



First Nations Sport and Recreation Program

Activities led, designed and determined by Aboriginal & Torres Strait Islander peoples in Queensland

Program Guidelines

31 March 2022



Queensland
Government

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The Department of Tourism, Innovation and Sport (the department) will provide and pay for qualified interpreting services for customers who are hearing impaired or have difficulties communicating in English. Please [contact the department](#) if you require interpreting services.

Acknowledgement of Country

Sport and Recreation respectfully acknowledges and recognises Aboriginal and Torres Strait Islander peoples as the Traditional Owners and Custodians of the lands, winds and waters where we live, learn and work.

We pay our respects to the Elders past, present and emerging for they hold the knowledge, traditions and the cultures of Aboriginal and Torres Strait Islander peoples across the nation.

Our commitment is to work together with Aboriginal and Torres Strait Islander peoples, communities and organisations in our journey to enrich lives and strengthen community connection through the power of sport and recreation.

1. What is the First Nations Sport and Recreation Program?

Activities led, designed, and determined by Aboriginal and Torres Strait Islander peoples in Queensland

The Queensland Government is committed to Closing the Gap life outcomes for Aboriginal and Torres Strait Islanders as outlined in the *Queensland Closing the Gap Implementation Plan 2021*.

By reframing the relationship with Aboriginal and Torres Strait Islander Queenslanders on their journey towards self-determination, the Department of Tourism, Innovation and Sport (Sport and Recreation) will contribute to these outcomes through the delivery of quality, co-designed and culturally appropriate participation opportunities.

The First Nations Sport and Recreation Program aims to increase the physical activity levels of Aboriginal and Torres Strait Islander peoples in non-discrete communities, noting physical inactivity has been identified as a contributing factor to the gap in health and life expectancy (*Making Tracks Strategy*).

The delivery of the program will prioritise the 22 non-discrete Indigenous Community Sport and Recreation Program communities to ensure communities have access to alternate funding opportunities following the end of the Indigenous Community Sport and Recreation Program (refer to Appendix B).

The First Nations Sport and Recreation Program will provide funding to organisations to coordinate and facilitate the delivery of physical activity opportunities in non-discrete communities. The funding will be prioritised for Aboriginal and Torres Strait Islander organisations and businesses in alignment with the Queensland Government's *Moving Ahead Strategy 2016 – 2022*, to improve economic participation of Aboriginal and Torres Strait Islander peoples.

The program also recognises the important role Aboriginal and Torres Strait Islander organisations and businesses provide in terms of community engagement, partnerships, reconciliation and support to Aboriginal and Torres Strait Islander peoples.

Total funding of \$979 000 (GST exclusive) is available under the Program for the delivery of projects in the identified communities from 1 July 2022 to 30 June 2023.

2. Objective

The objective of the First Nations Sport and Recreation Program is to provide funding to organisations in non-discrete communities to coordinate and facilitate the delivery of community-identified physical activity opportunities for Aboriginal and Torres Strait Islander peoples, to increase physical activity participation.

3. Funding Available

Eligible organisations can submit only one application under either Tier 1 or Tier 2 for employment costs, equipment, participation programs and capacity building as set out in item 6.

Tier	Funding available (GST exclusive)	Organisation contribution
Tier 1	Up to and including \$25,000	<ul style="list-style-type: none">no contribution required
Tier 2	\$25,001 to \$200 000 Maximum of \$25,000 per community	<ul style="list-style-type: none">a minimum 20% contribution of the total project cost (financial or in-kind)delivery across multiple communities

4. Important Dates

Date	Activity
31 March 2022	Applications open
27 April 2022	Applications close 5pm (AEST)
June 2022	Successful projects announced
30 June 2023	Projects completed and funding acquitted

5. Organisation Eligibility

5.1 Who can apply?

Organisations eligible to apply for funding must be:

- registered with an Australian Business Number (ABN); and
- listed as an Aboriginal and Torres Strait Islander Business registered with [Black Business Finder](#), [ORIC](#) or [Supply Nation](#); or
- a Queensland Local Government Authority; or
- For Tier 1 applications, a local or regional level Queensland not-for-profit organisation incorporated under the:
 - *Associations Incorporation Act 1981 (Queensland)*

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- *Corporations Act 2001 (Commonwealth)*
 - *Co-operatives National Law Act 2020*
 - *Corporations (Aboriginal & Torres Strait Islander) Act 2006 (Commonwealth); or*
- For Tier 2 applications, a Queensland not-for-profit organisation incorporated under the:
 - *Associations Incorporation Act 1981 (Queensland)*
 - *Corporations Act 2001 (Commonwealth)*
 - *Co-operatives National Law Act 2020*
 - *Corporations (Aboriginal & Torres Strait Islander) Act 2006 (Commonwealth)*

Eligible organisations, including multisport and regional organisations, can only submit one application for this round of the program unless otherwise approved by the Department.

