

Submission of the attached application form indicates acceptance of the program terms and conditions outlined below.

1. ABOUT THE PROGRAM

The Equestrian Queensland Sport Development Funding Program for EQ Sport Committees provides funds to support official development. Applications will be based on merit, with the aim of increasing official education opportunities across the State. This funding program is open to all EQ sports committees.

1.1 AIM

The aim of the Equestrian Queensland Sport Development Funding Program for EQ Sport Committees is to assist with the education of officials by providing education opportunities and achieve outcomes that directly contribute to the overall growth and development of Equestrian Officials in Queensland.

The Program will first and foremost provide funding in the areas of:

- Development of Officials
- Growth of Officials

2. TERMS & CONDITIONS

To be eligible for funding under this program your EQ Sport Committee must meet the following criteria:

- Be an Equestrian Queensland recognised EQ Sport Committee
- Use EA current and registered Officials or Equestrian Australia Nationally recognized qualified professionals to deliver courses/seminars;

Please note: Reconciliation of funding and activity report, along with subsequent invoices, must be submitted together to EQ by the 1 December 2018, failure to do so will result in any unpaid monies being forfeited.

2.1 How do I apply?

The following steps apply to **all** applications for funding:

1. Ensure all presenters hold a current EA Official qualification and are qualified to deliver the course/seminar content
2. Provide a written statement outlining how this funding will benefit your organisations growth and development of the sport
3. Indicate expected participation numbers of EQ members and restricted participants
4. Complete the application form and supply the requested supporting documentation as listed

3. ORGANISATIONAL OBJECTIVES

3.1 Objectives

This funding is to assist in the development of Officials in the following way:

1. Assist EQ Sport Committees with the associated costs of hosting official education/clinics/workshops/seminars

3.2 How much funding can my sports committee receive?

Funding is limited to a maximum of \$750 per application. Applicants are eligible for funding more than once, however, all applications are based on merit.

Please note: under this program, stationary, gifts, alcohol and telephone calls are NOT covered and as such will not be reimbursed as part of this funding program.

3.3 How is my application assessed?

All Sports Committees will be notified in writing as to their application success or otherwise.

Equestrian Queensland reserves the right to determine priorities for the allocation of funding. The following will be taken into account:

- The development and growth opportunities available to Officials;
- The quality of the information provided (and the qualification of the presenters)
- The total funds available in the program

3.4 What is required from my Sport Committee?

The following supporting documentation must be submitted to Equestrian Queensland with each funding application.

- A completed application form
- Project budget, outlining the participants contribution, and the Sport Committees contribution to the activity
- Copy of the flyer/registration form for the 'activity' (flyers must acknowledge Equestrian Queensland for the endorsement and funding of the 'activity')

Please note: Late or incomplete applications will not be accepted.

If your application for funding is approved you are eligible to receive 100% of the approved amount after the date of the 'activity' upon the receipt of;

- An invoice made to Equestrian Queensland
- Completed Attendees list (listing participants full names and EQ membership status)
- Final Budget (outlining the participants and the Sports Committees financial contribution)

Please note: All follow-up paperwork and invoices are required to be submitted to EQ by 1 December 2018, failure to do so will result in any monies being forfeit.

3.5 My Sport Committee has already received funding under this program in 2018, can we apply again?

EQ Sport Committees are able to apply multiple times, however, sports committees are encouraged to work together to offer joint education workshops and as such utilise the available funds in the most effective manner.

3.6 Important dates:

This funding is open to activities conducted from 1 January to 1 December 2018. Activities conducted outside these dates will NOT eligible for funding.