

Travel Subsidy

Get help to achieve
your sports dreams



Travel Subsidy Grants are available to individuals and teams who are authorised by their association's governing body to participate in accredited competitions to assist with travel outside Western Australia (interstate and international travels).

	Interstate	International
Individual	\$300	\$500
*Team	\$1,000	\$2,000

Eligibility

Grants will only be considered if:

- ✓ The applicant and all selected representatives reside within the City of Rockingham.
- ✓ The applicant and all representatives (team members) have been selected to represent their chosen sport and recreational activity at national or international level at an accredited event held outside of Western Australia or Australia.
- ✓ The applicant and any selected representatives have not already received a Travel Grant within the same financial year. Only one grant per person/team per competition per financial year is permitted.
- ✓ Proof of selection from an approved governing body has been submitted with the application (e.g. copy of selection letter on letterhead) stating the applicant's name and confirming travel and representation level (i.e. competition details with dates, location etc.).
- ✓ Application has been received and date stamped by the City at least four weeks **prior** to competition. **Please note, applications outside these dates will not be accepted.**

*Team applications

If six or more individual applications are received by the City with the applicants representing the same club, school, organisation or association, participating in or at the same organised competition (date and/or location), irrespective of division or category, the applications will be classed as a team application. In such an event, only one team Travel Subsidy Grant will be forwarded to the club or organisation on behalf of the applicants.

Please note:

- » A list of all team member names and addresses are required (attach a list for more than six team members).
- » Only provide bank details of the organisation, club or association. It is then the responsibility of the organisation, club or association to distribute the grant to selected representatives.

Ineligibility

- ✗ Travel Subsidy Grants are for participants only. Coaches, paid referees, support staff and chaperones are not eligible to apply, with the exception of companions with a current Companion Card accompanying people with disability.
- ✗ Travel Subsidy Grants will not fund retrospective payments.
- ✗ The applicant does not supply all supporting documentation, or the application is incomplete.

Note: All Grant applications are assessed by City officers in accordance with relevant City policy, guidelines and processes. The City may contact applicants for further information to assist with the assessment process. Applications are assessed on their merits, and the City reserves the right to decline applications, or approve applications for partial funding only. The City also acknowledges that exceptional circumstances may arise and, at its discretion, may consider grant applications that do not fully meet the Guideline requirements, provided a sufficient explanation is given. Any decisions made by the City are final.

What happens after I have attended the competition?

The City is interested in hearing how your competition went. Submit the following to the City within four weeks of competing:

- ✓ Photo evidence (e.g. selfie taken at the competition or a screenshot of social media posts associated with the competition you attended).
- ✓ Receipts of costings.

What happens if I am no longer able to attend the competition?

- For any changes to the competition, please notify the City immediately.
- If the situation arises that the successful applicant does not attend/complete the competition, all money received from the City must be reimbursed immediately.

How do I apply?

Complete the application form in full.

Ensure that the following supporting documentation are included with your application form:

- ✓ Proof of City of Rockingham residency.
- ✓ Must supply proof of selection from the approved governing body (e.g. copy of selection letter on letterhead which must state the applicants' name and competition details including location and dates).

Submit completed application form to **customer@rockingham.wa.gov.au**

The City will inform the applicant of the outcome of their application within four weeks.

Part 1 – Applicant Details

I am applying for:

Travelling Interstate	Individual \$300 (complete 1A)	Team \$1,000 (complete 1B)
Travelling International	Individual \$500 (complete 1A)	Team \$2,000 (complete 1B)

1A. Individual application

Full name:			
Street address:			
Suburb:		Postcode:	
Email:		Phone number:	

Progress to Part 2

1B. Team application

Team name:	
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Team members' names and addresses (for a team of more than six, please attach a list of all names and addresses):

1.	Full name:			
	Street address:			
	Suburb:		Postcode:	
	Email:		Phone number:	

2.	Full name:			
	Street address:			
	Suburb:		Postcode:	
	Email:		Phone number:	

3.	Full name:			
	Street address:			
	Suburb:		Postcode:	
	Email:		Phone number:	

4.	Full name:			
	Street address:			
	Suburb:		Postcode:	
	Email:		Phone number:	

5.	Full name:			
	Street address:			
	Suburb:		Postcode:	
	Email:		Phone number:	

6.	Full name:			
	Street address:			
	Suburb:		Postcode:	
	Email:		Phone number:	

Team Manager:

Full name:			
Street address:			
Suburb:		Postcode:	
Email:		Phone number:	
Team Manager's signature:			

Progress to Part 2

Part 2 – Event Details

Name of club, school, organisation or association that you have been selected to represent:			
Event title:		Date(s):	
Location of event:			
Country:		State:	

Part 3 – Checklist and Confirmation

I confirm that:

I meet all criteria.

All details in the application are correct at the time of signing.

I confirm I have attached the following:

Proof of City of Rockingham residency.

Copy of selection letter/supporting letter from my club, school, organisation or association stating my/our selection.

Applicant name:	
Signature of applicant or parent/guardian if under 16:	
Date:	

Part 4 – Bank Account Details

If the application is successful, you will receive an electronic funds transfer into your nominated bank account.

Please provide bank account details. For team applications, please provide bank details of the organisation, club or association:

Name of bank:			
Branch location:			
Account name:			
BSB number:		Account number:	
Card holder signature:			
Date:			

The City of Rockingham will not be held responsible for any delays or errors in payment due to factors out of the City's control (including but not limiting to those resulting from banking industry systems).

Application and supporting documents must be received by the City at least four weeks PRIOR to the event.

Office use only:

Name	Title	Amount (\$)	Approve or Decline
			Approve Decline
Signature:		Date:	
	Manager Community Capacity Building	\$	Approve Decline
Signature:		Date:	
	Director Community Development	\$	Approve Decline
Signature:		Date:	

Original and copy to: Community Grants Officer

Approved from A/c Number: W121-1015-360

Completed applications should be forwarded to:



Electronic copies:

customer@rockingham.wa.gov.au
(10MB limit per email)



In person:

City of Rockingham,
Administration Building,
Civic Boulevard,
Rockingham



Hard copies:

Community Capacity Building,
City of Rockingham.
PO Box 2142, Rockingham DC
WA 6967

Note: An acknowledgment
will be provided when an
application is received by
the City.