completion and fit-out of buildings and community infrastructure in the following areas:

Arts & Culture

\$50,000 to \$200,000 available per project

Disaster Readiness & Community Infrastructure

\$10,000 to \$200,000 available per project

Sport & Recreation

\$100,000 to \$300,000 available per project

Eligibility

To be eligible for funding, applications must meet all of the following conditions:

Location

Built infrastructure based in NSW.

Applicant

Submitted by an organisation with an ABN that is responsible for operating and/or maintaining the infrastructure.

Benefit

Infrastructure that is accessible and available to the general public the majority of the time.



Terrigal Rugby Club
Sport & Recreation infrastructure project

Purpose

Infrastructure related to Arts & Culture, Disaster Readiness & Community Infrastructure or Sport & Recreation.

Development status

Infrastructure works with Development Approval (including a Heritage Impact Statement and/ or an Indigenous Land Use Agreement if relevant) or written exemption.

Financial contribution

Local government applicants are required to match the funding amount requested.

Process

Submitted using the online application form available from the Office of Responsible Gambling website.

Please note

Schools are eligible to apply however, applicants must consider if and how the infrastructure project is accessible to the public outside school hours.

If your group does not meet the applicant eligibility conditions, please contact the Office of Responsible Gambling Grants team for approval to use an auspice organisation. An auspice organisation may apply on your behalf and is responsible for managing the funding if the application is successful.

If you submit an application that is not eligible, you will be notified within a fortnight of the grant round closing. This will give you time to address ineligible matters and reapply in the next round opens.

Process

How to apply

You will need to complete an online application to apply for an Infrastructure Grant. The application form is available on the Office of Responsible Gambling website at responsiblegambling.nsw.gov.au

You can submit one application in each of the grant rounds. Unfortunately late submissions cannot be accepted as the process for deciding on who should get funding commences immediately after the closing date for each round. If you miss a closing date, you can always submit your application in the next round. There are three rounds for you to choose from.

Sample application questions can be accessed from our website at any time to help with your preparation to submit an application. If you plan to apply, you should aim to have the following documents ready:

1. Information to be included in the online application form.
2. Development Approval certificate or reference number, or evidence of exemption.
3. Up to three letters demonstrating community support for the proposal. Letters should be from community groups who will directly benefit and engage with the planned infrastructure project. Letters from government employees or representatives are not considered eligible support material. Additional material will be deemed as not eligible.
4. If you are leasing the property, evidence you have approval from the property owner to undertake the proposed works.

Note: If you are in a bushfire affected community, there are some different requirements. Please see page 9 for details.

How funding is decided

Applications are assessed by subject matter experts against the following four criteria:

Merit

They consider to what extent the project:

- has a clear vision
- will provide high quality public and/or social outcomes
- includes implementation strategies for evaluating and measuring results
- introduces needed facilities or will enhance the usage of existing facilities.

Engagement

They consider to what extent the project:

- has strategies for ongoing engagement of the community, participants and/or audience
- considers the needs and expectations of targeted groups and community, and identifies how these needs will be met
- provides capacity building within the relevant sector in NSW
- supports employment or includes the involvement and development of volunteers.

Viability

To assess the viability of a project, they consider to what extent the project:

- is well-planned with appropriate approvals and risk management in place
- has realistic timelines to complete within two years
- will be delivered by an organisation with appropriate administration, management and governance expertise and financial stability
- has strategic partnerships and collaborations across the sector
- has secured future operations and maintenance plans.



Richmond Valley Council
Arts & Culture infrastructure project



The Sport & Recreation category supports a broad range of infrastructure including playground facilities for children and families



Northern Rivers Conservatorium Arts Centre
Arts & Culture infrastructure project

Budget

To assess the budget they consider to what extent the project:

- has a detailed and accurate budget
- provides value for money and is realistic for the scale and impact of the project
- demonstrates an appropriate use of public funds
- includes diversified income from other sources and own contributions
- includes the appropriate provision for contingencies
- includes insurance and other liabilities.

Priority Framework

When making funding decisions, consideration is also given to applications which provide benefit to:

- Aboriginal and Torres Strait Islander communities
- regional and remote communities
- people with disability
- culturally and linguistically diverse communities
- communities experiencing the adverse effects of drought
- areas likely to have higher rates and impacts of gambling harm.

An extra element has been added to the priority framework for the March 2020 round.

Bushfire affected communities

This means these communities will be prioritised in funding decisions. If you choose to apply as a bushfire affected community, you must:

- indicate how your building or facilities will connect with and meet the needs of the local community
- submit a letter of support for the project from your local council.

If you are approved for funding as a bushfire affected community, you will be required to sign a Funding Agreement that offers 10% funding as a first instalment payment.

This will allow you to seek planning approval. If you are successful in gaining planning and development approval you will then receive further payments to start and complete your project.

Once a decision is made

After the assessment process is completed, applicants are notified of the outcome of their application by email. Details of successful applicants are also published on the Office of Responsible Gambling website.

Applicants that are not successful may apply for feedback. There are no appeals under the Infrastructure Grants Program, instead applicants can use the feedback to update their applications and reapply in a future round.

Funding obligations

If you are approved for funding you will be required to sign a Funding Agreement that covers your obligations including:

Timing

Completing your project within two years of the funding commencing.

Insurances

Holding a minimum Public Liability Insurance cover of \$10 million and all relevant insurances for the project works and day-to-day operations.

Publicity and signage

Ensuring that any media opportunities, speaking engagements and signage relating to the grant or project are discussed with, and approved by the Office of Responsible Gambling prior to the event or publication. Note that [NSW Government Funding Acknowledgement Guidelines](#) apply.

Reporting and monitoring

As part of your funding agreement, you are required to submit project progress reports on a six-monthly basis and a final acquittal report when the project is complete.

The Office of Responsible Gambling may conduct spot checks as required to evidence the delivery of the project.

Variations

You must contact the Office of Responsible Gambling to seek approval before making any significant changes to your project. Following this discussion, staff will advise you if a formal variation request needs to be submitted.



The Arts & Culture category supports a broad range of infrastructure including the upgrade and fit-out of art galleries

Support

Accessibility

The Office of Responsible Gambling can provide grant information and application forms in accessible formats on request. Formats include word documents, audio disk and large print. We also accept applications in accessible formats.

If you need material translated, please contact Office of Responsible Gambling and allow three weeks for the supply of transcribed material.

Help from staff

The Office of Responsible Gambling Grants team can give you advice and information on the Infrastructure Grants program. While staff cannot help directly with your application, they can help clarify guidelines and point you in the direction of past funding precedents. The team does not assess applications and to maintain a fair and equitable process, staff are unable to edit or correct any applications.

In certain circumstances, staff are also available to provide feedback on unsuccessful grant applications. Contact the team for information.



South Coast Women's Health and Welfare
Aboriginal Corporation-Waminda
Sport & Recreation infrastructure project

Get in touch

Contact the Office of Responsible Gambling Grants team for assistance:

Phone

(02) 9995 0992

Translating and interpreter service

131 450

Relay service

133 677 (TTY) or 0423 677 767 (SMS relay)

Email

info@responsiblegambling.nsw.gov.au

More information

responsiblegambling.nsw.gov.au