



2007 Women's High Performance Coaching and Officiating Scholarship Program

Conditions and Guidelines

About the Program

The Women's High Performance Coaching and Officiating Scholarship Program is an initiative of Sport and Recreation Services (SRS) in collaboration with the ACT Advisory Committee on Women in Sport and Recreation. The program aims to increase the potential for female coaches and officials to pursue a career in high performance sport by providing ten \$3,000 scholarships to assist them to access education, training and development opportunities to improve their capacity to perform at the national and international level.

SRS will jointly manage the scholarship program in partnership with the relevant ACT peak sporting organisation. The scholarship period will be 1 July 2007 – 30 June 2008. **This program will not require matching funding from organisations.**

Objectives

The objectives of the program are to:

- Identify and jointly support the development of female coaches and officials identified with the potential to pursue a career in high performance sport;
- Enhance and develop the skills of potential high performance female coaches and officials within the ACT;
- Develop sustainable pathways for female coaches and officials;
- Provide access and practical experience in high performance sport programs;
- Provide professional development and networking opportunities for female coaches and officials participating in high performance sporting programs.

Who is eligible to apply?

Applications are open to ACT Peak Sporting Organisations that:

- Are not for profit;
- Deliver programs within the ACT;
- Are incorporated in the ACT under, the Associations Incorporation Act 1991 or the Corporations Law;
- Have an Australian Business Number (ABN);
- Have current Public Liability Insurance coverage (minimum of \$10,000,000); and
- Are registered for the Goods and Services Tax (GST) if turnover is greater than \$100,000 per annum.

Scholarship Applicant Requirements

The application should be completed on the accompanying pro-forma. Scholarship places will be assessed based on the following information:

- Availability of the coach / official to accept the appointment for the period 1 July 2007-30 June 2008;
- Current NCAS / NOAS qualifications;
- Willingness to attain the next level of NCAS / NOAS or equivalent qualification;
- Demonstrated experience and commitment in coaching / officiating;
- Recognition by state and/or national sporting organisation of potential to pursue career in high performance sport;
- Long term desire to coach / officiate at higher levels;
- Proposed role within state and/or national sporting organisation programs;
- Proposed expenditure of the scholarship funds (\$3,000).

What may be considered for funding?



Costs associated with education, training and development opportunities to improve the capacity of the individual to perform at the national and international level including but not limited to:

- Attainment of professional, tertiary or industry qualifications/accreditation in coaching and officiating;
- Participation in industry education based courses and training opportunities;
- Participation in key industry forums and conferences;
- Attendance and/or participation in national and/or international training camps;
- Establishment of a mentoring relationship with a recognised senior coach / official.

What will not be considered for funding?

- Requests for retrospective funding;
- Personal items including equipment and clothing;
- Salaries and/or honorariums for programs and teams the applicant is associated with.

Evaluation Process

Applications will be assessed by a panel consisting of representatives from SRS, the ACT Advisory Committee on Women in Sport and Recreation and where appropriate the ACT Academy of Sport.

- Applications will be reviewed comparatively to determine relative merits and priorities.
- The selection panel as part of the assessment process may interview applicants.
- The recommendations of the selection panel will be final and no correspondence will be entered into.

Conditions of Funding

1. The declaration at the bottom of the application form certifies that all the information provided in the application is true and correct. Action may be taken for repayment of any grant made where information contained in the application is subsequently found to be false or the grant is not used for its approved purpose.
2. All organisations are accountable for funds received from SRS and must adhere to all conditions, guidelines and acquittal processes.
3. Applications must be submitted by the respective ACT Peak Sporting Body not individual coaches / officials.
4. Organisations and their respective scholarship coach will be required to meet with SRS on three (3) occasions throughout the 12-month period to participate in introductory planning, six monthly and end of program meetings.
5. Organisations and their respective scholarship coach will be required to submit two (2) reports throughout the 12-month period – six monthly progress report and end of program report.
6. Scholarship coaches will be required to attend one meeting of the ACT Advisory Committee on Women in Sport and Recreation to provide the Committee with a progress report on their involvement in the program.

Goods and Services Tax (GST)

GST is payable to organisations that receive financial assistance under this program if they are GST registered with the Australian Tax Office (ATO) and can provide an ABN. For successful applicant organisations SRS will gross up the grant by 10% after a receipt of a Tax Invoice. Organisations that are not registered for the GST will not have their grants grossed up.

General Information

- It may not be possible to approve all requests, therefore funding should not be deemed automatic or anticipated.
- Scholarships will be awarded for a period of 12 months – 1 July 2007-30 June 2008.
- Successful organisations will be required to formally accept the scholarship grant by completing a funding agreement and providing SRS with an invoice for payment by 31 May 2007.
- Successful organisations will need to provide SRS with the following acquittal documents by 30 September 2008:
 - A signed 'Acquittal of Grant' form, certifying that the grant has been expended for the agreed purpose;
 - A copy of relevant audited financial statements or financial documentation that CLEARLY identifies the income and expenditure of the grant.

Important Dates



Closing Dates for Applications
Announcement of Successful Scholarship Grant Recipients
Successful Organisations to formally accept grant and provide SRS with tax invoice
Scholarship Grant Period
Scholarship Grant Acquittal Date

Thursday 10 May 2007
Friday 18 May 2007
Thursday 31 May 2007
1 June 2007-30 July 2008
30 September 2008

Further Information

For more information please contact:

Ashley Synnott
Project Officer
Phone: 02 6205 4701
Email: Ashley.Synnott@act.gov.au

Please send applications to:

2007 Women's Scholarship Program
Post: Sport and Recreation Services
PO Box 147
CIVIC SQUARE ACT 2608
Fax: 02 6207 2071
Email: Ashley.Synnott@act.gov.au



2007 Women's High Performance Coaching and Officiating Scholarship Program Application Form

| | |
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| ACT Peak Sporting Organisation Name | |
| | |
| Incorporation Number | |
| | |
| ABN | |
| | |
| GST Registered (please tick) | |
| <input type="checkbox"/> Yes <input type="checkbox"/> No | |
| Postal Address | |
| | |
| Postcode: | |
| Contact Person | |
| | |
| Phone | |
| Business Hours: | |
| Mobile: | |
| Fax | |
| | |
| Email | |
| | |
| Applicant's Declaration | |
| I declare that all information provided in this application is true and correct. I am aware that action may be taken for repayment of any grant made where information contained in the application is subsequently found to be false or the grant is not used for its approved purpose. | |
| Name | |
| Signature | |
| Position | |
| Contact Number | |
| Date | |



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| Scholarship Applicant Details |
| Name |
| |
| Postal Address |
| |
| Postcode: |
| Phone |
| Business Hours: |
| After Hours: |
| Email |
| |
| Sport |
| |
| NCAS / NOAS No: |
| |
| Relevant Qualifications |
| |
| Relevant Coaching / Officiating Experience |
| |
| Short Term Coaching Aspirations (next 12 months) |
| |
| Long Term Coaching Aspirations (3-5 years) |
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Education, Training and Development Opportunities to be pursued (next 12 months)

Proposed Role in State / National Sporting Programs (1 July 2007-30 June 2008)

Outline of Proposed Scholarship Expenditure (\$3,000)

Additional Information to Support Application (optional)

Endorsement from relevant national sporting organisation supporting potential of applicant to pursue career in high performance sport is desirable.

Please send applications to:

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