


CHANGE OUR GAME RESEARCH GRANTS PROGRAM

2018-19 Application Guidelines



To receive this publication in an accessible format phone 9096 9898, using the National Relay Service 13 36 77 if required, or email changeourgame@sport.vic.gov.au

Authorised and published by the Victorian Government, 1 Treasury Place, Melbourne.

© State of Victoria, Department of Jobs, Precincts and Regions April 2019.

Except where otherwise indicated, the images in this publication show models and illustrative settings only, and do not necessarily depict actual services, facilities or recipients of services.

Available at <http://www.changeourgame.vic.gov.au/change-our-game-grants>

Change Our Game Research Grants Program

Message from the Minister for Tourism, Sport and Major Events



There are a number of removable barriers currently in place that are preventing women and girls from participating, leading and succeeding across all levels of sport and active recreation.

The Change Our Game Research Grants Program provides Victorian researchers the chance to investigate these barriers, identify solutions and play a leading role in shaping and supporting local communities.

Research grants are available for Victorian researchers to undertake projects aimed at improving the environment for women and girls in sport and active recreation.

The program reflects the Victorian Government's commitment to creating welcoming and inclusive sport and recreation environments, promoting health and wellbeing as well as boosting research in Victoria.

By working together in new and innovative ways we can further gender equality across all levels of the Victorian sport and recreation sector, and in doing so, stimulate local economies and create new jobs and volunteer opportunities.

I look forward to seeing Victorian researchers passionate about improving the environment for women and girls in sport and active recreation benefit from the Change Our Game Research Grants Program and drive positive outcomes for all.

THE HON MARTIN PAKULA MP

Minister for Tourism, Sport and Major Events



Contents

Message from the Minister for Tourism, Sport and Major Events	3
1. What is the Change Our Game Research Grant Program?	6
1.1. Why is the Victorian Government funding these grants?	6
2. Who can apply?	6
3. What types of research programs might be funded?	7
3.1. What will not be funded?	7
4. What are the funding details?	7
5. What is the application process?	8
6. Timelines	8
6.1 Assessment Criteria	8
7. Conditions of Funding	9
7.1. Funding Agreements	9
7.2. Conditions of Funding	9
7.3. Acknowledging the Victorian Government’s support and promoting success	10
7.4. Payments	10
7.5. Privacy	10
8. Resources and additional information	10

1. Program description and objectives

1.1 What is the Change Our Game Research Grant Program?

The Change Our Game Research Grant Program is a Victorian Government funding program that assists Victorian researchers to undertake research relating to women and girls in sport and active recreation.

Research grants of up to \$25,000 per project are available to support and advance research related to women and girls in sport and active recreation.

1.2. Why is the Victorian Government funding these grants?

The Change Our Game Research Grant Program aims to build Victoria's research capacity around women and girls in sport and active recreation, in turn leading to better outcomes for all Victorians.

In November 2015, the Inquiry into Women and Girls in Sport and Active Recreation (Inquiry) made nine recommendations aimed at enhancing participation by women and girls in sport and active recreation and increasing engagement in leadership and governance roles. The Victorian Government adopted all nine Inquiry recommendations.

The Change Our Game Research Grant Program aims to address recommendation 7 (to build an enabling environment through education and training). This includes building capacity to deliver more sector-wide conferences and workshops on new research, and developing opportunities to support leadership pathways in schools and universities for young women.

2. Who can apply?

Victorian-based universities are eligible to apply for funding, and may submit multiple applications for different projects.

3. What types of research programs might be funded?

The Change Our Game Research Grant Program will fund research that is aimed at improving the environment for women and girls in sport and active recreation. Research topics can include but are not limited to:

- identifying barriers to participation
- gender equality initiatives in sport and recreation
- leadership in sport
- physical activity and health
- active outdoor recreation
- safety in sport
- media coverage in sport
- physical, mental and emotional benefits of physical activity and sports
- exercise science.

The work must be undertaken predominantly in Victoria.

3.1. What will not be funded?

The Change Our Game Research Grant Program will not fund:

- researchers not associated with a university
- research without a specific focus on women and girls in sport and active recreation
- research that does not align with departmental values.ongoing or recurrent costs of an organisation (for example, salaries for ongoing positions, rent, electricity and other utilities)

4. What are the funding details?

The Change Our Game Research Grant Program is a competitive program which offers grants of up to \$25,000 per project.

The Office for Women in Sport and Recreation reserve the right to offer funding levels which may be less, and a project duration that may differ, from that requested in the application.

5. What is the application process?

Applications will be accepted on a rolling basis via email at changeourgame@sport.vic.gov.au.

Email applications must include '2019 Change Our Game Research Grants' followed by the applicant's name in the email subject line.

Applications need to address the following:

- 1. Personal details:** provide details of the core project team, collaborators and partners, include a mailing address of the organisation and a contact number
- 2. Project title and background**
- 3. Aims of research**
- 4. Methodology**
- 5. Benefits derived from the research**
- 6. Budget:** include a budget breakdown for the use and justification of the requested funds
- 7. Letter of support** from the applicant organisation.

