



Additional Council Meeting

Agenda

Tuesday 28 July
2026

Commencing at 12:30pm

Online Via Teams

Daniel McLoughlan
Chief Executive Officer



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1 COUNCIL WELCOME AND STATEMENT OF ACKNOWLEDGEMENT

WELCOME

The Mayor Cr Graeme Milne will welcome all in attendance.

STATEMENT OF ACKNOWLEDGEMENT

The Mayor Cr Graeme Milne will acknowledge the Traditional Owners of the land on which we are meeting and pay our respects to their Elders and to the Elders from other communities who may be here today.

2 RECEIPT OF APOLOGIES

3 DECLARATION OF PECUNIARY AND CONFLICTS OF INTEREST

In accordance with Section 130 (2) of the *Local Government Act 2020* Councillors who have a conflict of interest in respect of a matter being considered at this meeting, must

- a) Disclose the conflict of interest in the manner required by the Council's Governance Rules 2022; and
- b) Exclude themselves from the decision-making process in relation to that matter, including any discussion or vote on the matter at any Council meeting or delegated committee, and any action in relation to the matter.

Disclosure must occur immediately before the matter is considered or discussed.

4 GENERAL BUSINESS

4.1 MANAGEMENT REPORTS

4.1.1 SPORT AND RECREATION VICTORIA – LOCAL SPORTS INFRASTRUCTURE FUND – WYCHEPROOF NETBALL COURT

Author's Title: Senior Manager Assets and Delivery

Directorate: Infrastructure and Delivery

File No: GS/09/49

Relevance to Council Plan 2025 - 2029

Strategic Built and natural environment

Objective: Advocate and plan for, and manage community buildings, roads and transport networks

PURPOSE

This report resubmits the project supported by Council at the November 2025 Council Meeting and seeks to reconfirm Council endorsement to;

- Allocate \$200,000 across the 2026/27 and 2027/28 budgets as a co-contribution toward the resubmission of an application to Sport and Recreation Victoria's 2026–27 Local Sports Infrastructure Fund.
- Delegate authority to the Chief Executive Officer to apply for the Local Sports Infrastructure Fund.
- Delegate authority to the Chief Executive Officer to underwrite a community contribution to the effect of \$200,000.
- Authorise the Chief Executive Officer to sign the funding agreement on behalf of the Council should the application be successful.

The proposed project involves the construction of a compliant netball court and lighting at the Wycheproof Recreation Reserve. This project was submitted to the 2025-26 Local Sports Infrastructure Fund however the application was not successful.

The Additional Meeting of Council is required as the current funding round closes prior to the next scheduled Council Meeting on 19 August 2026. Officers have been encouraged to resubmit the funding application lodged for this project by the State Government (which was supported by Council at the November 2025 Council Meeting), and there was insufficient time to present a report at the July 2026 Council Meeting.

SUMMARY

In November 2025 Council lodged an application to the 2025-26 Local Sports Infrastructure Fund (LSIF), which is a competitive Victorian Government program open to Local Government Authorities and Alpine Resorts Victoria, that supports the delivery of new and upgraded community sports infrastructure across three streams:

- Community Facilities
- Community Sports Lighting
- Planning

The application sought funding to progress a priority project identified within the Wycheproof Recreation Reserve Masterplan—the construction of a compliant netball court and associated sports lighting.

Unfortunately, Council was not successful in securing funding from the 2025-26 LSIF funding round. Following notification of the unsuccessful application, members of the Executive Management Team met with representatives of Sport and Recreation Victoria (SRV) to seek an understanding of areas of the application that required strengthening to increase the chances of being successful in future LSIF funding rounds. During and post this meeting, SRV representatives have strongly encouraged Council to resubmit within the 2026-27 LSIF funding round, which requires applications to be lodged by 28 July 2026. The timing of this advice from State Government has meant an Additional Meeting of Council is required as the application preparation did not allow this matter to be considered with the current schedule of meetings.

The 2026-27 LSIF aligns with the Department of Jobs, Skills, Industry and Regions (DJSIR) priorities to create more opportunities for people through skills and jobs, help businesses and industries to thrive, and build vibrant communities and regions.

This report recommends that Council utilise this funding opportunity to resubmit the same project presented in the 2025-26 LSIF round, being the construction of a compliant netball court and associated sports lighting which is a priority project identified within the Wycheproof Recreation Reserve Masterplan.

The proposed project will ensure that the netball facilities in Wycheproof meet current compliance and safety standards, providing a high-quality playing surface that supports participation, gender equity, and community connection.

The upgraded facilities will strengthen the long-term sustainability of local sport by providing a safe, accessible, and inclusive environment for players, officials, and spectators.

Delivery of this project will not only enhance the experience for netball participants but also contribute to the broader activation of the Wycheproof Recreation Reserve, supporting continued community use and encouraging greater engagement in sport and active recreation across the district.

RECOMMENDATION

That Council:

1. Commit \$200,000 from 2026/27 Annual Budget for the purposes of submitting the application to the Local Sports Infrastructure Fund for the construction of a compliant netball court and associated sports lighting; and
2. Delegate authority to the Chief Executive Officer to apply for the Local Sports Infrastructure Fund; and
3. Delegate authority to the Chief Executive Officer to underwrite a community contribution to the effect of \$200,000; and
4. Authorises the Chief Executive Officer to sign the funding agreement on behalf of the Council should the application be successful.

DISCUSSION

The Wycheproof Recreation Reserve and Racecourse Reserve Masterplan 2021-2033 highlights that sport and active recreation plays a major role in the lives of those residing within and visiting the Wycheproof community, providing opportunities for physical fitness, social interaction, enjoyment, and creation of town pride.

The Masterplan established a series of key issues which are relevant in this project:

- Ageing infrastructure
- Safety and risk management

- Governance
- Roles and responsibilities
- Rationalisation
- Volunteers
- Parking and signage

The Masterplan also outlines opportunities identified throughout the process as:

- Increased usage
- Facility improvements
- Environmental sustainability
- Accessibility
- Reduction in cost to deliver sport and active recreation
- Facility development requirements
- Partnership development

The construction of a compliant netball court and associated sports lighting project would provide one court which complies with Netball Australia guidelines and uses current construction techniques.

The current existing netball court has concrete joins on the playing surface which are prone to movement and cracking which creates a safety issue. Games were abandoned in 2024 due to this issue.

Repairs were made to allow games to resume in 2025; however, due to the nature of the fault there is no guarantee how long the repairs will hold. For these reasons, if built today, this court would be non-compliant.

The construction of a compliant netball court and associated sports lighting at Wycheproof is a priority project identified in the master plan and has been supported by Council in previous funding applications. It forms part of a larger project scope which aims to provide modern facilities for netball, hockey, bowls, croquet, cricket and football participants.

Detailed netball court designs have been developed to enable project costings to be reviewed to ensure the draft costs attached are accurate.

Council has supported applications to two previous funding opportunities for this project:

- *Australian Governments Growing Regions Program (2023)* - An expression of interest was submitted which included the netball court and multi-use pavilion. The application did not progress as there were no matching Victorian Government funding rounds available to support the large financial commitment.
- *Victorian Governments Regional Community Sports Infrastructure Fund (2024)* - An application was submitted which included the multi-use pavilion only. The application was unsuccessful however received positive feedback from SRV.
- *Victorian Governments Local Sports and Infrastructure Fund (2025)* - An application was submitted for the construction of a netball court and associated lighting. The application was unsuccessful however received positive feedback from SRV.

RELEVANT LAW

The *Building Act 1993* and regulations, the *National Construction Code 2019* and all other applicable laws and standards will apply to the proposed project, including compliance with the *Disability Discrimination Act (DDA)*.

RELATED COUNCIL DECISIONS

The implementation of the Wycheproof Recreation Reserve and Racecourse Reserve Masterplan 2021-2033 has been identified within the Buloke Shire Council Advocacy Strategy 2022-23.

The Council resolution made at November 2025 Council, being;

That Council:

1. *Commit \$200,000 over FY2026/27 Annual Budgets for the purposes of submitting an application to the Local Sports Infrastructure Fund for the construction of a compliant netball court and associated sports lighting; and*
2. *Delegate authority to the Chief Executive Officer to apply for the Local Sports Infrastructure Fund; and*
3. *Delegate authority to the Chief Executive Officer to underwrite a community contribution to the effect of \$200,000; and*
4. *Authorises the Chief Executive Officer to sign the funding agreement on behalf of the Council should the application be successful.*

OPTIONS

The Council may elect not to support the officers' recommendations.

