

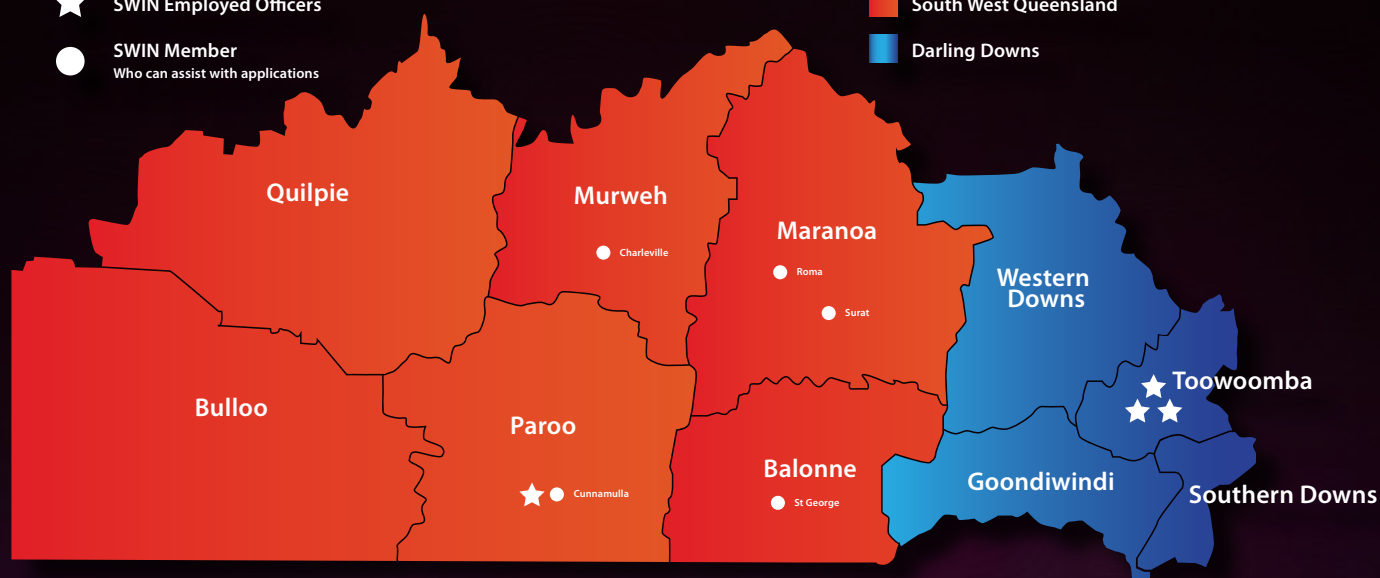
SWIN PATHWAYS Program

★ SWIN Employed Officers

● SWIN Member
Who can assist with applications

South West Queensland

Darling Downs



2024 - 2025

INDIGENOUS SPORT & RECREATION PATHWAYS

Special Events Application



Funded by



Australian Government

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Message from the SWIN Chairperson

I would firstly like to acknowledge the traditional custodians of the lands on which our services are placed and their continuing connection to the land, sea and community. I would also like to acknowledge and pay my respects to our Elders, past, present and emerging. In its first two years of operation the South West Indigenous Networks' (SWIN) Pathways Program was able to provide funding to almost 300 Aboriginal and Torres Strait Islander young people to attend dozens of State and Regional representative sporting events. This funding aims to increase the representation of Aboriginal and Torres Strait Islander people in representative sport and provide a pathway for them to compete at the highest levels.

This program continues the work of the Small Grants Program which came to an end in 2017 after 9 years of providing subsidised funding to individuals, teams and special events across South-West and South-East Queensland. Since 2009 SWIN has distributed over to \$700,000 in small grants funding across 18 Local Government Areas (LGA) and has provided 40% of the Aboriginal and Torres Strait Islanders the opportunity of enjoying similar levels of physical, emotional and social wellbeing as those enjoyed by other Australians. The Pathways Program is funded under the National Indigenous Australians Agency's Safety and Wellbeing program to increase the participation rates Aboriginal and Torres Strait Islander young people in recognised, mainstream sporting events. These events include Queensland School Sport State Titles and also State Championships that are aligned or coordinated by the State or National Sporting Body.

