

Sector Success Program

2025-2026
Guidelines



Government of South Australia
Office for Recreation, Sport and Racing

Minister's Message

I am pleased to announce the opening of the 2025–26 Sector Success Program (SSP).

Building the capability of South Australia's sport and active recreation sector is central to the Office for Recreation, Sport and Racing's (ORSR) 2025–2030 Strategic Plan. This year, the program places a particular focus on addressing the critical challenges and opportunities surrounding volunteering and workforce development.

Volunteers are the foundation of our clubs, competitions, and community programs. However, we know that burnout, rising cost-of-living pressures, and shifting expectations are making it increasingly difficult to attract and retain them. In response, this round invites projects that deliver innovative, practical solutions to build a more supported, skilled and sustainable volunteer base, while also fostering the next generation of sector leaders.

The Sector Support Program has been informed by extensive internal and external consultation and reflects the evolving needs of our communities. Funding will be available through two streams:

Targeted stream (Workforce and Volunteers) – dedicated to building sector capability by strengthening the paid and volunteer workforce.

Open Stream – supporting projects that address one or both of the following strategic priorities:

- Welcoming Communities – Promoting inclusion, increasing representation, and creating safe and accessible environments for all.
- Active Kids and Youth – Boosting participation in children and young people through engaging, inclusive and socially connected programs.

South Australia's sport and recreation sector is driven by passionate people and shared purpose. This program recognises the importance of collaboration, innovation, and inclusion in building a stronger, more resilient future.

I encourage organisations to consider how their initiatives can support the sector's success and help shape thriving, connected communities across the state.

Applications Midday, Friday 28 November 2025.

Hon Rhiannon Pearce MP

Minister for Recreation, Sport and Racing



Table of Contents

Minister's message	2
Introduction	5
Objectives	6
Important dates	6
Available funding	7
Budget	8
Request amount and co-investment	8
Eligibility criteria	9
Who is eligible?	9
Who is ineligible?	9
Eligible projects	10
Ineligible projects	10
Ineligible costs	10
Applicant and project location	10
How to apply	11
Common attachments to the application	12
Partnerships	12
Key specifics to get correct	13
Assessment process	14
Eligibility screening	14
Funding Assessment Committee	14
Assessment against criteria	14
Assessment criteria	15
Recommendation	16
Final approval	16
Notification	16
Unsuccessful applications	16



Successful applications	17
Grant agreement	17
Payment	17
Funding shortfalls/underspends	18
Monitoring and compliance	18
Ad hoc reporting	18
Financial and audit reports	18
Grant agreement variations and extensions	19
Acquitting a grant	19
Grant acknowledgement	20
Social media acknowledgement	20
Other information	21
Child-safe environments	21
Grants and Goods and Services Tax (GST)	21
Financial reporting	21
How ORSR will use your information	22
Treatment of confidential information	22
When ORSR may disclose confidential information	22
Personal information	23
Reporting	23
Freedom of information	23
Definition of key terms	24
Enquiries and feedback	25



Introduction

These guidelines set out the funding requirements for the Sector Support Program (SSP). The Office for Recreation, Sport and Racing (ORSR) is responsible for administering the program.

The SSP will drive sector success, through funding that rewards organisations developing and delivering projects that align with ORSR's 2025-2030 Strategic Plan.



Objectives

The SSP directly supports the Sector Success Pillar within ORSR's 2025-2030 Strategic Plan to increase involvement of people in sport and active recreation activities so that they can experience the many physical, mental and emotional health and wellbeing benefits that participation brings.

Applicants must demonstrate how their proposed projects will contribute to ORSR's strategic priorities, outlined below:

ORSR Strategic Priorities:

Workforce and Volunteers

Elevate the skills, capacity and engagement of the sector's paid and volunteer workforce.

Welcoming Communities

Drive inclusive practices across all levels of sport and active recreation by removing barriers, increasing representation and fostering safe, welcoming environments.

Active Kids and Youth

Increase children's and youth participation through accessible, inclusive and enjoyable programs that build social connection and support lifelong participation.

