

GET ACTIVE KIDS VOUCHER PROGRAM

PROGRAM GUIDELINES
FOR APPLICANTS
ROUND 4

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MESSAGE FROM THE MINISTER FOR COMMUNITY SPORT



Every child deserves the chance to play the sport they love with their friends. The Victorian Government is helping families who need support the most to get the essentials to give them this chance.

The \$21 million *Get Active Kids Voucher Program* is a Victorian first, supporting children to get involved in organised sport and physical activities by providing vouchers of up to \$200 to help eligible families cover the cost of memberships and registration fees.

The Program will provide up to 100,000 vouchers and help Victorian children to get back on the pitch, court, field or in the pool – and to have fun with their friends.

More than 33,000 vouchers have been snapped up in the initial three rounds, opening doors to sport participation across the state.

The *Get Active Kids Voucher Program* is part of *Get Active Victoria*, which is helping families to move more, every day. With 80 per cent of children in Victoria not doing the recommended amount of physical activity, the *Get Active Kids Voucher Program* will make it possible for more kids to get active, happy and healthy.

THE HON ROS SPENCE MP
Minister for Community Sport



THE GET ACTIVE KIDS VOUCHER PROGRAM

1.1 About the Program

On 1 November 2020, the Victorian Government announced the \$21 million *Get Active Kids Voucher Program*. This Victorian-first initiative will deliver up to 100,000 vouchers to eligible Victorian children and young people, assisting families with the costs of participation in sport and active recreation activities.

The Program will encourage children to re-engage or to participate for the first time in new activities by reducing the cost of participation which can be a significant barrier to participation.

The Program will be delivered in a targeted way to support families facing the greatest cost pressures to participation in sport and active recreation.

More than 33,000 vouchers have been snapped up in the initial three rounds of the Program. For this round the Program has transitioned to a true voucher model.

The Program will now provide a voucher valued up to \$200 for each child for costs associated with participation in organised sport and active recreation activities. Eligible costs include membership and registration fees associated with participation.

1.2 Why is the Victorian Government funding this Program?

Community sport and active recreation plays an integral role in our community. There is overwhelming evidence of the positive direct effects of sport and regular physical activity on health and wellbeing.

Physical activity is vital during the early years to develop fundamental movement skills and sustain positive physical activity behaviours for life. Early participation in physical activity will set children on the path to happier and healthier lives.

Victorians with low incomes or living in areas of relative socio-economic disadvantage have lower levels of participation in sport and recreation. This has a direct impact on their health and wellbeing and on their level of connection to their community.

The program aligns to *Active Victoria: a strategic framework for sport and recreation in Victoria 2017-2021*, and specifically addresses strategic direction two: broader and more inclusive participation through providing affordable participation options.

2.

ELIGIBILITY

2.1 Who can apply?

To apply for a Get Active Kids voucher you **must** be:

- The parent and/or legal guardian of an eligible child; and
- The holder of an issued and valid Australian Government Health Care Card or Pensioner Concession Card with named dependants; or
- The parent and/or legal guardian of a child named on their own issued and valid Australian Government Health Care Card.

2.2 Who is eligible?

To be eligible for a Get Active Kids voucher your child/dependant **must** be:

- Aged 0 to 18 years;
- A resident in Victoria;
- Named on an issued and valid Australian Government Medicare Card (at the time of your application) and;
- Named on your issued and valid Australian Government Health Care Card or Pensioner Concession Card (at the time of your application); **or**
- Named on their own issued and valid Australian Government Health Care Card (at the time of your application).

Eligible applicants will be able to apply for more than one voucher per round if they have multiple eligible children/dependants, subject to voucher availability and limited to one unique voucher for each eligible child.

Please note you can apply for multiple eligible children/dependants on the one application if you are using the same type of proof of identity documentation.

2.3 Special consideration

Special consideration may apply if the child/dependant is aged 0 to 18 years, is a resident in Victoria and meets one of the following criteria below:

- The child is currently residing in Victorian Care Services; or
- The child/family is a temporary or provisional visa holder, undocumented migrant or international student.

3.

VOUCHER DETAILS

3.1 What costs are covered by the voucher?

Vouchers **up to the value of \$200** can be used for costs associated with membership, registration, or participation fees of eligible children at a registered Get Active Kids Activity Provider.

Uniform and equipment items that are incorporated within the membership and registration fees can be claimed (for example, safety equipment, mouthguards).