While teams participating in Aboriginal Carnivals or Events are not eligible for the Pathways Program we are interested in hearing from those organisations coordinating the carnivals. Community Sport & Recreation Special Events with Public Liability insurance that have at least 75% Aboriginal and Torres Strait Islander participation can apply for up to \$1,000 for support under the Pathways Program. SWIN can help cover costs such as referee fees, venue hire, capacity building like coaching courses and equipment, if your organisation meets the criteria within the attached guidelines. Applicants or Organisations seeking funding under the Pathways Program must be representing or located in the Local Government Areas identified in the guidelines.

If you are applying under the Individual Application the South West Indigenous Network Inc would like to congratulate you as an Aboriginal or Torres Strait Islander in being selected to represent your community/region at a regional or state sporting event endorsed by Queensland School Sport or our valuable state sporting bodies. It is a proud moment for any mother, father, grandparent, uncle or aunty when achieving this milestone and as Chairperson I am honoured to provide financial assistance for families to participate and attend these fantastic events, if eligible, under our Pathways Guidelines. I would like to also emphasise that families and organisations should carefully read the guidelines and attach all relevant documentation to your application. The duration

of processing, assessing and finalising allocation of funds for the Pathways Program is 6 weeks. In some circumstances, the turn-around in funding successful applicants may differ but that is dependent on the number of applications being processed at the time and quality of applications. Feedback for individual applicants is to be proactive when your child is selected and any information/ documentation provided by team manager be submitted with the SWIN Pathways application form to our office within one week of being selected. In relation to special events we'd encourage event coordinators to submit their application along with Public Liability, support letters and budget breakdowns 8-12 weeks prior to the event date. Of course SWIN is also committed to Covid Safe practices and would therefore encourage funding recipients to be mindful of social distancing and seek guidance from your sport of choice in relation to changes to major events.

SWIN will continue to allow acquittals to be submitted via our social media sites such as Facebook, Twitter and Instagram. Providing an acquittal to the Pathways Program Coordinator is a mandatory requirement when receiving funding from SWIN and failure to provide this will make your family or organisation ineligible for further funding until this documentation is submitted. The acquittal process is extremely important as it provides our funding body the outcomes being achieved and ultimately the opportunity of obtaining further funding to continue the Pathways Program into the future.

Due to the large number of Aboriginal and Torres Strait Islander families accessing the Pathways funding the funding may become fully allocated prior to the end of the financial year. If this occurs our organisation will notify applicants through the SWIN website and social media sites. I would also encourage families to check out the alternative funding tab on our website to become familiar with other programs that are able to assist with sporting subsidies. I would like to finish by once again congratulating all SWIN Pathways funding recipients on their achievement in gaining selection into a regional or state representative team or conducting an Aboriginal or Torres Strait Islander sport and recreation event. Our board hope that the funding contribution by the South West Indigenous Network Inc can assist in developing many more Aboriginal and Torres Strait Islanders on their sporting journeys and create the ultimate PATHWAY to success!



Tim Klaas
Chairperson



Pathways Program Special Events Application Guidelines

Before submitting your application under the Pathways Program please take time to carefully read the guidelines provided to assist in presenting your submission to the highest standard. Please use the relevant Documentation Tick Box to ensure you have included all the relevant information in your application.

Please be aware all applicants must reside in the following Local Government Areas: Toowoomba, Southern Downs, Western Downs, Goondiwindi, Balonne, Maranoa, Paroo, Murweh, Quilpie and Bulloo. If you do not reside in any of these areas your application will be deemed ineligible under the South West Indigenous Network Pathways Program.