SUSTAINABILITY IMPLICATIONS

The proposed project supports both environmental and social sustainability outcomes. The installation of new energy-efficient LED sports lighting will significantly reduce power consumption and maintenance requirements compared with traditional halogen systems, contributing to lower long-term operating costs and a smaller environmental footprint.

In addition, the development of a modern, compliant netball facility will enhance social sustainability by encouraging greater community participation, promoting gender equity in sport, and providing a safe, accessible space that supports ongoing community connection and wellbeing.

COMMUNITY ENGAGEMENT

In the preparation of the Wycheproof Recreation Reserve and Racecourse Reserve Masterplan 2021-2033 a variety of community engagement sessions were held including:

- Phone calls with 17 user groups and key stakeholders
- 1 user group workshop with 17 attendees
- 2 Council staff workshop with 10 attendees in each
- 2 listening posts with 40 participants
- 1 user group survey filled out by 3 user groups
- 1 community survey filled out by 114 people (on behalf of 258 people)
- 1 meeting with Sport and Recreation Victoria and Regional Development Victoria staff (2 participants)

Since this time, Council has received various requests for updates of progress upon the actions of the Masterplan from local community groups.

INNOVATION AND CONTINUOUS IMPROVEMENT

The construction of a compliant netball court and associated sports lighting project demonstrates innovation through the use of modern design principles and construction techniques that align with Netball Australia's facility design guidelines.

By incorporating contemporary standards for court layout, surfacing, drainage, and lighting, the project will deliver a high-quality, compliant facility that enhances player safety and performance.

The inclusion of LED lighting technology and durable, low-maintenance materials reflects Council's commitment to continuous improvement in the delivery of sustainable community infrastructure. This approach ensures the facility remains fit-for-purpose, adaptable to future needs, and reflective of best practice in community sport facility design.

COLLABORATION

Landowners consent will be required from the Department of Energy, Environment and Climate Action (DEECA) to undertake the proposed works, however DEECA has provided a letter of support for this project which will be included within the funding application.

Governing bodies of the sporting codes who will utilise the facility and the user groups will be given the opportunity to review the design and confirm their support of the development.

FINANCIAL VIABILITY

The Wycheproof Recreation Reserve and Racecourse Reserve Masterplan 2021-2033 provides a strategic framework to guide the development, management, maintenance, and renewal of recreation facilities within the reserve. This includes ensuring that proposed upgrades, such as the development of new compliant netball courts and lighting, are financially sustainable and deliver long-term community benefit.

The construction of a compliant netball court and associated sports lighting project will replace the existing ageing netball infrastructure, which is approaching the end of its serviceable life. Investment in a modern, compliant facility will reduce ongoing maintenance liabilities, improve safety, and ensure the continuation of local netball competitions within Wycheproof.

Under the 2026–27 Local Sports Infrastructure Fund, the project is eligible for up to \$500,000 in State Government funding toward the total estimated project cost of \$900,000. The remaining \$400,000 funding gap will be met through a shared commitment between Council and the community, with each contributing \$200,000.

Council's financial contribution will be allocated from the Grant Opportunity Reserve in the 2026/27 financial year if the application is successful. Ongoing maintenance and operational costs for the new facility will be incorporated into Council's existing operational budget to ensure sustainable asset management into the future.

REGIONAL, STATE AND NATIONAL PLANS AND POLICIES

Key plans the project takes into consideration:

- Fair Play Code
- Fair Access Roadmap
- Female Friendly Sport Infrastructure Guidelines
- Guidelines for Preventing Violence against Women
- AFL Central Victoria Facilities Strategy
- Active Victoria
- VicHealth Physical Activity Strategy
- Victorian Integrity in Sport Action Plan
- Design for Everyone Guide

COUNCIL PLANS AND POLICIES

The construction of a compliant netball court and associated sports lighting at the Wycheproof Recreation Reserve aligns strongly with key priorities and actions outlined in the Buloke Shire Council Plan, Recreation and Open Space Strategy, and the Buloke Shire Inclusiveness Plan.

The project supports Council's commitment to fostering inclusive, accessible, and high-quality recreation opportunities for all residents. By delivering modern, compliant facilities, the project will ensure equitable participation across genders and age groups, aligning with Council's focus on gender equality, community wellbeing, and active lifestyles.

The proposed works also complement the objectives of the Wycheproof Recreation Reserve and Racecourse Reserve Masterplan 2021-2033, which identifies the replacement of the existing netball court

as a priority project to ensure the long-term sustainability and safety of sport and recreation within the community.

Importantly, the project reflects a collaborative approach between Council, the Wycheproof sporting community, and local user groups, demonstrating a shared commitment to improving facilities that benefit the broader Buloke community.

Once complete, the upgraded courts and lighting will enhance opportunities for community events, competitions, and social participation, supporting inclusive use of public open space and encouraging active, connected, and resilient communities across the Shire.

TRANSPARENCY OF COUNCIL DECISIONS

Council has met its transparency obligations by ensuring consultation has been undertaken with relevant stakeholders within the Wycheproof community.

Across the various funding applications lodged for this project Council officers have engaged with Wyche Alive, Committee members of the Calder United Football, Netball and Hockey Club, Wycheproof Cricket Club, Wycheproof Bowling Club and Croquet clubs to seek support and feedback regarding the project proposal.

If Council resolve to accept the recommendations to access the required Council funds and apply for this Local Sports Infrastructure Fund, officers will:

- Establish a formal project advisory group for the project; and
- Undertake a proactive media engagement strategy to explain the rationale for Council's decision, the application process, and long-term benefits for the community if successful.

CONFLICT OF INTEREST

The following officers have declared conflicts of interest due to their involvement in the Calder United Football, Netball and Hockey Club, respectively and have completed conflict management plans with Executive Officers:

Trevor Rumbold – Senior Engineer Buildings and Open Spaces

Rory White – Acting Manager Community Partnerships

Jenna Allan – Director Corporate and Organisational Performance

The above-mentioned officers were not involved in discussions with State Government representatives and were not involved in the in the development of this report.

Officers involved in the development of this report do not have a conflict of interest in this matter.

Attachments:

1. Attachment 4.1.1.1 - 2026-27 Local Sports Infrastructure Fund Guidelines

2026–27 Local Sports Infrastructure Fund

Guidelines



Image credit: Hansen Reserve Lighting Upgrade (Maribyrnong City Council)

Acknowledgement of Country

We acknowledge the traditional Aboriginal owners of country throughout Victoria, their ongoing connection to this land and we pay our respects to their culture and their Elders past, present and future.

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Image credit: Sandfield Reserve Playspace (Frankston City Council)

Message from the Minister

To encourage even more Victorians to get active and participate in sport and active recreation, the Victorian Government is supporting Victorian communities by investing in even more local sport and active recreation infrastructure.

As the Minister for Community Sport, I'm pleased to announce applications are now open for the 2026–27 Local Sports Infrastructure Fund – backed by funding from the Victorian Budget 2026–27.

With overwhelming demand for more modern and accessible sport and active recreation facilities across the state, the fund supports projects across 3 funding streams with grants of up to \$500,000 for Community Facilities, up to \$250,000 for Community Sports Lighting and up to \$40,000 for Planning.

Better infrastructure will allow sports clubs, facility managers and community organisations to accommodate more people, create more participation opportunities and draw more interest, creating a real buzz in the community and boosting local economies.

In this round all Victorian Local Government Authorities and Alpine Resorts Victoria are eligible to apply for funds towards a range of community sports infrastructure and active recreation developments including change rooms, sports fields, play spaces, sports lighting, skate parks, planning projects and more to benefit local clubs and communities.

A key focus of this round will be prioritising Community Sports Lighting projects that provide the broader community with access to sports facilities for new active recreation opportunities, ensuring that Victorians have access to more community venues to get more physically active, improve their fitness, have fun and enjoy time with family and friends.

Applicants are also encouraged to read Sport and Recreation Victoria's updated [Design for Everyone Guide](#). The inclusion of Universal Design principles is mandatory for all funded community sport and active recreation infrastructure projects.

Since 2018, the Local Sports Infrastructure Fund has invested more than \$117.8 million into more than 450 community projects.

This is part of the more than \$2.4 billion invested by the Victorian Government in community sport and active recreation infrastructure since 2014.

These investments are backed by the *Fair Access Policy Roadmap* – a Victorian Government initiative ensuring women and girls get equal access to community sport facilities across the state.

