

# Get Active Kids Voucher Program

**Round 8 Program Guidelines for Reimbursement**

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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 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 provides vouchers to help Victorian children get on the pitch, court, field or in the pool – and to have fun with their friends.

More than 147,000 vouchers have been snapped up in the initial seven 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% 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 be active, happy and healthy.



The Hon Ros Spence

Minister for Community Sport

# 1. The Get Active Kids Voucher Program

## 1.1 About the program

On 1 November 2020, the Victorian Government announced the Get Active Kids Voucher Program. This Victorian-first initiative delivers vouchers to eligible Victorian children and young people, assisting families with the costs of participation in sport and active recreation activities.

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

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

More than 147,000 vouchers have been snapped up in the initial seven rounds of the Program. Since round four, the Program has transitioned to a true voucher model.

The Program provides 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 Victoria 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 active 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 2022-2026, 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; and
- A resident in Victoria; and
- 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 can **only apply for either one voucher or reimbursement** for each eligible child per round (subject to availability).

Please note separate applications must be made for each eligible child/dependant.

## 2.3 Special Consideration

To be eligible to apply through special consideration, your child/dependant is aged 0 to 18 years, is a resident in Victoria and meet 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 (please note that permanent residents and New Zealand citizens that meet the criteria under section 2.2 do not need to apply through special consideration.)

If you do not meet the above criteria, your application will not be considered.

If you are a parent/legal guardian, foster carer, case manager, or kinship carer of a child who meets one of the above criteria, please email [getactivekids@sport.vic.gov.au](mailto:getactivekids@sport.vic.gov.au) for a Special Consideration Application Form.

## 3. Funding details

### 3.1 What costs are covered under the program?

A reimbursement of between \$50 to \$200 can be claimed for out-of-pocket expenses for membership, registration or participation fees at a provider affiliated to a Sport and Recreation Victoria recognised Victorian State Sporting Association (SSA) or Victorian State Sport and Active Recreation Body (SSARB), or one of the following organisations:

- Ausdance
- Australian National Drag Racing Association
- Calisthenics Victoria
- Girl Guides Victoria
- Karting Victoria
- Scouts Victoria.

A minimum of \$50 of membership, registration or participation fees must be part of your claim. Any additional uniform, clothing and equipment expenditure can only be submitted if the minimum membership, registration or participation fee amount is met.

Out-of-pocket expenses must have been incurred within the eligible expenditure period between 1 July 2024 and the time of submitting an application. Claims for expenses claimed in previous rounds or for expenses incurred outside the eligible expenditure period will not be eligible for reimbursement.

### 3.2 Reimbursement amounts

To be eligible for a reimbursement, you must have spent a minimum of \$50 on membership, registration or participation fees within the eligible expenditure period.

You can apply for a reimbursement of an amount between \$50 to \$200. You will be reimbursed to the closest dollar amount.

Applications that do not meet the minimum amount of \$50 of membership, registration or participation fees will not be processed.

You will only receive a partial reimbursement if the Department determines that your proof of expenditure does not meet the requirements.

For example:

<b>Example A</b>	Total of eligible expenses = \$350.00 (GST inclusive)	Reimbursement amount \$200.00
<b>Example B</b>	Total of eligible expenses = \$135.40 (GST inclusive)	Reimbursement amount \$135.00

### 3.3 Reimbursement availability

Applicants can apply for one reimbursement per eligible child per round.

Applications are open from 9 October 2024 and will remain open until the allocation is exhausted.

Reimbursements are subject to availability and no further reimbursements will be issued after the allocation is exhausted.

### 3.4 Proof of Payment

As part of your application, you will be required to provide proof of payment of your expenses. For example, you must upload copies of:

- receipts; or
- invoices with a paid stamp or note of payment; or
- your signed payment plan agreement.

For proof of payment documentation to be eligible, the documentation must:

- be for paid expenses.
- show that they were incurred in the eligible expenditure period (between 1 July 2024 and the time of submitting an application).
- show the total amount you are applying to be reimbursed for.

### 3.5 Eligible sport and active recreation activities

To be eligible under the Program, the activity or program must be affiliated to a Sport and Recreation Victoria recognised Victorian State Sporting Association (SSA) or Victorian State Sport and Active Recreation Body (SSARB) or one of the following organisations:

- Ausdance
- Australian National Drag Racing Association
- Calisthenics Victoria
- Girl Guides Victoria
- Karting Victoria
- Scouts Victoria.

In addition to the above, eligible activities or programs must be a minimum of four sessions.

The list of recognised Victorian sport and active recreation organisations can be found on the Sport and Recreation Victoria website (<https://sport.vic.gov.au/our-sector/state-sporting-associations>).

Organised sport or outdoor recreation programs or camps involving multiple sessions of activities which may be conducted over one or more days will be eligible.

### 3.6 Eligible uniform and equipment items

Uniform, clothing and equipment required to participate in the nominated activity can only be claimed if the required minimum of \$50 of membership, registration or participation fees has been met. The eligible equipment (including equipment to enable participation such as protective equipment, hockey stick, helmet, basketball, etc.) and uniform items (including required uniform, appropriate footwear, socks, sports bra, etc.) must be required for participation in your chosen sport or active recreation activity.

Second-hand equipment or uniforms purchased that meet eligibility criteria can also be claimed as part of the Program.