Important dates

The following dates apply:

Applications open	Friday, 17 October 2025
Applications close	Midday, Friday 28 November 2025
Applications screened	December 2025
Assessment	January 2026
Applicants notified	End of February 2026
Agreements offered	March/April 2026 (anticipated)



Available funding

The SSP offers funding through two streams:

Targeted stream (Workforce and Volunteering)

The Workforce and Volunteering Stream provides funding to projects that strengthen the sport and active recreation sector's capacity by enhancing the skills, engagement and sustainability of its paid and volunteer workforce.

Volunteers are the lifeblood of South Australia's sport and recreation sector. However, the sector is experiencing growing challenges in recruiting and retaining volunteers due to increasing rates of burnout, cost of living pressures, and changing community expectations. Many clubs and organisations rely heavily on a small group of long standing volunteers, leading to fatigue and a high turnover rate, often linked to the participation cycles of children.

This stream supports projects that implement innovative, practical strategies to:

- Reduce reliance on a small number of volunteers.
- Attract and retain a broader, more diverse volunteer base.
- Create shorter term or event specific opportunities that suit modern lifestyles.
- Recognise and value the contribution of volunteers.
- Build the leadership capabilities and future readiness of the sector.

It also encourages applicants to support both existing and emerging leaders within the workforce, particularly through professional development, mentoring, and knowledge sharing initiatives.

Applicants must demonstrate how their project contributes to the strategic objective of Sector Success under ORSR's 2025–2030 Strategic Plan, particularly by aligning with the Workforce and Volunteers priority. Projects should also show consistency with the applicant organisation's own strategic priorities, ensuring long term sustainability and impact.

Open stream (strategic)

The Open Stream provides funding to projects that respond to the diverse and evolving needs of their communities.

Projects must align with one or both of the following strategic priorities:

- **Welcoming Communities** – Drive inclusive practices across all levels of sport and active recreation by removing barriers, increasing representation and fostering safe, welcoming environments.
- **Active Kids and Youth** – Increase children's and youth participation through accessible, inclusive and enjoyable programs that build social connection and support lifelong participation.

South Australians benefit significantly from regular physical activity. It contributes to improved physical and mental health, reduces the risk of chronic disease, enhances cognitive development, and fosters a sense of belonging and community connection. However, participation remains uneven across various demographics and settings, with social, cultural, and financial barriers continuing to limit access.

Through the Open Stream, organisations are encouraged to explore community-led, inclusive, and sustainable initiatives that reflect local needs, foster long-term participation, and build stronger community connections.

Whether it's re-engaging inactive groups, improving organisational capacity, or removing access barriers, this stream seeks to empower organisations to deliver high impact, strategically aligned outcomes.

Applicants must also demonstrate how their proposed project aligns not only with ORSR's strategic priorities but also with their own organisation's long-term goals.

Eligible applicants may submit applications for multiple streams.

Budget

The total budget for the 2025–2026 Sector Success Program (SSP) is **\$2,971,000**.

\$1,200,000 will be allocated to the **targeted stream (workforce and volunteers)** and \$1,771,000 allocated to the **open stream (strategic)**.

Allocation	Stream
\$1,200,000	Targeted stream (workforce and volunteers)
\$1,771,000	Open stream (strategic)

Of the total budget, \$1,300,000 is exclusively available to sport and active recreation organisations.

It is anticipated that the number of eligible applications and funds sought will exceed the funds available and therefore, ORSR does not guarantee projects will be successful, nor that successful projects will receive the full amount of funding requested.

Request amount and co-investment

All projects will be required to have a level of co-investment to drive greater returns on ORSR investment. While no minimum percentage is stipulated, the level of co-investment will form part of the assessment.

Applicants may request up to \$250,000 per project and up to two years of funding (eg, an applicant may request \$150,000 in year one and \$100,000 in year two – for a total of \$250,000.) Alternatively, an applicant could request up to \$250,000 for one year of funding.

Eligibility criteria

Who is eligible?

To be eligible for funding, organisations must:

- Be a not-for-profit, incorporated under the Associations Incorporations Act 1985 (SA); or hold a comparable legal status; or
- Be a local council; and
- Have been operating for 12 months or longer.

Who is ineligible?

