

# Queensland Footy Facilities Fund

Funding for rugby league infrastructure projects

## Guidelines



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## Assistance



Prior to lodging an application, applicants should contact the nearest Sport and Recreation office for advice on developing the project (refer to [Appendix 1](#)). Interpreting services are available for people who have difficulty communicating in English or are hearing impaired. Sport and Recreation will engage an interpreter to talk with clients. Information on how to access interpreter services is located here:

<https://www.qld.gov.au/gov/find-translator-or-interpreter>.

### 1.0 What is the Queensland Footy Facilities Fund

The Queensland Footy Facilities Fund (program) is a joint initiative between the National Rugby League (NRL), Queensland Rugby League (QRL) and the Queensland Government, administered through Sport and Recreation, Department of Housing and Public Works (the department). The program will provide over \$1.275 million over two funding rounds to improve the quality, access and condition of identified community rugby league facilities across Queensland. This is Round 2 of the program.

This special initiative is specific to the sport of rugby league and available for eligible applicants seeking project funding between \$200,001 and \$300,000 maximum (GST exclusive).

### 2.0 Objectives

The program objectives are to:

- increase regular and ongoing participation opportunities in rugby league
- improve the quality of grounds and facilities on which rugby league is played
- remove barriers to promote inclusion in rugby league (e.g. upgrade of amenities to increase female participation, provision of disability access, upgrade of referee amenities)
- deliver projects identified through the QRL State Facilities Strategy and/or *Club Health Check* audit
- improve the sustainability of local, grassroots rugby league competitions through facilities that help strengthen existing clubs or grow new clubs
- promote the game of rugby league in the local community and build strong communities
- improve participant safety at rugby league facilities (e.g. upgrade of fields to provide a safer playing area).

### 3.0 Key definitions

**Organisation** is interchangeable with a 'club', 'association' or 'local government' and includes those bodies that meet the eligibility criteria for the program as outlined in **Section 6**, and provides sport and/or recreation infrastructure and services at the local community level.

**In-kind support** includes provision of plant and equipment, fixtures, donation of materials or professional or trade services which are directly related to the project construction. Costs that are ongoing club operational costs and grant administration costs are not eligible.

### 4.0 Funding available

The program will provide up to 50% of eligible project costs with funding available between \$200,001 and \$300,000 maximum (GST exclusive). The balance of the project cost is the responsibility of the applicant and must represent a minimum contribution of 50%. Funds may be sourced from a variety of sources including cash reserves, local government support or grant, approved bank loan, or in-kind support (capped at 25% of your total contribution).

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## 5.0 Important dates

Date	Activity
11 August 2018	Open for applications
12 October 2018	Applications due to be submitted (by 5pm)
1 December 2018 – 29 November 2020	Program period
31 January 2021	Project acquittal and reporting

## 6.0 Who is eligible?

Organisations eligible for funding are:

- Queensland not-for-profit community organisations affiliated with QRL that have sport or recreation as a primary purpose incorporated under the:
  - *Associations Incorporation Act 1981* (Qld)
  - *Corporations Act 2001* (Cwlth)
  - *Cooperatives Act 1997* (Qld)
  - *Corporations (Aboriginal and Torres Strait Islander) Act 2006* (Cwlth)
- local governments constituted under the *Local Government Act 2009*, the *City of Brisbane Act 2010* (Qld) and the *Commonwealth Aluminium Corporation Pty Ltd Agreement Act 1957* (Qld) provided they demonstrate they have the support of the local, QRL affiliated rugby league club, and can demonstrate rugby league will receive priority use of the facility.

## 7.0 Who is not eligible?

Individuals and organisations **NOT** eligible for funding are:

- organisations that are not affiliated with QRL (other than local governments, as above)
- political organisations / government departments
- schools / TAFE colleges / universities
- national sport and recreation organisations

## 8.0 Eligible projects

To be eligible for funding, the project must be:

- new infrastructure or an upgrade or replacement (if at the end of useful life – see below) of existing infrastructure which supports participation in rugby league in Queensland and relates to the Program objectives
- able to be delivered within the program period (1 December 2018 – 29 November 2020)
- directly related to a QRL affiliated rugby league club that has completed QRL's Club Health Check

Examples of the types of projects that may be funded include:

- lighting (new installations, not replacing "like for like")
- field drainage, irrigation and/or resurfacing
- change rooms (including accessible, female or referee rooms based on unisex design)
- amenities (including female and accessible amenities based on unisex design)
- seating
- canteens
- storage spaces
- water harvesting and storage.