They also support local economies by creating economic activity and hundreds of jobs for planners, architects, engineers, project managers, builders, carpenters, plumbers, electricians, facility managers and operational staff. Sourcing local materials will enable many more Victorian businesses to thrive.

I look forward to seeing new and exciting projects supported through the 2026–27 Local Sports Infrastructure Fund.



The Hon. Ros Spence MP
Minister for Community Sport

1.



Image credit: Brown Hill Splash Park (City of Ballarat)

2026–27 Local Sports Infrastructure Fund

1.1 About the Local Sports Infrastructure Fund

The 2026–27 Local Sports Infrastructure Fund (the Fund) is a statewide competitive Victorian Government investment program. It provides funding to develop high-quality, accessible community sport and active recreation infrastructure.

The Fund promotes partnerships between the Victorian Government, Local Government Authorities (LGAs), Alpine Resorts Victoria (ARV), sporting clubs and associations, schools, educational institutions, and community organisations.

The Fund objectives are consistent with the 4 key directions as identified in [Active Victoria 2022-2026: A strategic framework for sport and recreation in Victoria](#). The Fund aims to increase opportunities for people and communities that participate less, enabling them to participate in ways that suit them.

Sport and Recreation Victoria's [Outcomes, Principles and Priorities for Community Sport and Active Recreation Infrastructure](#) promotes an outcomes-led approach to infrastructure planning, design, development and management in an attempt to maximise benefits for Victorians.

Sport and Recreation Victoria (SRV) administers the Fund, which is underpinned by the Department of Jobs, Skills, Industry and Regions' (DJSIR) priorities of driving a strong and resilient economy that benefits all Victorians. It does this by creating more opportunities for people through jobs and skills, supporting businesses and industries to grow and prosper, and building vibrant communities and regions.

1.2 Outcomes

The Fund reflects the Victorian Government's commitment to securing the many benefits of participating in sport and active recreation. This includes supporting Victorians, particularly those individuals and communities who participate less, to achieve better health, wellbeing, social, and economic outcomes through the construction, programming and activation of community sport and active recreation infrastructure.

The Fund will invest in proposals that can demonstrate commitment to the following outcomes:

- improved, inclusive, accessible and sustainable community sport and active recreation infrastructure
- increased participation opportunities for individuals and groups who participate less, including socio-economically disadvantaged communities
- increased equitable and inclusive participation opportunities for women and girls in community sport and active recreation
- enhanced multi use infrastructure that supports local economic growth through sport and active recreation and other community activities.

1.3 Investment priorities

To support the program outcomes at [Section 1.2](#), priority in assessment will be given to projects that:

- provide the strongest participation outcomes, including supporting existing participation, for groups that participate less in community sport and active recreation including women and girls, First Nations people, people with disability, culturally and linguistically diverse (CALD) communities, people from LGBTIQ+ communities, and economically disadvantaged communities as identified in [Active Victoria 2022–2026: A strategic framework for sport and recreation in Victoria](#)
- support communities experiencing socio-economic disadvantage, particularly projects that support suburbs and towns within the 2 most disadvantaged deciles in Victoria as per the [Australian Bureau of Statistics Index of Relative Socio-Economic Disadvantage, 2021](#)
- support communities in areas of need that have experienced natural disasters (for example, drought affected areas, floods, bushfires) or communities experiencing strong population growth or significant change in circumstances (for example, economic challenges)
- demonstrate multi-use, shared and integrated facilities including those on school land that can ensure long-term community access. Please see [Section 3.7](#) for information regarding facilities on school land
- provide a confirmed active recreation benefit through improved facility availability, scheduling, public access, and policy development (for projects with lighting elements)
- demonstrate economic uplift in the form of job creation during construction and operation, non-government investment and local event attraction



Eligibility

2.1 Eligible applicants

Only **Victorian LGAs and ARV** are eligible to apply to the Fund.

In line with the Victorian Government's [Fair Access Policy Roadmap](#), all Victorian LGAs must continue to have an acceptable gender equitable access and use policy (or equivalent) in place to be considered eligible for funding from the Program.

LGAs/ARV must discuss their potential applications with their SRV representatives to confirm eligibility requirements and alignment to program parameters.

Sport and recreation clubs, sporting associations and leagues, educational institutions, not-for-profit community organisations, businesses and individuals cannot directly apply to the Fund.

Local clubs, committees of management and organisations are advised to contact their LGA/ARV if they wish to express interest or be involved as a partner in applications to the Fund.

2.2 Eligible applications

Only eligible applications will be assessed and considered for funding by SRV.

To be eligible for funding, applications must:

- ensure the project scope and funding request adhere to the relevant funding stream requirements
- be able to demonstrate that the infrastructure project will be completed within 24 months of execution of a Grant Agreement with the DJSIR (for successful projects)
- exclude activities listed in [Section 7](#)
- be submitted (including all supporting documentation) by **5:00 pm on Tuesday 28 July 2026**.

Each individual infrastructure project requires a separate application. Bundled projects will be deemed ineligible.

Stages of a larger facility development may seek support from the Fund, providing the stage addresses the assessment criteria and meets all other eligibility requirements. For a staged project, please provide information on the delivery of any future stages, including timelines.

3.

Image credit: Macedon Ranges Regional Sport Precinct Amenities (Macedon Ranges Shire Council)

Funding opportunities

3.1 Funding streams

Funding is available under the following streams. Applicants can apply up to the maximum level of funding for each stream.

Stream	Community Facilities	Community Sports Lighting	Planning
Maximum total grant amount per applicant	Up to \$500,000	Up to \$250,000	Up to \$40,000
Number of applications	Unlimited but cannot exceed \$500,000 in total across all applications per LGA/ARV	Unlimited but cannot exceed \$250,000 in total across all applications per LGA/ARV	One Facility Planning or One Municipal Planning application per LGA/ARV
Project types eligible for funding	- Develop new or redeveloping change rooms and pavilions to increase capacity, inclusion and safety - new and/or redeveloped sports fields and sports courts - multi-sport training facilities that are publicly accessible - active recreation spaces such as multi-activity facilities, outdoor exercise equipment or redevelopment of indoor spaces, such as appropriate flooring for fitness classes - projects that result in improved facility carrying capacity, such as new drainage, irrigation and grass installations	Funding can only be sought for LED lighting infrastructure through this stream. Priority will be given to sports lighting applications that also provide a confirmed active recreation benefit through improved facility availability, scheduling, public access, and policy development. Please refer to the Will lighting outdoor sports facilities help Victorians to be more active – research summary for further information. - lighting adjacent spaces to facilitate active recreation usage by the community. - new lighting that provides capacity for sports fields, sports courts or playing areas to host activities	The stream provides support to undertake a range of specific facility and strategic planning projects that contribute to infrastructure readiness and/or the long-term direction of facility and open space. Facility Planning (single site facility planning only) facility planning activities supporting project readiness. This may include Designs (minimum schematic) and/or Quantity Surveyor and/or Technical or Specialised Reports (for example, Geotech, Turf analysis, Sustainability Report)

Stream	Community Facilities	Community Sports Lighting	Planning
Project types eligible for funding (cont)	- playspaces, skate parks, pump tracks, BMX tracks, and outdoor splash parks - installation of new LED or redeveloping lighting that benefits community sport and active recreation spaces when forming part of a larger project. - replacement of non-LED lighting with LED lamps to permit lighting standards to be met. Should existing lighting poles and arms be retained, a report from an engineer or other suitable expert confirming that they are structurally sound must be provided - redevelopment/upgrade to outdoor aquatic facilities that improve accessibility and participation such as leisure water, change rooms and energy or water efficiency upgrades, for example, heating of water spaces - re-purposing indoor sport or recreation spaces to create new participation opportunities - redeveloping or complementing sports facilities to include new active recreation infrastructure - accessibility improvements for facilities where Senior Victorians participate such as ramps and change rooms - LED electronic scoreboards and fixed equipment including but not limited to sports field behind goal safety netting and player/coaches' boxes.	- redeveloped or additional lighting to extend capacity (usage times and coverage) of sports fields, sports courts or playing areas - new, redeveloped or additional lighting to extend availability and capacity of active recreation facilities - replacement of non-LED lighting with LED lamps to permit lighting standards to be met. Should existing lighting poles and arms be retained, a report from an engineer or other suitable expert confirming that they are structurally sound must be provided	- proposed facilities should be strategically significant and evidenced by master plans or strategic plans. - single site planning only Municipal Planning - strategic planning for specific facility type/s such as playspaces, aquatic facilities, indoor stadiums, etc. - master planning across 3 or more sites - infrastructure and participation strategies for specific sports and/or active recreation activities - feasibility studies for one or more significant projects.