To be eligible to apply, at the time of program close organisations must:

- have met all obligations for projects/activities currently funded by the department; and
- have no debt owing to the department.

To check if your organisation has any outstanding compliance issues, contact the [Office of Fair Trading](#) or your nearest [Sport and Recreation office](#) or telephone 13 QGOV (13 74 68).

5.2 Who cannot apply?

Who is NOT eligible to apply include:

- individuals
- for-profit groups, including trustees and sole traders, unless identified as an Indigenous business
- unincorporated organisations
- state or national sport and recreation bodies
- schools, TAFE colleges and universities
- parents and citizens associations
- religious groups
- political organisations
- state or federal government departments

Projects that are to be delivered in discrete communities listed in the tables provided in (Appendix C Ineligible locations funded under other Aboriginal and Torres Strait Islander Sport and Recreation Programs), are ineligible for funding under this program.

Organisations located in discrete communities in Appendix C may be funded through the department's Deadly Active Sport and Recreation program, to coordinate and facilitate the delivery of community-identified physical activity opportunities for Aboriginal and Torres Strait Islander peoples to increase physical activity participation.

Organisations and communities may also be funded under the department's Torres Strait Community Sport and Recreation Program (Appendix C), which provides funding to an organisation to coordinate and facilitate the delivery of community focused sport and active recreation for the Torres Strait Inner Island communities.

If unsure of the organisation's eligibility, please contact the nearest [Sport and Recreation office](#) before applying. The department will validate an organisation's eligibility to apply.

6. Eligible Projects

Organisations can include project elements that are to be delivered in non-discrete communities from more than one category.

Project categories:

- Employment - employment costs/contract positions that support an active community
- Participation – reducing barriers to participation in physical activities
- Equipment – equipment to facilitate the delivery of physical activity experiences
- Capacity building – sustainability of skills, knowledge and capability of volunteers and staff

Eligible Project Examples	
Category 1 – Employment	
Tier 1	<ul style="list-style-type: none">• travel and accommodation directly related to delivering and facilitating sport and active recreation for the community• support one or more school-based trainees completing a certificate related to sport and active recreation• funding toward employment costs for a sport and recreation officer
Tier 2 (Multi-site)	<ul style="list-style-type: none">• full cost of salary or co-fund a salaried position for a sport and recreation officer/manager• costs related to contracting an organisation/business to deliver an activity program• travel and accommodation directly related to delivering and facilitating sport and active recreation for the community
Category 2 – Participation	
Tier 1	<ul style="list-style-type: none">• costs to remove barriers to participate in competition and/or training, and sport and active recreation events internal/external to community• venue costs for sport and active recreation program delivery, competition, training, events
Tier 2 (Multi-site)	<ul style="list-style-type: none">• provide support to reduce barriers to participation and initiate sustainable solutions to ongoing participation• conduct four "on country" bushwalks with activities including rock climbing, canoeing, and traditional games and dance.
Category 3 - Equipment	
Tier 1	<ul style="list-style-type: none">• equipment such as new mats, post guards, sport kits, sport equipment storage bags/stands, bats, balls• purchase of equipment and tools that will assist in facility maintenance e.g. line markers, sprinklers, leaf blowers, mowers
Tier 2 (Multi-site)	<ul style="list-style-type: none">• equipment - purchase a mobile skate park and two sport trailers including video equipment and laptops, basketball and netball posts, portable football goals and roll-out cricket pitch, balls, bibs and bats.• equipment to help deliver quality physical activity experiences or assist volunteers to facilitate activity

Category 4 – Capacity Building	
Tier 1	<ul style="list-style-type: none"> • trainer costs to deliver in community, travel, venue (non-council owned), accommodation, presentation equipment hire • contract an organisation to set up and administer a volunteer capacity building and management program • set up costs for online communication, newsletters, purchase noticeboards
Tier 2 (Multi-site)	<ul style="list-style-type: none"> • gain accreditation and support training for volunteers and casual staff to conduct competitions and events such as traditional games, tennis, basketball, softball, netball, lawn bowls, cricket and modified sports. • on the job training and mentoring of volunteers and staff by conducting a series of six-week competitions and four mini-carnivals consisting of multiple sports/games.

