Tasmanian Active Infrastructure Grants Program 2026-27

Program Guidelines











Tasmanian Government

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1. Aim

The purpose of the Tasmanian Active Infrastructure Grants Program 2026-27 is to increase participation in sport and active recreation by funding infrastructure upgrades that improve access, capacity and inclusion.

This program has limited funding, and not all eligible applications will be successful.

The program is administered by Building Tasmania on behalf of the Crown in Right of Tasmania.

2. Program objectives

The key objectives of the program are to:

- **improve access** to sport and active recreation facilities, particularly for groups and individuals who participate less, including those in socio-economically disadvantaged communities
- **increase capacity** of facilities to support current and future participation, especially multi-use and shared facilities
- **improve inclusion** by supporting safe, equitable access and participation opportunities, with a focus on women and girls.

3. Funding available

The total funding pool for this program is $5 million.

Applicants can apply for funding under one of the following tiers:

Tier 1

- Projects costing between $60,000 and $100,000

Tier 2

- Projects costing more than $100,000
- Maximum grant amount $500,000

Local Government Authorities (LGA) can submit more than one application but must rank them in order of priority. You cannot submit separate applications for different stages of the same project.

Other organisations can only submit one application.

3.1 Applicant co-contribution

No co-contribution is required if your project is:

- A **Tier 1** project (costing between $60,000 and $100,000)
- A **Tier 1** or **Tier 2** project located on a **government school site**.

All other projects must contribute at least **20 per cent of the total project cost**. At least **10 per cent** of this must be in **cash**. The remaining co-contribution can be cash, eligible in-kind contributions, or a combination of both.

Other Tasmanian Government grant funding cannot be counted towards the 20 per cent co-contribution.

Higher co-contributions will strengthen the competitiveness of an application.

3.1.1 In-kind contributions

In-kind labour must be provided by a **professional**, such as a qualified tradesperson or business.

You must provide written confirmation on signed letterhead which clearly states the value of the in-kind labour or supplies.

In-kind labour does **not** include unskilled work by club members, such as:

- delivery of goods
- painting
- removing existing infrastructure
- waste disposal
- project management and administration.

4. Eligibility

4.1 Eligible applicants

To be eligible for a grant you must:

1. Comply with the *Child and Youth Safe Organisations Framework* (https://oir.tas.gov.au/organisations).
2. Be one of the following:
    - an incorporated, not-for-profit sport and/or active recreation organisation registered under *the Associations Incorporation Act 1964 (TAS)*;
    - a local government authority (council); or
    - a not-for-profit sport and/or active recreation organisation registered under the *Corporations Act 2001 (Cwlth)*.
3. Have an Australian Business Number (ABN).
4. Have completed all due reporting obligations for Active Tasmania grants at the time the program closes for applications (2 November 2026).

4.2 Ineligible applicants

The following organisations are ineligible:

- educational institutions (including parents and friends' associations)
- for-profit private or commercial enterprises registered under company law
- State and Australian Government organisations.

4.3 Eligible projects

The program will fund projects that:

- develop or upgrade changerooms, toilets and shower facilities
- install or upgrade lighting to LEDs (including field and safety lighting)
- develop or upgrade courts or playing fields (including synthetic playing surfaces and sub-base remediation including drainage)
- develop or improve facility infrastructure (including irrigation, drainage, accessible paths and ramps, storage and similar infrastructure works)
- install or upgrade fencing that encloses or directly adjoins a playing area and is a requirement for the activity to be played.

4.3.1 Priority projects

Priority will be given to projects that best achieve the program objectives, including projects that:

- **improve access** to facilities, particularly **multi-use and shared facilities**, including those on a government school site, that provide long-term community access
- **increase participation** by expanding the capacity and use of facilities, including through:
    - installation or upgrade of **field lighting** to increase usage of ovals or sports fields
    - development of **new** playing surfaces
    - projects that benefit **more than one** sport or sporting club
- **create inclusive environments** by providing safe, welcoming and equitable access to sport and active recreation facilities for underrepresented groups, including projects that align with the Women and Girls Strategy, such as:
    - development or upgrade of **changerooms, toilets and shower facilities** that support participation by women and girls
    - installation or upgrade of **safety LED lighting** that improves visibility and security for women and girls
- **provide benefits to communities experiencing socio-economic disadvantage**, where the facility is located in an eligible suburb with a SEIFA Decile rating of 1-4 for Tasmania.