The National Indigenous Australians Agency (NIAA) have not approved our 3 year funding agreement from June 2020 to continue the Pathways Program in the following Local Government Areas; Lockyer Valley, Gold Coast, Logan, Scenic Rim, Redlands, Brisbane, Moreton Bay, Ipswich and Somerset. Whilst SWIN cannot fund anyone located in these Local Government Areas within this funding agreement, the organisation is working closely with NIAA to re-establish a presence in these communities.

1. CONFIRMATION OF ABORIGINALITY

- Special Events must have at least 75% Aboriginal and/or Torres Strait Islander participation. The applicant organisation must discuss the Aboriginal and Torres Strait Islander participation rates in a written proposal that is submitted with their application. Failure to provide this information will render your application ineligible.

2. FUNDING CONTRIBUTION

- Organisations applying for special events funding must demonstrate their contribution towards their event clearly in the budget page. SWIN will not fund 100% funding towards special events.

3. FUNDING ELIGIBILITY/ALLOCATION

- Applications that provide **all** requested information will be assessed on a first come, first served basis until funding is allocated. SWIN encourages all applicants to use the Documentation Tick Box to ensure the application is submitted to quality standard.

- Approval is dependent on funding availability
- Special Events Application will be favourably considered if the Organisation is incorporated and has strong Aboriginal and Torres Strait membership or sport and recreation as its primary objective.
- Approved Funds will be paid directly to relevant sporting organisation(s) and/or sporting bodies. For those seeking reimbursement, proof of payment is required. Estimates or budget predictions will not be accepted.

Note: you may prefer to submit costs after paying for travel and accommodation. SWIN will consider reimbursement for fuel if Fuel Cards are purchased prior to the event and receipt is provided in the application.

- SWIN strongly encourages female participation in sport and recreation.
- Applications for Special Events will be favourably considered if the sporting event is an alcohol and drug free event.
- There are levels of funding for both Individual and Special Events. (see section 4 Level of funding)
- The SWIN Board does understand that some applications submitted will entail a possible conflict of interest around assessment. The board has measures in place to confirm that all conflict of interests will be declared and applications are assessed by a staff member that provides equality and fairness across the program.
- All applicants will be notified of the assessment outcome by mail, fax or email. In some cases, you may be notified by phone call from the Pathways Coordinator or SWIN board member.
- Final decision rests with the Chairperson or the South West Indigenous Network.

Organisations that are conducting an Aboriginal and/or Torres Strait Islander Sport and Recreation Event that must have 75% Indigenous participation are able to apply for this funding as per section 4 in this application.



Are you sick of providing acquittals the old fashioned way?

You can now save time by acquitting your Pathways Program funding through social media. Simply mention & tag SWIN in a post on Instagram or Facebook about how your son/daughter went at their event. The post must include a photo and description of event.

Please note, acquittals are mandatory for all funding provided.

You can still provide acquittals by emailing them to pathways@swin.org.au

Acquittals

4. LEVELS OF FUNDING

Maximum grant is not to exceed \$1,000 and the event must be delivered in one of the following LGA's Toowoomba, Southern Downs, Western Downs, Goondiwindi, Balonne, Maranoa, Paroo, Murweh, Quilpie and Bulloo.

- A two page proposal must be submitted with this application detailing the event such as number of participants, teams, volunteers, public liability, dates, nomination fees and outcomes anticipated from conducting this event. Please also include if Prize Money is available, and if the event is Drug and Alcohol free.
- A detailed budget outlining what your organisation intends to utilise the funding towards must be submitted with this application. Please also include other funding obtained to conduct your event.
- A detailed paragraph must be submitted with the proposal outlining what acknowledgement SWIN will receive in providing support through the Pathways Program towards the event.
- The Pathways Special Events funding is to ensure that the delivery of the event has the capacity to enhance maximum Indigenous participation from a sport and recreation perspective. To be eligible for this funding the event must consist of 75% Aboriginal and Torres Strait Islander participation and funding will not cover the sponsorship of individual teams or teams attending events.
- Applications will be determined by the SWIN Board and consideration will be given to new initiatives in the identified LGA's. The purpose of this funding is for SWIN to provide communities that reside in these areas initial support towards Indigenous focused sport and recreation events if funding is available.