6.1 Mandatory Application Requirements

For the project to be eligible, the following items must be submitted:

Tier 1 and Tier 2:

- project plan / cost sheet
- evidence of consultation and community support to identify need for the project

Tier 2 only (additional to the above items):

- evidence of contributions (refer to Section 6.3)
- employment - provide an organisational structure and a position description/s where applicable
- applications for multiple community locations must be clearly outlined and costed per location, as it is not guaranteed that every location will be funded within your application.

6.2 Partnerships

Tier 2 Projects are encouraged to demonstrate a partnership between two or more organisations and will be prioritised by the department.

A partnership may include (but is not limited to):

- Providing specific skills, qualification or experience required to implement the project; and/or
- Supporting the delivery of the project through contributions, either in-kind or financial.

6.3 Eligible contributions

Tier 2

Applications must evidence 20% of the total project cost in a financial or in-kind contribution. In kind may include a confirmed partnership, services or provision of goods.

Financial contributions may be provided through the organisation's funds, an approved grant from another department or agency or a bank loan. Tier 2 applications evidencing a financial contribution will be prioritised over applications with a non-financial contribution.

Acceptable evidence of financial contribution	
Organisations and businesses	<ul style="list-style-type: none"> • a copy of a recent bank statement (dated no earlier than 30 November 2021) which includes the organisation's legal name and account information • a letter from a third-party contributor or partner confirming an allocation of funds to the project. Letter must be on official letterhead signed by the person who holds financial delegation • proof of another funding source, for example a grant letter or similar • an approved loan document
Local Governments	<ul style="list-style-type: none"> • a letter on official letterhead signed by the person who holds financial delegation • confirmed meeting minutes approving allocation of funds including the amount allocated
Evidence of non-financial contribution	
Partnership or third-party contributor	<ul style="list-style-type: none"> • a letter on the organisation's official letterhead, signed by a position with delegation, confirming free or reduced cost use of a venue to facilitate the activity and clearly identifying the timeframe for usage • a letter on the organisation's official letterhead, signed by the person who holds financial delegation, confirming free or reduced cost provision of services and clearly identifying timeframe for services • a letter on the organisation's official letterhead, signed by the person who holds financial delegation, confirming donation or loan of equipment free of charge or at a reduced cost listing the equipment being provided and clearly identifying timeframe for usage
Own organisation	<ul style="list-style-type: none"> • a letter on organisation's official letterhead, signed by a position with delegation, outlining the value of resources, venue use and/or employee services that will be directly contributing to the delivery of activities clearly identifying timeframes

6.5 What will not be funded

The department will review project costs listed in the organisations Project Cost Sheet (provided in the online application) against the list below. If more than 50% of costs listed in the application are deemed ineligible, then the application will be deemed ineligible.

Ineligible costs
<ul style="list-style-type: none"> • Catering in excess of 5% of the total project cost (GST exclusive) • Prizes/giveaways/alcohol/recognition items/merchandise • White goods and canteen/kitchen/bar items with exception of a fridge/freezer to support activity • Major works or construction (e.g., anchored grandstands, clubhouses, amenities) • Consultancy without any education/training components e.g., developing a strategic plan/grant applications or administration fees (a community sport and recreation plan and its implementation are eligible). • Feasibility studies/research • Works or purchases that will require a liquor or gaming licence • Payments and delivery made prior to the date of the department's Letter of Approval

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- | |
|---|
| <ul style="list-style-type: none">• Consumable items i.e., canteen goods, cleaning supplies, replenishing of first aid supplies, strapping, supplies for amenities, etc.• Subsidy of loss of revenue |
|---|

Ineligible Projects
<ul style="list-style-type: none">• Elements of a project that have already been funded by another source i.e. existing funded FTE delivering programs• Projects that are solely aligned to political, religious, or sectarian groups• Projects or initiatives that fall outside of Queensland state boundaries• Projects or initiatives delivered by organisations situated in or delivered within discrete communities or in communities funded under the Torres Strait Community Sport and Recreation Program• Projects or initiatives that involve the endorsement of commercial products or services

7. What is the application process?

To apply for funding under this program, the organisation must be registered in the [Sport and Recreation Grant Registration Portal](#) (GRP). GRP registration should be commenced as early as possible to validate your organisation's details prior to being able to access an application form.

