

## ACTIVELINK GUIDELINES

### What is Activelink?

Activelink supports eligible City of Melville residents of all ages and abilities to participate in sport, recreation, hobbies and other activities (such as creative art classes, library activities or programs or dance classes) to connect with others in their community. It provides support to those who face financial barriers to participation in the community, and applications are accepted year-round.

Activelink provides vouchers to contribute to the costs associated with accessing community recreation, hobby and leisure activities within the City of Melville.

- Eligible residents can receive one voucher per financial year for a maximum of \$200
- To allow equity and for new residents to apply, vouchers can only be received for two years in a row (followed by a one year 'break', in which eligible residents are unable to apply – they can reapply the following year. The one year "break" introduced in the 2018-2019 guidelines, will be waived for the 2020-2021 financial year.

For example, eligible individuals/families would be able to apply for Activelink in the following years:

- 2018-2019 – apply for Activelink
  - 2019-2020 – apply for Activelink
  - 2020-2021 – Waived due to Covid Pandemic
  - 2021-2022 - One year break
  - 2022-2023 – apply for Activelink
- Please note that Activelink receives many applications and funding is limited. Eligibility for funding does not guarantee that your application will be successful.
  - All vouchers must be redeemed with the Activity Provider within the three months from date of issue.
  - Please check with the Activity Provider of any relevant terms and conditions of purchase, including any expiry periods for purchase of tickets/passes, etc.

### **Eligibility**

A person applying for Activelink -

- has read and understands the program guidelines (please advise if you require assistance or the guidelines in an alternative format)
  - is a City of Melville resident,
  - has not received Activelink in two consecutive years
  - is not applying for an activity currently covered by:
    - Kidsport
  - Is applying for an activity that is conducted in the City of Melville
  - Is able to provide proof of low income OR demonstrate exceptional circumstances.
    - **Proof of low income** – eligible Centrelink cards, such as Centrelink Health Care Card, Centrelink Pensioner Concession Card or Department of Veterans' Affairs Pensioner Concession Card.
- OR**
- **Exceptional circumstances** - applicants must provide a letter/email of support from a referral agent who is familiar with the financial barriers facing the applicant and can indicate the need for Activelink funding (agent may be teacher, doctor, police, financial counsellor, social worker NDIS Local Coordinators or community organisations/agencies). Please note the letter/email must be on the agency letterhead or email signature.

### **Ineligibility**

It cannot be used for:

- Equipment (eg: sport shoes, clothing)
- Health/medical services (eg: massage, hydrotherapy)
- Educational tutoring services
- Activities that occur during school hours or are part of the school curriculum (with effect from **1 July 2019**). For more information about financial assistance with school activities, speak to your school or contact Department of Human Services about available family payments on **136 150**
- Programs or activities outside the City of Melville

### **How to apply**

Applicants can apply:

- On line through the City of Melville [Activelink](#) website
- Request a hard copy application form – to be posted or picked up from the City of Melville Civic Centre, Willagee or Blue Gum Community Centres.
- Applicants can request assistance from Customer Relations staff and Neighbourhood Development Support Officers to complete the form (either online, over the phone or in person).
- If the application is successful, vouchers are issued within **15 working days** of receipt of application.

### **Other available funding for individuals (subject to eligibility)**

#### **Kidsport**

Visit the Department of Local Government, Sport and Cultural Industries [KidsSport](#) website or call 9492 9700