

Kids Tennis Program

Grant Guidelines



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1. About the Program

Kids Tennis Program (“*The Program*”) offers targeted primary schools and tennis clubs the opportunity to engage qualified tennis coaches to deliver extra-curricular tennis activities modelled on Tennis Australia’s highly successful Hot Shots program. The program will teach participants valuable resilience skills to support the development of good mental health.

2. Program Objectives

The Program aims to use tennis as a vehicle to support underprivileged children impacted by misfortune, adversity, poverty, distress, social and/or geographical disadvantage to strengthen resilience, to promote self-esteem and build a sense of belonging.

3. Funding Details

Up to \$3,500 per school/tennis club.

Equipment will be provided in addition to the \$3,500 grant if needed.

4. Eligibility

Schools/tennis clubs with capacity to meet Program Objectives (above) will be targeted by TA Member Associations (MA’s) and/or the ATF, with priority given to those which meet one or more of the following criteria:

- Located in a Category 1 LGA affected by 2019/20 bushfires (as per attached Appendix C); or
- Schools with an ICSEA value indicating socio-educational disadvantage; or
- Communities with a SEIFA score indicating socio-economic disadvantage; or
- Schools/tennis clubs facing geographic disadvantage.

5. Project Requirements

School/tennis clubs will have the ability to tailor programs to meet individual needs. Funding will be provided for projects that deliver the following elements:

- Extra-curricular Hot Shots program (delivered after or before school) across 2023.
- Coaches must be a current Tennis Australia Coach Member and Hot Shots provider. (Member Association staff can assist schools connect with qualified coaches as required.)
- Certificates, provided by the ATF, awarded for displays of resilient behaviours.

- A community/family celebration event e.g. BBQ to be held either at the school or local tennis club. Responsibility for organization of events should be negotiated with the Coach based on individual circumstances.
- Provision of catering for children before or after school (optional).

6. Important Dates

Activity	Timeline
Applications open	November 2022
Applications close	Rolling Closing Dates
Funding confirmation	Within ten working days of receipt
Reporting due	15 December 2023

7. Application Process

Applications must be lodged electronically via the link below:

<https://tennis.smartygrants.com.au/KidsTennis2023Rnd1>

To discuss any aspect of your project prior to application, please email Susie Norton from the ATF at:

Susie.norton@australiantennisfoundation.com.au.

By submitting an application, applicants agree to be bound by these Application Guidelines and the Grant Terms and Conditions (Appendix A)

Schools/tennis clubs located in Local Government Areas (LGA) impacted by the 2019/20 bushfire event should indicate their status on the application form. The list of Commonwealth designated bushfire affected LGA's can be found in Appendix C. Category 1 LGA's will be given highest priority.

8. Assessment Process

Applications will be assessed against the project requirements and recommendations from Member Associations.

9. Notification

All applicants will be notified in writing of the outcome of their application within 10 working days of receipt of application.

10. Payment terms

Successful applicants will receive an up-front payment of the full approved amount within two weeks of approval and provision of a compliant invoice to the ATF.

11. Monitoring and compliance

The ATF reserves the right to require updates throughout the funding period.

12. Program Evaluation

The successful applicant will be required to complete a Project Report and Financial Acquittal upon completion of the activity. Refer Appendix B: Project Report Template (including Financial Acquittal).

APPENDICES

Appendix A: Terms and Conditions

ATF Grants – Terms and Conditions.

Australian Tennis Foundation Kids Tennis Program grants ('Grants Program') are funded and administered by the Australian Tennis Foundation Limited ACN 138 906 797 ('ATF'). The Grants Program is designed to develop resilience and inspire hope for the future. The following terms and conditions apply to the Grants Program:

Applications

1. Applications are open to those organisations and individuals as set out in the Kids Tennis Program, Grant Guidelines ('Application Guidelines').
2. If an Application does not comply with these terms and conditions or the Application Guidelines, it will be ruled invalid and withdrawn from consideration.
3. To apply for a grant, applicants must accurately and truthfully complete the Grants Application Form within the 'Application Guidelines'.
4. To be considered for the Grants Program, completed Applications must be submitted as set out in the Application Guidelines.
5. By submitting an Application, the applicant warrants that all information given, and each statement made, to the ATF or to Tennis Australia Limited ('Tennis Australia') by the applicant or its agents is true, correct and not misleading in any way.
6. These terms and conditions are to be read in conjunction with the completed Application Form, the Application Guidelines and the eligibility criteria detailed in the Application Guidelines (collectively, 'the Application Documentation').
7. The Application Documentation forms the terms of agreement for the distribution of the grant. The Application Documentation is governed by the laws applying in the State of Victoria.
8. As the number of responses may be substantial, not every application that meets the selection criteria will necessarily receive a grant. The ultimate decision as to who grants will be awarded to, and the amount of the grant is at the ultimate discretion of the ATF and guided by the principles set out in the Application Guidelines.

Successful Grant Recipients

9. A successful grant recipient ('Recipient') must only use any funds distributed by the ATF that form part of the grant for purpose of completing the project detailed in the Application Documentation, and as permitted by the Application Documentation ('Approved Purpose'). The Recipient must undertake the Approved Purpose in a timely, diligent, reasonable and economical manner, and exercising reasonable skill and care. If the Application documentation contains a plan for carrying out the Approved Purpose, the Recipient must carry out the Approved Purpose in accordance with that plan.
10. By submitting a completed Application Form, applicants and successful Recipients consent to the ATF disclosing the information provided in the Application Form for the purposes of conducting the Community Grants Program, reviewing, processing and awarding the grants and any other matter connected to or incidental to the Program.
11. Applicants and Recipients may be contacted by the ATF or Tennis Australia, and/or their representatives, directly for the purpose of validation of information contained in the completed Application Form and due diligence. All completed Application Forms become the property of the ATF.
12. The ATF reserves the right, at any time, to verify the validity of information contained in the Application Forms and to disqualify any applicant that submits an Application Form that is not accurate, truthful or that does not otherwise comply with these terms and conditions.

13. Recipients must submit tax invoices to the ATF in accordance with the requirements set out in the Application Guidelines. the ATF will not make any grant payment to a Recipient until it has received a valid tax invoice from the Recipient.
14. Recipients must provide to the ATF the reports and other documents specified in the Application Documentation.
15. The ATF may from time to time review, monitor or audit any matter or thing related to the Grant Program, the performance by the Recipient of its obligations under the Application Documentation, the carrying out of the Approved Purpose or the receipt, use or expenditure of the grant. The Recipient must in connection with any such review, monitoring or audit by the ATF comply with any reasonable directions of the ATF.
16. If the Recipient fails to comply with the directives set out in the Application Guidelines, the ATF may, in its absolute discretion, revoke its decision to award the grant to the Recipient and the Recipient will forfeit the grant.
17. Applicants should check the nature of any supply made by the ATF with their taxation adviser. Notwithstanding, any grant from the Grants Program is a 'gift' and gifts under income tax legislation do not attract GST. A receipt may be requested by the ATF to confirm arrival of the gift.
18. If, at any time, the purpose of the grant funded project no longer exists or the project is no longer able to be achieved in the manner described in the completed Application Form, the Recipient must advise the ATF to discuss alternate options.
19. The ATF may, at its sole discretion, vary the amount of the grant at any time.
20. The ATF may, at its sole discretion require the Recipient to repay any unexpended funds forming part of the grant. The Recipient must repay to the ATF on demand in writing:
 - a. Any part of the grant that is not required by the Recipient to carry out the Approved Purpose; and
 - b. Any part of the grant that is used by the Recipient for a purpose that is not the Approved Purpose.
21. The ATF may request the Recipient to provide public acknowledgement of the grant funding.
22. All Grant Material, use of the ATF logo or Tennis Australia logo (if applicable) and/or any reference to any other Grant Program intellectual property by the Recipient is subject to approval by the ATF prior to use.
23. The Recipient acknowledges the importance of maintaining the good name and reputation of the Grants Program, Tennis Australia, and the ATF.
24. The Recipient may be requested to provide general assistance with promotional or marketing campaigns being run by the ATF, or any other corporate government partner in relation to the Grants Program. For example, the ATF may request the Recipient to provide photos, quotes and other materials for marketing or promotional campaigns ('Marketing Materials'), which will become the property of the ATF for use in marketing, promotional, advertising and other related purposes without any payment being made to the Recipient. The Recipient and the ATF will work together to obtain all necessary consents from third parties to enable the ATF to use the Marketing Materials.
25. The Recipient, and any members of the Recipient's club, consent to Tennis Australia, the ATF and their government and commercial partners taking images of the project funded by the Grants Program, and that any such photographs or video footage may be used by the above organisations for use in promotional, advertising or marketing materials, without any further notice or payment to the Recipient or the members of the Recipient's club.
26. The ATF is not liable for any loss, damage or personal injury suffered or sustained in connection with, or as a result of, the Grants Program, use of a grant, or participation in the Program.
27. The Recipient agrees to indemnify, and keep indemnified, Tennis Australia, the ATF and their officers, employees and agents against any loss, liability, injury or death incurred by Tennis Australia or the ATF including any loss or damage to their property, or loss or expense incurred by them in dealing with any claim against them) howsoever arising from or in connection with any acts, omissions and/or negligence of the Recipient, its employees or its agents in relation to the Grants Program.
28. The Recipient must keep and maintain adequate insurance (including public liability insurance) for the activities carried out in relation to this Program, or projects the subject of this Program, against any claims for loss or damage to property and/or injury or death to persons.