Please note, the online organisation portal is not compatible with mobile devices. If further assistance is required to complete the online application, email srsgrportal@dtis.qld.gov.au or call 13 QGOV (13 74 68).

Applications must be submitted using the online application form by **5pm (AEST), Wednesday 27 April 2022**.

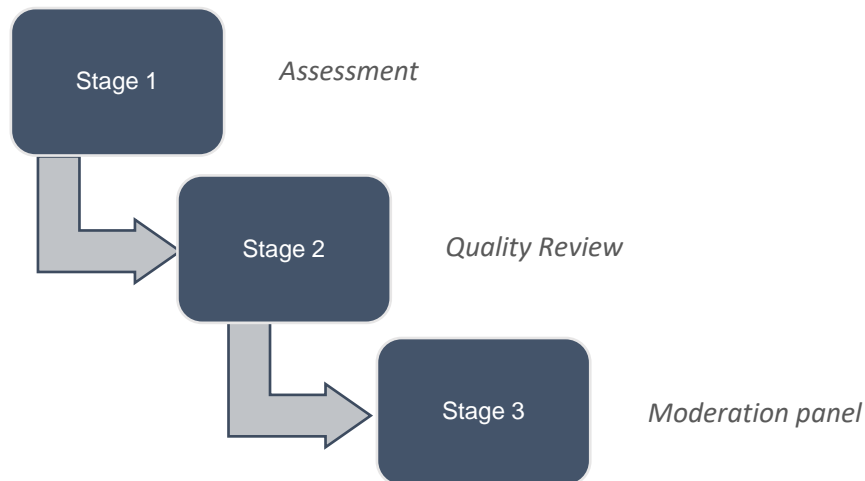
Prior to submitting an application, organisations should review all supporting documentation provided on the department website, which may include frequently asked questions, fact sheets and example documents (<https://www.qld.gov.au/recreation/sports/funding/first-nations-sport-and-recreation-program/>).

Organisations should seek guidance regarding the suitability of their documentation and/or eligibility by contacting their local [Sport and Recreation office](#), allowing sufficient time prior to applications closing (minimum of one week prior to closing date).

As this program will be highly competitive, organisations should familiarise themselves with the online application form and commence the process well before the program closing date.

8. How will applications be assessed?

Applications will be assessed against the program eligibility criteria (refer to Section 5, Section 6, and Section 6.3).



8.1 Assessment – Stage 1

Assessment of the application will include the following:

Eligibility

- submitted by an eligible organisation (refer to Section 5);
- the project is eligible (refer to Section 6); and
- includes mandatory application requirements (refer to Section 6.1).

Need

- a consultation process used to establish need in the community with Aboriginal and Torres Strait Islander people and stakeholders
- a clear description of the needs that have been identified by the community that would be addressed by the project.

Ability to deliver

- information or evidence to substantiate the organisation is culturally competent.
- effective project planning and identification of milestones that are within the program delivery timeframes.
- appropriate qualifications and/or level of experience of staff, volunteers or service providers delivering activities.
- community engagement – (“buy-in” from community).

8.2 Quality Review process – Stage 2

All assessed applications will undergo a quality review to ensure consistency of assessment coordinated by the Service Area Managers.

Following quality review, if an application is deemed as eligible it will progress to the Moderation Panel for consideration and prioritisation.

8.3 Moderation Panel process – Stage 3

A local analysis will be undertaken by Service Area Managers, Indigenous Engagement Officers and an external agency representative to review all eligible projects within each region against moderation priorities to provide additional local information on the appropriateness of consultation and advice from other agencies. This will be presented to the Moderation panel for consideration.

The Moderation Panel will review the additional local information, particularly to inform where there is an over or under subscription of funding requested. The Moderation Panel may include representatives external to the department.

Eligible applications will be prioritised by the Moderation Panel based on the following until the budget is exhausted:

1) Ranked from high to low score based on assessment of criteria
2) Currently funded Indigenous Community Sport and Recreation Program locations (refer to Appendix B – ICSRP Priority Locations)
3) Projects that support inactive and insufficiently active Aboriginal and Torres Strait Islander peoples
4) Aboriginal and Torres Strait Islander businesses or organisations
5) Tier 2 only - projects with a 20 % financial contribution

The moderation panel may consider, at their discretion, the spread of projects across project locations, categories, activities and as well as local information from government agencies and the project's value for money.

