

Active Spaces - Upgrade or New Facility

Guidelines



ACTIVE SPACES - UPGRADE/NEW FACILITY FUNDING PROGRAM

PLEASE ENSURE YOU HAVE READ AND UNDERSTOOD THESE GUIDELINES

About the Program

The Upgrade or New Facility Program provides sport, recreation and community organisations with an opportunity to partner with Logan City Council by submitting a project that they feel is worthy of receiving Council support in preparing funding submissions for external funding sources including the Queensland Government's Get in the Game - Get Playing Places and Spaces Fund and also the Gambling Community Benefit Fund.

Program Details

There is no maximum total project cost under this category, however, Council will not fund 100% of any application. Council may provide financial assistance for projects on Council owned or controlled land, subject to the final adoption of 2019/20 Council budget, and receiving external grant funding. If recommended under this program Council will also provide grant writing assistance to apply for the external grant. Through applying for this program the organisation agrees that if successful Council will select the most appropriate funding source to apply for.

Examples of previously available grants which may be available include:

Get Playing Places & Spaces Funding Program

The Get Playing program provides up to \$150,000 to assist local sport and recreation organisations with facility development to encourage more Queenslanders to become involved in the sport and recreation activity of their choice.

Gambling Community Benefit Fund

One off grants of up to \$35,000 can be allocated to not-for-profit organisations to help them provide community services or activities that benefit the Queensland community.

Please see below examples for further information.

Example 1

Club A (a sporting organisation) wishes to apply to upgrade field lighting to competition standard. A quote received by the club has been valued at \$75,000. The club can contribute \$5,000 towards the project. If recommended, Council will support this project by assisting with grant writing services to submit an application to a grant funding opportunity (for example – Get Playing Places & Spaces Program delivered by the Department of National Parks, Sport and Racing). Under the current guidelines the Get Playing Places & Spaces Program requires 20% contribution by the applicant. Therefore Council would make up the additional funding contribution required i.e \$10,000 subject to the application being successful.

Example 2

Club B (a recreation organisation) wishes to apply for a new participation area. The quote they have obtained for this work is valued at \$50,000. The club is able to provide \$3,000 towards the project. If recommended Council would support this project by assisting with grant writing services to submit an application towards a grant funding opportunity (for example – Gambling Community Benefit Fund). The Gambling Community Benefit Fund currently provides up to \$35,000 in funding. Therefore Council would make up the additional funding contribution amount required to complete the project of \$12,000 subject to the application being successful.

Who Can Apply?

- Any not-for-profit sport, recreation and community organisation operating on Council owned or controlled land, based in Logan and incorporated under the Associations Incorporation Act 1981 (Qld) or similar legislation.
- Any not-for-profit sport, recreation and community organisation based in Logan and incorporated under the Associations Incorporation Act 1981 (Qld) or similar legislation and operating on school grounds where there is a Joint Development Agreement in place, are eligible to apply.

Council will support organisations operating on school grounds in the preparation of an application to the relevant funding body based on the following conditions:

- Organisation must have a Joint Development Agreement in place at the time of application
- Organisation must provide a letter of support from the school and DET stating that the DET have the capacity to manage and deliver the project, if successful
- Organisation must demonstrate ability to meet the 20% contribution or other costs associated with the project.

Individuals and organisations NOT eligible to apply include:

- Organisations that are outside the Logan City Council Boundary;
- National sport and recreation bodies;
- Political organisations;
- Government departments – State or Federal;
- For-profit groups;
- Schools;
- Non-incorporated organisations;
- Organisations that have an outstanding debt to Logan City Council of 30 days or more at closing date of funding program
- Organisations that have not acquitted previous Active Logan grant funds at closing date of funding program
- Organisations that are not compliant with the Office of Fair Trading at closing date of funding program

In addition, any eligible organisation that does not provide evidence of the following will NOT be eligible for funding:

- Organisations that do not provide a completed Organisation Planning Tool Kit (to a reasonable standard deemed by Logan City Council);
- Organisations that do not provide a copy of the most recent bank statement;
- Organisations that do not provide a copy of a current public liability insurance (\$20million); and
- Organisations that do not provide evidence of quotes within their application (minimum of 2 quotes).