3.2 Timelines

Applications open	Applications close	Outcomes announced	Grant Agreements executed	Project completion
28 May 2026	28 July 2026	October 2026	October 2026	October 2028 No later than 24 months from execution of the Grant Agreement

3.3 Funding ratios

Funding ratios apply to the Fund as outlined in the table below. Applicants must confirm matched funding consistent with the funding ratios for the applicable stream. Ratios are calculated using total project cost (**exclusive of GST**).

Applications may include project management fees of up to 7.5% of the total project cost (**exclusive of GST**).

Applications must include contingency that is a minimum 10% of the total project cost (**exclusive of GST**).

Applicants cannot use other Victorian Government funding, such as funding from the Growing Suburbs Fund, as part of their local contribution throughout the delivery of the project.

Local contributions may comprise of funding from other organisations including LGAs/ARV, sport and recreation clubs, state sporting associations, schools, educational institutions, Federal Government, community organisations or in-kind support (limits apply to in-kind support).

Location	Community Facilities	Community Sports Lighting	Planning
Metropolitan Melbourne	SRV = \$1 Local = \$1	SRV = \$1 Local = \$1	SRV = \$1 Local = \$1
Metropolitan Interface*	SRV = \$1.5 Local = \$1	SRV = \$1.5 Local = \$1	SRV = \$1.5 Local = \$1
Ballarat, Greater Bendigo, Greater Geelong	SRV = \$1.5 Local = \$1	SRV = \$1.5 Local = \$1	SRV = \$1.5 Local = \$1
Regional and Rural Victoria/ARV	SRV = \$3 Local = \$1	SRV = \$3 Local = \$1	SRV = \$3 Local = \$1

* Cardinia, Casey, Hume, Melton, Mornington Peninsula, Nillumbik, Whittlesea, Wyndham and Yarra Ranges

3.4 Contingency

Applications must include contingency that is a minimum 10% of the total project cost (exclusive of GST).

A minimum of 10% contingency is required to be eligible for the Fund. However, LGAs/ARV are encouraged to consider a higher amount allowing for potential cost escalation and to source the most current cost estimates available.

As part of a competitive process, SRV expects that projects will be delivered as applied for. The Grant Agreement requires recipients to remain responsible for all project cost overruns.

3.5 In-kind contributions

An in-kind contribution is a contribution of a good or service other than money. Applications for infrastructure projects can claim in-kind expenses up to a maximum of 50% of the local contribution.

LGAs/ARV must approve and underwrite any in-kind contribution from third parties for each applicable application. Examples include voluntary labour, donated goods and donated services.

Applications that include in-kind contributions must provide:

- a completed [in-kind and voluntary support form](#)
- a letter from the LGA/ARV Chief Executive Officer that approves and underwrites any in-kind contributions.

3.6 Fair Access Policy Roadmap

All Victorian LGAs must continue to have an acceptable gender equitable access and use policy (or equivalent) in place to be considered eligible to receive community sport infrastructure funding, reflecting the Victorian Government's [Fair Access Policy Roadmap](#) (the Roadmap). The Roadmap is embedding a statewide foundation to improve the access to, and use of, community sports infrastructure for women and girls.

Policies ensure that women and girls can fully participate in and enjoy the benefits of community sport, with fair opportunity and access to their local community sport facilities.

3.7 Facilities on school land

LGAs are eligible to apply to the Fund for projects located on school land.

For projects on school land, applicants must provide a Community Joint Use Proposal which is completed by the applicant and the school and a letter from the Department of Education central office that endorses the project.

Projects on non-government school land are also eligible for funding and require a similar demonstration of commitment from the applicant and the school to ensure long-term community access is achieved under agreed terms.

3.8 Facilities on Crown land

LGAs are eligible to apply to the Fund for projects located on Crown land. Partnerships between LGAs, committees of management and other land managers for projects that support community sport and active recreation outcomes on Crown land are encouraged.

4.

Image Credit: Noble Court Reserve Suburban Park and Playground Upgrade (Brimbank City Council)

Funding streams

4.1 Community Facilities Stream

The Community Facilities Stream supports the development of a broad range of new, or redevelopment of existing, community sport and active recreation infrastructure ensuring all infrastructure is high-quality, multi-use and accessible to all. Refer to [Section 3.1](#) for a list of eligible projects under the Community Facilities Stream.

4.1.1 Application details

As per [Section 3.1](#), applicants may submit an unlimited number of applications but cannot exceed \$500,000 in total across all applications per LGA/ARV.

Applicants must respond to assessment criteria for the Community Facilities stream outlined in [Section 4.1.2](#) and provide all the mandatory supporting documentation in Section 5. The quality of supporting documentation provided will also be considered during assessment.

Priority will be given to projects in the assessment process that can demonstrate alignment with the Investment Priorities as outlined in [Section 1.3](#).

Each project requires a separate application under this stream. Bundled projects will be deemed ineligible.

4.1.2 Assessment criteria

Criteria and Weighting	Questions
Project Need and Readiness (40%)	- Why is the project needed? What participation issue/s is the project seeking to address? - Describe the project scope, including all components. Please also: - detail the Universal Design principles and how they will be incorporated into the project's design process, consistent with the Design for Everyone Guide. - detail the Environmentally Sustainable Design (ESD) and/or climate change adaptation initiatives included in the project. - What project planning has been done to date? Outline what steps will be taken to finish the works within 24 months. Note: the suburb where the project is located is also considered as part of the assessment of this criterion, in accordance with the Australian Bureau of Statistics Index of Relative Socio-Economic Disadvantage, 2021 and in-line with the Investment Priorities (as per Section 1.3).

Criteria and Weighting	Questions
Project Outcomes (40%)	This question does not apply to Scoreboards and Fixed Equipment projects. 4a. Explain how the project will align with the program outcomes, specifically: - increase participation and/or support existing participation in community sport and active recreation, including achievement of multi-use outcomes. Please detail any current and future activities, programs and activations that will result from the project. - improve participation for those individuals and communities that participate less in community sport and active recreation (as per Section 1.2) - support existing and proposed initiatives, policies and practices that support gender equity (this does not apply to active recreation projects). This question applies to Scoreboards and Fixed Equipment projects only. 4b. Explain how the project will: - support volunteer efforts, participant safety, participant or visitor experiences - support under-represented groups and/or disadvantaged communities. <i>Note: the Department will consider value for money in assessment of this criterion and what the project will achieve to meet program outcomes with the grant amount requested.</i>
Community and Stakeholder Engagement (20%)	5. Detail: - the consultation and engagement that has occurred with the local community and other stakeholders for the project - any further consultation and engagement that will occur for the project. Evidence must be provided of community consultation and its findings and/or outcomes where there is any impact of the proposed project on residential or community amenity. Evidence must include: - how the local community has been consulted/informed about the proposed project (for example, on site consultation, letter box drop, social media posts) - local community consultation findings and outcomes of any engagement (community consultation report, summary of resident feedback, recent master plan). A further guidance note related to this requirement is available at the SRV Website

4.2 Community Sports Lighting Stream

This Community Sports Lighting stream supports the installation of LED sports lighting infrastructure that increases facility capacity and participation opportunities. Refer to [Section 3.1](#) for a list of eligible projects under the Community Sports Lighting Stream.

4.2.1 Application details

As per [Section 3.1](#), applicants may submit an unlimited number of applications but cannot exceed \$250,000 in total across all applications per LGA/ARV.

Applicants must respond to assessment criteria for the Community Sports Lighting Stream outlined in [Section 4.2.2](#) and provide all the mandatory supporting documentation listed in [Section 5](#). The quality of supporting documentation provided will also be considered during assessment.

Priority will be given to applications in the assessment process that clearly demonstrate a commitment to lighting that supports community sport and active recreation usage. For example, extending lighting hours beyond training sessions or on days where training is not held, for broader community and active recreation use (refer to the [Lighting outdoor sports facilities for active recreation: Research summary for further information](#)). Priority will also be given to projects that can demonstrate alignment with the Investment Priorities as outlined in [Section 1.3](#).

Applications should also advise whether a power upgrade will be required onsite, or if the current power is suitable for the new lighting.

Each project requires a separate application under this stream. Bundled projects will be deemed ineligible.