6. Timelines

The Change Our Game Research Grant Program is open all year. The Office for Women in Sport and Recreation will endeavour to assess applications within a month of being received, and applicants will be notified accordingly.

6.1 Assessment Criteria

Applications are competitive and will be assessed by the Office for Women in Sport and Recreation. Factors to be considered include:

- alignment and relevance of proposed research to Change Our Game priorities
- ability to articulate the value of the expected outcome/s of the research proposal to Victoria, Victorians and to Victoria's sport research capabilities
- extent to which project will develop women as researchers in the sport and active recreation field
- detailed and realistic project budget
- letter of support from the applicant organisation, including details of how the proposal will accelerate the research and provide benefit to Victorians.

Applications that have a focus on women and girls with a disability, LGBTI+ communities, Aboriginal women and girls and culturally and linguistically diverse women and girls will be viewed favourably.

7. Conditions of Funding

The following conditions will apply to organisations that will receive, or benefit from a grant:

7.1. Funding Agreements

Successful applicants must enter into a funding agreement with the Department of Jobs, Precincts and Regions. Funding agreements establish the parties and their commitments and obligations to each other and set out the general terms and conditions of funding.

Different terms and conditions apply to different types of grants and grant recipients. These terms and conditions are not negotiable. A representative from the Office for Women in Sport and Recreation will be able to discuss the requirements of this funding agreement by emailing changeourgame@sport.vic.gov.au.

7.2. Conditions of Funding

The following conditions will apply to organisations that will receive, or benefit from a grant:

Documents and reporting

Grant holders undertake to provide the Office for Women in Sport and Recreation (OWSR) with the following documents (electronic version):

Additional conditions of funding

1. Grant recipients must adhere to the [Fair Play Code](#) (formerly Victorian Code of Conduct for Community Sport) and comply with the expectations of the [Victorian Anti-doping Policy 2012](#).
2. Funding must be spent within 18 months of receiving the grant, however in exceptional circumstances funding timelines can be negotiated with the department. Any unspent funds at the completion on the project must be returned to the Department of Jobs, Precincts and Regions.
3. Funds must be spent on the activity as described in the application. Any proposed variation to the approved activity must be submitted to Department of Jobs, Precincts and Regions for approval prior to implementation.
4. Grants to organisations not registered for GST will be made exclusive of GST.
5. Funded recipients, and partners agree to engage in any process undertaken to facilitate sharing of project objectives and initiatives to identify mutually beneficial strategies

Deliverable	Demonstrating deliverable is complete	Due date
A short biography and basic summary of the project with an electronic photograph for use on the OWSR website and in OWSR publications and communications.	Received and approved by the OWSR	2 weeks from acceptance of grant
A progress report outlining the project's development	Progress report received and approved by the OWSR	Every 3 months from the notification of award, unless alternative agreements have been made.
Proof of ethics approval (if required)	Proof of ethics approval received by the OWSR.	
Final research report	This may be used by OWSR for publication on our website.	Within 3 months from the date of project completion.

7. Conditions that apply to funding

7.3. Acknowledging the Victorian Government's support and promoting success

Successful applicants need to acknowledge the Victorian Government's support through the provision of a grant from the Change Our Game Research Grant Program. Promotional guidelines form part of the funding agreement and include the requirement that all activities acknowledge Victorian Government support through logo presentation on any activity related publications, media releases and promotional material.

Successful applicants may be required to contribute information on activity outcomes for use in the department's marketing materials

7.4. Payments

For amounts of \$10,000 or less, 100% of payments will be paid upfront to the organisation. For payments between \$10,000 and \$25,000, 85% of the total amount will be paid upfront with the final 15% to be paid on completion of the research. After 18 months from receiving the funding, any unspent funds must be returned to the Department of Jobs, Precincts and Regions.

7.5. Privacy

The Department of Jobs, Precincts and Regions is committed to protecting your privacy. We collect and handle any personal or health information about you or a third party in your application, for the purpose of administering your grant application and informing the public of successful applications.

In order for us to administer your grant application effectively and efficiently, we may need to disclose your personal or health information with others for the purpose of assessment, consultation, and reporting. This can include departmental staff, Members of Parliament and their staff, external experts, such as members of assessment panels, or other government departments. If you intend to include personal information about third parties in your application, please ensure that they are aware of the contents of this privacy statement.

Any personal information about you or a third party in your correspondence will be collected, held, managed, used, disclosed or transferred in accordance with the provisions of the Privacy and Data Protection Act 2014 (Vic) and other applicable laws.

To obtain a copy of the Department of Jobs, Precincts and Regions Privacy Policy, please email changeourgame@sport.vic.gov.au.

For information about how to access information about you held by the Department of Jobs, Precincts and Regions, please email changeourgame@sport.vic.gov.au.

8. Resources and additional information

For preliminary information on this or any other grant program please contact the Grants Information Line on 1300 366 356 for the cost of a local call (except from a mobile phone) on any weekday between 8:30am and 5pm (except for public holidays).

