



FACT SHEET

ASF Discretionary Grants

Discretionary grants are made by the ASF's Board of Directors to project organisations for registered projects in line with taxation law. The ASF Board undertakes discretionary grant rounds six times per year, generally bi-monthly. Unconditional donations to the ASF form a pool of funds available to be granted. These funds are reduced by the 2% administrative charge for processing donations made by credit card.

What are the limits?

The minimum value of any single grant is generally \$500. There is no upper grant limit, subject to registered projects meeting all ASF criteria for approval.

Criteria for approval

Discretionary grants may be approved for payment in support of registered projects subject to the following criteria being satisfied:

- the project organisation has a current grant agreement with the ASF
- the project organisation has been actively fundraising and donors have indicated the registered project as their preferred beneficiary
- ASF approved promotional and publicity material has been used at all times
- all donations have been accompanied by completed and signed ASF approved donation forms
- all documentation requested by the ASF has been provided (eg grant expenditure reports, financial statements)
- special considerations, if any, listed in the grant agreement have been met (eg provision of team lists, local authority approvals for facility developments)

Conditions of payment

Grants are paid to project organisations for registered projects on the basis of the following conditions:

- for organisations registered for GST, a Recipient Created Tax Invoice Agreement is in place with the ASF
- the grant must be applied in accordance with the approved project purpose
- subsequent acquittal by the completion of a Grant Expenditure Report (GER)

How are discretionary grants distributed?

For project organisations registered for GST:

- discretionary grants are grossed up by 10% to cover the GST liability. (The remittance of GST to the ATO is the responsibility of the project organisation.)
- a Recipient Created Tax Invoice (RCTI) will be sent to the project organisation
- funds are then electronically transferred into the project organisation's nominated bank account
- a remittance advice will be e-mailed to the project organisation

For project organisations not registered for GST:

- funds are then electronically transferred into the project organisation's nominated bank account
- a remittance advice will be e-mailed to the project organisation

Discretionary grant acquittal

The Grant Agreement requires that a project organisation appropriately acquit all ASF discretionary grants it has received. The grant acquittal process is undertaken by the completion of a GER and these are distributed to recipients of discretionary grants every six months.

How can I find out more?

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