9. Approval Process

The Moderation Panel will make recommendations to the department's delegate on the outcome of the assessment process.

Organisations will receive written notification on the outcome of their application.

Tier 1 – Organisations accept the First Nations Sport and Recreation Program [Terms and Conditions](#) when submitting their online application form. The Terms and Conditions are also available on the department's website. These Terms and Conditions will apply if the organisation's application for funding is approved.

Tier 2 – Organisations who are approved, will be required to enter into a funding agreement with the Queensland Government. The provision of funding is subject to execution of a funding agreement to be provided by the department.

9.1 Application process terms and conditions

Submitting an application does not guarantee that the application will be approved. The department reserves the right (at the department's sole discretion) to refuse an application, not assess an application or not approve funding, for any reason, irrespective of whether the eligibility and assessment criteria have been met. The department's decision in relation to an application or the process is final.

The department reserves the right, at any time, whether before or after, the closing dates for each category of funding, to:

- cancel or vary the assessment process
- close early, suspend, stop or extend the operation of the program or the application process
- amend dates including extending the closing date
- vary the program, including the proposed terms and conditions or funding and/or these guidelines
- consider or reject an application received after the closing date and time
- consider an application submitted other than in accordance with the requirements of the application process, including accepting a non-conforming or incomplete application
- determine whether a project meets the eligibility criteria, project requirements and other requirements set out in these guidelines and should be deemed ineligible
- determine whether the supporting documents provided with the application are satisfactory
- request further evidence or supporting documentation in order to consider the application
- change the allocation of funding available under the Program, the eligibility criteria or the types of projects that will be considered

Any action taken to close early, suspend, stop or extend the program will be notified on the program website.

The department may, at its discretion, request information or documents (included but not limited to audited financials) from an organisation or any other person in order to consider and/or verify the accuracy of an application.

The department will retain all documents submitted and will not return these to the organisation. The organisation must ensure its officers, employees, agents and/or sub-contractors do not make any public announcement or advertisement in any medium in relation to the process or the program without the prior written consent of the department.

Organisations accept the risk, responsibility and liability connected with submitting an application and will not make any claim in connection with a decision by the department to exercise or not to exercise any of its rights in relation to the application process.

The application and participation in the application process does not constitute an offer or an invitation to make an offer under the application process. It also does not indicate an intention by the department to enter into any form of legal relations with any party. The acceptance of an application or any invitation to negotiate will not be effective to constitute a contract or to create any legitimate expectation on an organisation's part unless and until a formal written funding agreement is entered into (as per the process set out in the funding terms and conditions). Nothing in this application process amounts to any process contract and in making the application available and conducting this application process, the department expressly excludes any process contract arising.

10. Late Applications

An organisation may request to submit a late application. All organisations lodging a late submission, either wholly or in part, must submit a request in writing for the department's consideration.

The request for submission of a previously commenced but unsubmitted late application, or part thereof, must be made within a maximum of three business days following program close and is at the discretion of the department.

A late submission may be accepted by the department in the following circumstances:

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- where the client has notified the department or the relevant help desk of difficulties, by phone or email, and the issue has not been resolved prior to the program close
 - where there has been a confirmed system failure (e.g. database, departmental, internet service provider)
 - where there are extraordinary circumstances, beyond the control of the organisation (e.g. natural disasters, births, deaths in family).

11. Appeals

Sport and Recreation staff can provide an organisation that has not been approved with an initial explanation of the rationale for the decision.

If an organisation is not satisfied with a decision, such as an application not being approved for funding, the organisation can request a review of the decision. The request is required in writing. An appeal can be requested where the organisation believes the decision does not adhere to the program guidelines and/or the department process of the application.

The appeals process does not include organisations challenging the program guidelines seeking variations or exceptions to the program guidelines.

Appeals will only be considered if received by the department within one month from the date of the organisations receipt of written notification from the department on the outcome of the organisation's application. Appeals must be lodged in writing to SR_Info@dtis.qld.gov.au. Organisations will be notified in writing of the appeal outcome.

12. Payments

Funding will be processed as one payment by the department to the approved organisation after the organisation has been notified of its approval, and as follows:

- Tier 1 - notification of funding approval letter and any required conditions being met; and
- Tier 2 - execution of a funding agreement between the department and the organisation and any required conditions of funding being met.

Organisations that are registered for GST will be issued with a Recipient Created Tax Invoice (RCTI) for the funding payment.