How do I obtain a quote?

Attached please find a list of Council's preferred contractors who may be able to assist in providing a quote for your project.

Eligible Funding Requests

Active Spaces - Upgrade/New Facility Funding Program	
Category	Eligible Items
Upgrade or New Facilities	<ul style="list-style-type: none"> • New facility • Building extension • Playing field Irrigation • Playing field or hard court lighting • Playing field or hard court upgrade

Assessment Process

Applications will be assessed by an internal Assessment Panel.

The Assessment will ensure eligibility and assess the information provided by your organisation against our Assessment Criteria detailed below.

Assessment Criteria

Applications will also be assessed based on the following:

No.	Consideration	Weighting
1	Strategic <ul style="list-style-type: none"> • The application aligns with Logan City Council's Strategic Directions, Management Plans and Strategies • The application aligns with the appropriate Governing Bodies Strategic Directions, Management Plans and Strategies • The application aligns with the Organisation Planning Tool Kit/Strategic Plan 	30%
2	Benefit <ul style="list-style-type: none"> • The application demonstrates demand/need for the project and benefit for the sport, recreation and community organisation • The project increases' peoples participation in the organisations activity • The application targets people from specific population groups 	30%
3	Finance/Risk <ul style="list-style-type: none"> • The application demonstrates value for money • Level of contribution by the applicant • The application has accompanied two (2) quote/s 	30%
4	Delivery <ul style="list-style-type: none"> • Capacity for the applicant to manage and deliver the project • The application outlines an ongoing management plan for asset/item 	10%
Total		100%

Closing Date

Applicants seeking funding can apply by submitting an online application form prior to the closing date.
Please note, late applications will not be accepted.

How to apply

Please complete the online application on Council's website at

<http://www.logan.qld.gov.au/community-support/grants/sport-and-recreation-funding>

Should you have any issues completing the form please contact Council's Sport and Recreation team on 3412 3412

Reporting and Acquittal

All successful applicants will be required to provide a written report on the outcomes of the project in the form of an acquittal document provided by the external funding source.

Applicants who do not complete the necessary acquittal documentation will not be eligible for any future applications and funding.

FAQS

What if I need assistance with my application?

Applicants need to carefully read the guidelines and application form. Should you have any questions, Council's Sport and Recreation team will be happy to assist. Please contact the team on 3412 3412 to discuss over the phone or to arrange a meeting.

When will I be notified?

Notification of outcome of applications are expected to be announced within six (6) weeks of the closing of the funding program.

What if my application is successful?

If your application is successful you will receive written notification from Council.

Council staff will then work with your organisation to prepare an application for a suitable external funding source.

Note, if successful Council reserves the right to determine how the project will be managed.

Is my organisation eligible?

Please contact Council's Sport and Recreation team on 3412 3412 if you are unsure about your organisations eligibility.

Can I apply for more than one facility upgrade or new project?

Only one (1) application may be submitted per facility.

I am not the lessee of the facility can I apply?

Yes, however only one (1) application can be submitted per facility. Therefore if the lessee is also considering applying for this category you will need to discuss your application with them. To apply you will also need to provide a letter from the lessee in support of the application.

I have not completed an Organisation Planning Tool Kit/Strategic Plan can I still apply?

If you do not submit an Organisation Planning Tool Kit/Strategic Plan with your application you will not be considered for funding.

Council's Sport and Recreation team will be happy to assist with completing the document. Please contact Council on 3412 3412 to discuss.

Do I need to provide a quote with my application?

Yes, a minimum of 2 quotes are required to be eligible for funding, although providing three (3) quotes is highly desirable. Attached please find a list of Council's preferred contractors who may be able to assist in providing a quote for your project.

Do I need to financially contribute to the project?

No, however organisations that financially contribute to the program will be highly regarded as per Assessment Criteria No. 3.

Organisations operating on school grounds must demonstrate ability to meet the 20% contribution or other costs associated with the project.

