

# **GRANT-WRITING TOOLKIT FOR NETBALL NSW ASSOCIATIONS**

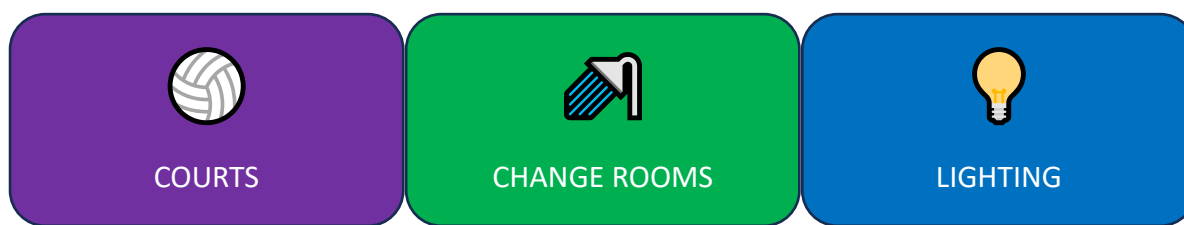
## **Level The Playing Field**

## ‘Level The Playing Field’ Funding

The \$30 million ‘Level The Playing Field’ program is operated by the Office for Sport and will revive sport facilities by providing new or upgrading existing sport facilities, amenities and sporting fields. Funding will also support the provision of new and upgraded lighting that will enable more women and girls to train and compete in sport in a safe and inclusive environment.

This is a crucial opportunity for those overdue and ‘wishlist’ infrastructure projects within your associations. Applications close on **1pm Thursday 30 November** and there is a lot of documentation to include, so it is worth commencing discussions with your Committee about potential projects promptly.

The program focuses on three areas in particular:



With grants of between \$200,000 - \$2,000,000

You will need to put yourself in the shoes of five communities when developing your application, and consider how your project contributes to safer and more inclusive environments for them:

1. Women and girls
2. People with a disability
3. First Nations peoples
4. LGBTQIA+ people, and
5. People from culturally and linguistically diverse (CALD) communities

We recommend associations read the [full program guidelines here](#) prior to starting their application.

Your application will be assessed in 2 stages.

**1. Preliminary Assessment of eligible applicants against program criteria**

**2. Extent to which the applicant has addressed the assessment criteria and provided supporting evidence towards.**

- #1 Strategic justification (40%)
- #2 Project scope and inclusive design (15%)
- #3 Value for money and project affordability (20%)
- #4 Project deliverability and applicant capability (15%)
- #5 Population Growth (10%)

## Step 1: Developing Your Project Idea

The goal of your project should lead to creating safe, welcoming, and inclusive sporting facilities that support greater participation for women and girls.

### Eligibility -

- Construction of new or upgrade existing courts or playing areas.
- Construction of new or upgrade existing changerooms and /or amenities.
- Construction of new or upgrade existing lighting to courts for increased playing areas.

The grant request amounts are set from \$200k to a maximum of \$2m.

Projects must be ready for construction by September 2024 and completed by September 2026.

Most Netball Association complexes are on Public Land managed/owned by your Local Council – contact Council and discuss your idea and seek in principle support and confirm if the project requires a DA – development application or not.

If your project falls outside these requirements talk further with your regional support staff or contact Netball NSW to discuss your project options further.

This program is one of a growing number of grant programs which views partnerships favourably. To maximise your chances, connecting with an organisation in your local area such as your local council or another user group of the precinct. Including them will enhance the impact and outcomes.



Before proceeding further and starting your application, start looking at the requirements for Development Approval in your local council. If your project requires development approval, you will need to acquire this as a *Notice of Determination* before November 30.

## Step 2: Completing Your Application

### Must-Use Keywords

The key message you should convey throughout your application is that:

1. Our netball association understands that there are barriers some groups face when engaging with our netball facility, and
2. This project will address those barriers, making them feel more welcome within the facility.

The key terms / phrases you will see throughout the application questions, and that your answers should include are:

"Safe and Inclusive"	"Equitable access"
"Positive experiences"	"Meeting community needs"

### Addressing the Merit Criteria

Given the transformative funding on offer (up to \$2 million), the application process is understandably thorough. But don't worry, the Merit Criteria is clearly outlined within the documents and rationale you'll need to supply, so you can divide and conquer the tasks among your Committee ahead of the November 30 deadline.

If you're unsure on any areas, find an expert. For example, if you want to check how your proposed new changerooms might positively impact the LGBTQIA+ community - contact a group like *Proud2Play* or consult their online resources.

