



**PETER AMOR
SPORTS
PARTICIPATION
GRANT GUIDELINES**



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1 INTRODUCTION

This document describes the process to apply for a Peter Amor Sports Participation Grant through the Ballarat Foundation as part of their annual community grants program.

The Ballarat Foundation uses the grant management platform Good Grants to administer the grants program.

2 PETER AMOR SPORTS PARTICIPATION AWARD GRANTS

Peter Amor Sports Participation Grants are provided as part of the annual Community Impact Grants to inspire positive community change, reduce disadvantage in the community, and improve social cohesion and connection.

The Peter Amor Sports Participation Grants support the youth support focus area of the Community Impact Grants.

2.1 Community Impact Grant Focus Areas

The choice of focus area from year to year is determined based on community need. The need is assessed based on independent research and feedback from the community, which is outlined in the Ballarat Foundation [Vital Signs](#) report.

When youth support is chosen as a focus area, Peter Amor Sports Participation Grants are available for eligible entities.

2.1.1 Youth support

The Ballarat Foundation supports initiatives that empower young people aged approximately 12-25 years, particularly those experiencing barriers to education, employment, social inclusion or well-being. Programs will be prioritised when they include youth voice or are youth co-designed.

Peter Amor Sports Participation grants are specifically focused on youth under 18. The aim of the grants is to allow equal access for youth facing barriers to participate in youth sports.

2.1.2 What types of activities can be funded under the Paper Amor Sports Participation Grants?

Types of activities that may be funded include:

- Activities that will allow those facing barriers to participate in youth sport while also building protective factors such as belonging, identity, confidence, purpose, resilience, and leadership so that those who are given access can continue beyond the grant period.
- Skills-building, empowerment and capability development in youth sport for disadvantaged youth

2.1.3 What types of activities will not be funded?

The types of activities that will not be funded include:

- Individual or small group training
- Projects focused only on recreation or sport without inclusion components
- Private or for-profit coaching
- Any other sporting pursuits which do not promote or assist participation by disadvantaged people under the age of 18
- Projects that duplicate existing fully funded services

2.2 Eligible expenditure

You can only spend the grant to pay for costs directly attributed to the provision of the project as outlined in the grant agreement.

2.3 What grant money cannot be used for

Applicants cannot use grant money for the following:

- Capital works or major equipment purchases, unless these can be adequately justified
- Political or partisan activities
- Overheads or recurring organisational costs, including staffing costs
- Retrospective funding prior to the contract signing date, including costs related to proposal preparation
- International travel
- Activities funded from another funding source for the same purpose
- Activities delivered beyond a 50km radius of the Ballarat CBD.

3 ELIGIBILITY CRITERIA

To be eligible for a Peter Amour Sports Participation Grant with the Ballarat Foundation, you must be able to demonstrate you fulfil the eligibility criteria outlined in Table 1.

Table 1: Eligibility Criteria

Eligibility criteria	Means of verification
Must have charitable status. If your organisation does not meet this requirement, you must state, with examples, how the project is charitable as defined in the Charities Act (2013)	Evidence of registration on the Australian Charities and Not for Profits Commission (ACNC) register.
The applicant must not be: • An individual / sole trader	ACNC, ASIC or other relevant regulatory registration

<ul style="list-style-type: none"> • A political party • Religious organisations where funds would be used in whole or in part to further the organisation’s religious purposes. 	
Applicants who have failed to acquit any grants from previous completed Ballarat Foundation grant programs will be ineligible to apply. This relates to any projects or programs operated by the applicant.	Ballarat Foundation acquittal receipt records
Must not already be receiving funding for the same activity	Declaration statement in the application signed
Must not have received funding for the same type of proposal for more than three consecutive years	Ballarat Foundation grant records

3.1 Applications from a consortium/ partnership

Applications from consortia are acceptable, as long as you have a lead applicant who is solely accountable to the Ballarat Foundation for the delivery of grant activities and is an eligible entity as per the list above. Non-lead members of the consortium do not need to be eligible entities.

The lead organisation completes and submits the application on behalf of the consortium members. The lead organisation must identify all other members of the proposed consortium in the application. Only the lead organisation will enter into a grant agreement with the Ballarat Foundation.

3.2 Current grant holders

The lead organisation cannot apply for a Peter Amor Participation Grant if they have an outstanding grant acquittal report with the Ballarat Foundation for any grant type. Existing grant holders can apply for a Peter Amor Participation Grant while having a current grant agreement in place if the grant period is still active.

4 GRANT LIMITS

The Peter Amor Participation Grant have an **upper limit** of \$5,000 excluding GST.

5 HOW TO APPLY

Your application must be submitted online through the platform “Good Grants”, where the form will guide you through the information required.

If you do not have an existing account with Good Grants, you will need to log in and establish an account. You can do this by visiting the Ballarat Foundation [website](#). Once you have reached the Good Grants site, click “register” on the top right of the screen and enter the necessary details.

Once you have verified your email, your account will be activated, and you will choose the grant you want to apply for.

In the application, you will first need to demonstrate your eligibility to apply. The application will then ask you to outline your program rationale, aims and objectives, expected outputs and outcomes, target participants (including numbers and types), and monitoring and evaluation plan.

You can find the link to the applications on the Ballarat Foundation [website](#).

5.1 Number of applications

Applicants can submit more than one application for a Peter Amor Participation Grant, either on their own or in a consortium.

5.2 Assistance with applications

The application form includes help information.