5. GRANT DURATION PROCESS

Once applications containing all relevant information are received by the South West Indigenous Network Inc the application will be processed, which can take up to **6 weeks**. If the South West Indigenous Network Inc Executive Board approves funding, the Treasurer will disburse the funds to the designated organisation, sporting club or business.

6. RECEIPT OF APPLICATION

All applicants must read and complete the South West Indigenous Pathways Guidelines and Application before lodging all relevant documents for processing. Applications must be either delivered to a SWIN Pathways Coordinator located at the SWIN Regional Office in Toowoomba, or mailed to:

Pathways Program, South West Indigenous Network Inc.

PO Box 2085, TOOWOOMBA BC, QLD 4350

Applications can also be faxed to **07 4638 2075**, emailed to **pathways@swin.org.au** or submitted online via the SWIN website **www.swin.org.au**.

For further information, please contact the **SWIN Pathways Coordinator**:

SWIN Pathways Coordinator

E pathways@swin.org.au

P (07) 4637 9865 **F** (07) 4638 2075

7. ACQUITTAL OF FUNDS AND REPORT

- All approved applicants **must** acquit approved Pathways Program funding to be considered eligible to reapply.
- Evidence of participation and receipts related to the funded activity must be acknowledged and provided to a Pathways Coordinator or **within 2 weeks** of the applicant completing their event.
- A brief report on the performance of the applicant, such as newspaper clippings and photographs from the approved applicants' event should be included for reporting purposes in the acquittal.
- Since 2016, the Board has accepted acquittals that are submitted via the following **SWIN Social Media Sites**:
 @southwestindigenousnetwork  @swinnetwork
- Failure to comply with acquittal requirements will deem the applicant to be ineligible for future funding.

8. APPEALS PROCESS

- When a grant is declined the South West Indigenous Network Inc Secretary will write to the applicant detailing the reasons for the decline.
- The applicant may appeal the decision in writing within fourteen days of the decline of the application.
- If the applicant has submitted a letter in relation to the initial correspondence by SWIN within the fourteen days the Board will meet to make a final decision and make contact with the applicant to discuss their conclusion.

9. CODE OF CONDUCT

- The South West Indigenous Network currently has a Code of Conduct for Board, Staff, Members, Volunteers and participants that have association with the organisation.
- Families that receive funding from SWIN will comply under this code of conduct and we strongly encourage all applicants to view the Code of Conduct at the following link **www.swin.org.au/documents.html**
- If the Code of Conduct is breached by the applicant or a family member of the applicant at a funded activity the respective person in relation to the incident will be summonsed to appear in front of the board and explain their actions.
- At the determination of the board the applicant and their respective direct family members will be ineligible for further Pathways funding with a penalty timeframe determined by the elected Board's discretion.



Special Events Application Form

A. Name of Event:

B. Organisation Hosting Event Details:

Address

Postcode:

C. Contact Person:

D. Contact Numbers: **Home:**

Work:

Mobile:

E. Contact Email:

F. Percentage of Aboriginal & Torres Strait Islanders participating in your event:

G. Number of participants who will benefit from the funding:

Male:

Female:

H. Where will it be played:

When

Is this sporting event sanctioned by a State or national Sporting Organisation?

Yes

No

Is the sporting event an alcohol and drug free event?

Yes

No

I. Does your event have Public Liability Insurance?

Yes

No

If **yes** please attach.

J. Does your event have a nomination fee?

Yes

No

If **yes** please provide details.