Where the approved organisation is not registered for GST, the GST amount will not be added, and a remittance advice will be provided for the approved funding payment (refer to Section 12.1 below regarding GST application).

12.1 Goods and Services Tax (GST)

GST is a broad-based tax of 10 per cent on the sale of most goods and services purchased in Australia.

Organisations with current or projected annual turnover for all revenue activities of \$150 000 or more (including this project), must be registered for GST. Compliance with the legislation is a requirement of Federal taxation legislation. For more information, refer to the [Australian Taxation Office website](#) or telephone 13 24 78.

The grant funding amounts referenced in this guideline are GST exclusive.

Organisations that are registered for Goods and Services Tax (GST) will be paid a GST component in addition to the approved funding and will be issued with a Recipient Created Tax Invoice (RCTI) for the funding payment.

Organisations that are not registered for GST can receive funding up to the maximum funding amount with no additional GST component, and the department will issue a remittance advice. Organisations not registered for GST need to be aware funding received will need to cover any GST payable. Any shortfall between the funding provided and the GST inclusive project cost will need to be met by the funding recipient.

12.2 Bank details

DTIS will require the provision of bank details and a completed EFT form prior to any payment being made to approved applicants. DTIS will provide information regarding the format and requirements for bank account details to successful applicants.

12.3 Payment Compliance

At the time of the payment, organisations must be compliant with the following prior to any payment of funds:

- have no outstanding compliance issues with Office of Fair Trading
- have met all obligations for projects currently funded by the department; and
- have no debt owing to the department

Contact the Office of Fair Trading to determine whether the organisation has any outstanding issues. Go to www.fairtrading.qld.gov.au or telephone 13 QGOV (13 74 68).

13. Reporting, acquittals and audit requirements

Approved organisations will need to acquit the funding spent to the department using a template provided by the department. All organisations funded will be required to keep accurate records of expenditure and provide evidence in the acquittal form supplied to support the delivery of the approved project for the required legislative period. These records are to be made available to the department should the organisation be selected for an audit.

Approved organisations must complete reporting on financial and project activities and outcomes throughout and upon completion of the project.

Approved organisations may be subject to an audit from the department. The department may undertake a random audit of approved projects to ensure that projects are delivered as approved.

The Queensland Government must be appropriately [acknowledged](#) by approved organisations in any promotion of the approved project.

14. Evaluation

In addition to reporting and acquittals, organisation may be required to provide regular information regarding outputs and outcomes for ongoing program monitoring.

Appendix A - Application Questions

Section	Question
Organisation Eligibility	<p>Is the organisation: (Select option)</p> <ul style="list-style-type: none"> • Incorporated not-for-profit organisations • Local Government • Aboriginal or Torres Islander incorporated not-for-profit businesses or organisations. • A local, regional level Queensland not-for-profit incorporated organisation • Stat-wide, multi-location, sport and active recreation organisations whose branches/sites are not separately incorporated
	<p>Is your organisation based or has its headquarters based in Queensland? (Select option)</p> <ul style="list-style-type: none"> • No – ineligible • Yes – eligible
	<p>Is your organisation based or have its headquarters in a discrete community? (Select option)</p> <ul style="list-style-type: none"> • Yes – ineligible – (Please contact your local Indigenous Engagement Officer to discuss your project). • No – eligible <p>(Refer Program Guidelines Section 5.1)</p>
	<p>Under which Act is the organisation incorporated? (Select option)</p> <ul style="list-style-type: none"> • <i>Associations Incorporation Act 1981 (Qld)</i> • <i>Corporations Act 2001 (Cwlth)</i> • <i>Cooperatives Act 1997 (Qld)</i> • <i>Corporations (Aboriginal and Torres Strait Islander) Act 2006 (Cwlth)</i> • <i>Co-operatives National Law Act 2020 (Qld)</i> • <i>Local Governments Act</i> • Other - Aboriginal and Torres Strait Islander Business
	<p>Is your organisation recognised as an Aboriginal and Torres Strait Islander organisation/Business? (Refer Program Guidelines Appendix D Definitions) (Select option)</p> <p>Insert link to a register or certified listing that validates that your organisation or business is Aboriginal and Torres Strait Islander owned or controlled. (URL – link)</p> <p>Provide evidence that your organisation or business is recognised as an Aboriginal and/or Torres Strait Islander Community-Controlled? (Supporting Documents Required)</p>
	<p>Is the direct delivery of the project being conducted by Aboriginal or Torres Strait Islander people? (Select option)</p> <ul style="list-style-type: none"> • Yes • No • Not Applicable