29. An authorised Tennis Australia or ATF representative may, where appropriate, visit the Program project site before, during and after the funding period, at times agreed by both parties.

30. The Grants Program can be suspended or terminated at any time by the ATF without notice.

These terms and conditions may be amended or withdrawn at the discretion of the ATF. In such instances, revised conditions will be circulated to each Recipient.

Appendix B: Kids Tennis Program: Reporting Template

To be completed online and submitted upon project completion, no later than 15 December 2023.

PROJECT DETAILS	
School/Tennis Club name:	
School/Tennis Club address:	
Head Coach:	
Program start date:	Program end date:
When were the coaching sessions delivered?	BEFORE SCHOOL <input type="checkbox"/>
	AFTER SCHOOL <input type="checkbox"/>
	OTHER
PROJECT OUTCOMES	
Project Description	
Briefly describe the project as it was delivered using the funding (eg. <i>Wednesday afternoon coaching sessions from 3.30pm – 4.30pm for 8 weeks in Term 3 and 4 weeks in Term 4. Celebration event held [date].</i>)	
DATA	
Total number of coaching sessions delivered	
Total number of participants	
Number of vouchers and/or rewards awarded	
Total number of people attending social activities	
Describe the type of social activity/activities delivered as part of the program (e.g. <i>Family BBQ, celebration event</i>)	

FEEDBACK

What worked best and what were your biggest challenges (if any) in establishing and delivering your Kids Tennis program?

Please share any personal and/or individual highlights from teachers, participants, parents or the broader community.

Provide at least 3 photographs capturing social and tennis activities that can be used to showcase the project publicly.

FINANCIAL ACQUITTAL

Grant amount received

Please provide final costs for program delivery

Item Description

Cost (AUD)

Total Project Cost

Appendix C: LGA's Designated to be Affected by 2019/20 Bushfires

(reference: Black Summer Bushfire Recovery Grants Program, Commonwealth Department of Industry, Science, Energy and Resources)