Eligible organisations can apply for **ONE** project per round of this program.

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**New infrastructure** is defined as:

- a new project on a greenfield site (i.e. on a totally undeveloped site where no development currently exists), or
- development to support a new rugby league facility on a previously undeveloped portion of an existing site (e.g. rugby league field adjacent to an existing netball facility).

An **upgrade or improvement** is defined as:

- an enhancement to the existing infrastructure that will increase/support participation in rugby league activities
- an enhancement to meet new statutory requirements or minimum safety or competition standards for rugby league
- changing a surface or infrastructure component that results in an enhanced function for the facility or an increase in capacity of the infrastructure.

Projects that are to replace 'like-for-like' surfaces or infrastructure are not considered an upgrade. These are considered **replacement** projects.

**Replacement** is defined as replacing components at the end of their useful or economic life. End of life will only be considered where:

- the surface/component/infrastructure has reached a point by which its usage has significantly declined or ceased and it is no longer possible/viable to continue its use through maintenance, or
- the surface/component/infrastructure has reached its 'end of life' based on an accepted industry or product standard.

For **replacement** projects, applicants must provide details of:

- when the surface/component/infrastructure was installed, and
- details of why the surface/component/infrastructure can no longer be maintained for its proposed use, or
- why a different standard now applies that renders it unusable.

## Project priorities

- projects that primarily deliver the key elements of rugby league facilities that contribute to participation:
  - field surface and drainage
  - field lighting (but not replacing "like for like")
  - change rooms and amenities
- facilities that have been identified as a priority by the *Queensland Rugby Football League Limited – Statewide Facilities Strategy 2015-2026* document or via the QRL's Club Health Check. (if unsure, contact Darren Schooth, Executive Manager – Operations on (07) 3367 6000)
- projects that meet the minimum standards and specifications outlined in the NRL Preferred Facility Guidelines (<https://playnrl.com/media/1941/nrl-preferred-facility-guidelines.pdf>).

## 9.0 Eligibility requirements

Please refer to [Appendix 2 - Eligibility checklist](#)

For the project to be eligible, the following items must be confirmed:

- demonstrated ownership of the land or current right to occupy/lease arrangements for a minimum of three years from 1 August 2018 (if arrangements are for less than three years, right to occupy/lease renewal confirmation must indicate a minimum three year commitment to use the land for sport/recreation activities) – **refer to land tenure section below**
- land owner's permission to undertake the proposed project
- project concept design
- project site plan
- quantity surveyor's estimate dated from 1 June 2018 (as outlined in [section 12.2](#)) or
- meet the minimum standards and specifications outlined in the NRL Preferred Facility Guidelines

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- demonstrated funding contributions from the applicant must meet the minimum percentage contribution towards the total eligible project cost – refer to [section 12.2](#).

### **Land tenure and right to occupy/lease arrangements**

There are a number of different types of land tenure which projects could be located on including freehold land, leasehold land and reserves for community purposes. In many cases, the relevant owner or controller of the land will be the local council.

If the applicant is the landowner, the documentation required to demonstrate land tenure is a title search that details the relevant land tenure and the owner(s) or controller(s) of the land. If the applicant is not the land owner, a copy of an occupancy arrangement with the owner/controller of the land is required. There are a range of agreement types, but the most common types are either a lease agreement or a permit/right to occupy the land. The occupancy arrangement must be for a minimum of three years with a commitment to use the land for sport and recreation activities. Should the occupancy agreement expire within the three year minimum timeframe, then an additional letter from the land owner is required stating a commitment to renew the occupancy agreement.

Please note that, in return for its investment in a facility, it is the QRL/NRL's desire to secure a minimum five year occupancy arrangement. The organisation will be required to identify in the application form if they are able to comply.

## **10.0 Ineligible projects/components**

The following projects and components are ineligible for funding:

- projects not relating to new infrastructure, facility upgrades or replacements
- site remediation
- purchase of existing buildings or land
- works not undertaken within the project period
- maintenance (as defined below)
- facilities used for commercial operations including licenced clubs
- gaming machines and licensed bar areas
- road widening transport routes
- schools and classrooms including halls
- areas designated for smoking
- residential buildings
- works external to the site including electrical, water, IT and drainage
- wages or salaried and other employee costs
- relocating facilities
- event costs
- preparation of funding application and associated consultant fees.
- equipment that is not a permanent fixture
- retrospective costs.