	Please provide details of the deliverers ability and experience to deliver this type of project?
	If you have a Reconciliation Action Plan or other cultural capabilities, policies or statements, please attach here. (Supporting Documents Required)
Project Details	<p>Is your project located in a discrete community or a Torres Strait Island Community? (Refer Program Guidelines Section 5.1 & Appendix C) (Select option)</p> <ul style="list-style-type: none"> • Yes – ineligible - <i>(please contact your local Regional Indigenous Engagement Officer to discuss your project)</i> • No - eligible continue
	<p>Which tier of funding are you applying for? (Select option)</p> <ul style="list-style-type: none"> • Tier 1 - up to \$25,000 • Tier 2 - \$25,001 - \$200,000
	<p>What are the elements of your project? (Select options)</p> <ul style="list-style-type: none"> • Employment • Participation • Equipment • Capacity Building
	Is your project being delivered in one, or more, of the prioritised 22 Indigenous Community Sport and Recreation Program locations (as listed in Appendix B)?
	<p>Please list the community/ies (suburbs if not the whole town or city) that your project is being delivered? E.g. Cooktown, Laura</p> <p>(1000-character limit)</p>
	What is the project you are delivering? (Project description) (3000-character limit)
	Describe the community needs that have been identified by Aboriginal and Torres Strait Islander peoples in the project location/s and how the project addresses this need. (3000-character limit)
	<p>Will the project provide new, increased or continued physical activity opportunities in the community? (Select option)</p> <ul style="list-style-type: none"> • New physical activity opportunities • Increased physical activity opportunities • Continued physical activity opportunities
	Please detail the support and list consultation with Aboriginal and Torres Strait Islander peoples and all community groups involved with your project. (3000-character limit)
Tier 2 Only	<p>Please attach evidence of current or potential partners and their level of involvement in the delivery of the proposed project? (upload of documents)</p> <p>Please describe the process of co-design with Aboriginal and Torres Strait Islander peoples and all community groups involved with your project. (3000-character limit)</p>

	Please provide the endorsed co-design plan/strategy involving Aboriginal and Torres Strait Islander peoples and all community groups involved with your project. (Supporting Documents Required).
	Please provide evidence of your organisation's engagement experience with Aboriginal and Torres Strait Islander peoples. (Supporting Documents Required)
Activity	What is the main sport/recreation activity that will be supported by the project? Choose one activity only: (Select option)
	Are there any other active sport/recreation activities that will be supported by the project? (Select option)
Demographics	What age group/s will receive the primary benefits from the project? (Select option)
	Which target group/s will receive the primary benefits from the project? (Select option)
Budget	What is the estimated total project cost (GST Exclusive)? (Currency)
	Confirm the co-contribution you are providing for this project (Tier 2 only). (Currency)
	What is the amount you are requesting from the department (GST Exclusive)? (Currency)
	Attach the Budget Table provided (Project Plan/Cost Sheet provided for upload)
	Please provide evidence of confirmed financial co-contribution (including all ineligible costs) (Supporting Documents Required)
	Please upload any other documentation required to support your application. (Supporting Documents If Required) (Organisation Structure and role descriptions for Employment projects etc).
Declaration	I declare that I have been authorised by the applicant organisation to submit this application.
	I declare that all information relating to the organisation and the project is true and correct.
	By submitting this application you agree to the terms and conditions as set out in Section 9.1 Application process terms and conditions of the guidelines.
	You acknowledge that to be eligible your organisation must meet the eligibility criteria as set out in Section 5 of the guidelines, and that the department relies on this information when assessing your application.

Appendix B – Indigenous Community Sport and Recreation Program Priority locations

Indigenous Community Sport and Recreation Program Priority locations	
Bayside (Capalaba, North Stradbroke Island, Wynnum and Cleveland)	Logan
Bowen	Mackay
Bundaberg	Mareeba
Cairns West	Mount Isa
Cooktown	Normanton
Dalby	Paroo
Goondiwindi	St George
Hervey Bay	Toowoomba
Inala	Townsville East (located in Rasmussen, Upper Ross) <ul style="list-style-type: none"> • Kirwan • Condon • Rasmussen • Kelso • Deeragun / Bohle Plains •
Ipswich	Townsville West (Bindal) located in Aitkenvale <ul style="list-style-type: none"> • Garbutt • West End • Vincent • Heatley • Currajong • Wulguru • Stuart • Aitkenvale
Kuranda	Zillmere

