Department of
Creative Industries,
Tourism and Sport

GOVERNMENT OF
WESTERN AUSTRALIA

# Regional Athlete Support Program

## 2026-27 Regional Talent Development Network

## Grant Guidelines

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# 1 Regional Athlete Support Program

## 1.1 Overview

The Regional Athlete Support Program (RASP), funded from Royalties for Regions, assists in the delivery of a high-quality daily training environment for regionally based talented athletes and coaches who are part of a sport's talent development pathway. The RASP includes the following three initiatives:

1. **Regional Talent Development Network (RTDN) Grants Program**

   Financial assistance is available for regional academies, talent development centres and regional specific programs across regional Western Australia (WA) to provide coaching and sport specialist services to support the development of athletes and coaches.

2. **Regional Athlete Travel Subsidy Scheme (ATSS)**

   Financial assistance is available for regionally based, talented athletes to subsidise expenses associated with travelling to competitions at state and/or national levels. Athletes must be between 13 and 21 years old and be a registered member of a club or association that is affiliated with a state sporting association (SSA).

3. **Regional Athlete Education Program**

   Funding is used to procure service providers through a request for quote (RFQ) process to provide a holistic education program to athletes, their parents and coaches.

## 1.2 Outcome and objectives

The outcome of the RASP is that:

- Regionally based talented athletes and coaches are provided with support to continue their development and progression along their sport's pathway whilst remaining in their home environment.

The objectives of the RASP are to:

- Deliver a daily training environment to regionally based talented athletes.
- Facilitate access to high-level coaching and sport specialist services for regionally based talented athletes.
- Provide financial assistance to regionally based talented athletes to off-set costs associated with travelling to recognised state and/or national competitions.
- Develop and implement effective high-performance plans and programs to enhance regional talent development in WA.

# 2 Regional Talent Development Network Grants Program

## 2.1 About the program

The RTDN Grants Program is an invitation-only program to provide investment for regional sport academies, coordinate talent development centres and deliver regional-specific sport programs across regional WA.

Funding is available to provide coaching and sport specialist services to support the development of athletes and coaches who live in regional WA and are part of a sport's talent development pathway.

The RTDN Grants Program includes 3 models:

1. **Regional Academy of Sport**

   Programs and/or services are coordinated by an independent, incorporated organisation, based on population and demand, that is managed by a board and provides coaching and sport specialist services to talented athletes and coaches within regional locations.

2. **Talent Development Centre**

   Programs and/or services are coordinated by a CITS Regional office or an independent, incorporated organisation that is managed by a committee and provides support to the development of talented athletes and coaches through sport specialist services within regional locations.

3. **Sport-specific Regional Program**

   Programs and/or services are coordinated by a SSA or community organisation and provide support for the development of talented athletes and coaches through specialist sport services specific to meet a regional need.

## 2.2 Outcome and objectives

The outcome of the RTDN Grants Program is that:

- Regionally based talented athletes and coaches are provided support to continue their development and progression along their sport's pathway whilst remaining in their home environment.

The objectives of the RTDN Grants Program are to:

- Support the delivery of a daily training environment for regionally based talented athletes in partnership with SSAs.
- Facilitate access to high-level coaching and specialist sport services for regionally based talented athletes.
- Provide professional development opportunities for identified regional coaches in partnership with SSAs.

- Build networks across regional academies, talent development centres and regional specific sport programs with alignment to the Western Australian Institute of Sport (WAIS) and SSAs.

## 2.3 Eligibility

The following organisations are eligible to apply:

- regional academies of sport
- CITS recognised SSAs
- regional sporting associations
- community organisations
- local government authorities (LGAs), in the absence of a local community organisation.

To be eligible for funding, organisations must:

- be incorporated under the *Associations Incorporation Act 2015* (WA) or a Company Limited by Guarantee under the *Corporations Act 2001 (Cth)* or an Indigenous organisation under the *Corporations (Aboriginal and Torres Strait Islander) Act 2006 (Cth)* or be registered as a Local Government Entity in Western Australia;
- possess an Australian Business Number (ABN);
- maintain appropriate and sufficient insurance cover for the duration of the project. A certificate of currency of insurance for the coming year should be provided upon application. Please note, for Public Liability Insurance, a minimum value of $10 million per claim or occurrence giving rise to a claim is required.