A link to the list of eligible suburbs is available in the application form. Please check if your suburb is listed and use the SEIFA Decile number provided.

4.3.2 Synthetic surfaces

If your project involves the installation or replacement of synthetic surfaces, you must provide evidence that your organisation has planned for, or is allocating funds towards, the future replacement of the synthetic surface as part of ongoing facility management.

Projects that do not have a significant co-contribution for the replacement of existing synthetic surfaces will be considered low priority and are unlikely to receive funding.

4.4 Ineligible projects and costs

The following project types and costs are ineligible for funding under this program.

Ineligible project types and costs	Examples
Facility use restrictions	• Areas of a facility not directly used for sport or active recreation activities (for example, kitchens, kiosks, car parks, spectator areas, office or social spaces) • Perimeter fencing external to the playing area • Projects in facilities used for commercial operations, licensed bar areas or gaming machines • Scoreboards
Maintenance and replacement work	• Routine or cyclical maintenance, such as repairs, dethatching, top dressing, aeration, sanding-back surfaces or repainting, that do not improve or upgrade the facility
Non-infrastructure costs	• Cost of landscaping for aesthetic purposes • Feasibility studies and other non-construction project planning activities • Purchase of equipment • Purchase or lease of land or facilities
Projects that do not have the primary purpose of engaging in human physical activity	• Arts, hobbies or craft • Events • Historical re-enactments • Gardening • Music

	• Pets or livestock related activities
Projects already started	• Projects or project stages that have started before the application closing date (2 November 2026) • Reimbursement of any eligible items purchased before the application closing date (2 November 2026)
Wages, salaries or other staffing costs	• Wages, salaries or other staffing costs of the organisation managing or administering the project

4.5 Approvals, design and compliance

Applicants are responsible for obtaining all appropriate approvals and permits required to deliver the project before starting construction, including development, building and plumbing approvals and permits.

Applicants are also responsible for ensuring the project meets all relevant design standards and safety and compliance requirements.

4.6 Eligibility check

Active Tasmania conducts a preliminary eligibility check before assessment to ensure that all applications meet the program's essential requirements.

You must provide the following information for your application to be considered eligible for assessment:

Requirement	Supporting documentation
Landowner permission (if you are not the landowner, or if the project is located on a government school site)	• A signed *Landowner or school consent* form (link available in the application form)

Budget and funding documentation	• Valid quotes dated within six months of the application closing date (including the supplier's business name, ABN/ACN and contact details)
	• A bank statement from the last six months (councils excluded) showing:
	  ○ the organisation's name; and
	  ○ available funds to demonstrate the cash co-contribution and the ability to fund variations

Co-contribution (if applicable)	You must provide formal written confirmation of any:

	• Cash or material donations from external parties (such as partner organisations or sponsors) • Funding from another grant provider (Tasmanian Government funding cannot be counted towards the 20 per cent co-contribution) • In-kind labour or materials provided by a professional, such as a qualified tradesperson or business, including their market value

Project planning documentation	• A project plan that **must** include:
	  ○ site plans
	  ○ project concept or design plans
	  ○ photos of the existing facility or site
	  ○ key milestones and target completion dates
	• Lighting or photometric plans and specifications (for projects involving new or upgraded lights)
	• A project-appropriate risk management plan
	• Any evidence of progress of approvals or statutory permits (such as development applications, council correspondence or confirmation from the relevant authority)

Missing or incomplete supporting documentation is a common reason for applications being ineligible or unsuccessful.

A link to the required documentation checklist is available in the application form.

