



## Programme delivery grant quick reference guide

**Programme Delivery Grants** assist registered schools with the delivery of endorsed national sporting organisation programmes including coaches, supervision, equipment, facilities and transport costs.

### Eligibility criteria

To receive funding through a Programme Delivery Grant, a school must:

- » Ensure that they are registered with the Sporting Schools programme\*;  
\* **If not already registered**, refer to the [quick reference guide for schools](#) on the [Sporting Schools website](#) for more details
- » Be a school that caters for primary-school aged children; and
- » Have no outstanding debts with the Australian Sports Commission (ASC) (including debt from participating in the former AASC programme).

**Before you commence the application form, please ensure your principal has activated your profile and you have already provided the following information via your Sporting Schools account:**

- » **Banking details**—add/update your schools banking details by clicking 'edit banking details' on the Schools tab
- » **Finance Contact**—add/update a Finance Contact for your school by clicking 'edit profile' on the Schools tab
- » **ABN**—to update your school's ABN, please email [info@sportingschools.gov.au](mailto:info@sportingschools.gov.au).

### STEP 1 - Access the application form

- » **CLICK** apply

Your school must meet the eligibility criteria in order to access the application form on the Available Grant Programmes tab

- » **ENTER** the number of primary school aged children who are enrolled at your school

### STEP 2 - Programme delivery plan

- » **SELECT** whether you will be offering a Sporting Schools programme in Term 1 2016
- » **SELECT** if your school is requesting the special circumstances funding\*

\*Special circumstances are available for schools in regional and remote locations, special schools, schools for students with special needs, and indigenous communities.

- » **SELECT** the sport/s you plan to deliver
- » **ENTER** the number of participants per sport planning to take part (minimum 10)
- » **ENTER** the number of sessions per sport you plan to deliver (minimum four)

### STEP 2 (continued)

- » **IDENTIFY** the planned timeslot (before, during or after school)
- » **IDENTIFY** the day/s you plan to deliver the sport
- » **CLICK** on the + to add a row and enter additional sports (if necessary, you can check the box and click the - to remove a row)
- » **REPEAT** the process to apply for Term 2 funding

### STEP 3 - Final Step

- » **TICK** to confirm the information provided in your application is correct and your acceptance of the declaration statements
- » **SUBMIT** your application!

Note: When your application is successfully submitted you will receive a confirmation email which outlines your application details.

If you do not receive a confirmation email, please contact the Registration team on **1300 785 707** or [info@sportingschools.gov.au](mailto:info@sportingschools.gov.au).