



Department of  
Sport and Recreation



# KIDSPORT

## Financial Assessors




**The work we do:**

*Building stronger, healthier, happier and safer communities*

Our whole  
community **wins**

# Changes – 1 Jan 2017

- **Replacing the term *Referral Agent* with *KidSport Financial Assessor*.**
    - Financial Assessors must be paid professional employees.
    - They must register and be approved by DSR.
    - Metropolitan schools, medical practices and PCYCs/YMCAs are ineligible.
  - **Introduced four Financial Exceptions as the only reasons families can obtain KidSport without a concession card.**
    1. Sudden loss of employment and subsequent income from the main income earner of the family. This does not include voluntary unemployment or circumstances where a redundancy payment has been received.
    2. Death or serious illness of a parent/guardian causing significant impact on the household income.
    3. Fire, flood or other natural disaster causing significant impact on the households' financial situation.
    4. Situations when the child has been placed into care (of the State, foster or extended family) and the relevant concession cards are unavailable.
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# Changes – 1 Jan 2017

- **The department will assess all applications for Financial Exceptions from approved *KidSport Financial Assessors*.**
  - KS Financial Assessors need to use the specified Financial Exception application forms.
  - All forms to be submitted to [kidsport@dsr.wa.gov.au](mailto:kidsport@dsr.wa.gov.au).
  - Local Governments cannot process forms until they are reviewed by DSR.
- **Introduced a rule that an applicant can only receive KidSport for a Financial Exception once.**
  - The intent of financial exceptions is to assist families in unforeseen financial hardship.
  - Families in continued financial hardship should apply to Centrelink for a concession card and apply through the standard KidSport process.
  - The department will review extraordinary circumstances on a case by case basis.



- Financial Exception Application forms are NOT publicly promoted.
- They are only distributed to KidSport Financial Assessors from DSR or Local Governments



## FINANCIAL EXCEPTION APPLICATION FORM

This application form is to be completed by an approved KidSport Financial Assessor in consultation with the applicant's parent/guardian where possible.

This form is only for applicants who are NOT currently listed on a valid Health Care or Pensioner Concession card.

### What is KidSport?

KidSport supports Western Australian children aged 5 - 18 years to participate in community sport and recreation by offering them financial assistance towards club fees.

- Funding covers the cost of fees to join the nominated sport or recreation club.
- Maximum of \$200 per child per calendar year.
- Fees are only for the nominated registered season.
- No retrospective fees will be paid.
- No limitation to the number of applications per family as long as the criteria for each child is met.

### Eligibility criteria

- Applicants must be aged 5 - 18 years.
- Applicants primary place of residence must be in the local government area they are applying to.
- Applicants listed on a valid Health Care or Pensioner Concession card can apply directly online or by submitting a KidSport application form to their local government.
- Applicants who are NOT listed on a valid concession card but meet one of the exceptions below can apply for KidSport using this form.
- Applicants can only receive KidSport funding under a Financial Exception once. Extenuating circumstances can be discussed.

### KidSport Financial Exceptions

- 1 Sudden loss of employment and subsequent income from the main income earner of the family. This does not include voluntary unemployment or circumstances where a redundancy payment has been received.
- 2 Death or serious illness of a parent/guardian causing significant impact on the household income.
- 3 Fire, flood or other natural disaster causing significant impact on the household's financial situation.
- 4 Situations when the child has been placed into care (of the State, foster or extended family) and the relevant concession cards are unavailable.

### Application process

1. Read the KidSport Eligibility and Financial Assessor overview document online.
2. Discuss the family's circumstances and ensure they meet one of the approved KidSport exceptions.
3. Complete this application form then scan and email to [kidsport@dsrwa.gov.au](mailto:kidsport@dsrwa.gov.au).
4. If the selected exception is supported, the department will advise you and instruct the relevant local government to continue to process the application. (Note the application is NOT approved at this stage.)
5. Once processed by the local government, your KidSport Financial Assessor primary contact and the parent/guardian will receive an email with the outcome.

For more information about KidSport visit [www.dsrwa.gov.au/kidsport](http://www.dsrwa.gov.au/kidsport)

To find a local club visit [www.dsrwa.gov.au/find-a-club](http://www.dsrwa.gov.au/find-a-club)

Disclaimer - All information obtained will be used solely for purposes related to the Government of Western Australia's KidSport program initiative (Privacy Act 1988).