4.2.2 Assessment criteria

Criteria and Weighting	Questions
Project Need and Readiness (40%)	- Why is the project needed? What participation issue/s is the project seeking to address? - Describe the project scope, including all components. Please also: - detail the Universal Design principles and how they will be incorporated into the project's design process, consistent with the Design for Everyone Guide. - detail the Environmentally Sustainable Design (ESD) and/or climate change adaptation initiatives included in the project. - What project planning has been done to date? Outline what steps will be taken to finish the works within 24 months. Note: the suburb where the project is located is also considered as part of the assessment of this criterion, in accordance with the Australian Bureau of Statistics Index of Relative Socio-Economic Disadvantage, 2021 and in-line with the Investment Priorities (as per Section 1.3).
Project Outcomes (40%)	- Explain how the project will align with the program outcomes, specifically: - increase participation and/or support existing participation in community sport and active recreation, including achievement of multi-use outcomes and new active recreation uses. Please detail any current and future activities, programs and activations that will result from the project. - improve participation for those individuals and communities that participate less in community sport and active recreation (as per Section 1.2) - support existing and proposed initiatives, policies and practices that support gender equity. Note: the Department will consider value for money in assessment of this criterion and what the project will achieve to meet program outcomes with the grant amount requested.

Criteria and Weighting	Questions
Community and Stakeholder Engagement (20%)	5. Detail: - the consultation and engagement that has occurred with the local community and other stakeholders for the project - any further consultation and engagement that will occur for the project. Evidence must be provided of community consultation and its findings and/or outcomes where there is any impact of the proposed project on residential or community amenity. Evidence must include: - how the local community has been consulted/informed about the proposed project (for example, on site consultation, letter box drop, social media posts) - local community consultation findings and outcomes of any engagement (community consultation report, summary of resident feedback, recent master plan). A further guidance note related to this requirement is available at the SRV Website.

4.3 Planning Stream

The Planning Stream provides support to undertake a range of specific facility and strategic planning projects that contribute to infrastructure readiness and/or the long-term direction of facility and open space. These projects are independent, consultative and improve sport and active recreation coordination to meet demand.

Refer to [Section 3.1](#) for a list of eligible projects under the Planning Stream. **Facility Planning projects that deliver concept plans will not be supported and deemed ineligible (refer to the Glossary).**

4.3.1 Application details

As per [Section 3.1](#), applicants may submit one Facility Planning or one Municipal Planning project per LGA/ARV up to \$40,000.

Applicants must respond to relevant assessment criteria for the Planning stream outlined in [Section 4.3.2](#) and provide all the mandatory documentation listed in Section 5. The quality of supporting documentation provided will also be considered during assessment.

Priority will be given to projects in the assessment process that can demonstrate alignment with the Investment Priorities as outlined in [Section 1.3](#).

4.3.2 Assessment criteria

Criteria and Weighting	Questions
Project Need and Readiness (50%)	- Why is the planning project needed? What participation issue/s is the project seeking to address? - Confirm the project scope can be delivered within budget and the programs timeframe. - Facility Planning projects: will need to address how the proposed facility addresses a gap in single or multi-use infrastructure provision and the planning supports project readiness. Note: the suburb where the project is located is considered as part of the assessment of this criterion, in accordance with the Australian Bureau of Statistics Index of Relative Socio-Economic Disadvantage, 2021 and in-line with the Investment Priorities (as per Section 1.3).
Project Outcomes (30%)	- How will the planning project support future infrastructure delivery, system improvements, investment prioritisation, policy, management, or programmatic changes that improve the health, social and economic wellbeing of the community? Note: Facility Planning applications will specifically need to identify how the proposed works will develop documentation to ensure infrastructure project readiness. - Explain how participation of those individuals and communities who participate less will be benefit through the completed planning project. Note: the Department will consider value for money in assessment of this criterion and what the project will achieve to meet program outcomes with the grant amount requested.
Community and Stakeholder Engagement (20%)	- Detail: - the consultation and engagement that has occurred with the local community and other stakeholders for the project - any further consultation and engagement that will occur for the project. - Facility Planning projects: will need to detail all relevant consultation in the Project Management Framework including for individuals and communities who participate less. - Municipal Planning projects: will need to detail consultation and engagement in the draft project brief methodology. This should include reference to those individuals and communities who participate less, stakeholders and project partners.

5.



Supporting documentation

The table below outlines the mandatory and desired supporting documentation for each funding stream. Please submit all mandatory documentation with your application to ensure eligibility and demonstrate project readiness. Desired supporting documentation is not an eligibility requirement however it will further demonstrate project readiness, if applicable.

Please also refer to the **Supporting Documents Checklist** on the [SRV website](#) to assist with the development of your application and supporting documentation. This checklist can also be submitted with your application if you wish to provide any additional comments.

The quality of the documentation will be assessed in conjunction with LGA/ARV responses to the assessment criteria for the funding stream. Refer to [Section 6](#) for instructions about how to submit supporting documentation for your application.

Supporting documentation	Community Facilities	Community Sports Lighting	Planning
Project Management Framework	Mandatory	Mandatory	Mandatory
Site specific plan/aerial map clearly showing the location of proposed facilities.	Mandatory	Mandatory	Mandatory for master plans only
Site specific schematic plans developed with stakeholder input including clear dimensions, measurements and scale. The plans should support compliance against relevant State Sporting Association Facility Guidelines. (Not applicable for modular construction projects). Irrigation and drainage projects should include clearly labelled drainage plans. Note: High level concept plans, hand drawn plans, generic plans or plans from previous projects will not be accepted. Scoreboards and Fixed Equipment projects should provide a minimum of clear product specifications and a concept plan.	Mandatory	Mandatory	Not applicable
For prefabricated/modular construction projects: Detailed area schedule .	Mandatory if applicable	Not applicable	Not applicable

Supporting documentation	Community Facilities	Community Sports Lighting	Planning
Lighting plans including lux charts (field of play), pole locations, height and footings that are site specific (where lighting is requested in the project scope). Where a project is proposing to retain existing lighting poles, a report from an independent engineer or other suitable expert (no older than 12 months old) evidencing that these poles and arms are structurally sound must be provided. Applications should also advise whether a power upgrade will be required onsite, or if the current power is suitable for the new lighting.	Mandatory if applicable	Mandatory	Not applicable
Project costings: All costings provided should detail and match the scope outlined in the application. - If total project cost is \$1 million or over (excluding GST): Quantity survey, tender price or site specific independent qualified expert report that clearly identifies all items within the project scope (no more than 6 months old). - If total project cost is under \$1 million (excluding GST): Quotes or internal cost estimates (no more than 6 months old). Note: Where multiple quotes are provided, please provide a cover page/costings summary of the quotes/costings that equals the total project cost.	Mandatory	Mandatory	Mandatory Internal Estimate or other costings if available
Evidence confirming co-contribution funding required to finish the project: - Letter from Chief Executive Officer confirming the applicant's funding for the project and commitment to deliver the scope outlined in the application. Please also provide a Council Resolution if available. Note: The Grant Agreement requires recipients to remain responsible for cost over runs to deliver the scope proposed. In addition to the above, SRV also requires: - where funding is from another government department, evidence of this funding via letter or funding agreement must be provided - where funding from clubs/organisations is indicated: - a letter from that organisation's authorised officer, stating the funding amount committed as cash - current bank statement/s demonstrating the funding amount is held by the organisation as cash.	Mandatory	Mandatory	Mandatory
Attach evidence that the Aboriginal Heritage Planning Tool (Aboriginal Heritage Act 2006) has been completed to determine if a Cultural Heritage Management Plan is required for the project.	Mandatory	Mandatory	Mandatory if applicable

Supporting documentation	Community Facilities	Community Sports Lighting	Planning
In-kind and voluntary labour support form	Mandatory if applicable	Mandatory if applicable	Mandatory if applicable
Schedule of Use	Mandatory except for active recreation projects	Mandatory	Not applicable
Fair Play Code Form for Tenants from all clubs and/or associations that are tenants of the facility and benefiting from the project.	Mandatory except for active recreation projects	Mandatory	Not applicable
Letters of support from organisations that clearly indicate how the group is involved with or benefits from the project.	Mandatory	Mandatory	Mandatory
Evidence of community and stakeholder consultation where there is any impact of the proposed project on residential or community amenity. Evidence must include: - how the local community has been consulted/informed about the proposed project (for example, on site consultation, letter box drop, social media posts) - consultation findings and outcomes of any engagement (community consultation report, summary of resident feedback, recent master plan).	Mandatory	Mandatory	Not applicable
For projects on private land: A legally binding land-use agreement.	Mandatory if applicable	Mandatory if applicable	For Facility Planning: Mandatory if applicable
For projects on school land: Signed Joint Use Agreement, or a Community Joint Use Proposal to enter into a Community Joint Use Agreement; letter from the Department of Education central office that indicates endorsement of the project. Applicants requesting this letter should email Department of Education.	Mandatory if applicable	Mandatory if applicable	For Facility Planning: Mandatory if applicable (letter only)
For projects on Crown land: letter of support from the land owner.	Desired	Desired	For Facility Planning: Desired
For Planning Projects Facility Planning: a Request for Quote and/or Project Proposal Municipal Planning: a Comprehensive Draft Project Brief outlining the scope, methodology and key deliverables	Not applicable	Not applicable	Mandatory
Project Governance Framework	Desired	Desired	Mandatory