K. Is there prize money involved with the event your team is participating in?

Yes

No

If **yes** please provide details:

L. Have you provided/attached information outlined in the guidelines section 8 Level of Funding?

Yes

No

Please send to:

South West Indigenous Network Inc,
PO Box 2085 Toowoomba BC, QLD, 4350

Fax: 07 4638 2075

Email: pathways@swin.org.au



Process

APPLICATION
SUBMITTED

Follow Up on
**RELEVANT
DOCUMENTS
PROVIDED**
By Applicant

APPLICATION
ASSESSED

APPLICATION
APPROVED BY
EXECUTIVE

Funds
Released

Please allow **4-6 Weeks**

Special Events BUDGET

Please complete this section.

Requested Budget from SWIN

Item	Amount	Description	Attachments		
			Have you included supporting documents/receipts?		
Venue Hire: \$			Yes	No	Awaiting
Insurance: \$			Yes	No	Awaiting
Match Official Costs: \$			Yes	No	Awaiting
Travel: \$			Yes	No	Awaiting
Accommodation: \$			Yes	No	Awaiting
Team Nomination Fee: \$			Yes	No	Awaiting
Volunteer Recognition: \$			Yes	No	Awaiting
Promotion/ Marketing: \$			Yes	No	Awaiting
Equipment: \$			Yes	No	Awaiting
Apparel/ Uniforms: \$			Yes	No	Awaiting
Photographer/ Video: \$			Yes	No	Awaiting
Catering: \$			Yes	No	Awaiting
Other: \$			Yes	No	Awaiting
\$			Yes	No	Awaiting
\$			Yes	No	Awaiting
\$			Yes	No	Awaiting
\$			Yes	No	Awaiting
\$			Yes	No	Awaiting

Your Organisations Contribution

Item	Amount	Description	Confirmation		
Venue Hire:	\$		Yes	No	Awaiting
Contra Sponsorship	\$		Yes	No	Awaiting
Government Funding	\$		Yes	No	Awaiting
Cash Contribution from Organisation	\$		Yes	No	Awaiting
In-Kind Support	\$		Yes	No	Awaiting
Nomination Fees	\$		Yes	No	Awaiting
Other:	\$		Yes	No	Awaiting
	\$		Yes	No	Awaiting
	\$		Yes	No	Awaiting
	\$		Yes	No	Awaiting
	\$		Yes	No	Awaiting

Total: \$

Organisations that are conducting an Aboriginal and/or Torres Strait Islander Sport and Recreation Event that must have 75% Indigenous participation are able to apply for this funding as per section 4 in this application.

Applicant bank details

PAYEE:

Account Number:

BSB:

Account Name:

	Yes	No	Not applicable
Have you completed the Special Events Application and Budget forms attached in this submission?			
Provided SWIN with a two page proposal of your Special Event and clearly identified that the event will have 75% Aboriginal & Torres Strait Islander participation?			
Have included an attached a detailed budget and confirmation of current public liability insurance for the event?			
Is your event drug and alcohol free?			
Is your special event being held in one of the Local Government Areas identified in the guidelines?			
Have you acquitted and past funding provided to your organisation by SWIN? If not, please include a photo and paragraph on the outcomes of your event with this application.			