3.2 Voucher Amounts

Each voucher is valued at up to **\$200** per eligible child. For each voucher presented to a registered *Get Active Kids Activity Provider*, the Activity Provider will reduce the participant's membership, registration or participation fee by up to \$200 at the time of registration.

Each voucher code is valued at up to \$200 inclusive of any GST included in the payment. Activity providers (whether GST registered or not) can only be reimbursed for the market rate of the activity provided up to the voucher value.

Examples:

If the full membership fee is less than \$200, the voucher can only be used for this amount. For example, if membership costs \$80 the voucher will cover the whole amount. The remaining value of the voucher will not be returned to the activity provider or the participant and cannot be used at another Activity Provider.

If the membership fee is more than \$200, the participant will need to pay the rest. For example, if the full membership costs \$250, the voucher will cover \$200, and the participant will pay \$50.

Membership fee	Participant out-of-pocket cost	Voucher amount used by the holder	Voucher amount redeemed by Activity Provider	Voucher value that cannot be used redeemed
\$80 (inclusive GST)	\$0	\$80	\$80 (inclusive GST)	\$120
\$250 (inclusive GST)	\$50	\$200	\$200 (inclusive GST)	\$0

3.

VOUCHER DETAILS

3.3 Voucher availability

Applicants can apply for **one voucher per eligible child** between the period **Monday 21 March 2022** to **Tuesday 31 May 2022**.

Vouchers are subject to availability and can only be presented to a registered *Get Active Kids Activity Provider*.

3.4 Voucher code

Participants can only present their voucher to the registered *Get Active Kids Activity Provider* that they have nominated when applying for a voucher.

Each voucher has an alphanumeric code specific to the approved child's *Get Active Kids* voucher application, which is linked to the specific Activity Provider.

The voucher code represents payment, or part thereof of registration/membership fees only.

Activity Providers can only receive a voucher from you directly. The department cannot provide voucher codes or other participant details to an Activity Provider.

The voucher must be presented to the Activity Provider at the point of registration by **14 June 2022** after which time the voucher code will expire.

4.

ELIGIBLE ACTIVITY PROVIDERS

4.1 Get Active Kids Activity Providers

Vouchers can only be used at a registered Get Active Kids Activity Provider at the time of joining and paying for your membership, registration, or participation fees.

Get Active Kids Activity Providers have registered to be part of the *Get Active Kids Voucher Program* and are affiliated to a Sport and Recreation Victoria, recognised Victorian State Sporting Association (SSA) or Victorian State Sport and Active Recreation Body (SSARB).

The list of approved *Get Active Kids Activity Providers* can be found on the application form.

As part of your application, you will be required to nominate the *Get Active Kids Activity Provider* where your child will be participating.

You are encouraged to confirm with the activity provider the entire amount of their membership, registration, or participation fees prior to applying for a voucher and joining their club, association or program.

If you cannot find your preferred club or activity provider, you can ask the club or provider to register as a *Get Active Kids Activity Provider*.

The Department has the final authority for determining if a club meets the mandatory criteria. Any exceptions will be at the discretion of the department.

Please note that participation in the *Get Active Kids Voucher Program* as a *Get Active Kids Activity Provider* does not mean that the organisation has been endorsed or recommended by the Department or Victorian Government, nor does it indicate or represent that the organisation will receive any or a particular amount of funding under the Program.

4.

ELIGIBLE ACTIVITY PROVIDERS

4.2 Eligible activities

Sport	Swimming lessons	Outdoor Recreation and Organised Camps	Active Recreation
			

Organised sport, active recreation activities and outdoor recreation programs including camps are eligible if the activity is:

- Targeted at and delivered to children and young people aged 18 years and under (0 years to 18 years).
- A minimum of four sessions in duration;
- Offered at the same costs to other participants; and
- Delivered by an approved *Get Active Kids Activity Provider* that is affiliated with the appropriate Sport and Recreation Victoria recognised Victorian State Sporting Association (SSA) or Victorian State Sport and Active Recreation Body (SSARB) for that activity.

4.