The following organisations will be considered ineligible for funding; however, they could be included as partners for a project:

- Individuals.
- State and federal government agencies.
- For-profit organisations.
- South Australian Sports Federation Incorporated.
- Organisations that have been operating for less than 12 months.
- An organisation that has overdue ORSR grant acquittal/s as at the closing date of the applications; however, applications may be considered by the Funding Assessment Committee if these overdue ORSR acquittals have been submitted before the first day of the assessment conducted by the Funding Assessment Committee.



Eligible projects

Applicants must clearly outline how their project aligns with the priorities of the ORSR 2025-2030 Strategic Plan - available [here](#).

Ineligible projects

The following project types are ineligible:

- Infrastructure projects, including facility planning and design.
- Projects that do not support physical activity and movement, active recreation and/or sport activities.
- Projects that do not align to the ORSR 2025-2030 Strategic Plan and ORSR strategic priorities outlined on pg. 6.

Ineligible costs

If you are successful, the ORSR grant contribution cannot be used to cover the following project costs:

- Salaries or wages for positions not related to the project.
- Grant or scholarship programs.
- Prizes / awards.
- Player appearances / role models / ambassadors.
- Events that have already occurred.
- Insurances.
- Any costs associated with preparing and submitting a funding application.

Applicant and project location

Eligible projects must occur within South Australia, although contributing partners may be based outside of South Australia.

How to apply

Carefully read these guidelines to determine whether your organisation and project meets the eligibility criteria.

The following steps briefly describe the process to apply.

- Register for the online application process ([SmartyGrants](#)) through the ORSR website, or log in to an existing account – (<https://orsr.smartygrants.com.au/applicant/login>).
- Complete the online application in full and submit prior to the closing time of the program. Any late or incomplete applications may not be assessed.

If you find an error in your application after submitting it, you should notify ORSR immediately via email: ORSR.Grants@sa.gov.au. ORSR will reopen your application to amend and resubmit.

ORSR may not be able to accept additional information or requests to change your submission after the closing date.

If you need further guidance about the application process, are unable to submit the SmartyGrants application or wish to withdraw a submitted application, you can contact ORSR at:

ORSR.Grants@sa.gov.au.

Common attachments to the application

All attachments must be submitted with your SmartyGrants application. Attachments and/or other information not submitted in the applicant's SmartyGrants application may not be considered through the assessment process.

Attachments should be as recent as possible, noting that key documents which are dated or signed over six months ago may come into consideration when being assessed.

The following documents are commonly required for an application to be considered eligible:

- The applicant's most recent Statement of Financial Position (Balance Sheet) and/or Statement of Financial Performance (Income and Expenditure Statement) covering a period of 12 months. Statement(s) must be either audited, certified (signed by the club Treasurer) or electronically certified within the application form by an authorised member of the organisation.
- Project costings/budget.
- Evidence of confirmation of major funding sources (eg, local council minutes/report confirming contributions, letter from local council CEO, and/or club bank statements).
- Project management plan/framework (where applicable).

Partnerships

Partnerships between sports and co contributions (in kind or financial support) are highly encouraged. Partnerships with affiliates, local councils, universities, local community organisations, Aboriginal Community Controlled Organisations or other specialist organisations that can provide capability, and subject matter expertise, access to local networks, etc. to support project design and delivery are also highly encouraged. Organisations should also demonstrate consultation or a co design approach when initiatives involve people from targeted groups who typically experience higher barriers to participation.



Key specifics to get correct

Applicants must ensure the following;

- The applicant's legal name is entered exactly as it appears on the ASIC Register's website.
- The applicant's Australian Business Number (ABN) is correctly entered and matches the legal name.
- If you do not have an ABN, you will need to submit a completed Australian Taxation Office (ATO) [Statement by Supplier](#) Form with your application. If you haven't provided your ABN or Statement by Supplier, ORSR are required to deduct withholding tax at the top marginal personal income tax rate. Download the Statement by Supplier form from the ATO website.
- Check that all the questions have been answered and all essential documentation is attached.
- Press 'submit' once you have completed the application. Upon request, amendments can be made prior to the closing date.

