



**TASMANIAN COMMUNITY RACING CLUB
INFRASTRUCTURE FUNDING GUIDELINES**

ROUND 2 | APPLICATIONS OPEN | 3 AUGUST 2020

SUPPORTED BY



Grant Program Overview

The Tasmanian Community Racing Club Infrastructure Grants Program aims to provide funds committed by the State Government to support the sustainability and safety of the Tasmanian Racing Industry through improved community infrastructure. Tasracing has allocated funds in its 2020/21 budget to support the program.

The funding will be allocated in two parts:

- 1. Safety projects; and*
- 2. Projects to enhance venue facilities*

Eligibility

Applicants must:

- Be a Tasmanian racing club registered under division 40 of the Racing Regulation Act;
- Have an Australian Business Number (ABN);

Purpose

The grants are to support the sustainability and safety of the Tasmanian Racing Industry through improved racing infrastructure.

The primary focus of the grant program is to support improved safety at racing venues.

The secondary focus is to support projects to enhance venue facilities

Eligible Works

- Upgrading existing site infrastructure,
- Constructing new site infrastructure

Priority will be given to works that can demonstrate reducing risk impacts to animal welfare, participants, race day personnel and patrons associated with improved safety of a venue.

Upgrades to facilities which can cater to the non-racing community will be considered.

Smaller projects will be prioritised when assessed to maximise distribution to as many clubs as possible across the state.

Ineligible Works

- Recurring site operational maintenance activities;
- Costs associated with the general running of a race club including wages, race day costs, entertainment and event promotion;
- Allocation to prizemoney; and
- Works associated with tracks at Elwick, Mowbray and Spreyton.

Program Funding Available

The Tasmanian Government is providing \$250,000 per year over four years with total funding of \$1 million with the first year being 2019-20 and the final year 2022-23.

Program Funding Allocation

Works falling under **Part 1** under the *Program Overview*.

These works will be determined by the Assessment Panel based on input from Tasracing operational staff, clubs and/or other interested parties.

All works must be classified as critical for safety and racing operational requirements on a club site demonstrated through a risk assessment

Works falling under **Part 2**:

Projects to enhance venue facilities for the benefit of racing and non-racing users.

Application Process

Please read these guidelines carefully before you complete the application.

Applicants must complete an application form in full, which is contained at the end of these guidelines. Any application forms not completed in full may not be considered for assessment.

Each application must be supported by a detailed work budget, quotations, risk assessment and estimated work timeframes.

Tasracing strongly advises all grant program applicants to contact Tasracing to advise if they intend on making an application and to discuss the intended works.

Electronic submission of applications can be made via email to communitygrants@tasracing.com.au

Hard copies can be mailed to:

Tasmanian Community Racing Grants Program

PO Box 730

GLENORCHY TAS 7010

If you have any questions regarding the application process, please email communitygrants@tasracing.com.au or contact Andrew Clark on (03) 6212 9313.

Racing Clubs will be contacted to acknowledge receipt of applications within five working days after the closing date. If you do not receive confirmation correspondence of your application within this time, please contact this office.

All racing clubs must indicate whether they are registered for GST in their grant application.

Assessment

Assessment Panel

An assessment panel will assess each application against the assessment criteria and make recommendations to the appropriate delegate for approval.

The outcomes of the assessment process are final.

The assessment panel will include:

Joel Wallace (Tasracing Board Member)

Paul Eriksson (Tasracing CEO)

Ricky Aitken (Tasracing Northern Assets & Facilities Officer)

John King (ORI Director of Racing)

Assessment Criteria

Eligible applications will be judged against the following criteria with a weighting applied to each item.

Demonstrated need

- Improve health and safety requirements at the venue demonstrated through risk assessment and hierarchy of risk controls
- Participant and patron safety
- Operational racing requirement

Benefit to club and racing industry

- Financial benefits
- Attracting new participants and patrons
- Improving member and patron experience

Probability of successful completion

- Works delivered by 30th June of the grant year
- Value for money – quantity surveyor may be engaged by the assessment panel
- Likelihood of council and relevant stakeholder approvals
- Organisational capacity – A club representative must be nominated for a race club works point of contact
- Sound works plan and budget

Strong procurement process – including all the above requirements

- Works must comply with current Australian Standards and Tasmanian Workplace Standards and be carried out by qualified people.
- Engagement of local contractors and suppliers
- Ensuring works are completed to a suitable standard
- Contractors must have necessary qualifications and hold current and adequate insurance coverage.
- Engagement of contractors and suppliers should be at arm's length and all conflicts of interest should be disclosed.

Meeting the criteria will not necessarily guarantee grant funding.

Funding Conditions

The following conditions of funding will apply:

- Applicants must meet the eligibility criteria.
- All funding is provided subject to the terms and conditions which will be outlined in the grant agreement with successful applicants.
- Funding must be used for the purposes outlined in the application.
- Applicants must demonstrate that works will be undertaken by appropriately qualified and experienced individuals and companies and must receive insurance

- coverage details in the form of certificates of currency and occupational licensing with all plant and equipment in current test or maintenance cycles.
- All relevant statutory approvals must be received, and copies provided to Tasracing before any works commence.
- Works must be commenced and completed by 30 June of the grant year.
- Tasracing and the Tasmanian Government must be acknowledged in all promotional activity relating to the project.

Timeframes

Year 2 grant applications open	3 August 2020, open 6 weeks
Applications close (late applications by consultation only)	11:59pm 11 September 2020
Assessment period	Minimum 3 weeks
Announcement of grant recipients	October 2020
Grants disbursed	November 2020

Arrangements for Successful Applicants

Applicants will be advised in writing of the outcomes of their application, including if works are approved for the following years of the grant program.

Grant Deed

Successful applicants will receive a grant deed outlining the funding terms and conditions.

The deed will set out the obligations of both parties.

Payment

Progress payments will be transferred by EFT upon receipt of proof of claim for works completed to ensure works are completed within budget to the required standards.

A recipient created tax invoice will be provided by Tasracing upon payment.

Payment timing will be discussed with the applicant upon approval of the grant.

Reporting and Evaluation

Clubs that receive funding through the Program are required to complete a Final Report demonstrating how the funds were utilised. A template will be provided by Tasracing.

Information gathered from all reports will be used to evaluate the Program and refine future funding rounds.

The Final Report must include an explanation of how the grant funds were used, including a reconciliation statement.

Clubs will be required to complete a Statement of Compliance declaring that the grant has been spent in accordance with the grant application and agreed purpose of funding and may be required to assist an audit of the project, including site visits.

The grant will be audited by Tasracing or a Tasracing appointed contractor.

Communication

The Grant Program guidelines and application form will be published on Tasracing's corporate website.

Successful grants will be communicated publicly on Tasracing's website.

Document Status	Name	Position	Date
Initial Draft	YP	Finance Manager	16/08/2019
Approval	PE	CEO	20/09/2019
Annual Revision	TM	Exec Assistant	07/07/2020
Approval	PE	CEO	13/07/2020
Annual Revision			
Approval			