**Maintenance** is defined as work on existing infrastructure undertaken with the intention of:

- reinstating the physical condition to the specified operational standard
- preventing further deterioration or failure
- making temporary repairs for immediate health, safety and/or security reasons.

The assessment committee reserves the right to determine what constitutes an upgrade, replacement or maintenance and will also consider how the need for the work arose.

## **11.0 Application process**

1. In the first instance it is strongly recommended that applicants undertake the Eligibility Checklist process ([Appendix 2](#)).

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2. If, at the end of the process, the organisation deems their project to be eligible then they should contact their local SR office ([Appendix 1](#)) to discuss their project and to request access to the online application form.
  3. Applications must be submitted using the online application form by **5.00pm, Friday 12 October 2018**.

In order to apply for funding under this program (or any sport and recreation grant), the organisation must be registered in the [Sport and Recreation Services Grant Registration Portal](#) (GRP).

For more information or to register, visit the website [www.qld.gov.au/recreation/sports/funding/grants-portal/](http://www.qld.gov.au/recreation/sports/funding/grants-portal/).

The following steps are highly recommended to ensure the application is submitted in a timely manner and by the closing date.

1. **Familiarise yourself with the online application form and commence the process well before the program closing date.** Guides to assist in the use of the online application system and computer requirements are available on the program information page: [www.qld.gov.au/recreation/sports/funding/footy-facilities](http://www.qld.gov.au/recreation/sports/funding/footy-facilities).
2. Please note that the online applicant portal is **not compatible with mobile devices**. If further assistance is required to complete the online application, contact the nearest Sport and Recreation office on telephone 13 QGOV (13 74 68) or refer to [Appendix 1](#).
3. Organisations seeking guidance on their application can contact the Sport and Recreation office in their service area prior to the closing date.

## 12.0 Assessment process

Applications will be assessed against the program criteria including need and ability to deliver. Applicants can access a range of tools to assist in the planning of their project, including indicative project costs which are available at [www.qld.gov.au/recreation/sports/funding/footy-facilities](http://www.qld.gov.au/recreation/sports/funding/footy-facilities).

### 12.1 Need

Evidence of need will be assessed with reference to priorities identified by the *Queensland Rugby Football League Limited – Statewide Facilities Strategy 2015-2026* document and/or the QRL's Club Health Check audit and how the project meets the needs of current and future users.

### 12.2 Ability to deliver

Consideration will be given to an organisation's ability to deliver a project. Applicants should undertake as much of the planning as possible to deliver the project prior to submitting an application. Applications will need to include details of the following:

- scope of works and project costs (an independent quantity surveyor's estimate should be attached to the application and exclude in-kind works)
- project delivery timeframes
- financial contributions.

Where there is difficulty in obtaining a quantity surveyor's estimate, applicants can refer to the Department's Facility Cost Fact Sheet for guidance available at [www.qld.gov.au/recreation/sports/funding/footy-facilities](http://www.qld.gov.au/recreation/sports/funding/footy-facilities).

### Project delivery timeframes

Organisations will need to demonstrate that the project can be delivered within the program timeframes. Projects that cannot be delivered by 29 November 2020 will be deemed ineligible (see **Section 8**).

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## Financial contributions

The applicant must provide the minimum contribution of 50% towards the total eligible project cost outlined in **Section 4**. These contributions will only be deemed eligible if they are essential to the delivery of the project.

The minimum 50% contribution may include:

- **financial contribution** available through bank accounts, another grant or a bank loan
- **in-kind services** associated with the project (**25% maximum** of your contribution)

Evidence of financial contributions must be provided and may include:

### Local governments

- a letter from the Chief Executive Officer/Chief Financial Officer committing the local government's budget commitment or excerpt from budget or council meeting minutes (for local government projects only)
- confirmation of other grant funding e.g. Federal Government.

### Other organisations

- a copy of a recent bank statement which includes the organisation's name and account information to demonstrate sufficient funds are allocated to the project.
- an approved loan document
- endorsed meeting minutes confirming allocation of funds to the project
- confirmation of other grant funding e.g. Federal Government.

Projects where there is no evidence that some or all financial contributions have been confirmed will be deemed a lower priority and a higher risk.

In-kind support, including provision of equipment, donation of materials or professional or skilled labour must be directly related to the project construction to be deemed eligible. Costs that are considered to be ongoing club operations, contingency allowances, escalation costs and grant administration costs are not to be included as part of the 25% overall contribution from the applicant.

Types of costs considered as eligible contributions provided during the funding period include:

- labour costs
- demolition works
- procurement costs (including advertising)
- geotechnical costs
- site preparation
- earthworks
- construction works/building materials
- development/building approvals
- relevant project professional fees
- plant hire
- fit-outs
- fixed structures.

The following rates are to be applied to in-kind professional and trade services.

<b>Project tasks</b>	<b>Cost per hour (GST exclusive)</b>
<b>Professional services</b> e.g. architects, engineers, surveyors, certifiers, project managers	Market rate as per supplied quote/letter
<b>Trade services</b> e.g. bricklayer, carpenter, painter, plumber, electrician	Market rate as per supplied quote/letter

Unskilled volunteer labour cannot be included as an in-kind contribution.



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## 13.0 Approval process

All applicants will be advised in writing whether their application has been successful. Approved projects will be able to commence following the execution of a Grant Deed between the Department and the applicant. Expenses incurred prior to the approval of the application are not eligible for funding.

## 14.0 Delivering the project

The project delivery period for Round 2 is from 1 December 2018 – 29 November 2020. Projects are not to commence prior to meeting with department staff and the execution of the grant deed. Approved applicants must meet the terms and conditions of the grant deed with the department.

As project costs will be greater than \$200,000 (GST exclusive) excluding in-kind costs, the recipient must undertake a public tender process or use Local Buy supply arrangements for the procurement of services if approved funding.

## 15.0 Payment arrangements

Successful organisations will require an ABN to effect payment of the approved funds. While it is not necessary to have an ABN at application stage, should the organisation be successful, an ABN will be required for the department to make payments to the approved applicant.

Organisations must be compliant with all requirements of the Office of Fair Trading prior to any payment of funds. Contact the Office of Fair Trading to determine whether the organisation has any outstanding issues. Go to [www.fairtrading.qld.gov.au](http://www.fairtrading.qld.gov.au) or telephone 13 QGOV (13 74 68).

The following payment process will be applied to successful projects:

Payment schedule	Payment %
Initial payment upon attainment of pre-construction conditions including Development Application, Building Approval, funding sources, procurement methodology, project program	20%
Commencement of construction	60%
Upon acceptance of project acquittal	20%

Organisations that are registered for GST will be issued with a Recipient Created Tax Invoice (RCTI) for the funding payment. Where the approved organisation is not registered for GST, the GST amount will not be added and remittance advice will be provided for the approved funding payment (refer to **Section 16.0** below in regards to GST application).

## 16.0 GST application

Goods and Services Tax (GST) is a broad-based tax of 10% on the sale of most goods and services purchased in Australia.

Organisations with current or projected annual turnover for all revenue activities of \$150,000 or more (including this project), must be registered for GST. Compliance with the legislation is a requirement of Federal taxation legislation. The Australian Taxation Office can provide more information—refer to the website [www.ato.gov.au](http://www.ato.gov.au) or telephone 13 24 78. If your organisation receives a grant from the department you must be aware that this may affect your turnover amount and whether or not your organisation must register for GST.

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Organisations that are not registered for GST are responsible for the GST component of the funded project. Please consider this when completing the project budget details as all costs must be GST exclusive. This also applies when acquitting the grant the amount and if not completed correctly may result in a shortfall where unspent funds will need to be returned to the department.

For more information about GST and examples of how this is applied please see the fact sheet available at [www.qld.gov.au/data/assets/pdf\\_file/0028/8839/gst-fact-sheet-gitg.pdf](http://www.qld.gov.au/data/assets/pdf_file/0028/8839/gst-fact-sheet-gitg.pdf).

## 17.0 Project report and acquittal

Organisations will need to provide a final acquittal by 31 January 2021. Details of these requirements will be outlined in a grant deed with successful organisations.

## 18.0 Audit

Approved applicants may be subject to an audit by the department. All organisations funded by the department are required to keep accurate records to support the development and delivery of the approved project. These records are to be made available to the department should the applicant be selected for an audit. Full details of records that should be maintained will be included in the grant deed.

## 19.0 Privacy disclaimer for organisations

The Department of Housing and Public Works is collecting the information in the Footy Facilities Fund application process to assess applications for funding under the Footy Facilities Fund. Information will also be used to help the department monitor and evaluate programs and resources. This information will only be accessed and used by authorised employees within the department and approved contractors appointed by the department to conduct a program evaluation.

