

CLUB ACCREDITATION PROGRAM

GOLD ACCREDITATION REQUIREMENTS

GOVERNANCE

DOCUMENTATION REQUIRED	HOW TO SUBMIT
Evidence that your club Constitution has been reviewed within the last 12 months.	Upload a copy of your club's Constitution showing the review date to GamePlan Gold Module or provide a link to the Club Constitution if it is available on your club website.
A Strategic Plan that includes your club's values, mission statement and vision, and has been reviewed or updated within the last two years.	Upload your club's Strategic Plan to GamePlan Gold Module or provide a link to the strategic plan if it is available on your club website.
Evidence that your club has a formal induction process for volunteers that includes: • A welcome and introduction to the club • An overview of child safety requirements and expectations • A system for recording and tracking completed volunteer inductions	Upload a copy of your club's volunteer induction materials and evidence of your induction tracking system to GamePlan Gold Module or provide a link to these documents if they are available on your club website.
Publicly available Position Descriptions for all Executive Committee, General Committee and Game Day Volunteer roles.	Provide a link to the Position Descriptions that are available on your club website.
A succession plan that outlines how key committee roles will be filled in the future and how members can progress into leadership positions within the club.	Upload an overview of your succession plan to GamePlan Gold Module.
Gender-diverse leaders on committee (minimum 50 points).	Committee details to be entered in GamePlan Gold Module.

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FINANCE

DOCUMENTATION REQUIRED	HOW TO SUBMIT
Financial Plan created (12-month forecast).	Upload a copy of your Financial Plan and 12-month forecast to GamePlan or provide a link to the Financial Plan if it is available on your club website.
The club must not have any Council debts that are overdue by more than 30 days.	No documentation required. Council records will be reviewed as part of the assessment process.
At least four diverse revenue streams identified.	Select applicable revenue streams in the GamePlan Gold Module.
Evidence that your club holds a Minor Gambling Permit/Licence for games of chance such as raffles or bingo, where required under Victorian Gambling and Casino Control Commission (VGCCC) regulations.	Upload a copy of your current Minor Gambling Permit/Licence to GamePlan Gold Module or provide a link to the permit details if available online.

INCLUSION & COMMUNITY ENGAGEMENT

DOCUMENTATION REQUIRED	HOW TO SUBMIT
Evidence that your club has completed two Inclusion Stream Pathways in consultation with a Monash Healthy Clubs Health Promotion Practitioner, Sport4All Inclusion Officer or another approved external organisation.	Provide the name and organisation of the practitioner your club has worked with. This information will be verified by a member of the City of Casey Community Sports Team.
Evidence that your club is supporting mental health and wellbeing by completing at least two of the following initiatives: - A Mental Health First Aid Officer has been appointed to the committee - A member on the committee who is a licensed Counsellor, Psychologist or Psychotherapist - At least one committee member holds a current Mental Health First Aid accreditation - The club has engaged an external service provider to deliver a mental health and wellbeing workshop to more than half of the committee and playing group	Select the options that apply to your club in the GamePlan Gold Module.



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DOCUMENTATION REQUIRED

Evidence that your club conducts an end-of-season survey for members to gather feedback, reflect on the season, and identify areas for improvement.

HOW TO SUBMIT

Upload a copy of the survey, survey results, or a summary of the feedback collected to GamePlan Gold Module or provide a link to the survey if it is available online.