Supporting documentation	Community Facilities	Community Sports Lighting	Planning
Evidence of current facility condition (e.g. photographs of current facility, facility condition audit, lighting audit demonstrating current lux lighting levels)	Desired	Desired	Desired
Gender Impact Assessment	Desired	Desired	Desired
Business or feasibility planning documents	Desired	Desired	Desired
Environmentally Sustainable Design report(s) and associated budget	Desired	Desired	Not applicable
Facility Management Plan	Desired	Desired	Not applicable
Access audit	Desired	Desired	Not applicable
Soil/Geotechnical assessments	Desired	Desired	Not applicable

6.

Image Credit: Lara Recreation Reserve Baseball Pavilion Upgrades (Greater Geelong City Council)

Application Process and Closing Date

Step	Action required
1. Confirm eligibility	Confirm you are an eligible applicant and meet other eligibility requirements (as per Section 2). Confirm your project is eligible under a Local Sports Infrastructure Fund funding stream (as per Section 3.1). Confirm grant amount sought is within the SRV funding limits (as per Section 3.1). Confirm the funding ratio for the relevant stream (as per Section 3.3).
2. Contact SRV	LGAs/ARV must discuss project ideas with their SRV representative/s prior to applying. LGAs/ARV will be provided with: • information on eligibility requirements and alignment to program parameters • high-level feedback including alignment with relevant sporting guidelines • guidance on the development of proposals that have merit, that align with the Fund objectives and that are ready to proceed. Applicants should seek independent advice before signing a Grant Agreement.
3. Prepare Application and Supporting Documents	LGAs/ARV to prepare applications by addressing all assessment criteria and submitting all mandatory supporting documents for the relevant stream. The preparation and submission of applications are at the cost of the applicant. Please only use whole dollar amounts (e.g. \$250,000) in your requested amounts and total project values when completing application. Do not include cents or decimal points.

Step	Action required
4. Submit application by closing date	Eligible applicants must complete the application form (including responses to the assessment criteria for the relevant stream) via the SRV website by 5:00 pm on Tuesday 28 July 2026. An application must address all assessment criteria as per the relevant stream. Claims made against each criterion must be substantiated with evidence. Applications submitted after the closing date may not be considered eligible unless an extension has been requested and approved in writing by SRV before the closing date. Approval will only be granted under exceptional circumstances (for example, significant technology disruptions or impacts from natural disasters).
5. Submit supporting documents by closing date	Email all supporting documents to: communityinfrastructure@sport.vic.gov.au by 5:00 pm on Tuesday 28 July 2026. Please ensure all supporting documents are clearly named (for example, Plans – Project Name, Costs – Project Name) Zip all supporting documents into one compressed folder. Please see instructions below on how to zip files into a compressed folder. Quote your project name in the subject line of your email. If documentation is not provided at the time of application, SRV reserves the right to deem the application ineligible. Please email communityinfrastructure@sport.vic.gov.au if you experience any issues with emailing your supporting documentation. Compressing files into a compressed folder: Select all files using your mouse, then right click, select Send to and then select Compressed (zipped) folder. This will prompt a Save window allowing you to save all selected files into one compressed folder. The size limit of an email varies between 20mb to 30mb. If your documents combined exceed this, you will need to split them into separate compressed folders and email them separately (for example, Part 1 – Project Name, Part 2 – Project Name).



Types of activities that will not be funded

- Facilities where little or no public access is available.
- Facilities without a primary purpose of community sport or active recreation.
- Projects that do not meet relevant sport or Australian Standards (for example, lighting projects). Facilities that do not comply with the relevant sport standard must seek exemption from the relevant sporting organisation and supply appropriate evidence to be supported by the Fund.
- The replacement of like-for-like surfaces (for example, synthetic surface replaced by a similar synthetic surface) will not be funded unless:
 - additional uses are confirmed through new multi-use or shared facilities (for example, adding netball to existing tennis courts).
 - exceptional circumstances exist where participation will not continue due to the failure of non-surface infrastructure such as sub-base or ground conditions. Applications seeking to demonstrate exceptional circumstances must provide a condition audit or technical evidence, either of which need to be prepared by a qualified independent expert, demonstrating that the surface is unplayable. Condition reports from club members or SSAs will not be accepted.
- The purchase of land (in general, the land on which the facility development is proposed will be municipal property, a Crown reserve, land owned by a public authority, private land with public access rights or land held for public purposes by trustees).
- Requests for retrospective funding, where projects have started construction or are finished prior to the execution of a Grant Agreement (construction includes, but is not limited to demolition, site clearing, earthworks, building works and any form of early works).
- Buildings or equipment considered temporary or not permanent in nature or intended use for projects funded through the infrastructure streams.
- Metal halide lighting (only LED lighting systems will be funded).
- Upgrading or redeveloping kitchens or public toilet facilities, except as part of a larger project that meets the objectives of the relevant Fund stream.
- Requests for ongoing operational costs such as, but not limited to, salaries, electricity, water, asset maintenance and other utilities.
- Routine or cyclical maintenance works.
- Purchasing or maintaining recreation, entertainment, sporting, lifesaving or any other equipment (except as part of facility fit out).
- Projects previously funded by SRV, unless applicants can demonstrate additional or new uses resulting in increased participation/programming outcomes. Applications for bundled projects where the one single application proposes to deliver multiple projects that will occur at different sites.

- Applications will not be considered where the same project scope has been funded by other Victorian Government programs or is included in current applications to other Victorian Government programs. Where other confirmed Victorian Government funding is included as part of a larger project it must be for different and separately identifiable scope elements (for example, different areas in a pavilion).
- Repair of facilities damaged by vandalism, fire or other natural disasters where the damage can be fully covered by insurance. The Fund may consider supporting applications where the scope includes elements that are not covered by insurance, or for amounts exceeding the value insured.
- In general, areas designated as licensed areas within a proposed facility will not be eligible for funding. DJSIR may consider applications where a restricted club license is proposed or in place, provided that the restricted license does not interfere with the facility's other amenities or services, such as childcare or access by young people.
- Tenant clubs that have failed to resolve a breach of the Fair Play Code.
- Applications where the project beneficiary receives revenue directly from Electronic Gaming Machines are not eligible.
- **For Facility Planning:** other pre-planning documents (for example, Cultural Heritage Management Plan, Facility Asset Audits) or specific facility business case, advocacy documents or management plans. Projects that deliver concept plans (please refer to the Glossary).
- **For Municipal Planning:** single site master plans.

8.

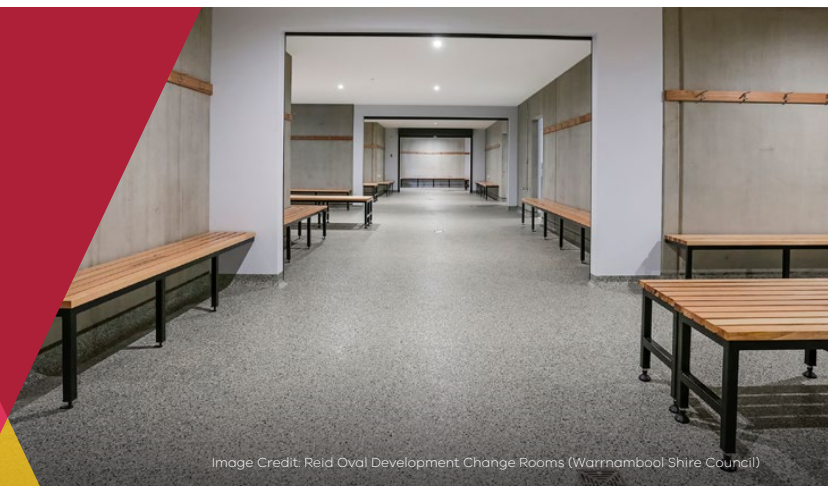


Image Credit: Reid Oval Development Change Rooms (Warrnambool Shire Council)

Assessment Process

Only eligible applications submitted by eligible applicants will be assessed and considered for funding by SRV. Please refer to [Section 2](#) for eligibility requirements and [Section 6](#) for details about the application process.