In addition, the following will apply:

- Organisations with outstanding acquittals for any CITS grant may have payments withheld until outstanding acquittal documentation is satisfactorily completed.

## 2.4 Ineligible organisations

- State and Commonwealth government agencies;
- Unincorporated not-for-profit organisations;
- Commercial or for-profit organisations; or
- Educational institutions or agencies including schools, universities and TAFE colleges.

## 2.5 Regional Talent Development Network Investment Framework

- The RTDN Grants Program is an application-based program with funding allocated based on the scope and reach of projects.

- The program is a targeted and competitive grants program with applications assessed against the assessment criteria and ranked based on the merits of proposals.
- Single year projects must be delivered between 1 November 2026 and 31 October 2027.
- Organisations should contribute a minimum of 10 per cent financial and/or in-kind support to the total project costs.
- Grants should not constitute the entire financial base of an organisation.
- Auspice arrangements are not accepted.

The RTDN Grants Program will invest in projects as follows:

| Grant type | Description | Funding range |
|---|---|---|
| Regional Academy of Sport | Support for organisations to implement their strategic and operational plans in regional locations. | $80,000 to $250,000 |
| Talent Development Centres | Support for organisations to coordinate programs and services for talented athletes and coaches in regional locations. | $10,000 to $80,000 |
| Regional Sport Specific Programs | Support for organisations to coordinate programs and services for talented athletes and coaches that are specific to a regional need. | $5,000 to $50,000 |

## 2.6 Funding can be used for

- Project-based staffing costs (for example, engagement of a contract project officer).
- Program staffing costs for Regional Academies of Sport only.
- Consultant fees and/or presenter fees associated with delivery of relevant education and program workshops (for example, nutrition, education, sport psychology).
- Registration fees to attend relevant education, training and workshops for program staff, coaches and/or volunteers.
- Sports specialist service costs for athletes (for example, strength and conditioning, physiotherapy, medical).
- Coaching costs.
- Venue and equipment hire (not owned or occupied by applicant).
- Intrastate travel and accommodation costs (for example, presenter/program delivery personnel travel to regional locations).
- Transport costs (for example, vehicle hire and fuel).
- Advertising, publicity, promotion, marketing, printing and publishing costs.

- Promotional apparel for program staff, athletes and coaches.
- Provision of interpreting and translating services.

## 2.7 Funding cannot be used for

- Existing, ongoing or recurrent organisational costs (for example, non-project related salaries, insurance, lease or rental payments, administration expenses). This does not apply to Regional Academies of Sport.
- Programs that would be more appropriately supported through an alternative funding source or existing CITS grants program.
- Programs undertaken outside Western Australia.
- Programs that have already been funded by CITS.
- Programs that have already taken place or have commenced.
- Capital works (for example, purchase of land or buildings, repairs, extensions, renovations or maintenance).
- Purchase of capital equipment (for example, computers, photocopiers, vehicles).
- Trophies, prize money or gifts.
- Hospitality functions (for example, catering, alcohol, entertainment).

# 3 How to apply

## 3.1 Application information

- Read and understand the grant guidelines before commencing the application process.
- You **must** discuss your proposal with the CITS Project Manager before applying.
- Only one application per organisation will be considered.
- Late applications will not be accepted.
- Incomplete applications may be considered unsuccessful upon submission.

Complete all sections of the application form and submit with the following supporting documentation:

☐ Regional Academies of Sport - must provide a current Strategic Plan and a current Operational Plan (If Strategic Plan has not been developed then the organisation must demonstrate that it is working towards the development of a plan).

☐ Talent Development Centres - must provide a current Operational Plan/Project Plan.

☐ Regional Sport Specific Program – must provide a current Operational Plan/Project Plan.

☐ All - A comprehensive budget.

☐ All - A copy of your organisation's incorporation certificate.

☐ All - A copy of your organisation's current public liability insurance certificate (minimum required is $10 million).

Submit your application form and supporting documentation via the CITS website link provided on the application form by **26 October 2026**.

You will receive an automated confirmation via email when you submit your application. If you do not receive the confirmation email, contact Rob Perisic on the details below before the application closing time.