Ensure you follow the helpful hints on each question within the application form as well as the following tips:

- Keep responses to the questions clear and concise.
- Prioritise writing to ensure the most critical information is in a prominent position.
- Use dot points where possible.
- Assume the reader is not familiar with your project.
- Directly reference additional documents within the application.
- Accurately label attached files and avoid use of acronyms.
- Collate documents into singular files where possible, eg attach one collection of photos in one file rather than uploading multiple individual photos.
- Attachments should be pdf format where possible.

It is not possible to approve all requests; therefore, funding should not be deemed automatic or anticipated.



Assessment process

Eligibility screening

ORSR conducts a preliminary assessment of all applications to ensure the following criteria are met:

- The applicant organisation is eligible to apply, and
- The core project is eligible (identified ineligible costs may be removed from a funding recommendation), and
- The applicant has evidenced project partners, including cash and in-kind contributions, and
- The application has been submitted, and all mandatory questions have been answered (incomplete applications may be deemed ineligible).

If an application fails to pass eligibility screening the applicant will be contacted via email, using the details provided in the application. The online application form will be reopened for the applicant to update and resubmit.

If an application is not resubmitted before the date that is requested by ORSR or the Funding Assessment Committee, ORSR will utilise the latest submitted version for eligibility screening and assessment.

Funding Assessment Committee

The ORSR Chief Executive appoints the members of the Funding Assessment Committee. The Funding Assessment Committee is comprised of officers from across ORSR.

ORSR recognises that conflicts of interest may arise with staff, technical experts, and others assessing the applications and forming recommendations. All employees of the Government of South Australia must comply with:

- The Code of Ethics of the South Australian Public Sector issued under the *Public Sector Act 2009 (SA)*.
- Public Sector (Honesty and Accountability) Regulations 2010 (SA).

The assessment processes within ORSR are additionally governed by the following:

- ORSR Interest Management Policy.
- ORSR Grant Management Policy and Procedures.

Assessment against criteria

The Funding Assessment Committee assesses all applications.

Where an application is deemed eligible, the Funding Assessment Committee will assess the application against the relative merit of other projects in meeting the assessment criteria.

The Funding Assessment Committee may request additional information during the Committee's sitting period.

Please note, satisfying the assessment criteria alone does not guarantee receipt of funding.

It is anticipated that the number of eligible applications and funds sought will exceed the funds available and therefore ORSR does not guarantee projects will be successful, nor that successful projects will receive the full amount of funding requested.

Assessment criteria

Weighting	Project design Extent to which:
25%	<ul style="list-style-type: none"> the project is well scoped and aligns with the objectives of the Sector Success Program and the applicant's own strategic priorities. the project demonstrates an evidence informed approach to engaging its target audience and staying relevant in a changing environment. the project is well governed. the project includes a clear and realistic sustainability plan, outlining how the project can be maintained beyond the funding period.
	Stakeholder Engagement Extent to which the applicant demonstrates:
15%	<ul style="list-style-type: none"> engagement with relevant partners or stakeholders, where appropriate, to support project delivery and enhance outcomes. evidence of co-investment or resource sharing from partners or providers that strengthen the project's capacity for success.
	Participation and Community Impact Extent to which:
30%	<ul style="list-style-type: none"> **the project addresses the need of the target group(s) to increase and sustain participation in sport and active recreation, particularly through one or more of the following areas: <ol style="list-style-type: none"> Increasing enrolment – engaging of new participants. Increasing retention – retaining participants involved for up to one year or season. Reducing the rate of dropout – mitigating the loss of current participants. Re-engaging participants – attracting back those who have previously disengaged. the project demonstrates the expected scale and reach, including the number of participants, project locations, and access to suitable facilities. the project outlines how participation outcomes will be measured and reported using appropriate and fit-for-purpose methods.
	Delivery and Legacy Extent to which the applicant evidences:
30%	<ul style="list-style-type: none"> a project plan that clearly outlines the project budget, deliverables, milestones, timelines and risk management strategies. project value for money and the financial capacity to deliver the project, including confirmed co-investment if applicable. necessary skills, experience, and capacity to successfully deliver and manage the project. how the project will strengthen the capability and capacity of the applicant and creates lasting benefits to the community.