If you need more help with the application (for example you find a mistake) after submission, but prior to the closing date, you can contact the Ballarat Foundation on info@ballaratfoundation.org.au

5.3 Timing of the grant process

You must submit your application between the published opening and closing dates.

Below are the anticipated timeframes for the Peter Amor Participation Grant.

Activity	Timeframes
Application period	Open: March 11 th 2026 Close: April 24 th 2026
Assessment of applications	Anticipated up to up to June 25 th 2026
Notification to applicants	Anticipated July 3 rd
Negotiation and award of grant agreements	Anticipated up to July 30 th 2026
Activity commencement	Anticipated August onwards
End date	30 June 2027

5.4 Late applications

We will not accept late applications.

6 SELECTION CRITERIA

Applications will be assessed by a panel made up of members of the Ballarat Foundation Board, community members, and sector experts. The selection criteria are outlined in Table 2.

One of the keys to a successful application will be providing the necessary information and evidence to meet the assessment criteria.

Table 2: Selection criteria

Criteria	Weighting
Need and suitability	40%
<ul style="list-style-type: none">The application clearly addresses how the initiative will address the focus area in a way that will lead to meaningful changeThe application adequately describes the need or issue that the application will address and why the initiative is important and necessary	
Approach and methodology	30%
<ul style="list-style-type: none">The design and program methodology is clearly articulated and adequately demonstrates how the proposed activities will lead the expected change and can describe that change adequatelyThe activity is feasible and likely to succeed beyond the grant period	
Organisational capacity and capability	15%
<ul style="list-style-type: none">The application demonstrates the organisation (and its networks) has the necessary skills, experience, and resources to deliver the initiativeThe application adequately describes how the project will be managed	
Ability to determine and measure success	15%

- The expected outputs and outcomes are outlined and align with the focus area
- The applicant adequately outlines the number of people who will benefit from the project.
- The applicant can demonstrate the thinking on how the proposed activities will lead to the expected outcomes
- The application has a plan on how to measure the proposed impact (commensurate with the size of the grant)

7 POST ASSESSMENT

7.1 Who will approve the grants

The Board of the Ballarat Foundation approves the selection of grants based on recommendations from the assessment panel and availability of grant funds for Peter Amor Participation Grant.

There is no appeal mechanism for decisions to approve or not approve a grant.

7.2 Notification of application outcomes

Following the assessment process, applicants will be notified through good grants via email regarding whether their application has been successful or not.

Unfortunately, individual feedback cannot be provided to unsuccessful applicants.

7.3 Grant Contracts for successful applicants

Successful applicants must enter into a grant contract with the Ballarat Foundation, which will set out the respective obligations of each party. Prior to doing this applicants must be aware that:

- b. Applications that require revision based on assessor feedback will need to do this prior to finalising the grant agreement.
- d. Third party interest, finance or commitment to your project must be disclosed with all relevant details provided.
- e. Co-funding with other funding bodies, corporate entities or individuals is encouraged, but any co-funding must be detailed in the application form.
- f. Projects that are funded cannot be deferred and must progress according to the timelines detailed in the application form unless agreed in writing by the Ballarat Foundation.

- g. You acknowledge and agree that Ballarat Foundation may make any press or other announcement or release relating to the granting of funds to you without your prior written consent and prior to the grant contract being signed. You also agree that you will participate in any media events or promotions to be conducted if you are granted any funding.
- h. You acknowledge and agree that any personal information submitted as part of the application process may be used and disclosed for the purpose of making any press or other announcement or release relating to the grant of funds to you.
- i. In situations not covered by these conditions, or where there is ambiguity, the Ballarat Foundation reserves the right to exercise their discretion, and the decision of the Board of the Ballarat Foundation will be final.

7.4 Grant payments

The grant contract will state the maximum grant amount to be paid. We will not exceed the maximum grant amount under any circumstances. If you incur extra costs, you must meet these yourself.

The grant will be paid via electronic Fund Transfer (EFT) into the bank account nominated by the applicant in the Application Form. No other payment options are available.

The payment will be made following the execution of the grant contract.

7.4.1 Grant payments and GST

Payments will be made as set out in the grant agreement.

If the successful applicant indicates that it is registered for GST, a GST payment of 10% of the value of the grant will be added to the grant amount requested in the application.

Organisations that are not registered for GST at the time of signing the grant agreement will not be paid a GST component.

7.5 Activity Period

The granting period will be around 12 months, with all grants to be acquitted by the 30th of June of the subsequent year following the signing of the grant agreement.

7.6 Grant reporting

Successful applicants will be required to submit an end of grant report, which will include reporting on:

- Outputs and outcomes achieved
- What worked and what didn't
- Any significant learning
- A financial acquittal

The report will use a template provided by the Ballarat Foundation. Successful applicants are encouraged to discuss their monitoring and evaluation plan with the Ballarat Foundation at the beginning of the project, if additional support is needed in this area.

7.7 Grant monitoring and evaluation

There will be a requirement for you to do regular monitoring of your program and to collect the data outlined in your application. There will be an expectation to evaluate the impact of your program against the outcomes you identify in your application.

In addition, the Ballarat Foundation may undertake a visit to your program or request you to complete surveys or questionnaires in relation to your grant outcomes.

7.8 Keeping us informed

You should let us know if anything is likely to affect your grant project, services or organisation.

We need to know of any changes to your organisation or its business activities, particularly if they affect your ability to complete your grant, carry on business and pay debts due because of these changes.

You must also inform us of any changes to your:

- a) name
- b) addresses
- c) nominated contact details
- d) bank account details.

If you become aware of a breach of the terms and conditions under the grant contract, you must contact us immediately.