## 3.2 Important dates

| Grant round opens | Grant round closes | Indicative notification date | Project delivery dates | Length of grant |
|---|---|---|---|---|
| 14 October 2026 | 26 October 2026 | December 2026 | 1 November 2026 to 31 October 2027 | Single year |

# 4 Assessment and approval

## 4.1 Assessment and approval process

- CITS Grants Administrators will assess applications for compliance with the eligibility criteria.
- CITS Grants Assessors will conduct a preliminary assessment of eligible applications against the assessment criteria and provide a summary, which may include scores, rankings, funding allocations and rationale, for an assessment panel to consider.
- A panel will be formed to conduct an independent review of the assessment process, the preliminary assessment information and ratify recommended applicants to be submitted to the CITS Director General for endorsement and to the Minister for Sport and Recreation for approval. The panel will comprise two independent CITS staff members and one independent external assessor with relevant expertise.
- The Minister for Sport and Recreation will approve the recommended applicants as per the relevant funding source legislation.
- Successful and unsuccessful applicants will be notified in writing.
- Applicants may not be successful or may not be funded to the full amount requested.

## 4.2 Assessment criteria

Applications will be assessed against the following 4 criteria:

1. **Daily training environment provision**

   The application demonstrates that the project will support the delivery of a high-quality training environment to regionally based talented athletes in partnership with SSAs.

2. **Specialist coaching and support service provision**

   The application demonstrates that the project will facilitate access to high level coaching and sport specialist services to regionally based talented athletes; and provide professional development opportunities for identified regional coaches in partnership with SSAs.

3. **Organisational capacity and capability**

   The application demonstrates the organisation's readiness, capacity and capability to deliver the project and manage identified risks.

4. **Operational or project plan and budget**

   The application is supported by a detailed operational or project plan and demonstrates how the project will be promoted and evaluated. The project is based on a comprehensive budget and represents value for money.

All assessment criteria are weighted equally.

# 5 Conditions of funding agreements

## 5.1 Goods and Services Tax

- If your organisation has an ABN and is registered for Goods and Services Tax (GST), the grant will be grossed up by ten per cent of the grant amount.
- If your organisation has an ABN and is not registered for GST, no GST will be paid.

## 5.2 Grant agreement

- Approved applicants will be required to enter into a grant agreement that outlines the grant conditions, key deliverables and acquittal requirements. Once signed and returned, the grant will be paid directly to the eligible applicant body's nominated bank account.
- No grant monies will be paid to an individual.

## 5.3 Acquittal requirements

- At the completion of the program or project, your organisation will need to complete an acquittal report to demonstrate that the funding has been spent in accordance with the grant agreement.
- Your acquittal report must be submitted within 30 days of the project completion date as specified in the grant agreement.

## 5.4 CITS acknowledgement and evaluation

- Successful organisations will be required to acknowledge CITS. Further details will be provided to successful applicants within their grant agreement.

- Successful organisations will be required to participate in any research and/or evaluations relating to this funding and/or funded projects.

## 5.5 Freedom of information

- The *Freedom of Information Act 1992 (WA)* (FOI Act) gives the public a right to access documentation held by CITS subject to the limitations within the FOI Act.
- These documents can be of a personal or non-personal nature and may apply to the grant administration processes.

## 5.6 Privacy

- The *Privacy Act 1988 (Commonwealth)* regulates how personal information is handled by CITS.
- All information provided to CITS and gathered during the grant assessment process will be stored on a database that will only be accessed by authorised CITS personnel.
- That database is subject to privacy restrictions in accordance with the *Privacy Act 1988 (Commonwealth)* and the FOI Act.

## 5.7 Appeals and complaints

- When you submit your application, it is subject to a competitive assessment process. Your application is assessed against the assessment criteria, and all applicants are notified of the outcome of their application as soon as possible following the conclusion of the assessment process.

**Appealing an unsuccessful application**

- Appeals will only be considered where there is an alleged breach of the assessment process. If you believe that the proper assessment process has not been followed for your grant application, please discuss your concerns with the relevant CITS contact for the grant program.

**Lodging a complaint**

- If, following discussion with the relevant CITS contact for the grant program, you consider your concerns have not been adequately addressed; you can lodge a complaint with CITS, in writing, by following the instructions outlined in the feedback section of the CITS website at cits.wa.gov.au/department/contact-us

# 6 Further information

**Sector Capability Team**

Department of Creative Industries, Tourism and Sport

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Email: sectorcapability@cits.wa.gov.au

Website: cits.wa.gov.au/funding/sport-and-recreationfunding/regional-athlete-support-program

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