Allowable Player Payment Best Practice and Integrity Program Pre Season 2024



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Best Practices

Recommendations:

- Any agreement or arrangement between a Player and a Club to provide playing services should be set out in writing and signed by the both the Player and an authorised representative of the Club.
- Any agreement or arrangement for the provision of playing services by a Player to a Club should be between the Club and the individual Player, rather than a company or trust associated with the Player.
- Any amendments to an agreement or arrangement should be set out in writing and signed by the Player and an authorised representative of the Club.
- Clubs should seek to avoid paying 'sign on' fees or other upfront incentives to a Player
- All payments to a Player in relation to a particular Season should be paid shortly before, during or shortly after that Season.

Best Practices - Lodgements

LODGEMENT OF DOCUMENTS BETWEEN FEBRUARY - APRIL

PLAYER DECLARATIONS - RULE 4(a)

1.

All Player Declarations are to be saved as individual PDF files within the document portal using the following naming system:

- SURNAME FIRSTNAME (e.g. SMITH JOHN).
- Click <u>here</u> to access the Player Declaration template.

NON-DECLARED PLAYER STATEMENTS - RULE 4(b)

2

All Non-Declared Player Statements are to be saved as an excel spreadsheet and sorted in alphabetical order starting with each Players **SURNAME** as detailed within the spreadsheet template.

Click <u>here</u> to access the Non-Declared Player Statement template.

Best Practices – Lodgements and Actuals

PLAYER PAYMENTS BUDGET DECLARATIONS - RULE 4(c)

3

The Player Payments Budget Declaration template is to be saved as an excel spreadsheet and sorted in alphabetical order starting with each Players **SURNAME** as detailed within the spreadsheet template.

Click here to access the Player Payments Budget Declaration template.

SEPTEMBER -OCTOBER

PLAYER PAYMENTS FINAL DECLARATION - RULE 4(d)

4.

The Player Payments Final Declaration template is to be saved as an excel spreadsheet and sorted in alphabetical order starting with each Players **SURNAME** as detailed within the spreadsheet template.

Click <u>here</u> to access the Player Payments Final Declaration template.

Best Practices – Being Compliant

Recommendations

- Use the correct template Player Declaration Forms
- Enter all Declared Players into the budget and ensure amount per game corresponds to the relevant Player Declaration amount
- Ensure the number of games is equal to the number of players allowed on a timesheet multiplied by the number of rounds (21 players x 18 H&A games = 378 Total games)
- Ensure Players under the Individual Player Threshold sign the Non-Declared Player Form and submit

Best Practices – Being Compliant (continued)

Recommendations

- Ensure to account for Non-Declared players games in the Total game tally and any relevant amounts
 - o i.e. 15 declared players x 18 games = 270 Total game equals 108 NCP games (to reach 378)
- Ensure any deductions applied are permissible deductions seek advice
 - i.e. Coaching arrangements, Rulings provided by governing body,
- Lodge all Player Declarations, Budget / Actual Statements and Non-Declared Forms
- Include the gross amount of payment i.e. include for any club related expenses that are deducted or provided to that individual player e.g.: Function costs, Annual Subs, Apparel etc.

	ETANDARD PLAYER DECLARATION (Rule 4(a))		
	Citie Links		
NAME, CLUB AND LEAGUE	Football Club ("the Player") Football League ("the League")		
This Declaration is made by:	Football Longo	(6)	
Of: An affiliated club of the:	(State)		TANDARD PLAYER DECLARATION (Rule 4(a))
Affiliated with: VALIDITY PERIOD	Valid until:	NAME, CLUB AND LEAGUE	
PLAYER PAYMENTS Per senior match won:	S S	This Declaration is made by:	('the Player')
Per non-senior match won: Incentives:	\$	Of:	
Deductions from match pay	Social functions: \$	An affiliated club of the:	
	Other:	Affiliated with:	('State Football Body')
Coaching (if applicable): Other payments:	forfor	VALIDITY PERIOD	Valid until: /
TOR PAYMENT	(strike through where not applicable)	PLAYER PAYMENTS	For Home and Away matches (strike through where not applicable)
ACKNOWLEDGEMEN	and other Club activities as a hobby or partime.	Per senior match won:	\$ Per senior match lost or drawn: \$
☐ Any service	is i provide to the	Per non-senior match won:	\$ Per non-senior match lost or drawn: \$
□ thave (if	applicable) and forms/statement-by-many that the above acknowned accommodate and applicable acknowned accommodate and applicable accommodate accommoda	Incentives:	\$for
(Note: It is the re are encouraged t By signing this D the National Pla	sponsibility of the Player to satisfy to obtain their own tax advice in respect of the payments and policiable rules, to obtain their own tax advice in respect of the payments are player and club confirm they will comply with all applicable rules, sectorary francfer Regulations, National Deregistration Policy and applicable State Football payer Transfer Regulations, National Deregistration Policy and applicable State Football payer. Date:	and y trace	