4.7 Letters of support

Only projects that are expected to benefit more than one sport or sporting club must provide **letters of support** from those organisations. Letters should outline how the organisation currently uses the facility or grounds, and how it is expected to benefit from the project. For all other projects, letters of support will not be considered as part of the assessment process.

5. Assessment

We will assess **eligible applications** against the assessment criteria after the application closing date (2 November 2026).

Eligible applications are assessed against the following criteria:

Assessment criteria	Weighting
Criterion 1: Project need and program alignment Applicants must: • describe the issue or need this project will address • explain how they identified the need for the project, including any supporting evidence from strategic or facility planning documents, master plans, or relevant state sporting organisation audits, standards or plans • explain how the project addresses one or more of the program objectives • explain the likely impact on the facility, users and/or community if the project does not go ahead	**40%**
Criterion 2: Project outcomes and design Applicants must: • explain how the project aligns with priority area(s), if selected • explain who will benefit from the project, including relevant sporting clubs and participants • outline how the project design addresses relevant safety, accessibility or other relevant building or sporting standards • provide current and anticipated future participation and use • explain how any expected increase in participation and use has been calculated and how it will be achieved	**40%**
Criterion 3: Project Readiness Applicants must: • describe the planning and development work completed to date, and what remains to be completed (including any required approvals and permits) to enable the project to be completed by the Project Completion Date (31 December 2029) • upload relevant planning documentation, including: o a project plan that **must** include: ▪ site plans ▪ project concept or design plans ▪ photos of the existing facility or site ▪ key milestones and target completion dates	**20%**

○ lighting or photometric plans and specifications (for projects involving new or upgraded lights) ○ a project-appropriate risk management plan ○ any evidence of progress of approvals or statutory permits (such as development applications, council correspondence or confirmation from the relevant authority)	

In addition to the assessment criteria above, the assessment panel may consider the equitable distribution of funding based on project location/region, sports/activities, and applicant funding history.

6. Timeframes

Description	Date/time
Program opens for applications	01 September 2026 02:00 pm
Program closes	02 November 2026 02:00 pm
Applicants notified (estimated date)	31 March 2027
Project completion date	31 December 2029

You are responsible for making sure your application is complete and submitted on time. We strongly recommend allowing sufficient time to finalise and lodge your application before the closing time. Late applications will not be accepted.

7. Contact details

For queries about this program, contact:

Active Tasmania
Email: grants@active.tas.gov.au
Tel: 1800 252 476

We can assist with questions about eligibility and the application process.

We cannot provide advice on the content of your application or review your application before submission.

8. How to apply

Applications must be completed and submitted through SmartyGrants.

For assistance with using SmartyGrants, please see the applicant help guide.

To apply:

1. **Read** the program guidelines before starting your application.
2. **Access** the application form at www.active.tas.gov.au.
3. **Ensure** all required information and supporting documents are accurate and ready to submit with your application.
4. **Submit** your application with all required supporting documents. You cannot change your application or upload additional documents after submission.

After submitting your application, you will receive a confirmation email as proof of submission.

The information you provide may be subject to third party authenticity checks.

Active Tasmania and an independent panel will assess eligible applications.

We will notify you of the outcome.

8.1 Third party permission

If a third party applies on your behalf, you must provide the third party with **evidence of permission** which they will have to upload as part of the application.

8.2 Feedback on your application

We will publish a summary of general feedback on the Active Tasmania website to provide applicants with information about the grant selection process and how to strengthen applications for future rounds.

We will not provide individual feedback.

9. Grant funding agreement

If your application is successful, you will be required to enter a legally binding funding agreement.

The funding agreement, along with these program guidelines, provide the grant terms and conditions.

You will not receive payments until the funding agreement is completed.

10. Appealing a decision

If your application is unsuccessful, you may appeal the decision.

The appeals process ensures that all applicants have been treated fairly.

We will only consider appeals that relate to administrative process issues in grants management.

All requests must be in writing and addressed to the Director Active Tasmania. Your request must be received within 14 days from the date of the department notifying you of the decision about your application.