STATE	LGA	CATEGORY
ACT	All of ACT	1
NSW	ARMIDALE	1
NSW	BEGA VALLEY	1
NSW	BLUE MOUNTAINS	1
NSW	CLARENCE VALLEY	1
NSW	EUROBODALLA	1
NSW	GLEN INNES	1
NSW	HAWKESBURY	1
NSW	KEMPSEY	1
NSW	LITHGOW	1
NSW	MID COAST	1
NSW	NAMBUCCA	1
NSW	PORT MACQUARIE-HASTINGS	1
NSW	QUEANBEYAN-PALERANG	1
NSW	RICHMOND VALLEY	1
NSW	SHOALHAVEN	1
NSW	SNOWY MONARO	1
NSW	SNOWY VALLEYS	1
NSW	TENTERFIELD	1
NSW	WOLLONDILLY	1
NSW	BALLINA	2
NSW	BELLINGEN	2
NSW	BYRON	2
NSW	CENTRAL COAST	2
NSW	CESSNOCK	2
NSW	COFFS HARBOUR	2
NSW	COOTAMUNDRA-GUNDAGAI	2
NSW	DUNOG	2
NSW	GOULBURN-MULWAREE	2
NSW	GREATER HUME	2
NSW	GWYDIR	2
NSW	INVERELL	2
NSW	KU-RING-GAI	2
NSW	KYOGLE	2
NSW	LAKE MACQUARIE	2
NSW	LISMORE	2
NSW	MID WESTERN	2
NSW	MUSWELLBROOK	2
NSW	NARRABRI	2

NSW	OBERON	2
NSW	PENRITH	2
NSW	SINGLETON	2
NSW	SUTHERLAND SHIRE	2
NSW	TAMWORTH	2
NSW	TWEED	2
NSW	UPPER HUNTER	2
NSW	UPPER LACHLAN	2
NSW	URALLA	2
NSW	WAGGA WAGGA	2
NSW	WALCHA	2
NSW	WINGECARRIBEE	2
QLD	LIVINGSTONE	1
QLD	LOCKYER VALLEY	1
QLD	SCENIC RIM	1
QLD	SOMERSET	1
QLD	SOUTHERN DOWNS	1
QLD	BRISBANE	2
QLD	BUNDABERG	2
QLD	COOK	2
QLD	FRASER COAST	2
QLD	GLADSTONE	2
QLD	GOLD COAST	2
QLD	GYMPIE	2
QLD	IPSWITCH CITY	2
QLD	MAREEBA SHIRE	2
QLD	NOOSA SHIRE	2
QLD	NORTH BURNETT	2
QLD	REDLAND	2
QLD	ROCKHAMPTON	2
QLD	SOUTH BURNETT	2
QLD	SUNSHINE COAST	2
QLD	TOOWOOMBA	2
QLD	TOWNSVILLE	2
QLD	WHITSUNDAY	2
SA	KANGAROO ISLAND	1
SA	ADELAIDE HILLS	2
SA	LOWER EYRE PENINSULA	2
SA	MID MURRAY	2
SA	MOUNT BARKER	2
SA	MURRAY BRIDGE	2
SA	PLAYFORD	2
SA	SOUTHERN MALLEE	2
SA	THE COORONG	2

SA	YORKE PENINSULA	2
SA	KINGSTON	2
VIC	ALPINE	1
VIC	EAST GIPPSLAND	1
VIC	INDIGO	1
VIC	MANSFIELD	1
VIC	TOWONG	1
VIC	WANGARATTA	1
VIC	WELLINGTON	1
VIC	WODONGA	1
VIC	ALPINE RESORTS	2
VIC	Falls Creek	2
VIC	Mount Hotham	2
VIC	Mount Stirling	2
VIC	ARARAT	2
VIC	BALLARAT	2
VIC	CAMPASPE	2
VIC	GLENELG	2
VIC	GOLDEN PLAINS	2
VIC	GREATER BENDIGO	2
VIC	MOYNE	2
VIC	NORTHERN GRAMPIANS	2
VIC	PYRENEES	2
VIC	SOUTHERN GRAMPIANS	2
VIC	STRATHBOGIE	2
TAS	BREAK O'DAY	2
TAS	CENTRAL HIGHLANDS	2
TAS	FLINDERS	2
TAS	GLAMORGAN/SPRING BAY	2
TAS	SOUTHERN MIDLANDS	2