

TRAVEL SUBSIDY POLICY

Reviewed by The Board: 19 May 2025
 Scheduled review date: May 2027

INTRODUCTION

School Sport Australia recognises the importance of providing equitable access to national championships for all participants. To support this commitment, the Travel Subsidy Policy aims to alleviate financial barriers by assisting students travelling more than a certain distance (table below) with travel-related costs. This initiative ensures that students from all regions can experience the benefits of national championships, fostering inclusivity and equal opportunity at School Sport Australia Championships.

PURPOSE

The purpose of this policy is to provide financial assistance to support equitable access to School Sport Australia Championships. This policy aims to help reduce travel-related costs for participants, ensuring that students from all regions have the opportunity to compete, regardless of their geographic location.


POLICY

The Travel Subsidy Payment and Financial Support for Long-Distance Travel are calculated based on the information regarding Championship Locations on the Travel Subsidy Calculator as per the below table.

Category	Distance Range	Routes either direction as per below.	2025 Subsidy (Based on Championship Location)
1	4000km plus	Perth to (Brisbane & Hobart) Darwin to Hobart	\$ 400
2	3500 to 4000km	Perth to (Darwin, Sydney, Canberra) Darwin to (Sydney, Melbourne, Canberra)	\$ 300
3	3000 to 3500km	Perth to Melbourne Darwin to (Adelaide & Brisbane)	\$ 200
4	3000km plus	Special Category regarding students who are traveling by at least two flights to Championship location. The calculation will be from Airport of departure & return. Categories 1 to 3	As above

Category	Distance Range	Routes either direction as per below.	2025 Subsidy (Based on Championship Location)
		Distances will be the only ones eligible. (In this category School Sport Unit needs to supply copy of Air Ticket).	

AUTHORISATION



Signature of SSA President

25/02/25

TRAVEL SUBSIDY PROCEDURES

RESPONSIBILITIES

It shall be the responsibility of the Executive Officer to implement this policy and monitor its effects.

PROCESSES

- Championship Budget will have a line item for travel subsidy of every student participating at Championships at a rate of \$40 plus GST.
- Member Bodies need to inform all Championship Host prior to budget approval, by Championship Budget & Risk Management Review Committee, of the confirmed numbers of students attending to allow them to adjust the budget accordingly.
- Championship Host, unless notified by Member Bodies & or SSO's (eg. Tasmania) as per the beforementioned point, will use the maximum numbers allow, by rules & guidelines, to finalise the numbers for the Championship Budget for approval.
- On approval of the Championship Budget, SSA will invoice each Championship host accordingly for the Travel Subsidy collected.
- School Sport Units or SSO's (eg. Tasmania) with students eligible for subsidies will invoice SSA for all students' reimbursement.
- The only verification is needed if students are covered under the special category distance from Home Airport and needing of two flights.
- The table below provides a summary of the processes.

Travel Subsidy Payment	Allocation
Fixed Subsidy Amount	\$40 per participant plus GST to be added to Championship Levy
Affiliation Fee Allocation	10% of affiliation fees to the Subsidy Fund
Financial Support for Long-Distance	Graduated support based on distance categories

ATTACHMENTS

- Nil

RELATED DOCUMENTS

- Location Policy

AUTHORISATION

A handwritten signature in blue ink that reads "Phil Rees". The signature is written in a cursive style with a large 'P' and a long, sweeping underline.

Signature of Executive Officer: