

## 4.7 Subsidy Policy

Policy No. 4.7 (replacing previous policies 4.7, 4.8, 4.9 and 4.10)

Type of Policy: Administrative

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**Policy Owner:** Committee

**Policy Contact:** Secretary, Point Leo Surf Life Saving Club (secretary@pointleoslsc.com.au)

In the interest of supporting the membership of Point Leo SLSC to participate in lifesaving related activities, subsidies are offered for the following purposes:

- Lifesaving and leadership courses and conferences
- Advanced lifesaving award courses
- Craft Subsidy: Members purchasing new or used Racing Mal or Surf Skis for competition.
- Interstate Championship competition participation
- State or National surf lifesaving teams

This policy outlines (a) the sub-committees responsible for the distribution of the subsidies and the review of the subsidy policy, (b) how the subsidies will be funded and managed within the Point Leo SLSC budget, (c) what activities included and excluded in each subsidy category, (d) the criteria for each subsidy category, and (e) the application and approval process for the subsidies.

### **The Subsidy Distribution Sub-Committee (SDSC)**

The Point Leo SLSC Subsidy Distribution Sub-Committee will be annually appointed by the Committee, and comprise at a minimum:

- The Club Captain
- The Senior Team Manager
- The Treasurer
- The Vice President of Member Development
- The Chief Instructor, and
- Either the Vice President of Grants or the Vice President of Fundraising and Sponsorship (based on availability)

The Vice President of Grants or Vice President Fundraising and Sponsorship shall serve as Chair.

To ensure transparency and equity each section lead on the SDSC is required to work with other relevant Club members to review nominations and make recommendations to the SDSC on eligibility and compliance with expected behaviours.

For example, the Chief Instructor must collect input from the club trainers and assessors, and the Senior Team Manager must collect input from the Head Coach, Coaching Panel and/or Boat Captain.

As per clause 18.4 of the Club Constitution, the Subsidy Distribution Sub-Committee may co-opt any person with appropriate experience or expertise to assist the Sub-Committee in respect of such matters and on such terms as the Sub-Committee thinks fit. Any person so co-opted shall not be a Sub-Committee Member and shall not exercise the rights of a Sub-Committee Member but shall act in an advisory role only.

The Club Committee can initiate a review of the Subsidy Policy with appropriate representation. Any policy changes must be submitted to the Committee for review and approval in coordination with the Club budget process timeline in order to allow approvals prior to the annual budget preparation.

### **The Budget Management of Club Subsidies**

All subsidies are in the absolute discretion of the Point Leo SLSC Committee and are subject to funds being available.

From time to time the SDSC may recommend to the Point Leo SLSC Committee that additional support than what is available in the annual budget or approved caps be provided to members in any of the subsidy categories. The Chair must specify the reasons for this request.

Subsidy	%	Maximum annual amount	Notes
<b>Lifesaving &amp; Leadership Courses</b>	100	Annual budget to be estimated by VP Of Member Development based on up to 2 members attending every LSV/SLSA course and proposed to the Committee for approval.	The SDSC may consider additional applicants for specific courses on a case-by-case basis
<b>Advanced Lifesaving Courses</b>	100	Annual budget to be estimated by Chief Instructor based on patrol needs and training plan and proposed to the Committee for approval.	No cap on the number of members participating in advanced lifesaving courses
<b>Craft Subsidy</b>	As per policy	Annual budget to be estimated by the Senior Team Manager and Head Coach and proposed to the Committee for approval.	Additional craft subsidies may be considered on a case-by-case basis
<b>Interstate Championship participation</b>	N/A	Annual budget for Australian Championships and Interstate Events to be estimated by the Senior Team Manager and Head Coach based on team size. Budget to be proposed to the Committee for approval.  Individual cap of \$250 per event	Additional support may be considered on a case-by-case basis.
<b>State Team Representation</b>	50%	Annual budget for Australian Championships and Interstate Events to be estimated by the Senior Team Manager and Head Coach based on team size and performance. Budget to be proposed to the Committee for approval.	Additional support may be considered on a case-by-case basis.

### Inclusions and Exclusions in Club Subsidy Categories

Subsidies, including events and amounts to be subsidised, are determined and funded from Committee approved budgets.

#### Lifesaving and leadership courses and conferences

- Official endorsed SLSA, LSV or ILS courses and conferences for developing members and their lifesaving skills
- Other ad-hoc courses related to lifesaving and leadership may be considered on a case-by-case basis in special circumstances if funds are available or directed to the Gary Tierney Foundation

#### Advanced lifesaving award courses

- Any lifesaving award above the Bronze Medallion level. For example, ART, First Aid, IRB, Silver Medallion, Gold Medallion, Beach Management, Patrol Captain etc.
- Does not include "camp" costs for Bronze or SRC

#### Craft Subsidy - Members purchasing new or used Racing Mal and/or Surf Skis for competition

- Up to 50% for a used craft (provided the price is approximately half the cost of a new craft
  - An obligation to accept existing Club stock if there is a good match for weight and body type
- Up to 30% for a new or near new craft
- Competitors with a track record of at least 3 years regular training and competition on the chosen craft will be considered for a 30-50% subsidy on a new or near new craft
- A second subsidy on the same craft type will be considered provided all responsibilities of the first subsidy have been consistently met

#### Interstate Championship competition participation

- Competitors with their competition rights at Point Leo SLSC and competing for Point Leo SLSC at the Australian Championships, including Summer, IRB and Pool events
- Officials, Club coaches and team managers appointed to roles at the Australian Championships, including Summer, IRB and Pool events may also apply for a subsidy
- In addition to the subsidy provided to eligible members for the Australian Championships, the Committee will also provide funds to cover
  - Transport of competition equipment (trailer and/or container as required)
    - Capped reimbursement (up to \$150 per night) for overnight accommodation for club members driving the trailers will be provided for a maximum of two (2) night in each direction for Gold Coast and the Sunshine Coast. Additional arrangements will be made for Western Australia or if the Australian Championship are being held in another location
    - At least one social event (generally a Club dinner excluding alcohol) will be provided for all competitors and helpers during the Australian Championships. The SDSC will allocate a budget

**Club endorsed events held in other states**

The Senior Team Manager, Head Coach and/or Boat Captain must recommend events prior to the start of the competition season (generally October of each year) to the Club Committee for approval that would be eligible for a subsidy, up to a maximum of two events per section.

**This subsidy does not include support for individuals competing at “normal” carnivals held in other states.**

The SDSC will consider applications for support for World Titles on a case-by-case basis.

**State or National surf lifesaving teams**

- Athletes, Coaches or Team Management roles selected to represent Victoria or Australia in all disciplines and age group of lifesaving sports.
- Includes state or national selection in development teams.

### Subsidy criteria and expectations

- Subsidy criteria need to be met upon application and evidence provided by the member
- Subsidy expectations are behaviours expected by the member once the subsidy has been approved
- There are criteria/expectations “common” to all subsidies across the club and criteria/expectations “specific” to individual subsidies
- Members can apply for a special exemption to the criteria (no later than 21 days prior to the start of any event related to the subsidy) which will be determined by the Subsidy Distribution Sub-Committee
- The Subsidy Distribution Sub-Committee shall have discretion to waive eligibility requirements. The Chair must identify any criteria that have been waived when making a recommendation to the Club Committee