Here are some tips to consider when completing each section of the application:

#### #1 Strategic justification (40%)

- Create a story around why this project is important and urgently needed within the community.
- Participation stats will be important, but extend beyond this and consider the whole families who attend and the **frequency** with which they attend netball.
- Convey not only the week-to-week impact of a new court (more capacity for games), but also the capacity to tender for major NSW events or host carnivals and the economic impact of those events.
- Do a Google search for your council's current strategic plan, and pick a few key objectives within it around equity, accessibility, physical activity and/or social connection that you can link your project to.
- If you don't have a participation strategy – it's worthwhile adding it to your to-do list – but for the purpose of this application, you can attach Netball NSW's Strategic Plan ([linked here](#))

- When mentioning initiatives that your association has done to grow women and girls participation, include programs like NetSetGO, Fast5 or unique social formats and how these programs promote '*safe and inclusive environments*'.
- Source **letters of support** from a variety of stakeholders such as your member clubs and community groups who may also benefit from the project.

## #2 Project scope and inclusive design (15%)

- You need to demonstrate how your project specifically benefits the following groups: women and girls, people with disability, First Nations peoples, LGBTQIA+ people and people from culturally and linguistically diverse communities. You may consider things like:
  - There is a strong body of research that most of the groups listed above **do not feel safe in poorly-lit areas**. You can therefore sell the benefit of improved lighting on (and around) the netball courts as more than simply playing extra games at nighttime, but the greater diversity that can be enabled.
  - If you are in a location with a high Muslim population, the **inability to provide closed spaces** for Muslim women limiting their physical activity is an important justification and design consideration for an indoor netball facility.
  - If your netball association shares change facilities with a (predominantly) men's football club, as is common in regional areas, this is a key story you can highlight in your application which links with the objectives of the program.
- Consider the environmental benefits of your project, as sustainability is an important factor in the design evaluation.

## #3 Value for money and project affordability (20%)

- You will need to show here that your association has considered all the costs involved in the **build** and **ongoing maintenance** of this infrastructure. This includes costs that may not be eligible under the grant, but it's still important to show these in your workings.
- As a non-profit organisation, your netball association is not required to make a co-contribution, **but** it will help your application if you can make a partial contribution to the project.

## #4 Project deliverability and applicant capability (15%)

- Development Approval is the most important factor here. If you don't have approval from your council, you need to start this process ASAP in order to gain approval prior to the application deadline.
- You will be asked to present a risk register and identify risk reduction measures for 3-5 risks. Consider not only safety risks during the build process but also things like adverse weather events, unexpected increases in cost of materials and contract disputes with suppliers or partners.

## #5 Population growth (10%)

- There is nothing for your association to complete here – the Office for Sport will use census data to consider the population growth in your suburb. Nonetheless it's valuable to understand the suburb your project will be built in - is it a high-growth area? If not, consider if there is another growth story you can tell in the 'Strategic Justification' section (e.g. look at neighbouring suburbs that your association services).

## Things You'll Need Ready When Completing Your Application

### Need to Have

- ☐ Approval from landowner (if using private land – template available)
- ☐ Certificate of Currency (Public Liability Insurance \$20m)
- ☐ Draft or final *Equitable Access and Usage Policy* and Action Plan (template available)
- ☐ Project Budget (template available)
- ☐ Participation Plan (your Association's if you have one, or Netball NSW's Strategic Plan)
- ☐ Current participation numbers by gender
- ☐ Development Approval (or written exemption)
- ☐ Three quotes outlining scope of works, dated within past 6 months

### Nice to Have

- ☐ Cost estimate prepared by Quantity Surveyor (larger projects)
- ☐ Photos of your existing courts / facility
- ☐ Project plan including Gantt chart and/or key milestones, dependencies, etc.
- ☐ Risk Register
- ☐ Statement of Support Form (completed by NNSW)

### Any Queries?

Reach out to Stephen Bourke – Netball NSW Facilities & Infrastructure Manager [SBourke@netballnsw.com](mailto:SBourke@netballnsw.com)

Or call the Community Building Partnership office during business hours on (02) 8753 8144.

## Tips for a Successful Grant Application

As you write your applications, keep the 3 I's in mind: Inspire, Inform and Include:

### INSPIRE

Paint a compelling picture to the grant organiser of how the community will be improved by your project. Articulate the problem/gap that your project will be addressing and make the impact more than just netball.

### INFORM

Include data about your community to highlight your challenges and strengthen your submission. Depending on your project idea you may consider:

- AusPlay & ABS data around health and physical activity [by region](#)
- [Profile ID](#) demographic data and population forecasts for your LGA.

### INCLUDE

Bring key people on the journey with you from the start. To be successful with a Level The Playing Field Grant you will need to consult with a range of groups including:

- Women and girls;
- Local council;
- Other community user groups;
- Building contractors

Your local MP is also a critical stakeholder to influence. Hopefully you have an existing relationship with them: if not, this is a perfect launchpad! For example, you might call your MP with two potential project ideas and ask them for their opinion on which best serves the electorate.

If you are unsure what electorate(s) your association is based in, or who your local MP is, you can follow these steps:

1. [Click here](#) to head to the NSW Electoral Commission and enter the address of the facility proposed for this project.
2. Click on the "State District" which is your electorate, and then head to "Parliamentary Representation" to find the current MP of this electorate.