SRV reserves the right to not assess an application should insufficient information be provided, including responses to assessment criteria and mandatory supporting documentation. SRV reserves the right to negotiate a lower than requested funding amount for submitted applications.

Applications will be considered against the assessment criteria by SRV staff and then reviewed by a Moderation Panel. The Moderation Panel will consider the Investment Priorities outlined at [Section 1.3](#) across the streams as well as an equitable distribution of funding across Victorian regions before making recommendations to the Minister.

8.1 Due Diligence checks

Applicants may be subject to due diligence checks to enable the Department to assess financial and other non-financial risks associated with the application. Such checks will form part of the assessment process and may include:

- an applicant's past performance and the organisation's capacity to deliver projects on time.
- compliance with past Grant Agreements and the number and duration of overdue milestones (including final acquittal and outcomes reports)

- the number of live projects with significant budget shortfalls
- the potential for reputational risk to the State
- the risk profile, financial viability and management capacity of the applicant's business over the duration of the proposed activity
- whether the proposal has received funding through other means
- the delivery performance of other grants contracted with the Victorian Government and whether the applicant has failed to meet key contractual obligations

Outcomes from such assessments may be taken into account in any decision to recommend or award a grant and in contracting with successful applicants.

The Department may, at any time, remove an applicant from the application and assessment process, if in the Department's opinion, association with the applicant may bring the Department, a Minister or the State of Victoria into disrepute.

LGAs/ARV are invited to seek feedback from SRV on unsuccessful applications.



Conditions that apply to funding

9.1 Grant Agreements

Successful applicants must enter a Grant Agreement with DJSIR with initial project payments made in the 2026–27 financial year.

The Grant Agreement will include reference to the following:

- recipients are responsible for all Project cost overruns
- the Recipient agrees to take all reasonable steps to ensure compliance with the Fair Play Code by the Recipient, and its Related Entities, and breaches of the Code are investigated, assessed and resolved appropriately. More information can be found at [Fair Play Code](#)
- requests for timing and/or scope variations for funded projects must be requested and approved by the Department and/or Minister for Community Sport. Consideration of variations may lead to changes in deliverables, milestones, grant amount and payments
- LGAs/ARV must inform the participating organisation/s, where applicable, of all funding arrangements and obligations in relation to the grant allocation. This includes ensuring the funded project does not start prior to the execution of the Grant Agreement
- acknowledgement and Ministerial event requirements.

An LGA/ARV Officer must be designated to manage the project and provide information to DJSIR according to the following key reporting requirements:

- a Project Management Framework must be completed and submitted for all applications. Dates within the Project Management Framework will inform Grant Agreement milestones for successful projects.

- LGAs/ARV must secure SRV's endorsement of key documents such as schematic plans and architectural/planning briefs prior to works commencing. Projects must not start or be tendered until endorsement is provided. SRV may not make milestone payments if endorsement is not secured in a timely manner
- LGAs/ARV must provide project acquittal documentation as required
- LGAs/ARV are expected to guarantee the cash flow payments towards works where a community organisation is providing funding contributions for a project
- LGAs/ARV must contribute information on activity outcomes for use in outcomes reporting, program evaluation reviews or DJSIR publications, 12 months after project acquittal.

A participation plan may be required for some applications funded. This will form part of the Grant Agreement. This will include details on how groups that participate less will be engaged and their participation facilitated.

9.1.1 Refund events

The Department has the right to a refund of the whole or part of the Grant amount paid in certain circumstances which are set out in the terms and conditions of the grant agreement. This includes failure to meet milestone deliverables or complete the project in the manner agreed to in the Grant Agreement or where there is conduct which may bring the Department, Minister or State into disrepute.

9.2 Acknowledging the Victorian Government's support and promoting success

Successful applicants are required to acknowledge the Victorian Government's support through the Fund. Acknowledgement guidelines form part of the Grant Agreement and include the requirement that all activities acknowledge Victorian Government support through logo presentation on any activity-related publications, media releases, social media posts, and promotional material, and/or placing a Victorian Government endorsed sign at the site of infrastructure activities.

Details of requirements for funded projects are available in the [SRV: Infrastructure Grants Acknowledgement and Publicity Guidelines](#).

Successful applicants may be required to contribute information on activity outcomes for use in program evaluation reviews or DJSIRs marketing materials.

9.3 Payments

Payments will be made conditional upon:

- the Grant Agreement having been signed by both parties
- milestones having been achieved to the DJSIRs satisfaction including provision of required/requested information and reports to the satisfaction of the DJSIR.
- other terms and conditions of funding continue to be met.

A minimum of 5% of the grant will be paid upon financial acquittal of the project.

Payments advanced prior to completion are subject to refund if the Project is not performed in accordance with the Grant Agreement.

9.4 Privacy

Any personal information provided for this program will be collected and used by the Department for the purposes of assessing eligibility, program administration, program review and evaluation.

The Department completes a range of eligibility assessments that may include data matching to clarify the accuracy and quality of information supplied. This is part of our auditing and monitoring processes and for confirming eligibility across this program.

In assessing an application for the program as well as in any audit or evaluation of a successful grant, it may be necessary to share personal information with State and Commonwealth Government departments and agencies, as well as other external experts. If personal information about a third party is included in the application, the applicant must ensure the third party is aware of and consents to the contents of this privacy statement.

The Department collects demographic information for economic reporting purposes. No personal information is used in reporting; all reports are presented with aggregated data.

Any personal information about the applicant or a third party will be collected, held, managed, used, disclosed, or transferred in accordance with the provisions of the *Privacy and Data Protection Act 2014* (Vic) and other applicable laws.

Other concerns regarding the privacy of personal information, can be emailed to the Department's Privacy Unit at privacy@ecodev.vic.gov.au. The Department's privacy policy is also available by emailing the Department's Privacy Unit.

9.5 Department Probity and Decision-making

The Victorian Government makes every effort to ensure the grant application and assessment process is fair and undertaken in line with the published program guidelines.

Decisions in recommending and awarding grant funding under this program are at the Minister's and Department discretion. This includes not making any funding available or approving a lesser amount than that applied for.

These guidelines and application terms may be changed from time to time, within the discretion of the Department and the changes will apply to your application. The Department may request the applicant provide further information should it be necessary to assess an application to the Program's policy objectives.

Victorian Government staff are required to act in accord with the Code of Conduct for Victorian Public Sector Employees (Section 61) issued under the Public Administration Act 2004 (Vic). This includes an obligation to avoid conflicts of interest wherever possible and declare and manage any conflicts of interest that cannot be avoided.

9.6 Applicant conflict of interest

A conflict of interest arises where a person makes a decision or exercises a power in a way that may be, or may be perceived to be, influenced by either material personal interests (financial or non-financial) or material personal associations. A conflict of interest may arise where a grant applicant:

- Has a professional, commercial, or personal relationship with a party who is able to, or may be perceived to, influence the application assessment process, such as a Victorian Government staff member, or
- Has a relationship with, or interest in, an organisation which is likely to interfere with or restrict the applicant from carrying out the proposed activities fairly and independently.

Applicants must advise the Department of any actual, potential, or perceived conflicts of interest relating to a project for which it has applied for funding.