ELIGIBLE ACTIVITY PROVIDERS

4.3 Ineligible activities

The following activities and items **are not eligible** to be redeemed through a voucher:

- Membership and registration fees associated with a club, association or program that is **not** included on the *Get Active Kids Activity Provider* list.
- Membership or registration fees that are not associated with a recognised sport or active recreation activity. For example, language lessons, acting classes, music lessons, etc.
- Programs that are less than four sessions or weeks in duration
- Single session activities
- Activities conducted during school hours or as part of school curriculum.
- After school care services or programs.
- School-run competitions – including inter-school or weekend competition.
- Travel costs (unless these costs are incorporated in the registration fees for a structured camp program).
- Accommodation costs (unless these costs are incorporated in the registration fees for a structured camp program).
- Equipment ordinarily provided by the club/provider on registration for competition.
- One-off 'Come and Try' days, fun runs and mass participation events.
- Uniforms and clothing that are not incorporated into a membership or registration fee for a sport or active recreation activity.

5.

HOW TO APPLY FOR A VOUCHER

Steps	Your actions					
Check your eligibility	<p>Use these guidelines to confirm that:</p> <ul style="list-style-type: none"> You and your child meet the eligibility criteria. <p>Make sure you are aware:</p> <ul style="list-style-type: none"> If the membership fee for the activity is more than \$200 you will need to pay the remaining amount. If the membership fee for the activity is less than \$200, the voucher can only be used for this amount. The remaining amount will not be returned to the applicant or the activity provider. Refer to Section 2.5. What is an eligible activity under the program and what is ineligible. Refer to Section 3. 					
Apply for a voucher	<p>To apply, visit the <i>Get Active Victoria</i> website and follow the links to the Applicant Portal.</p> <p>You should:</p> <ul style="list-style-type: none"> Complete all information and questions in the online application form. Make sure you have copies of the correct proof of eligibility documents to attach to your application. <table border="1" data-bbox="317 1621 1481 2051"> <thead> <tr> <th data-bbox="317 1621 896 1682">Health Care Card Holder</th> <th data-bbox="896 1621 1481 1682">Pensioner Concession Card Holder</th> </tr> </thead> <tbody> <tr> <td data-bbox="317 1682 896 2051"> <p>Information that will be required on your application</p> <ul style="list-style-type: none"> Your name and address. The name and date of birth of the child you are applying for. Health Care Card number, expiry date and the name that the card is issued to. Medicare number and reference number for the child you are applying for. </td> <td data-bbox="896 1682 1481 2051"> <p>Information that will be required on your application</p> <ul style="list-style-type: none"> Your name and address. The name and date of birth of the child you are applying for. Pensioner Concession Card number, expiry date and the name that the card is issued to. Medicare number and reference number for the child you are applying for. </td> </tr> </tbody> </table>		Health Care Card Holder	Pensioner Concession Card Holder	<p>Information that will be required on your application</p> <ul style="list-style-type: none"> Your name and address. The name and date of birth of the child you are applying for. Health Care Card number, expiry date and the name that the card is issued to. Medicare number and reference number for the child you are applying for. 	<p>Information that will be required on your application</p> <ul style="list-style-type: none"> Your name and address. The name and date of birth of the child you are applying for. Pensioner Concession Card number, expiry date and the name that the card is issued to. Medicare number and reference number for the child you are applying for.
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5.

HOW TO APPLY FOR A VOUCHER

Steps	Your actions	
Apply for a voucher (cont.)	Care Services	Temporary or provisional visa holder, undocumented migrant, or international student
	<p>Information that will be required on your application</p> <ul style="list-style-type: none"> Your name and address. The age of the child you are applying for. A document confirming you are the carer or legal guardian of a child currently residing in Care Services. <p><i>For example: a carer authorisation letter, an email from your agency or child protection manager or kinship engagement team or a signed statutory declaration.</i></p>	<p>Information that will be required on your application</p> <ul style="list-style-type: none"> Your name and address. The name and date of birth of the child you are applying for. A document that confirms your status as a temporary or provisional visa holder, undocumented migrant or international student. <p><i>For example: visa documents, grant notice, immigration card or an email or letter from your support worker or agency.</i></p>
<p>You will need to nominate</p> <ul style="list-style-type: none"> The <i>Get Active Kids Activity Provider</i> you have chosen to register with for your child's participation. <p>You will need to declare</p> <ul style="list-style-type: none"> The information provided is true and correct. That you agree to the terms and conditions of the application and Program. That you certify and attest to the Victorian Government that you have reviewed the local sporting club, association or activity providers code of conduct, member protection policy, child safe standards as well as any other safety procedures relevant to ensuring child safety and wellbeing. 		

5.