### 3.7 Ineligible expenses

The following activities and items are not eligible for reimbursement:

- Membership and registration fees, uniform and equipment expenses associated with sport and active recreation activities that are not part of a club, association or program affiliated to a recognised State Sporting Association or State Sport and Active Recreation Body or one of the organisations listed in section 3.5 above.
- 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.
- Single session activities.
- Activities conducted as part of school curriculum.
- After school care services.
- School-run competitions – including inter-school or weekend competition.
- Travel and 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 is not related to a membership, registration or organised participation in a sport or active recreation activity.

## 4. How to apply for a Get Active Kids Reimbursement

Steps	Your actions
Check your eligibility	<p>Use these guidelines to confirm that you and your child meet the eligibility criteria. Make sure that:</p> <ul style="list-style-type: none"><li>• the sport and recreation activity that your child is undertaking is an eligible activity (Refer to Section 3.5)</li><li>• the dates for when you are claiming a reimbursement are within the eligible expenditure period..</li><li>• You have proof of payment for expenses that you are claiming.</li></ul>
Apply for a reimbursement	<p>To apply, visit <a href="https://www.getactive.vic.gov.au/vouchers/">https://www.getactive.vic.gov.au/vouchers/</a> and follow the links to the reimbursement portal from the "get reimbursed" tab.</p> <p>Please note, if you are applying for Special Consideration (child residing in Victorian Care Services or a temporary or provisional visa holder, undocumented migrant or international student) please email <a href="mailto:getactivekids@sport.vic.gov.au">getactivekids@sport.vic.gov.au</a> for an application form.</p> <p>You will need to register for or log in to your Business Victoria account to submit a reimbursement application.</p> <p>Complete all information and questions in the online application form.</p>

When applying for a reimbursement:	<p>Information required with your application:</p> <ul style="list-style-type: none"> <li>• your name and address</li> <li>• the name and date of birth of the child you are applying for</li> <li>• Healthcare card or Pensioner Concession card number, expiry date and the name that the card is issued to</li> <li>• Medicare number and reference number for the child you are claiming for</li> <li>• copies of receipts and/or invoices with a paid stamp or note of payment as proof of purchase; or a signed copy of your payment plan agreement to attach to your claim.</li> <li>• bank account details</li> </ul>
Assessment	<p>You will receive an automatic email to confirm that your claim was submitted. Your claim will be assessed to confirm eligibility and that the information and documentation has been correctly submitted.</p> <p>If your claim submission does not show correct eligibility or does not have the correct documentation attached it may be unsuccessful.</p> <p>Accurate and complete applications will be processed within 20 business days. You may be asked to provide further documentation if required.</p>
Payment	<p>You will receive:</p> <ul style="list-style-type: none"> <li>• an email confirming that you have been successful with your application for a reimbursement.</li> <li>• payment into your nominated bank account of the reimbursement amount.</li> </ul>

## 5. Terms and conditions

### 5.1 Conditions of applying

- Eligible applicants can **only apply for either one voucher or reimbursement** for each eligible child per round (subject to availability).
- To be eligible under the Program, the activity or program must be affiliated to a Sport and Recreation Victoria recognised Victorian State Sporting Association (SSA) or Victorian State Sport and Active Recreation Body (SSARB) or one of the following organisations:
  - Ausdance
  - Australian National Drag Racing Association
  - Calisthenics Victoria
  - Girl Guides Victoria
  - Karting Victoria
  - Scouts Victoria.
- Eligible applicants cannot claim on expenses they have already successfully claimed in a previous round of this Program.
- Eligible applicants must submit all expenditure claims with the original application.
- Applicants must certify on their application form that they meet the eligibility criteria and they 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 application claim process 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 and for audit, monitoring, research and evaluation and to send you updates (if you agree), or where permitted by law.
- 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.
- Applicants must provide their own Australian bank account details for payment should their claim be successful.
- Payments for successful reimbursement claims can only be made in the claim periods.
- The Department may at any time, remove an applicant from the application claim process, if in the Department's opinion association with the applicant may bring the Department, a Minister, or the State of Victoria in disrepute.
- Successful applicants will be invited to undertake a voluntary survey about the Get Active Kids Voucher Program.
- 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.

## 5.2 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.

## 5.3 Right of Amendment

The Department reserves the right to amend these guidelines and eligibility terms in its sole and absolute discretion, including to amend the dates for which any claim can be reimbursed and/or to close the Get Active Kids Voucher Program.

## 5.4 Confidentiality and Privacy of Information

In order to assess your claim for the Get Active Kids Voucher Program, the Department is collecting personal information from you to assess your eligibility for a Get Active Kids Voucher, to administer the reimbursement, and to contact you about your application and claim.

Information collected in the registration form will be used by the Department for the purposes of assessment of registrations, program administration, audit or monitoring and program review.

In the assessment of your registration, it may be necessary to share your personal information with state government departments, in order to confirm you are a resident of Victoria.

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 is committed to protecting the privacy of personal information. The Department's Privacy Policy can be found online at <https://djsir.vic.gov.au>

You can gain access to personal information (as defined in the Privacy and Data Protection Act 2014) which the Department holds about you in certain circumstances specified by legislation.

Enquiries about access to information should be directed to the Department's Privacy Unit by emailing [privacy@ecodev.vic.gov.au](mailto:privacy@ecodev.vic.gov.au)

Authorised and published by the Victorian Government, 1 Treasury Place, Melbourne.  
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Available at Get Active Victoria website [www.getactive.vic.gov.au](http://www.getactive.vic.gov.au)