9.7 Complaints

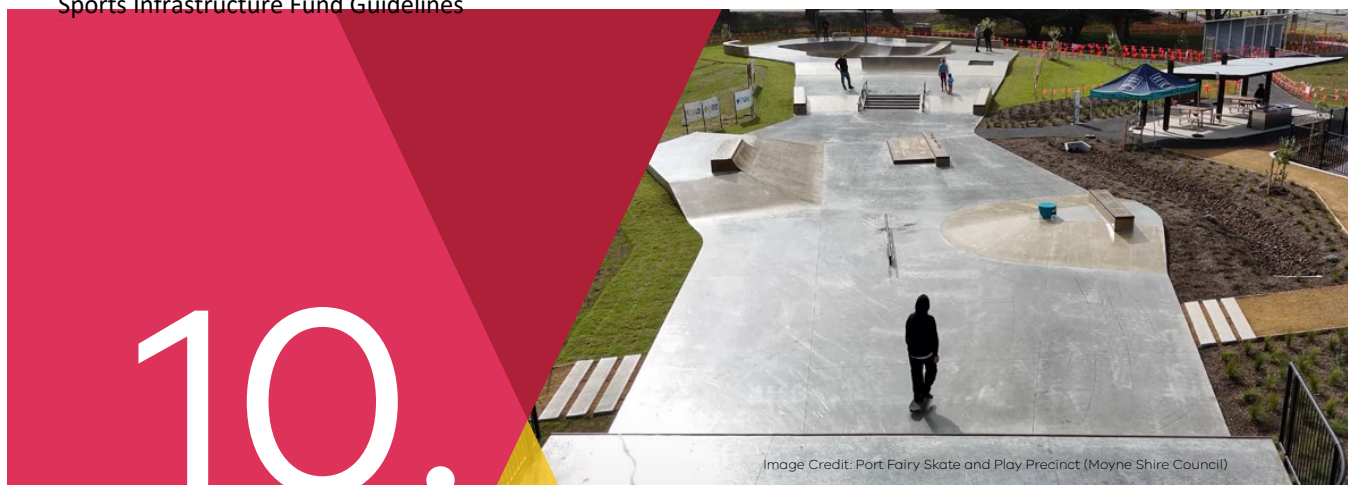
If an applicant wants to lodge a complaint or provide feedback to the Department about the process for a grant application, requests can be made via this online [form](#), by calling 1800 878 969. Requests can be made in relation to the application process and adherence to these guidelines.

Re-assessment of an application or overturning of a funding decision for a merit-based grant, will not be considered through the complaints process.

Decisions regarding funding by the Minister for Community Sport are final and no further correspondence shall be entered into regarding such decisions.

Once your complaint has been received by the Department, it will be acknowledged within 2 working days and provided to the review team to be resolved.

Your complaint will be resolved within 28 business days unless further investigation is required. If further investigation is required, you may be contacted by phone or email asking for additional information.



Resources and additional information

SRV has consolidated several helpful guidelines, tools and resources to assist with project and application development that can be found on the [SRV website](#).

Resource	Supporting Information
Cultural Heritage Management Plans (Aboriginal Heritage Regulations 2018)	This tool is used and completed to determine if a Cultural Heritage Management Plan is required for the project.
Design For Everyone Guide	The concept of Universal Design is to make the built environment more usable to as many people as possible, at little or no additional cost. SRV's Design for Everyone Guide incorporates the Universal Design principles approach to best practice facility design.
Environmentally Sustainable Design	Projects are encouraged to consider Environmentally Sustainable Design. This should be demonstrated with a specific Environmentally Sustainable Design budget in the application. It is good practice to incorporate Environmentally Sustainable Design initiatives in all projects where possible. A fact sheet on Environmentally Sustainable Design Guidelines is available.
Fair Access Policy Roadmap	The Fair Access Policy Roadmap aims to develop a statewide foundation to improve the access to, and use of, community sports infrastructure for women and girls. In line with the Victorian Government's Fair Access Policy Roadmap , all Victorian LGAs must continue to have an acceptable gender equitable access and use policy (or equivalent) in place to be considered eligible for funding from the Program. These policies will ensure that women and girls can fully participate in and enjoy the benefits of community sport, with fair opportunity and access to their local facilities.

Resource	Supporting Information
First Nations People Resources	The Maggolee website was developed by Reconciliation Victoria which provides guidance on and supports engagement and partnerships between local government and First Nations people. The Municipal Association of Victoria website Australia's First Nation Peoples, MAV provides information and a number of resources on Closing the Gap and identifies a number of priorities. Other key resources include: • Our Watch – Changing the picture • Australian Sports Commission – First Nations Australians • Department of Health – Aboriginal and Torres Strait Islander cultural safety framework • Racism it Stops with Me • Commission for Children and Young People – Child Safe Standards • Vicsport – First Nations Initiatives
Fair Play Code	All facility tenant club(s) are expected to adhere to the Fair Play Code or related state sporting association Code of Conduct. A Fair Play Code Form for Tenants should be completed by all tenant organisations.
Female Friendly Sport Infrastructure Guidelines	The Female Friendly Sport Infrastructure Guidelines provide information and advice on how to deliver more gender equitable environments. The Guidelines have relevance to all funding streams.
Future proofing community sport and recreation facilities: a road map for climate change management for the sport and recreation facilities sector	The Guide is designed to support community sports clubs in understanding their impact on the environment and to empower, equip and motivate them to take action and change behaviours within their clubs.
Gender Impact Assessments	<i>The Gender Equality Act 2020</i> requires certain organisations, including LGAs, to do Gender Impact Assessments so that all new policies, programs and services and those up for review, that directly and significantly impact the public, benefit all Victorians. Further information to help understand if a Gender Impact Assessments is required, can be found at Gender Equality Commission.
Healthy Choices	Healthy Choices is a framework for improving availability and promotion of healthier foods and drinks in community settings. Healthy Choices is part of the Victorian Government's commitment to promote healthy food and drink options in a range of public settings including sport and recreation. Sport and recreation organisations can use the framework to provide consistent health promoting messages.
Sport and Recreation Victoria Outcomes, Principles and Priorities for Community Sport and Active Recreation Infrastructure	This resources resource helps organisations and partners to create environments that enable community sport and active recreation infrastructure to perform at its best. It assembles existing policy and program information into a single, cohesive document. This document seeks to provide guidance for and encouragement to stakeholders to align their own outcomes, principles and priorities to maximise the value of this infrastructure across the state.

Resource	Supporting Information
Safe and Inclusive Sport: Preventing gender-based violence Sport and Recreation Victoria	The Guide provides a range of resources, tools and case studies to support sporting organisations and clubs to embed gender equity and ensure their sport is safe and inclusive. The Gender Equity Audit and Gender Equity Action Plan templates can be used with local clubs to ensure they are taking steps to ensure their clubs and facilities are inclusive for people of all genders.
Supporting documentation, forms and templates	Templates, forms and factsheets to support applications can be found on the SRV website. These include but are not limited to: • Schedule of Use • Project Management Framework • Project Governance Framework

11.



Glossary

Term	Definition
Access audit	An access audit is an assessment that rates a building for useability and accessibility for a wide range of users, including people with a disability. It identifies barriers or potential barriers to people with a disability accessing a building and using services inside and around the building.
Authorised Officer for Incorporated Clubs/ Organisations	An authorised officer for Clubs/Organisations is a designated individual/s with authority to act on behalf of the organisation in accordance with the Rules of Incorporation. This includes office bearers like President, Secretary or Treasurer.
Commencement of Works	The undertaking of any project activities that contribute to the physical construction of new infrastructure or upgrades, improvements, refurbishment of existing infrastructure as outlined in the application and supporting information. This includes, but is not limited to, site clearing, earthworks, building works and any form of early works.
Concept Plan	A concept plan serves as a starting point in the site development process. It provides preliminary drawings that convey the concept of the project but with insufficient detail to provide a basis for project costing.
Geotechnical Report	A geotechnical report is a site-specific sub-surface investigation undertaken by a geotechnical engineer. The document communicates ground conditions including soil, rock and groundwater which may inform earth works and construction
Lux Charts/ Lighting Plans	Site specific detailed plans that outline the lux (illumination) that will be exhibited across the court/field/pitch. Lighting plans including lux charts, pole locations, height and footings. These requirements are sport specific.
Master plan	A master plan guides the development of a specific area, outlining the location of land uses, infrastructure, and community facilities. It is a high-level strategic document that informs future development and provides a list of priorities.
Participation	Participation is defined as engaging, coaching, officiating or volunteering in a sport or active recreation activity.

Term	Definition
Participation Plan	A document populated prior to project finish demonstrating how participants, including under-represented groups will be engaged and their participation facilitated.
Project Completion	Includes delivery of the approved project scope and submission of all milestone deliverables as per the Project Completion milestone within the Grant Agreement.
Quantity Surveyor (QS) Report	A Quantity Surveyor report is a cost plan estimating construction costs completed by a qualified Quantity Surveyor and based on schematic plans at a minimum.
Schematic Plan	For the purposes of this program, refers to scaled and labelled drawings produced by a professional designer or architect of an agreed development option. These will be site specific, include dimensions and measurement and spatial relationships. The plans are used to identify the project scope in sufficient detail to enable accurate project costings.

**These guidelines are subject to changes
at the discretion of the Minister
for Community Sport.**

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Available at the SRV [website](#).

5 MEETING CLOSE