The department may disclose some, or all, of the details contained in applications (specifically the organisation, funding amount applied for, project location and details of the proposed project) to relevant governing [sport and recreation organisations](#) and/or Queensland local governments to enable them to provide further advice and information to the department or the applicant regarding the project.

The department will disclose details of approved funding and details of accountable officers (such as name, position in the organisation, and telephone number) to local members of Parliament for their information. Information on approved organisations and details of approved projects, such as funding approved and location of the project will also be made available on the department's website and may be provided to local governments and relevant [sport and recreation organisations](#) to assist in project delivery or provide advice on the project, where relevant. Your information will not be disclosed to any other parties unless authorised or required by law, subject to the above.

If you have any further questions regarding privacy, please contact the department's Privacy Contact Officer at [righttoinformation@hpw.qld.gov.au](mailto:righttoinformation@hpw.qld.gov.au).

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## Appendix 1 Sport and Recreation offices

Departmental offices are located across the state, with staff available to offer guidance with your application. Please direct enquiries to your nearest Sport and Recreation office or alternatively phone 13 QGOV (13 7468).

### Far North Queensland Service Area

Email: [srfarnorth@npsr.qld.gov.au](mailto:srfarnorth@npsr.qld.gov.au)

#### Cairns office

Address: Level 2, William McCormack Building  
5B Sheridan Street, Cairns QLD 4870  
Postal: PO Box 2494, Cairns QLD 4870  
Phone: (07) 4222 5236

### Central Queensland Service Area (including North Queensland)

Email: [srcentralqld@npsr.qld.gov.au](mailto:srcentralqld@npsr.qld.gov.au)

#### Rockhampton office

Address: 61 Yeppoon Road,  
Parkhurst QLD 4701  
Postal: PO Box 822, Rockhampton QLD 4700  
Phone: (07) 4936 0510

#### Townsville office

Address: 3-9 Redpath Street,  
North Ward QLD 4810  
Postal: PO Box 1468, Townsville QLD 4810  
Phone: (07) 4799 7010

#### Emerald area office

Address: 99 Hospital Road, Emerald QLD 4720  
Postal: PO Box 346, Emerald QLD 4720  
Phone: (07) 4991 0830

#### Mackay area office

Address: Level 5, 44 Nelson Street, Mackay QLD 4740  
Postal: PO Box 239, Mackay QLD 4740  
Phone: (07) 4999 8520

#### Mount Isa area office

Address: Suite 27, Mount Isa House  
Mary Street, Mount Isa QLD 4825  
Phone: (07) 4747 2186

### South Coast Service Area (South East Queensland)

Email: [SR\\_SouthCoast@npsr.qld.gov.au](mailto:SR_SouthCoast@npsr.qld.gov.au)

#### Underwood office

Address: Compton House, Level 1,  
Unit 9, 54-66 Perrin Drive,  
Underwood QLD 4119  
Phone: (07) 3078 3188

#### South Brisbane office

Address: Level 6, 400 George Street,  
Brisbane QLD 4000  
Postal: PO Box 15478, City East QLD 4002  
Phone: (07) 3333 5309

#### Gold Coast office

Address: Tallebudgera Recreation Centre  
1525 Gold Coast Highway,  
North Palm Beach QLD 4221  
Postal: PO Box 50, Burleigh Heads QLD 4220  
Phone: (07) 5669 2114

### North Coast Service Area (South East Queensland)

Email: [north.coast@npsr.qld.gov.au](mailto:north.coast@npsr.qld.gov.au)

#### Maroochydore office

Address: Level 6, 12 First Avenue,  
Maroochydore QLD 4558  
Postal: PO Box 3008, Maroochydore QLD 4558  
Phone: (07) 5459 6176

#### North Brisbane office

Address: Level 6, 400 George Street,  
Brisbane QLD 4000  
Postal: PO Box 15478, City East QLD 4002  
Phone: (07) 3333 5309

#### Ipswich office

Address: Level 4, 117 Brisbane Street, Ipswich QLD  
Postal: PO Box 2259, Toowoomba QLD 4350  
Phone: 0477 317 531

### South West Queensland Service Area

Email: [southwestsportrec@npsr.qld.gov.au](mailto:southwestsportrec@npsr.qld.gov.au)

#### Toowoomba office

Address: Toowoomba Sports Ground  
47 Arthur Street, Toowoomba QLD 4350  
Postal: PO Box 2259, Toowoomba QLD 4350  
Phone: (07) 4596 1008

