



Blind Sporting Council

A Guide to Applying for Funding

Success begins with access

Mission Statement

To finance recreation, sport & associated projects to ensure blind & vision impaired people of all ages have opportunities to fulfill their dreams.

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Blind Sporting Council
PO Box 111
Rundle Mall
Adelaide, South Australia, 5000
Phone: (08) 8232 4644
Fax: (08) 8232 4622
Email enquiries@blindsport.com.au
Web Site www.blindsport.com.au
ABN 32 425 823 238

Funding Opportunities

The Blind Sporting Council offers funding for a range of initiatives, activities and projects to enable people who are blind or vision impaired to access and participate in their chosen sport, recreation or community activity without restriction.

Funding may be available to any person, team, club, organised group or association who is or has persons who are vision impaired as members and is organising or assisting to organise activities involving them.

You will find in this document a list of the diverse range of opportunities that the Blind Sporting Council provides funding for, and guidelines on how to apply for funding.

Guidelines for Funding Applications

The Blind Sporting Council will:

- 1 Provide a range of funding opportunities for people who are blind or vision impaired participating in organised sport, recreation and community activities.
- 2 Consider funding individuals, groups, teams, clubs and associations.

Who is Eligible to Apply for Funding?

The following are eligible to apply for funding:

- 1 People who are blind or vision impaired and have been classified as legally blind.
- 2 Members of an organised team, group, club or association.
- 3 Teams, organised groups, clubs and associations who provide sport, recreation or community activities for people who are blind or vision impaired.

All individuals applying for funding who are representing a club, organised body or association must have their application endorsed by same before it can be processed.

Funding Guidelines

The following is a description of the areas for which funding is available from the Blind Sporting Council (BSC).

1 Provision of Coaches, Guides, Escorts, Officials and Support People

A person who is blind or vision impaired participating in a sport, recreation or community activity may require assistance or support in performing or participating in that activity. Funding may be available to subsidise the expenses a support person may incur in providing this assistance.

Where the sport or activity to be accessed requires the support person to have specialised training and expertise to provide support, for example a cricket umpire, funding may be available for payment of suitably qualified persons. Proof of qualifications, accreditation or professional experience in a sport or activity by coaches or officials must be provided.

Method of Application: Funding for Competition Application, Competitor Details and Support Person Forms.

2 Participation

3 Integration Initiatives

4 Recreation and Community Activities Participation

Sections 2, 3 & 4 are all subject to the following:

Clubs, organised groups and associations which run programs aimed at involving persons who are blind or vision impaired in a recreation or community activity may access funding to subsidise costs in running the programs.

This may include the promotional expenses, administration costs and necessary purchases associated with the program.

Method of Application

Applications must include:

- A covering letter introducing the project.

- A strategic plan outlining aims, objectives and strategies, the number of people expected to benefit from the project, income and expenditure, expected outcomes and the benefits to persons who are blind and vision impaired.

The Blind Sporting Council may run similar programs and in order for an application to be eligible for funding, the program must not be in conflict with similar programs.

5 Competition

Individuals, teams, organised groups, clubs and associations may access funding to subsidise the costs of blind and vision impaired persons taking part in organised competitions.

These events must be organised and be either:

- training camps (preparation for national or international events), or
- local, national, international or world championship competitions.

Funding may subsidise the cost of travel, accommodation, entry fees, functions and transfers.

Method of Application: Funding for Competition Application, Competitor Details and Support Person Forms.

6 Organising or Hosting Events

Clubs, organised groups and associations organising a training camp, local, national, international or world championship event within a state may access funding to subsidise costs incurred with this.

Organisations applying under this category must be sure to declare all income and expenses associated with the event.

The Blind Sporting Council may choose to enter into sponsorship arrangements with the organising body, depending on circumstances surrounding the event.

Method of Application: “Hosting an Event” Application Form

7 Transport

Individuals, teams, organised groups, clubs and associations may access funding to subsidise the costs of transportation to and from organised events.

A club, association or organised body must sanction the event.

It is a requirement of all clubs or individuals receiving funding from the Blind Sporting Council that all travel arrangements be booked through Flight Centre – Rundle Street. If you are unable to meet this requirement, prior contact must be made with our office or you may jeopardize your grant opportunities.

Contact for Flight Centre bookings is:

Maggie (Manager) or Vanessa (Assistant Manager) – Rundle Street, Flight Centre

Phone: 1300 667 023 (free call) or (08) 8277 0404

Or email: Attention: Maggie or Vanessa 7t8z@flightcentre.com

NB: Please quote BSC Referral.

Method of Application: “Funding for Competition”
Application Form

8 Equipment (Specialised)

Individuals, teams, organised groups, clubs and associations may access funding to subsidise the costs of extraordinary equipment.

The equipment must be specifically for use by a person who is blind or vision impaired accessing a sport, for example a tandem bicycle. Generic equipment will not be considered.

Method of Application

A letter outlining the need for the equipment, attached costing and quotes on quoter's letterhead, signed by the applicant and endorsed by the relevant organisation.

