

Outstanding Representative Grant Guidelines

The City of Mandurah (City) provides funding support to local Mandurah residents who have been selected to represent Western Australia (WA) or Australia in sport or recreation activities.

Purpose

The purpose of the Outstanding Representative Grant is to assist eligible residents in the City of Mandurah with travel and accommodation costs associated with interstate or international events as part of selection in a State or National event.

Eligibility

To be eligible for the Grant, an applicant must meet all of the following criteria:

- Be a resident of the City of Mandurah.
- Have been formally selected to represent at a State or National level in a sport or recreational activity (e.g. in a junior, open or master's competition) as an athlete, coach, official, or administrator.
- Not have received any other City grant funding within the same financial year.
- If in receipt of other external funding sources, the total funding received by the applicant (including the City's grant funding) must not exceed the expenses for the Event.

Where 5 or more applicants from the same club submit applications within the same financial year, the City will treat the applications as a group application. If approved, total funding will be capped at \$1,500 and will be paid to the club for equal distribution to the respective applicants.

Timeframes

Applications must:

- Be submitted prior to the event (retrospective applications will not be accepted); and
- Be submitted within the same financial year as the event (with an exception for events in July, which can be submitted in Round 6 of the previous financial year).

Grant Rounds

There are 6 rounds of grant funding available each financial year as per the dates below:

Round	Open	Close	Latest Decision Date of Conditional Pre-Approval
1	1 July	14 September	5 October
2	15 September	31 October	28 November
3	1 November	31 December	28 January
4	1 January	28 February	28 March



5	1 March	30 April	28 May
6	1 May	13 June	27 June

Grant Amounts

Grant funding is available as follows:

Event location	Eligibility	Maximum grant amount
Interstate or international travel	Eligible	Up to \$300
Within WA, distance greater than 300km from Mandurah	Eligibility at the discretion of the Executive Manager; Healthy Communities based on financial hardship and event significance.	Up to \$200
Within WA, distance less than 300km from Mandurah	Not eligible for grant funding	Nil

Application Process

When applying for the Grant, please note the following steps:

- Applications must be submitted via the online Smarty Grants Portal.
- All eligibility and assessment criteria must be addressed in the application.
- A letter of selection (from a State or National governing sporting body demonstrating selection to represent WA or Australia) must be attached.
- The City may request additional information to support the application or to clarify any queries regarding their application.
- Applicants will be notified of the outcome by the Latest Decision Date.
- Decisions made by the City in relation to the assessment of applications, including eligibility, funding allocations, and outcomes, are final and not subject to further review.

Conditional Pre-Approval

- Where an application is granted conditional pre-approval, payment will only be made after the applicant has attended the event and submitted an acquittal form with satisfactory evidence of attendance.
- Conditional pre-approval does not guarantee grant funding. The City may, at its discretion, refuse payment if the acquittal requirements are not met.

Acquittal Process

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Document Set ID: 7600634

Version: 8, Version Date: 30/06/2026



Subject to conditional pre-approval and attendance of the event, applicants must:

- Submit an acquittal form via the online Smarty Grants Portal.
- Attach requested documentation (scoring cards, results and/or photographs) for proof of attendance.
- Upon satisfactory review of evidence of attendance and acquittal requirements, grant payments will be paid to the nominated bank account.

If the event does not proceed, or the applicant is unable to attend or participate in the event, the applicant must notify the City via the acquittal process.

Applicants will not be eligible for future grant funding from the City until an acquittal has been submitted and approved by the City.

Any questions?

For further information, please contact the City's Club Connect Team to discuss.