HOW TO APPLY FOR A VOUCHER

Steps	Your actions
Confirmation of submission	<p>You will receive:</p> <ul style="list-style-type: none">• An automatic email to confirm that your voucher application was submitted. <p>Assessment</p> <ul style="list-style-type: none">• Your application will be assessed to confirm eligibility and that the information has been correctly submitted.• Your application will be unsuccessful if it does not show proof of eligibility.
Receiving your voucher	<p>You will receive:</p> <ul style="list-style-type: none">• An email confirming that you have been successful in your application for a voucher.• One voucher code per eligible child.
Voucher redemption	<p>You will:</p> <ul style="list-style-type: none">• Present your voucher code to your nominated <i>Get Active Kids Activity Provider</i> at the point of payment when registering for your child's participation.• The Activity Provider will deduct up to \$200 off your membership or registration fees.• You will need to pay the remaining balance (if applicable).

6.

TERMS AND CONDITIONS

6.1 Conditions of Applying

- Applicants can apply for one voucher for each eligible child in the period 21 March 2022 to 31 May 2022 (subject to availability).
- The voucher is non-transferable and cannot be used for any other child.
- Applicants must certify on their application form that they meet the eligibility criteria and have not supplied false or misleading information.
- All information and documents requested must be submitted to the Department's satisfaction for an application to be deemed eligible.
- Applicants understand that the particulars of their application will be checked as part of the eligibility assessment and their application may be declined and not proceed based on these checks.
- Applicants consent to the Department providing information to Commonwealth Government entities and other Victorian Government departments to enable the assessment of their application.
- Any personal information collected, held, managed, used, disclosed or transferred will be held in accordance with the Privacy and Data Protection Act 2014 (Vic) and other applicable laws.
- The Department may at any time, remove an applicant from the application process, if in the Department's opinion association with the applicant may bring the Department, a Minister or the State of Victoria into disrepute.
- Any vouchers that are not presented to a registered Get Active Kids Activity Provider will expire after 14 June 2022.
- Applicants cannot request the cancellation of a voucher once it is issued. Applicants are advised to liaise with the Activity Provider prior to applying for the voucher. Provision will be made for exceptional circumstances to be decided on a case-by-case basis.
- During the application process, applicants will be asked a series of demographic questions. Responses to these questions will be used by the Department only for the purposes of evaluating the *Get Active Kids Voucher Program* and will not affect the outcome of the application for a voucher. Under each question, applicants will be able to specify if they do not wish to answer.
- Successful applicants may be invited to undertake a voluntary survey about the *Get Active Kids Voucher Program*. These responses may be used for promotional and evaluation purposes, subject to the consent of the Applicant.
- In submitting an application under the *Get Active Kids Voucher Program* relating to your child/ dependant's participation with a local sporting club, association or activity provider (organisation), you certify and attest to the Victorian Government that you have reviewed the organisation's code of conduct, member protection policy, child safe standards as well as any other safety procedures relevant to ensuring child safety and wellbeing. The Victorian Government will not be held responsible for any events occurring as a result of a child's participation in a sport and recreation activity.

6.

TERMS AND CONDITIONS

6.2 Audit and Compliance

Any information or documents provided by the Applicants may be subject to audit by the Victorian Government or its representatives and, if requested, Applicants may be required to produce further evidence.

If any information in the application is found to be false or misleading, any amounts paid to an applicant pursuant to a voucher will be repayable on demand.

6.3 Right of Amendment

The Department of Jobs, Precincts and Regions reserves the right to amend these guidelines and eligibility terms in its sole and absolute discretion, including to amend the dates for which any voucher can be issued and/or to close the *Get Active Kids Voucher Program*.

6.4 Confidentiality and Privacy of Information

The Department of Jobs, Precincts and Regions is committed to protecting your privacy. We collect and handle any personal or health information about you or a third party in your application, for the purpose of administering your application.

In order for us to administer your application effectively and efficiently, we may need to disclose your personal or health information with others for the purpose of assessment, consultation, and reporting. This can include departmental staff, Members of Parliament and their staff, external experts, such as members of assessment panels, or other government departments including Service Victoria. If you intend to include personal information about third parties in your application, please ensure that they are aware of the contents of this privacy statement.

Any personal information about you or a third party in your correspondence will be collected, held, managed, used, disclosed or transferred in accordance with the provisions of the Privacy and Data Protection Act 2014 (Vic) and other applicable laws.

For information about how to access information about you held by the Department of Jobs, Precincts and Regions, please email privacy@ecodev.vic.gov.au. The DJPR privacy policy can be obtained from our website at www.djpr.vic.gov.au/privacy.

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Accessibility

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Available at the Get Active Victoria website
www.getactive.vic.gov.au