What if I have previously submitted my Organisation Planning Tool Kit/Strategic Plan or other documents to Council?

If you have previously submitted any documents you need to confirm that Council has these documents by contacting Council on 3412 3412. It is recommended to attach updated copies of these files to your application.

I am having trouble submitting an online application, what do I do?

Should you have any issues please contact Council's Sport and Recreation team on 3412 3412, well in advance of the closing date.

How long do I have to spend the funding?

If successful, the time frame for acquitting funding will be determined by the external funding source.

If my project is on school land can I receive financial support from Council?

Council's Sport, Leisure and Facilities Branch is unable to provide financial assistance from their budget for projects on school grounds. However, they can assist with the preparation of the grant application. The club may also wish to contact their local Councillor to seek support.

Logan City Council Information Collection Notice:

Logan City Council is collecting your organisation details so we are able to contact you with updates regarding the Active Spaces - Upgrade/New Facility Funding Program and other Club Development opportunities. The information provided will only be accessed by employees and/or Councillors of Logan City Council and will not be given to any other person or agency unless you have granted us permission or we are required by law.

Active Spaces - Upgrade or New Facility
Logan City Council's Panel of Preferred Contractors

Trade	Contractor Name	Phone	Mobile
Carpenters	Betabuild Pty Ltd	3806 1025	0408 685 678
Carpenters	Kayhan Building Services	3344 1577	
Carpenters	Probuild Industries (PBI) Australia	3356 5777	0418 738 824
Carpenters	Star Carpentry		0402 652 993
Electrical	Darcy Air and Electrical Services P/L	5528 9044	0418 222 417
Electrical	Electrical Data Security Services P/L	3712 6900	
Electrical	J & P Richardson Industries P/L	3271 2911	
Electrical	John Scates Electrical Contractors P/L	3804 7266	0429 570 375
Electrical	T2 Electrical & Data Pty Ltd	3808 9568	0438 731 683
Fencers	Kayhan Building Services	3344 1577	
Fencers	Probuild Industries (PBI) Australia	3356 5777	0418 738 824
Fencers	T & H Levai Pty Ltd	3803 0032	0412 227 371
Painters	Anat Enterprises	3342 5229	0431 634 404
Painters	D & D Hinton Painting Services	55411734	0414 697 094
Painters	Probuild Industries (PBI) Australia	3356 5777	0418 738 824
Painters	Programmed Property Services	3718 1600	0412 240 357
Painters	The LNS Family Trust	3806 0983	0410 522 599
Painters	Weis Contractors		0433 824 633
Plumbers / Drainage	Alford Plumbing and Gas Pty Ltd	5547 0018	0411 109 806
Plumbers / Drainage	AVA Plumbing Solutions		0410 585 158
Plumbers / Drainage	Beenleigh Plumbing Service		0418 727 426
Plumbers / Drainage	Galaxy Plumbing Service T/A Laser Plumbing	3277 7345	1300 652 737
Plumbers / Drainage	Harpley Services Pty Ltd	3388 3745	0421 213 216
Plumbers / Drainage	Logan Plumbing Service	3208 4166	0418 648 833
Plumbers / Drainage	Munster Mechanical	3133 3710	0421 522 559
Irrigation	AVA Plumbing Solutions		0411 585 158
Irrigation	J & P Richardson Industries P/L	3271 2911	
Irrigation	Munster Mechanical	3133 3710	0421 522 559
Irrigation	Project Pumps & Irrigation	3293 1163	
Irrigation	Re-Pump Australia	3279 0466	0400 613 310
Irrigation	Wrights Electrical	3823 1244	0418 725 026
Roofers / Guttering	AVA Plumbing Solutions		0411 585 158
Roofers / Guttering	Harpley Services Pty Ltd	3388 3745	0421 213 216
Roofers / Guttering	Logan Plumbing Service	3208 4166	0418 648 833
Roofers / Guttering	Probuild Industries (PBI) Australia	3356 5777	0418 738 824
Roofers / Guttering	Tapping Solutions Australia	5520 6996	0434 592 061