**Participant refers to any individual actively engaged in the sport or active recreation activity delivered through the project, including, but not limited to; athletes, coaches, officials and volunteers, where their involvement contributes to the intended outcomes of the project.

An applicant's ORSR grant management history may be considered when being assessed against the 'Delivery and Legacy' criteria.

Please note the following situations are not considered ineligible; however, against the assessment criteria, they may not receive positive assessment.

- Applications which feature substantial in-kind contributions (relative to the total project cost) may not be considered as favourably as confirmed cash contributions when assessed against the 'Delivery and Legacy' criteria.
- Project ideas that are assessed to be 'business as usual' or as already occurring may not receive a favourable assessment.
- Projects that are solely to increase profits or revenue sources for the benefit of ownership/ shareholders.
- Projects that cover existing employee salary costs with no clear role description indicating agreed upon reallocation of time to project.

Recommendation

Once the assessment is completed, the ORSR Chief Executive will provide funding recommendations to the Minister for Recreation, Sport and Racing for consideration.

Please be aware that the amount of funding recommended may be lower than the amount requested.

Final approval

The Minister for Recreation, Sport and Racing will provide final approval.

Notification

All applicants will be notified of the outcome of their grant application.

The details of successful applicants (grantees) may be provided to the applicant's local Member of Parliament, who may decide to contact the grantee to congratulate them.

Unsuccessful applications

All unsuccessful applicants will receive notification through SmartyGrants. Applicants are encouraged to contact ORSR for application feedback and advice when applying for future grants.

Successful applications

Grant agreement

Successful applicants (grantees) will be sent a Grant Offer detailing the terms and conditions of the funding.

Effective 1 January 2019, public authorities are required to use standard funding agreements approved by the Crown Solicitors Office. For the SSP, the Not-for-Profit Standard Grant Agreement will be used. For more information regarding the grant agreements, click [here](#).

Grantees will have at least 14 days, from the date of a written offer, to execute a funding agreement with ORSR ('execute' means both the applicant and ORSR have signed the agreement). The offer may lapse if both parties do not execute the grant agreement within the specified timeframe.

Approval of grant funding is based on information provided within the application. Any changes to details may be reviewed to consider any potential impacts.

An approval may have specific conditions that have been determined through the assessment process. Any such details will be specified in the grant offer.

Payment

Payment of grant funding will be made in accordance with the terms and conditions of the grant agreement.

Approved grant funding will be transferred electronically into the Australian bank account nominated within the application.

Should a successful applicant become overdue with any obligations, reporting or acquittals, payments may be placed on hold until those are met.

The grantee must use any bank interest that accrues from the deposit of the grant for the purpose outlined within the grant agreement.

Funding shortfalls/underspends

If the grantee does not receive all the stated co-investments to the project as per their application, the grantee will be required to meet the funding shortfall.

If the total cost of the project is greater than the grant plus co-contributions, the grantee will be required to meet all such additional costs.

If the actual cost of the project comes in under budget, the grantee will be required to repay a portion of the grant as outlined in the grant agreement.

Monitoring and compliance

All grantees will be required to:

- Only use the funding for eligible costs as detailed within the grant agreement.
- Comply with the relevant laws in force in South Australia.
- Maintain valid public liability insurance for a minimum of \$1,000,000 for any one claim for the funding period.
- Appropriately acknowledge the Government of South Australia as a funding source.
- Comply with the reporting and acquittal requirements of the grant agreement. Failure to comply may result in ORSR grant payments being suspended and/or the organisation no longer being eligible to receive ORSR funding or being required to return the grant, or part thereof.
- Submit reports, financial reports, and other required documentation in line with the funding agreement. The amount of detail required in reports/documentation will be proportionate to the grant amount.
- Allow ORSR to monitor the grant progress by assessing submitted reports/documentation. In some cases, ORSR may need to re-examine claims, seek further information or request an independent audit of claims and payments.
- Comply with the other terms and conditions in the grant agreement.
- Contact ORSR immediately when becoming aware of a breach of terms and conditions of the grant agreement.

Ad hoc reporting

Ad hoc reports may be required for the project. This may include reports to confirm progress, or to explain any significant delays or difficulties in completing the project.

