



Funding Support Policy

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Table of Contents

1	Introduction	1
2	Purpose	1
3	Policy Statement	1
4	Definitions and Interpretations	1
5	Policy Scope	1
6	Principles	1
7	Responsibilities	2
8	Requirements	2
	8.1 Eligibility for Athletes	2
	8.2 Common requirements	2
	8.3 Grant Applications	3
	8.4 Grant Acquittals	3
	8.5 Grant Allocation	3
9	Monitoring and Evaluation	4
10	Relevant Forms and Procedures	4
11	References	5
12	Revision History	5

1 Introduction

The geographical constraints of Western Australia require significant financial commitment in travel to pursue opportunities to advance in the sport and rely on the contribution of volunteers.

2 Purpose

This policy outlines the criteria and process for the allocation of WAKF funds to support the development of athletes that benefit the members of WAKF in Western Australia.

3 Policy Statement

The WA Karate Federation (WAKF) is committed to the advancement of athletes, coaches and officials in the sport of karate.

The WAKF is committed to a whole-of-sport approach towards providing a welcoming, inclusive and supportive environment for people to access competitions to support their continued development in the sport of Karate.

This Funding Support Policy aims to provide financial assistance towards meeting the high costs of travel for athletes based in Western Australia.

4 Definitions and Interpretations

Athlete means a financial member of the State Team

Member has the same meaning as in the WAKF Constitution.

Policy and **this Policy** means this Funding Support Policy.

WAKF means the Western Australia Karate Federation

5 Policy Scope

This policy applies to athletes seeking funding support to attend competitions who are:

- current State Team Squad members, or
- located in regional Western Australia at a distance greater than 500km from Perth CBD.

6 Principles

The following principles shall apply to this policy

- WAKF seeks to make karate competitions accessible for athletes, coaches and officials who may be disadvantaged by location in regional areas of Western Australia.

- WAKF will review the grant allocations each year to ensure that they provide a reasonable level of assistance to athletes.
- WAKF will develop and deliver grants based on fair treatment of all those who are eligible to receive them.

7 Responsibilities

Western Australian Karate Federation staff, board, members and volunteers will, within their areas of responsibility and resources, take all reasonable steps to implement this Policy for the benefit of athletes.

8 Requirements

8.1 Eligibility for Athletes

To be eligible for a grant, individuals must:

- Be registered with a WAKF member club.
- Be a current member of the WAKF State Squad (except where applying for regional assistance) and met the minimum requirements in the State Team Policy and Guidelines;
- Have demonstrated behaviour consistent with the WAKF Code of Behaviour.
- Have demonstrated a willingness to contribute positively to the development of karate in WA.
- Have not already received a grant within the current WAKF competition season. The Board may consider individuals to be eligible for up to two grants within the same WAKF competition season for national representation where that individual has made a material contribution to the WAKF and the development of karate in WA:
- Have acquitted any previous grants awarded to them from the WAKF.
- Not apply for a grant retrospectively.
- Not receive any personal financial gain from the grant.

8.2 Common requirements

Grants will not be made to officials, administrators, or coaches.

The WAKF does not provide sponsorship for athletes or officials.

The WAKF will budget annually for grants to provide financial assistance to athletes. Grants will be awarded subject to available funds.

Authority to approve applications is the role of the WAKF Board.

8.3 Grant Applications

The individual is required to fill and sign an Athlete Funding Support Application form and email the form to info@karatewestaustralia.com to be considered for funding. Forms can be found on the WAKF website.

All details in the form must be filled out.

The form must be received by the WAKF before departing Western Australia for the event.

The funding is administered on an as-needs basis. Individuals will be notified of the outcome of their application via email as quickly as possible after submission.

If an applicant has been successful in receiving a grant, but for whatever reason does not attend the competition for which the grant was provided, the applicant is required to return the grant funding to the WAKF within two months of the event.

8.4 Grant Acquittals

All successful applicants are required to acquit the grant within three months of the competition, or other time as nominated by the WAKF Board.

The details of the requirements for acquittal will be nominated in your acceptance letter and may include provision of a training-type seminar for developing athletes or referees or providing a presentation detailing the learning from the competition.

The individual is required to fill and sign an Athlete Funding Support Acquittal form at the completion of the acquittal requirements and email the form to info@karatewestaustralia.com by the due date. Forms can be found on the WAKF website.

Recipients who do not acquit the grant by the due date may be required to reimburse the WAKF and may not be eligible for future grants.

8.5 Grant Allocation

The level of grant funding available is nominated in the tables below. The funding amount remains at the discretion of the Board.

General assistance

Level of representation	Funding amount (Athlete)
Individual or club representation in competition anywhere in the world	Nil
State representation in competition within Western Australia	Nil

State representation in competition outside Western Australia (i.e. AKF Championship event, Australian Open)	Nil
National representation in international competition (i.e. OKF Championship event)	\$350
National representation in international competition (i.e. WKF Championship event)	\$500

Regional assistance

Level of representation	Funding amount (Athlete)
Travelling from regional Western Australia for competition within Western Australia (i.e. WAKL event), and is located greater than 500km from Perth GPO	Nil
Travelling from regional Western Australia for competition outside of Western Australia, and is located greater than 500km from Perth GPO	\$250

Note: 500km from Perth GPO includes Kalbarri to the North, Kalgoorlie Boulder to the East and Esperance to the South.

9 Monitoring and Evaluation

The WAKF will regularly evaluate this policy and revise it to ensure it reflects members' needs.

Recommended changes to this policy may be submitted to the WAKF for consideration. Management will review the recommendations and forward to the WAKF Board, which has the authority to make any changes to this policy.

Should changes be accepted, the policy would be updated, dated, and circulated to members.

10 Relevant Forms and Procedures

The following forms are available from the WAKF website:

- Athlete Funding Support Application Form
- Athlete Funding Support Acquittal Form

11 References

There are no additional references for this policy.

12 Revision History

Version	Date Reviewed	Date Approved	Content Reviewed/ Purpose
0.1	2018	-	Initial draft by Emma Taylor
1.0	Dec 2019	Mar 2020	New policy. Application to athletes only.
2.0	June 2022 to August 2022		Major update of policy, as well as including the use of a Funding Application Form, Acquittal Form and defining the competition season instead of using the calendar year.