Appendix C – Ineligible locations funded under other Aboriginal and Torres Strait Islander Sport and Recreation Programs

Deadly Active Sport and Recreation Program (Discrete Communities)	
Aurukun	Mossman George
Cherbourg	Napranum
Coen	Northern Peninsula Area
Doomadgee	Palm Island
Hope Vale	Pormpuraaw
Lockhart River	Woorabinda
Kowanyama	Wujal
Mapoon	Yarrabah
Mornington Island	

Torres Strait Island Community Sport and Recreation Program (Inner Islands Model) locations	
Gealug	Muralug
Nurupai	Waiben
Torres Strait Island Community Sport and Recreation Program (Outer Islands Model) locations	
KEMER MERIAM NATION <ul style="list-style-type: none"> • Mer (Murray Island) • Erub (Darnley Island) • Ugar (Stephen or Stephens Island) 	KULKALGAL NATION <ul style="list-style-type: none"> • lama (Yam Island) • Masig (Yorke Island) • Warraber (Sue Island) • Poruma (Coconut Island)
MALULIGAL NATION <ul style="list-style-type: none"> • Badu (Mulgrave Island) • Arkai (Kubin) Community - Mua • Wug (St Pauls) Community - Mua • Mabuyag (Jervis Island) 	KAIWALAGAL KAURAREG ABORIGINAL NATION <ul style="list-style-type: none"> • <u>Kirriri (Hammond Island)</u>
GUDAW MALULIGAL NATION <ul style="list-style-type: none"> • Saibai (Saibai Island) • Boigu (Talbot Island) • Dauan (Mt Cornwallis Island) 	

The locations listed in this Appendix are not eligible under this Program.

Appendix D – Definitions

Aboriginal and Torres Strait Islander organisation/ business – a business, charity, not-for-profit organisation, incorporated under Commonwealth, state or territory legislation, that has 50% or more Aboriginal and/or Torres Strait Islander ownership and/or directorship and is operated for the benefit of Aboriginal and Torres Strait Islander communities.

Aboriginal and/or Torres Strait Islander Community-Controlled Organisation – an organisation that delivers services that builds the strength and empowerment of Aboriginal and Torres Strait Islander communities and people and is:

- a. incorporated under relevant legislation and not-for-profit
- b. controlled and operated by Aboriginal and/or Torres Strait Islander people
- c. connected to the community, or communities, in which they deliver the services
- d. governed by a majority Aboriginal and/or Torres Strait Islander governing body.

Active recreation - Any physical activity undertaken during leisure time outside of structured, competitive sport, including unstructured play involving physical activity/exertion.

Co-Design - refers to a participatory approach to designing solutions, in which community members are treated as equal collaborators in the design process.

Discrete community - A discrete Indigenous community refers to a geographic location, bounded by physical or legal boundaries, and inhabited or intended to be inhabited by predominantly Aboriginal and Torres Strait Islander Peoples, with housing or infrastructure that is either owned or managed on a community basis.

Insufficiently active - Queenslanders who do not meet the recommended minimum of Australia's Physical Activity and Sedentary Behaviour Guidelines (for their life stage) on most days of the week.

Local Government - A local government (LG) is an elected body that is responsible for the good rule and local government of a part of Queensland. A part of Queensland that is governed by a local government is called a local government area (LGA). Queensland LGs operate within the Local Government Act 2009.

Non-Discrete community - Refers to a community of Aboriginal and Torres Strait Islander people throughout Queensland excluding those communities funded as a discrete community.

Organisation - Interchangeable with a 'club' or 'association' or 'Aboriginal or Torres Strait Islander Business' and includes those bodies that meet the eligibility criteria for the program, as outlined in Section 4, and provide physical activity programs and services at the local community level.

Participant/Participation/Participating - Refers to a direct 'joining-in' and active engagement by a person with:

- a particular sport,
- an active recreation, or
- other forms of physical activity.

Physical activity - Any bodily movement produced by skeletal muscles that requires energy expenditure and produces progressive health benefits.

Sport - Human activity capable of achieving a result requiring physical exertion and/or physical skill which, by its nature and organisation, is competitive and is generally accepted as being a sport.

Torres Strait Community Sport and Recreation Program (Inner and Outer Islands Model) – a department program that provides funding to the Torres Shire Council and the Torres Strait Island Regional Council for the delivery of sport and active recreation.