For further information about the appeal process, contact grants@active.tas.gov.au.

11. Grant payments

If your application is successful, you will be asked for your bank account details to receive your grant payment.

The bank account must be in the name of the applicant organisation. You may be asked to provide a copy of your bank statement or a letter from your bank as confirmation.

Providing incorrect bank account details may result in significant delays or not receiving your grant payment. We cannot guarantee the recovery of funds paid to an incorrect bank account.

You will be required to return some or all the funds if:

- you do not complete the activities required under the funding agreement;
- you do not use any or all of the funding provided;
- your situation changes in a way that prevents completion of the grant; or
- we find that the information provided to us is false or misleading.

12. Taxation and financial implications

Grants distributed under this program may be treated as income by the Australian Taxation Office (ATO).

We strongly recommend that, prior to applying, you seek independent advice from a tax advisor, financial advisor and/or the ATO, about the possible tax implications for receiving the grant.

Grants distributed under this program attract Goods and Services Tax (GST).

If you are registered for GST, the grant amount paid will include GST and you must provide a valid tax invoice to the department.

Information on invoices can be found on our Business Tasmania website: www.business.tas.gov.au/manage_a_business/invoices.

13. Acquittal

If your application is successful, you must provide an acquittal at the conclusion of the grant.

An acquittal is a statement that confirms the grant was completed as per the funding agreement.

Active Tasmania may also request updated information and data from successful applicants after project completion to evaluate the effectiveness of the program.

13.1 How to acquit your grant

We will send you an acquittal form using SmartyGrants.

Your acquittal requires you to:

- answer questions about the activities completed and their outcomes

- complete income and expenditure details
- provide evidence such as invoices with matching receipts or bank statements
- upload photos or images of the completed project.

We may ask you to provide a Statement of Expenditure certified by an independent, professional auditor. You will be responsible for the cost of obtaining the certified Statement of Expenditure.

13.2 Failure to complete an acquittal

If you do not satisfactorily acquit your grant by the due date:

- you may be required to return the funding to the department; and
- you may be ineligible for other grants from the department.

Contact us to discuss any issue preventing you from acquitting your grant.

14. Publicity of grant assistance

The department is accountable for its spending of public funds, including providing grants. As part of the accountability process, the department may publicise, without further notice, information about the grants provided, including the level of financial assistance, the identity of the recipient, and the purpose of the financial assistance.

If you have received a grant from the department:

- despite any confidentiality or intellectual property right subsisting in the grant funding agreement or deed, a party may publish all or any part of the grant funding agreement or deed without reference to another party, and you consent to the disclosure of your name in this context; and
- all obligations under the *Personal Information Protection Act 2004* (Tas) still apply.

15. True and accurate information

You must take care to provide true and accurate information. Any information that is found to be false or misleading may result in action being taken and grant funds, if already provided, may be required to be repaid to the department.

16. Right to information

Information provided to the department may be subject to disclosure in accordance with the *Right to Information Act 2009*.

17. Information collection and usage

Personal information will be managed in accordance with the *Personal Information Protection Act 2004*. This information may be accessed by the individual to whom it relates, on request to the department.

The department may use and disclose the information you provide for the purposes of discharging its functions under the program guidelines and otherwise for the purposes of the program and related uses. The department may also use information received in applications and during the delivery of the project for reporting purposes.

18. Disclaimer

Although care has been taken in the preparation of this document, no warranty, express or implied, is given by the Crown in Right of Tasmania, as to the accuracy or completeness of the information it contains.

The Crown in Right of Tasmania accepts no responsibility for any loss or damage that may arise from anything contained in or omitted from or that may arise from the use of this document, and any person relying on this document and the information it contains does so at their own risk absolutely.

The Crown in Right of Tasmania does not accept liability or responsibility for any loss incurred by an applicant that are in any way related to the program.

Active Tasmania

4 Salamanca Place
HOBART TAS 7000 Australia

Phone: 1800 252 476

Email: grants@active.tas.gov.au

Web: www.active.tas.gov.au

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