#### Bundaberg office

Address: 16 Enterprise Street, Bundaberg QLD 4670  
Postal: PO Box 618, Bundaberg QLD 4670  
Phone: (07) 4131 2702

#### Dalby office

Address: 30 Nicholson Street, Dalby QLD 4405  
Postal: PO Box 3, Dalby QLD 4405  
Phone: (07) 4531 8525

#### Hervey Bay office

Address: Ground Floor, 50-54 Main Street,  
Hervey Bay QLD 4655  
Postal: PO Box 3054, Hervey Bay QLD 4655  
Phone: (07) 4125 9352

#### Warwick office

Address: Corner Guy and Fitzroy Street,  
Warwick QLD 4370  
Postal: PO Box 2259, Toowoomba QLD 4350  
Phone: (07) 4667 5100

## Appendix 2 Eligibility Checklist

1	Is the club using the facility affiliated with Queensland Rugby League (QRL)?	YES	GO TO NEXT QUESTION	NO	Your project is not eligible to be considered for funding under the Queensland Footy Facilities Fund - Round 2
2	Has the club completed the QRL Health Check?	YES	GO TO NEXT QUESTION	NO	Your project is not eligible to be considered for funding under the Queensland Footy Facilities Fund - Round 2
3	Is the project funding amount you are seeking between \$200,001 and \$300,000?	YES	GO TO NEXT QUESTION	NO	Your project is not eligible to be considered for funding under the Queensland Footy Facilities Fund - Round 2
4	Can you demonstrate who the land owner is?	YES	GO TO QUESTION 5	NO	GO TO NEXT QUESTION
5	Do you have a current right to occupy/lease arrangement for the project site for a minimum of 3 years?	YES	GO TO NEXT QUESTION	NO	Your project may not eligible to be considered for funding under the Queensland Footy Facilities Fund - Round 2
6	Do you have Permission to build from the land owner?	YES	GO TO NEXT QUESTION	NO	Perhaps planning for your project isn't advanced enough to enable completion within the program timeline. Contact local SR office if you wish to discuss.
7	Has a concept design and site plan been developed?	YES	GO TO NEXT QUESTION	NO	Perhaps planning for your project isn't advanced enough to enable completion within the program timeline. Contact local SR office if you wish to discuss.
8	Has a scope of works been developed?	YES	GO TO NEXT QUESTION	NO	Perhaps planning for your project isn't advanced enough to enable completion within the program timeline. Contact local SR office if you wish to discuss.
9	Has QS/cost estimate been obtained (as per section 12.2)?	YES	GO TO NEXT QUESTION	NO	Perhaps planning for your project isn't advanced enough to enable completion within the program timeline. Contact local SR office if you wish to discuss.
10	Is a Development Application (DA) required?	YES	GO TO QUESTION 12	NO	GO TO NEXT QUESTION
11	Do you have evidence of confirmation from council or a certifier that DA is <b>NOT</b> required?	YES	GO TO QUESTION 14	NO	It is strongly suggested that you obtain this ASAP
12	Has DA been obtained?	YES	GO TO QUESTION 14	NO	GO TO NEXT QUESTION
13	Has DA been lodged?	YES	GO TO NEXT QUESTION	NO	Perhaps planning for your project isn't advanced enough to enable completion within the program timeline. Contact local SR office if you wish to discuss.

14	Is Building Approval (BA) required?	YES	GO TO QUESTION 16	NO	GO TO NEXT QUESTION
15	Do you have confirmation letter from council that BA is <b>NOT</b> required?	YES	GO TO NEXT QUESTION	NO	It is suggested that you obtain this ASAP if your project is successful
16	Has BA been obtained?	YES	GO TO QUESTION 18	NO	GO TO NEXT QUESTION
17	Has BA been lodged?	YES	GO TO NEXT QUESTION	NO	Perhaps planning for your project may not be advanced enough to enable completion within the program timeline. Contact local SR office if you wish to discuss.
18	Can you demonstrate a minimum 50% co-contribution to the project?	YES	GO TO NEXT QUESTION	NO	Your project is not eligible to be considered for funding under the Queensland Footy Facilities Fund - Round 2
29	Can the project be delivered within the program timeliness?	YES	GO TO NEXT QUESTION	NO	Your project is not eligible to be considered for funding under the Queensland Footy Facilities Fund - Round 2