Subsidy	Common Criteria	Specific Criteria	Subsidy Expectations	Subsidy Reporting/Follow up
Lifesaving and Leadership courses and conferences	A member of Point Leo SLSC for the season where the subsidy is applicable.	Alignment of the proposed course/conference with current or future role at Point Leo SLSC.	Adherence to the Point Leo SLSC Code of Conduct and LSV/SLSA rules at all times	Short report on the course/conference for the Mine or newsletter no later than a month after the event. They may also be asked to share their experience in other ways, e.g. talk at the Lion’s Den.
Advanced lifesaving award courses	Not working full time and not over 25 years of age (exemption on request for special circumstances)	Currently patrolling at Point Leo SLSC	Adherence to the Point Leo SLSC Code of Conduct and LSV/SLSA rules at all times	Ongoing patrolling at Point Leo SLSC Undertake patrol and water safety roles as available
Craft Subsidy	In good financial standing with the Club Competitive rights with Point Leo SLSC (for competition related subsidies) Having met requirements associated with membership status at Point Leo SLSC regarding awards and patrols including patrol hour obligations for the competition season as per the Point Leo SLSC Patrol Hour Policy Having met all SLSA and LSV requirements for the subsidy that they are applying for.	Been a member of Point Leo SLSC for at least one year. Must be at least U15 for board and U17 for ski. Having purchased or received a quote for a board or ski. Regular training and competition for Point Leo SLSC in the previous season or provided evidence why they were unable to do so (e.g. injury etc) Having a representative in at least one of the major fundraisers for Senior Surf Sports in the previous season Note that priority is given to cadet or younger senior competitors who show a dedication to the craft in question.	Adherence to the Point Leo SLSC Code of Conduct and LSV/SLSA rules at all times Ongoing participation in fundraising, training and competition as per the specific criteria for the Craft Subsidy Craft cannot be transferred. Professional repair of any damage in a timely manner If the member leaves the Club, decides to sell the craft, or does not adhere to the fundraising, training and competition criteria, the Club will have first option to purchase the % owned by the member for the purchase price less depreciation of 20% of purchase price per annum.	Specific expectations for each member will be monitored by the Subsidy Distribution Sub-Committee on the basis of information provided by Senior Team Manager and Coaching Panel. The Senior Team Manager and Coaching Panel are to provide an annual report to the SDSC on the participation and compliance of the recipients. The Senior Team Manager to keep a register of the allocation of subsidised craft.

			If the Club does not choose to buy the craft the competitor must still pay the Club back its % of the sale as per above.	
Interstate Championship competition participation		<p>Been a member of Point Leo SLSC for at least one year.</p> <p>Regular training and competition for Point Leo SLSC in the previous season or provided evidence why they were unable to do so (e.g. injury etc)</p> <p>Having a representative in at least one of the major fundraisers for Senior Surf Sports in the previous season</p>	<p>Adherence to the Point Leo SLSC Code of Conduct and LSV/SLSA rules at all times</p> <p>Attendance at and competing in all relevant events including teams as selected by the Club's selection panel.</p>	<p>Contribute to reporting in the newsletter, Mine and Annual Report as required by the Senior Team Manager and Coaching panel.</p>
State or National surf lifesaving teams		<p>Be selected by LSV or SLSA in State, National Teams for representative competitions.</p> <p>Be selected by LSV or SLSA in State, National Development Teams for representative competitions.</p> <p>Be selected by LSV or SLSA to represent the State or Nation at Lifesaving events, conferences etc.</p>	<p>Adherence to the Point Leo SLSC Code of Conduct and LSV/SLSA rules at all times</p>	<p>Short report on the course/conference for the Mine or newsletter no later than a month after the event.</p>

### **Subsidy application and approval process**

The Subsidy Distribution Sub-Committee will circulate information about various subsidies at least annually at the start of the season via Club communication channels that can include but are not limited to the Club email and Team App.

Each section lead on the SDSC is required to work with other relevant Club members to review nominations and make recommendations to the SDSC on eligibility and compliance with expected behaviours.

For example, the Chief Instructor must collect input from the club trainers and assessors, and the Senior Team Manager must collect input from the Head Coach, Coaching Panel and/or Boat Captain.

The Subsidy Distribution Sub-Committee will make a recommendation by majority vote and submit to the Club Committee for determination.

Cut off dates to apply for specific subsidies will be circulated to all members.

To apply for the subsidy members:

- Must complete all sections of the form (available on the club website and Team App documents) and email a copy to the Point Leo Subsidy Distribution Sub-Committee
- The section lead on the SDSC consult with relevant stakeholders Club Members
- The Subsidy Distribution Sub-Committee requires 7 days to reach a recommendation by majority and will then submit this to the Club Committee for determination at the next available meeting (noting that this must be submitted 7 days before the date of the Committee meeting)
- For subsidy submissions with a deadline the timelines for review and decision will be included in the advertisement of the specific subsidy
- The section lead from the SDSC will notify the member by email of the application outcome with required actions within 7 days of the Club Committee meeting
- The Club Treasurer will arrange payment of the subsidy

**As Approved by Committee  
April 2024**