Financial and audit reports

Where the grantee is required by law to prepare audited financial statements, or requested by the Government Party, it will need to provide these statements and audit reports throughout the term of the grant agreement.

Grant agreement variations and extension

Unexpected events may delay a project's progress. In these circumstances, grantees can request a project variation to the terms of the grant agreement, such as the purpose or expiry date. Any request must be submitted through SmartyGrants. Requests may require the following details:

- The reason and justification for the variation.
- Updated details and other relevant supporting documentation.
- New project timelines and and/or new milestones.

If a variation request is submitted, the following factors will be considered:

- Impact to project outcomes.
- Consistency with the program objective/s.
- Deviations from the original proposal and a subsequent re-assessment against program assessment criteria.
- Timeframe implications.

The program does not allow for any increase to the agreed amount of grant funds as established in the grant agreement.

Acquitting a grant

Upon expending the grant, grantees will be required to acquit the grant through SmartyGrants. Grant acquittal requirements will be outlined in the grant agreement. These requirements may include:

- Providing a detailed breakdown of goods and services the grant was spent on, including descriptions and amounts.
- Providing details and amounts of the final funding sources for the project.
- Certification that the statements made in the acquittal are true and correct.
- Identifying if the grant has achieved the program's objectives.
- Where requested, providing photographs, videos and other details in relation to the completed project.

Grant acknowledgement

Grantees will be required to acknowledge the Government of South Australia's support.

Approval through ORSR is required before any public announcements for the grant. If the grantee makes a public statement about the project funded, ORSR require at a minimum acknowledgement of the grant by using the following statement:

“This project received grant funding from the South Australian Government through the Office for Recreation, Sport and Racing.”

Acknowledgement and publicity guidelines may form part of the grant agreement and include the requirement that all activities acknowledge the Government of South Australia's support through logo presentation on any activity-related publications, media releases, and promotional material.

The Minister must be given the opportunity to participate in any formal activity associated with commencement or launch of a project. Openings and launches of projects are to be coordinated through the Minister's office via Minister.Pearce@sa.gov.au.

Social media acknowledgement

To ensure the ORSR does not miss any project updates and news, grantees should include, where appropriate, the ORSR account tags in each of their social media posts. This will alert us to new posts so we, in turn, can 'Like' and share your content.

Facebook: [@SARecandSport](https://www.facebook.com/SARecandSport)

Instagram: [@sarecreationandsport](https://www.instagram.com/sarecreationandsport)

When acknowledging a grant or mentioning ORSR's support on your website or in any digital communications, please include a link to orsr.sa.gov.au.

Other information

Child-safe environments

Children and young people have a right to be safe and protected at all times, including when accessing services in the community.

Child protection legislation in South Australia requires certain organisations to provide a child-safe environment. All state authorities and persons or bodies who provide a service or undertake an activity that constitutes child-related work under the *Child Safety (Prohibited Persons) Act 2016* must meet these obligations.

To meet the requirements under the *Children and Young People (Safety) Act 2017* and the *Child Safety (Prohibited Persons) Act 2016*, these organisations must have a child-safe environments policy in place, meet working with children check obligations and lodge a child-safe environments compliance statement.

The statement is lodged with the Department for Human Services: <https://dhs.sa.gov.au/services/community-and-family-services/child-safe-environments>

To lodge a child-safe environment compliance statement, visit: <https://dhs.sa.gov.au/services/community-and-family-services/child-safe-environments/lodging-a-child-safe-environments-compliance-statement>

Grants and Goods and Services Tax (GST)

It is recommended that applicants seek independent legal and financial advice to determine all taxation obligations before applying.

Please note that if your organisation's annual turnover is greater than \$150,000 (non-profit organisations) then the Australian Taxation Office require you to be registered for GST (source: www.ato.gov.au).

Successful applicants registered for GST will have their grant grossed up by 10 per cent to offset GST payable on the grant. Organisations not registered for GST will not have the grant grossed up. Grantees cannot have the grant agreement transferred to another body based on GST registration.

Also note, from 1 July 2017, government entities at the federal, state, territory and local levels report the grants they pay to people or organisations with an Australian Business Number to the Australian Taxation Office.