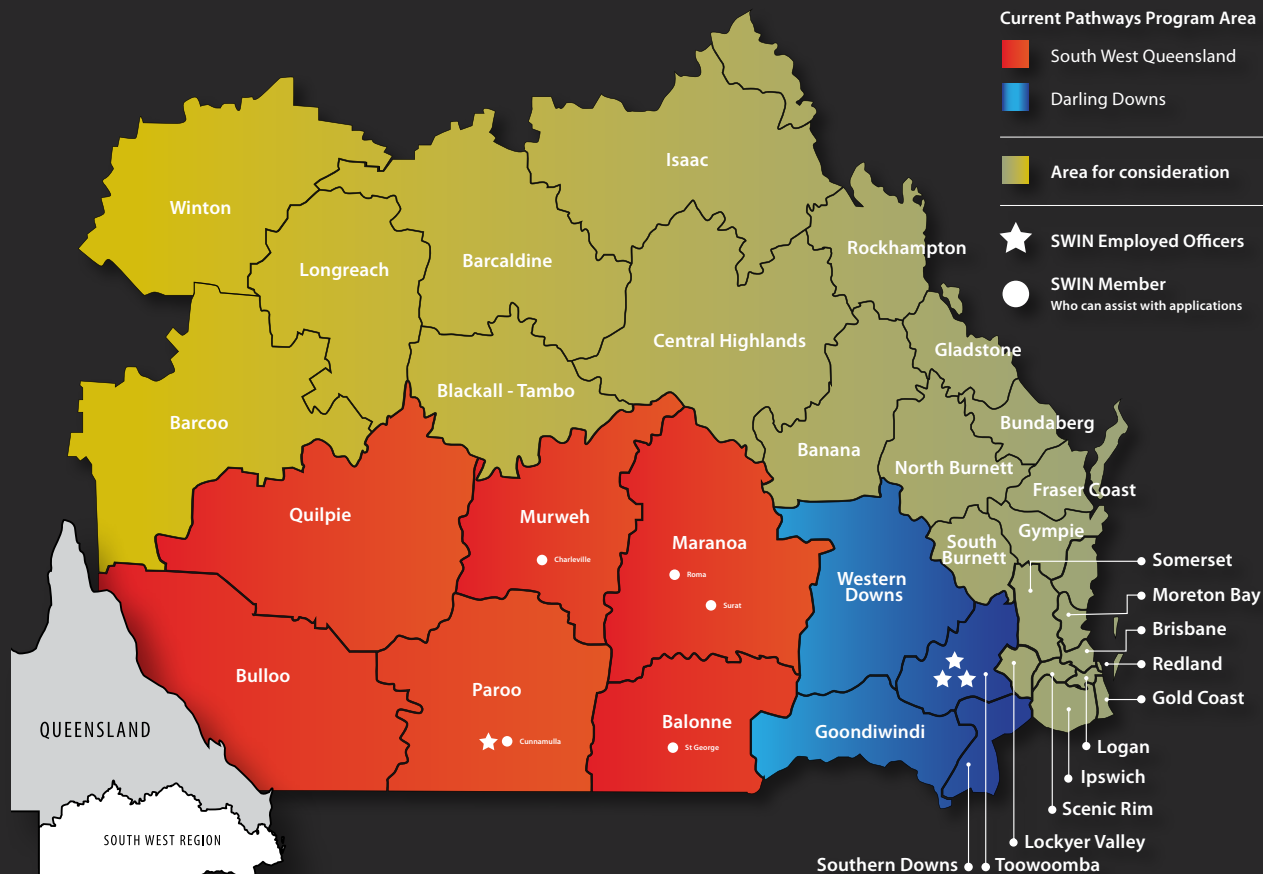
About SWIN



The South West Indigenous Network (SWIN) is a not-for-profit organisation which is dedicated to increasing the health, fitness and wellbeing of Indigenous communities in South West Queensland.

SWIN was established in 2001 to provide targeted and cohesive sport, physical activity and recreation opportunities for Indigenous people across the Darling Downs and South West.

Its team of dedicated sport and recreation officers delivers activities, events and programs for the community in cooperation with state sporting associations, local clubs, community groups and businesses.



www.swin.org.au

For more information contact SWIN

Email: pathways@swin.org.au

Phone: 07 4637 9865

Fax: 07 4638 2075

South West Indigenous Network Inc

Level 1, 47 Arthur Street Toowoomba QLD 4350

PO Box 2085 Toowoomba BC QLD 4350



FUNDING PARTNERS



Australian Government

APPAREL PARTNER



SCHOOL SPORTS



PROUD SUPPORTERS