<b>Applicant name</b> <small>To be completed by the KidSport Financial Assessor.</small>	
First name: _____	Surname: _____
<b>Why should this applicant receive KidSport funding?</b>	
Circle which KidSport Exception you feel the applicant meets: 1 2 3 4	
Explain the applicant's situation and why you feel they meet the above exception: _____	
_____	
_____	

## APPLICATION FOR A KIDSPORT EXCEPTION To be completed by the KidSport Financial Assessor in consultation with a parent/guardian where possible.

<b>Applicant Details (Child)</b>	
Has the applicant received KidSport funding before? Yes <input type="checkbox"/> No <input type="checkbox"/>	
First name: _____	Surname: _____
Male <input type="checkbox"/> Female <input type="checkbox"/>	Date of birth: ____/____/____
What suburb do they live in? _____	
What local government do they live in? _____	
Is English their first language? Yes <input type="checkbox"/> No <input type="checkbox"/> Are they Aboriginal/Torres Strait Islander? Yes <input type="checkbox"/> No <input type="checkbox"/>	
Do they have disability? Yes <input type="checkbox"/> No <input type="checkbox"/>	
Have they registered with any club before? Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, what year? _____	
How did they hear about KidSport? _____	
What sport would they like to play? _____	
What club would they like to join? _____	
How much KidSport funding do they want to claim? \$ _____	
<b>Parent/Guardian Details</b>	
First name: _____	Surname: _____
Relationship to child: _____	
Address: _____	
Suburb: _____	Postcode: _____
Home phone: (____) _____	Mobile phone: _____
Email: _____	
<small>Parent/guardian will receive an email with the outcome of this application. If approved, the parent/guardian needs to give the unique code in the email to the chosen club.</small>	
Signature: _____	Date: ____/____/____
<b>KidSport Financial Assessor Details</b>	
Organisation name: _____	
Contact person: _____	Phone: (____) _____
Email: _____	
<b>Declaration</b>	
<ul style="list-style-type: none"> <li>• I agree that I have the authority to make this application on behalf of the above named organisation.</li> <li>• I have read and understood the KidSport eligibility criteria including my role and responsibilities as a KidSport Financial Assessor.</li> <li>• I agree to only submit applications on behalf of families who I feel are eligible and in need of financial assistance from this program in line with the eligibility criteria.</li> <li>• I understand that the Department of Sport and Recreation is required to audit the KidSport program and I may be contacted to discuss an application at any time.</li> </ul>	
Signature: _____	Date: ____/____/____

Please scan and/or email this completed form to [kidsport@dsrwa.gov.au](mailto:kidsport@dsrwa.gov.au)

<b>FOR OFFICE USE ONLY</b> (Department of Sport and Recreation and Local Government to complete)	
Local Government name: _____	Exception number 1 2 3 4
<input type="checkbox"/> Approved	DSR initial: _____ Date: ____/____/____
<input type="checkbox"/> Voucher validated date: ____/____/____	<input type="checkbox"/> Unique Code: _____
<input type="checkbox"/> Voucher amount validated: \$ _____	<input type="checkbox"/> Returned to the Financial Assessor / applicant / club
Invoiced by the club on: ____/____/____	Local Government initial: _____

# Summary

<b>A Referral Agent did:</b>	<b>A Financial Assessor will:</b>
Register with Local Government (hard copy form)	Register with DSR (online form)
Sight concession cards and sign off on forms	Direct families with concession cards to apply online
If no card, provide comment on financial hardship and sign form	If no card, see if they meet a Financial Exception. If yes, complete Financial Exception application form.
Submit form to local government	Submit form to DSR



# Summary

<b>A Local Government did:</b>	<b>A Local Government will now:</b>
Approved Referral Agents	See a list of DSR approved KSFAs
Promoted Referral Agents to clubs and community.	Will not promote KSFA and only direct families to their most appropriate KSFA when requested.
Assessed if the referral reason was acceptable	Receive Financial Exception application forms which have already been reviewed and assessed by DSR
Processed application form	Process application form



# How to answer public enquiries

1. If the family have a valid Health Care card or Pensioner Concession card direct them to apply online at [www.dsr.wa.gov.au/kidsport](http://www.dsr.wa.gov.au/kidsport)
2. If they do not have a concession card make them aware of the new Kidsport Financial Exceptions.
3. If yes - they feel that their current situation falls within one of the four exceptions then explain that they will need to demonstrate this to an approved KidSport Financial Assessor and link them to a local/suitable assessor.
4. If no - the exceptions do not apply then unfortunately they are ineligible for KidSport. If they are struggling financially, they may be able to negotiate a payment plan with the club or source second hand uniforms or equipment.





For more information

[www.kidsport.wa.gov.au](http://www.kidsport.wa.gov.au)

[kidsport@dsr.wa.gov.au](mailto:kidsport@dsr.wa.gov.au)

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