Financial reporting

ORSR requests organisations adopt the National Standard Chart of Accounts for Not-for-Profit Organisations: acnc.gov.au/for-charities/manage-your-charity/national-standard-chart-accounts.

How ORSR will use your information

ORSR may share your information with other government agencies for relevant purposes such as:

- To improve the administration, monitoring and evaluation of government programs.
- For research.
- To announce grant recipients.

Treatment of confidential information

ORSR will treat information provided by applicants as sensitive and confidential if it meets one of the four following conditions:

- The applicant clearly identifies information as confidential and provides an explanation.
- Information is commercially sensitive.
- Disclosing information would cause unreasonable harm to you or someone else.
- Information is provided with an understanding that it will stay confidential.

When ORSR may disclose confidential information

ORSR may disclose confidential information to the following:

- The ORSR Chief Executive, employees and/or contractors to help ORSR manage the program effectively.
- The Minister.
- The Auditor-General, Ombudsman or Commissioner for Consumer and Business Services.
- A House or Committee of Parliament.

ORSR may also disclose confidential information if:

- Required or authorised by law (including if requested under the *Freedom of Information Act 1991 (SA)*).
- The grantee agreed to the information being disclosed.
- Someone other than ORSR has made the confidential information public.

Personal information

ORSR must treat your personal information according to the Premier and Cabinet Circular Information Privacy Principles Instructions and the *Privacy Act 1988 (Cwth)*. This includes informing you:

- What personal information ORSR collects.
- Why ORSR collects your personal information.
- To whom ORSR gives your personal information. ORSR may give personal information collected to our employees and contractors, the Assessment Panel, and other Government of South Australia employees and contractors, so ORSR can:
 - Manage the program.
 - Research, assess, monitor and analyse our programs and activities.

ORSR, or the Minister, may:

- Announce the applications received or successful applicants to the public.
- Publish personal information on ORSR websites.
- Decide how we collect, use, disclose and store your personal information.
- Provide you with information about how you can access and correct your personal information.

Reporting

Effective disclosure and reporting of administered grants is essential for public accountability. Reliable and timely information on grants is vital for public and government confidence in the quality and integrity of grants administration. ORSR may publish grant applications and requests, grant recipients and funding amounts approved on the ORSR website.

Freedom of information

The *Freedom of Information Act 1991 (SA)* and the *Privacy Act 1988 (Cwth)* are the main pieces of legislation that provide access to and amendment of personal information.

Arrangements for managing Freedom of Information (FOI) requests should be discussed with ORSR's FOI Officer. The FOI Act is about openness and access to government-held information and is based on the principle that government information should be accessible to the public because it belongs to the public. Consequently, it is important that recorded information is accurate, up to date, complete, not misleading and relevant to the purpose for which it was collected.

The FOI Officer must be contacted to assist with FOI requests. The circumstances under which an agency may refuse a request for information under FOI laws are limited. Advice on possible exemptions should be sought from the FOI Officer.

Definition of key terms

Term	Definition
Active recreation	Activities engaged in for the purposes of relaxation, health and wellbeing or enjoyment, with the primary activity requiring physical exertion and the primary focus on human activity.
Applicant	The organisation that has applied.
Application	The document that applicants use to apply for funding under the program.
Funding period	The period of the grant agreement where spending on the approved project and its outcomes can occur.
Grantee	The recipient of a successful grant.
Minister	The Minister for Recreation, Sport and Racing.
ORSR	Office for Recreation, Sport and Racing, an agency of the Government of South Australia.
Sport	A human activity involving physical exertion and skill as the primary focus of the activity, with elements of competition where rules and patterns of behaviour governing the activity exist formally through organisations and is generally recognised as a sport.
Participant	Participant refers to any individual actively engaged in the sport or active recreation activity delivered through the project, including, but not limited to; athletes, coaches, officials and volunteers, where their involvement contributes to the intended outcomes of the project.





Government of South Australia
Office for Recreation, Sport and Racing

Enquiries and feedback

For further information or clarification, you can contact ORSR through the website: orsr.sa.gov.au.

ORSR may publish answers to your questions on the website as Frequently Asked Questions.

A compliment or complaint can be lodged using the ORSR compliments and complaints form on the website: orsr.sa.gov.au.