

KiwiSport

APPLICATION INFORMATION & GUIDELINES

FOR REGIONAL PARTNERSHIP FUNDING 2019

Applications are due by the **10th of each month** and can be emailed directly to Sport Northland - kiwisport@sportnorth.co.nz

Introduction

KiwiSport is a government funded initiative to promote sport for school-aged children. It was launched by the Prime Minister in August 2009.

KiwiSport provides direct funding to schools for Year 1-8 students and Year 9-13 students on a pro rata basis through the Ministry of Education and to Sport New Zealand who funds Regional Sports Trusts who distribute funding via a Regional Partnership Fund (RPF).

The outcomes sought from this investment are as follows:

- Increase the numbers of school-aged children participating in organised sport during school, after school and by strengthening links with sports clubs:
- Increase the availability and accessibility of sport opportunities for all school-aged children; and
- Support children to develop skills that will enable them to participate effectively in sport at both primary and secondary level
- *Note: funded initiatives can contribute to one, or more, of the above outcomes

Along with addressing the key national KiwiSport outcomes above, decisions will also be based on proposals that:

- Identify and focus on initiatives that support low participating groups / communities to receive activities or sporting opportunities that meet their needs
- Initiatives which meet the needs of young people (12 – 18 years)
- Innovative approaches to getting girls and young women (10-18 years) participating in activities and sport that meet their needs
- Continue to decrease support for in-curriculum initiatives.

As well as providing young people with additional opportunities and skills to participate in **physical activities** (including fitness/play) **or sporting opportunities**. KiwiSport is about making those opportunities, experiences and support quality, stage appropriate, holistic and fun (please refer to the [Let's Get Fun](#) and [Good Sports](#) information). Your project will need to show how your project is applying these philosophies and seeking youth voice (insights) to help shape your project e.g. how do you know your project is wanted by young people? How will your proposed project involve young people to co-design its implementation?

Please note that KiwiSport will be further decreasing investment into sports and activities delivered during in-curriculum time - projects delivered out of school time (i.e. Before/After School, Lunchtimes and Weekends) will be prioritised.

Key Criteria:

- Applications are to be made by organisations rather than by individuals
- The maximum amount for any one application is \$20,000 + GST
- A funding contribution from the applicant is required for each project applied for. Projects will not be 100% KiwiSport funded
- Applications must be for future proposed projects, not retrospective
- Applications should be for new projects or development/expansion of existing initiatives
- Applications should not duplicate initiatives supported by Sport New Zealand community sport investment
- Applications require endorsement from either the National Sports Organisation (if a Regional Sports Organisation application), Regional Sports Organisation (if a club or private provider application) or Principal (if a school application).
- Applications from other organisation (youth groups, youth organisations etc) will be considered on a case by case basis to determine if further endorsement is required.
- 50% of funding will be paid on the signing of an investment schedule, 25% after completion of an interim report and 25% on the submission of a satisfactory final report. *Nb. If all administration requirements are not completed within 2 months of receiving notification of successful funding (investment schedule signed, invoice received, funding conditions satisfied), funding maybe re-invested into other projects/organisations*
- Failure to meet the agreed actions in the investment schedule satisfactorily may result in funding having to be returned
- Unexpended funding must be returned to the Regional Partnership Fund
- **2017/2018 KiwiSport recipients please note:** Funds will not be released until all accountability of previous successful applications has been completed to a satisfactory standard. Accountability document templates are available by emailing kiwisport@sportnorth.co.nz or can be found on the Sport Northland KiwiSport webpage.

Process

Applicants will be advised of receipt of application within 48 hours of an application being received, and any additional information required will be sought within 10 days of receipt of application.

Applicants may be asked to attend a meeting to discuss their application.

Applicants will be advised of the outcome of their applications by the end of each month. Successful applicants will need to sign an investment agreement outlining key actions, reporting and payment schedule before invoicing Sport Northland.

It is expected that investment schedules are signed (with confirmed actions) and initial invoices received within 2 months of receiving notification of a successful application.

As a requirement for receiving KiwiSport funding, a representative from the successful applicant organisation may be required to attend a Good Sports training course.

Guidelines (to be read in conjunction with application form):

Part A - Project Details: These details provide parameters for the project

- Project name
- Project description – describe the project using the key questions to assist your description
- Project focus - identify the main priority of the project (select outcome 1, 2 or 3) and indicate the priority target groups your project will address
- Project status – indicate whether your project is new, existing or expanded. KiwiSport is only intended as seed funding
- Project impact – outline the key actions for meeting the stated outcomes. All measures need to reflect the number of young people impacted, how often and for how long. See examples below in the table.
- Attach endorsement from Regional or National Sports Organisation, or School. Endorsements from Youth Groups and Youth Organisations will be discussed on a case by case basis.

Part B - Financial Details:

Income - Please complete budget estimates including applicant contribution, partner contributions (please identify the partner), participant, sponsor, gaming trust (specify) or other. The total of these will be the applicant contribution.

Expenses - Please complete with the details required. Note:

- *Amount B should not total more than \$20,000 per application*
- *Amount E is project income minus expenses, this figure should equal zero, any surplus should be deducted from Amount B (the amount applied for)*

**1 This includes coach/deliverer wages. Please identify rate of pay, number of deliverers and hours and duration of employment*

**2 Refers to administration costs essential to the delivery of the project and should not exceed 15% of the projects total costs e.g. postage and printing*

**3 Resources and equipment essential to the programme delivery – these must be consumables or remain with the project*

**4 Costs associated with delivery – venue hire, coach travel, etc. Please do not include coach/deliverer wages*

Part C – Contact Details:

Required details for communication with applicant

Part D - Declaration:

- This must be completed in full
- Use the checklist to confirm the application is complete

Actions	Number of programmes/competition/tournaments/schools participating	A. Total number of teams, groups, classes or coaches if coaching programme	B. Number of sessions/games each child/team receives	C. Total number of sessions /games delivered	Minutes per session/game	Total number of individual participants (Nb. If whole school delivery use school roll)
				A x B = C		
Deliver skill development programme during lunchtime	16 primary schools	32 teams	6 sessions per team	192 sessions	45 mins	900
Offer new inter-school tournament at the end of delivery of the skill development programme	1 tournament	16 teams	3 games per team	48 sessions	30 mins	160 (16 teams x 10 players)
Establish at least one new team in a targeted club to play in existing winter league competition		1 team	12 games (per season)	12 sessions	60 mins	10 (1 team x 10 players)
Deliver student coach programme upskilling Yr 12 & 13 students	1 high school	2 coaching groups	2 sessions	4 sessions	120 mins	38 (2 groups x 19 students each)