



Memorandum

To:	All SLSNSW Clubs & Branches
From:	Phil Ayres, Chief Operating Officer, SLSNSW
Date:	5 October 2022
Pages:	1
Subject:	Memo: NSW Office of Sport Surf Club Facility Program 2022/23 NOW OPEN (closing 1 November 2022)

NOTE: Please review the memo and guidelines carefully as some requirements have changed compared to previous rounds, including DA and co-contribution obligations.

The **NSW Office of Sport Surf Club Facility Program 2022/23 is now open, closing 1 November 2022**. This program assists eligible Surf Life Saving Clubs throughout NSW to develop facilities that will enable increased participation in Surf Life Saving for all people, increased facility usage, and improved safety.

The program provides grants between \$30,000 to \$650,000 for the construction of new or enhancement of existing surf clubs that demonstrate inclusive and accessible design.

Key program objectives:

- Provide inclusive and accessible multi-sport facilities that support participation in sport and increase opportunities for women and girls, people with disability, First Nations peoples and people from culturally and linguistically diverse communities
- Increase the usage and/or participant numbers in Surf Life Saving
- Increase the use of Surf Life Saving facilities by community groups and/or the public
- Improve safety at Surf Life Saving facilities
- Improve the standard and sustainability of surf club facilities incorporating best practice design principles

Key points:

- Co-contribution requirements:
 - If your grant request is less than \$500,000 a co-contribution is not required, however any financial and/or in-kind contribution from the applicant and/or other sources will be considered favourably
 - If your grant request is \$500,000 or more, you must have a financial co-contribution that is at least 50% of the grant amount requested. (e.g. your grant request is \$600,000, you must have at least a \$300,000 cash contribution to the project. Total project cost in this case would be \$900,000)
 - Supplier discounts should not be included in the co-contribution
 - Local Government Authorities are encouraged to contribute and will be considered as part of the co-contribution
- **Applications MUST have landowner/ building owner consent at the time of applying.** All projects must provide a landowner consent form or signed letter of consent from the appropriate authorised delegate for the project on the land on which the facility is to be developed including native title clearance where required
- While it is NOT MANDATORY to have a current approved Development Application (DA), **those applicants who can provide evidence of an approved DA or DA exemption will be highly prioritised**

Examples of eligible project types and components include:

- New and upgraded provision of universally designed amenities that are beyond compliant with regard to the Disability Discrimination Act (DDA) and provide dignified inclusion in sport participation, for example disability access, unisex toilets or change rooms designed to be female-friendly, including parent and child change spaces
- Environmental and operational sustainable initiatives that support water, energy and financial savings
- Digital technology uplift projects, including installation of WIFI, increased automation and other innovative smart technologies
- Projects that improve the storage, security and safety capability of surf clubs
- Non-fixed items that are part of a larger capital improvement project scope e.g. portable storage racks for rescue boards. The cost of non-fixed items cannot exceed 25% of the grant amount requested
- Contingency calculated at 10% of the total project cost. Up to 20% maximum for more complex projects



Other key points to note:

- Ineligible projects include (but are not limited to): retrospective funding; general maintenance (e.g. painting); portable equipment not part of a facility fit out (e.g. boards); requests for feasibility, design or development stages; Projects that have already been funded by the NSW Gov unless significant new and additional scope is identified. Please refer to the guidelines for a full list of ineligible projects
- Applicants may submit more than one application however an organization will not be granted more than \$650,000 in a funding period
- Application outcomes are expected February 2023 onwards; successful applicants must commence construction within six months of notification of their successful grant outcome
- Priority will be given to surf club facilities identified as:
 - Being in poor or unserviceable condition
 - Addressing a demonstrated need for the community
 - High urgency to address facility building compliance requirements e.g. safety, building standards, including the DDA

Summary of essential documentation:

- Landowner's consent to undertake the project or confirmation applicant is the landowner
- Development approval, application, or evidence that project development is an exempt development if appropriate
- Baseline demographic data on current facility use and club participation/membership
- Evidence of the project's co-contribution (if a contribution is being provided)
- Quotes that clearly detail items/scope of works. Any quotes provided must be on company letterhead from the organisation that supplies the goods or services. For projects under \$100,000 internal cost estimates supported by appropriate evidence are acceptable
- For the supply of goods and services exceeding \$150,000 an open tender will be required. If this tender documentation is not available at grant application, it will need to be submitted before any funding agreement is established
- Letter of support from Surf Life Saving NSW – a template is attached which should be completed and sent to Phil Ayres, Chief Operating Officer, SLSNSW to request this

Applications must be submitted online by 1 November 2022. Further information can be found at:

<https://www.sport.nsw.gov.au/grants/surf-club-facility-program>

The Grant Seeking Unit (GSU) was established over 10 years ago to assist surf life saving clubs in the successful completion and lodgment of grant applications. Through SLSNSW, who are seeking to provide more support to the volunteers, the GSU provides these services to clubs at no fee. Please contact the GSU to discuss your project if you are interested in lodging an application to this program –

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Kind regards

A handwritten signature in black ink, appearing to be "Phil Ayres".

Phil Ayres

Chief Operating Officer

Surf Life Saving New South Wales