9 Access Issues

Clubs, organised groups and associations can access funding for any project or situation in which access to a sport,

recreation or community activity is difficult for a person or persons with vision impairment.

Method of Application

Applications must include:

- A letter outlining the issue and a request for support
- Detailed costs and a copy of an official quote

10 Miscellaneous Project

Clubs, organised groups and associations may access funding for any project which benefits persons who are blind or vision impaired or encourages their participation in sport, recreation and community activities.

This may include promotional expenses, administration costs and necessary purchases associated with the program.

Method of Application

Applications must include:

- A covering letter introducing the project.
- A strategic plan outlining aims, objectives and strategies, the number of people expected to benefit from the project, income and expenditure, expected outcomes and the benefits to persons who are blind or vision impaired.

The Blind Sporting Council may run similar programs and in order for an application to be eligible for funding, the program must not be in conflict with similar programs.

How to Apply

- 1 Obtain a copy of the Registration Form and Budget Forecast from the Blind Sporting Council and submit them by no later than 30 April for the following financial year beginning 1 July.
- 2 Then submit a written application (including forms mentioned in this document) to the Blind Sporting Council about the project by no later than the first day of the month in which the project needs to be funded.
- 3 Check that your application and forms are fully completed and send them to the Blind Sporting Council at PO Box 111, Rundle Mall, Adelaide 5000.

Rules and Regulations

- 1 If you are applying for a number of grants, your applications must be prioritised on the Budget Forecast Form.
- 2 Applications should be submitted as far in advance of the project or event as is possible, as delays can occur.
- 3 Applications will not be considered after the date of the event or project has passed, (unless special circumstances occur) or if the application and forms are not fully completed.
- 4 Submissions for any project or event in a category which do not require an official form will be accepted as an application in the budget forecast and assessed at the first opportunity.
- 5 Funding for projects that are cancelled and have been listed in the budget submission or have funding allocated to them may be reallocated to other areas under special circumstances under the discretion of the BSC.
- 6 Failure to disclose other funding received could seriously affect future funding opportunities.
- 7 Funding relating to travel arrangements must demonstrate utilisation of services from Flight Centre Rundle Street. For more information please see page 6 of this document (Transport).

Budget Forecast

- 1 Individuals, groups, teams, clubs and associations intending to apply for funding must submit a budget forecast, outlining all funding requirements, costing and dates (if known), no later than 30 April for the following financial year beginning 1 July.
- 2 A separate budget submission form must be completed for each event or project.

What to Provide

All applications for funding must be accompanied (where possible) with detailed costing for travel, accommodation and other expenses in the form of official quotes.

When funding accommodation, the BSC will allocate funding on a share basis (minimum twin share). Persons wishing to have a single room will be required to pay the difference in cost.

When providing accommodation receipts, detail must be shown on a “per room” basis.

NB: Organisational applications need to be accompanied with the latest audited annual financial statements.

Individuals Applying

- 1 Individuals applying for funding must be a member of a recognised sporting club, recreation or community group.
- 2 The sporting club or recreational/community group is responsible for submitting the application on their member’s behalf, and for forwarding the necessary documentation outlining expenses on completion of the activity.
- 3 The grant cheque or direct debit transfer will be forwarded to the club, organised group or association who will then forward it to the applicant. An itemised list of the amounts granted for competitor and guide will be listed in the covering letter accompanying the cheque.

Reconciliation

All funded parties must supply to the Blind Sporting Council no later than sixty (60) days after the activity:

- 1 Full details of expenditure including copies of all receipts.
- 2 A report and photographs outlining results and participation for use in Blind Sporting Council promotions.

The first failure to comply with the above will incur a ten percent (10%) reduction on future applications and any further failures to comply with the above may jeopardise all future applications.

The BSC must be notified immediately if expenses are less than originally quoted on application.

Promotional Requirements

- 1 Funded organisations or individuals are expected to participate in promotional activities for the Blind Sporting Council.
- 2 The Blind Sporting Council may negotiate major activities with the organisation or individual. Notification of activity requirements of the project must be made as soon as practicable.
- 3 On approval of applications, competitors and volunteers may be asked to supply a personal profile outlining personal information.

Support People

- 1 A funding priority of the Blind Sporting Council is for coaches, guides, escorts, and officials who are necessary for the implementation of activities.
- 2 All guides, escorts and officials applying for funding must give a detailed description of their duties during the event as shown on the form.

Assessment and Notification

The Blind Sporting Council will assess all applications on their merit and notify all applicants in writing of the outcome of their application.

Cancelled Events

If an activity that the Blind Sporting Council has provided funding for has been cancelled, the funded body must:

- 1 Notify the Blind Sporting Council immediately, and
- 2 Return all monies funded back to the BSC within 14 days

Filling in the Forms

- 1 All forms must be fully completed before applications can be processed.
- 2 When stating the role of the volunteer it must be defined clearly, for example John Smith, Guide Runner for Bill Boon

Thank you once again for your interest in the Blind Sporting Council. If you have any queries or questions, please do not hesitate to call our office:

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