ETANDARD PLAYER DECLARATION (Rule 4(a)) Deductions from match pay: Annual subs: Detail: Social functions: \$..... Detail: Football Club ('the Club') NAME, CLUB AND LEAGUE .Football League ("the League") Club property: \$..... Detail: This Declaration is made by: Other: Detail: An affiliated club of the: Coaching (if applicable): \$..... for For Home and Away matches (strike through where not applicable) Affiliated with: Per senior match lost or drawn: \$.... VALIDITY PERIOD \$..... for..... Other payments: PLAYER PAYMENTS \$......for.... Per senior match won: DATE FOR PAYMENT □ Weekly □ Monthly Per non-senior match won: Annual subs: \$..... Detail: ACKNOWLEDGEMENTS (strike through where not applicable) Incentives: Detail: Social functions: \$..... Deductions from match pay: I volunteer in the football and other Club activities as a hobby or pastime. \$.....Detail: Club property: \$..... \$.....for..... Any services I provide to the Club are provided as a hobby or pastime. I do not rely on the above payments (if applicable) for my regular personal income. Coaching (if applicable): I have (if applicable) submitted a 'statement by a supplier' to the Club (available at □ <u>weekly</u> □ Monthly Other payments: https://www.ato.gov.au/forms/statement-by-a-supplier-not-quoting-an-abn/) (strike through where not applicable) DATE FOR PAYMENT I volunteer in the football and other Club activities as a hobby or pastime. (Note: it is the responsibility of the Player to satisfy themselves that the above acknowledgements are true and correct. Players ACKNOWLEDGEMENTS are encouraged to obtain their own tax advice in respect of the payments they receive in connection with AFL football). Any services I provide to the Club are provided as a hobby or pastime. I do not rely on the above payments (if applicable) for my regular personal income. I have (if applicable) submitted a "statement by a supplier" to the Club (available at By signing this Declaration, Player and Club confirm they will comply with all applicable rules, regulations and policies including (Note: It is the responsibility of the Player to satisfy themselves that the above acknowledgements are true and correct. Play the National Player Transfer Regulations, National Deregistration Policy and applicable State Football Body rules. (MODE: It is the responsibility of the mayor to satisfy themselves that the above acknowledgements are true and correct, Pf are encouraged to obtain their own tax advice in respect of the payments they receive in connection with AFL football). By signing this Declaration, Player and Club confirm they will comply with all applicable rules, regulations and policies included National Report Transfer Sections Making Religions Reli SIGNED By the Player: Date: By signing this Declaration, Player and Club confirm they will comply with all applicable rules, regulations and police the National Player Transfer Regulations, National Deregistration Policy and applicable State Football Body rules. (where Player is under 18 years of age) By parent or legal guardian Position: President | Secretary | Treasurer | Football Manager-(delete inapplicable titles)

(Insert Name) FOOTBALL CLUB - PLAYER PAYMENTS (Rule 4(c) & (d)) 20xx PLAYER PAYMENTS - BUDGET / FINAL DECLARATION

(Insert Name) FOOTBALL CLUB - PLAYER PAYMENTS (Rule 4(c) & (d))

20xx PLAYER PAYMENTS - BUDGET / FINAL DECLARATION

	S - WITH A ATION/CON	TRACT		SENIORS			NON SENIOR		TOTAL MATO PAYMENTS
	Surname	First name	No. Of Games	Rate \$	Amount \$	No. Of Games	Rate \$	Amount \$	
1					\$0			\$0	\$0
2					\$0			\$0	\$0
3					\$0			\$0	\$0
4					\$0			\$0	\$0
5					\$0			\$0	\$0
6					\$0			\$0	\$0
7					\$0			\$0	\$0
8					\$0			\$0	\$0
9					\$0			\$0	\$0
10					\$0			\$0	\$0
11					\$0			\$0	\$0
12					\$0			\$0	\$0
13					\$0			\$0	\$0
14					\$0			\$0	\$0
15					\$0			\$0	\$0
16					\$0			\$0	\$0
17					\$0			\$0	\$0
18					\$0			\$0	\$0
19					\$0			\$0	\$0
20					\$0			\$0	\$0
21					\$0			\$0	\$0
22					\$0			\$0	\$0
23					\$0			\$0	\$0
24					\$0			\$0	\$0
25					\$0			\$0	\$0
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27					\$0			\$0	\$0
28					\$0			\$0	\$0
29					\$0			\$0	\$0
30					\$0			\$0	\$0

TH	N DECLARED PLA RESHOLD & NO CLARATION/CON	YERS (UNDER IPI TRACT)	P	SENIORS			NON SENIOR		TOTAL MATCH PAYMENTS \$
	Surname	First name	No. Of Games	Rate \$	Amount \$	No. Of Games	Rate \$	Amount \$	
	1				\$0			\$0	\$0
	2				\$0			\$0	\$0
	3				\$0			\$0	\$0
	4				\$0			\$0	\$0
	5				\$0			\$0	\$0
	6				\$0			\$0	\$0
	7				\$0			\$0	\$0
==	8				\$0			\$0	\$0
	9				\$0			\$0	\$0
	10				\$0			\$0	\$0
				Equal to number	of Senior rounds pl	ayed x players po	er Senior team (e.g.	18 rounds x 22 pla	ayers = 396 games)

			a (d)	1)			
		LCLUB - PLAYER PAYMEN NENTS - BUDGET / FINAL SENIORS - M.S. M.S.	NTS (Rule 4(c) & (u)		TOTAL MATCH PAYMENTS \$		
		LCLUB - PLAYER PAYMEN MENTS - BUDGET / FINAL SENIORS Amount \$ No.	DECLARATION	OR .	PATME		
	Name) FOOTBAL	MENTS - BUDGET / THE	NON SEC	Amount \$	50		
	20xx PLAYER PATE	SENIORS Amount 5 No	o. Of Games	50	50		
		Rate \$ Amount \$		30	50		
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AYERS - WITH A CLARATION/CONTRACT Surname	st name No. UI	30		\$0 \$0	\$0	1	
Surname		\$0		50	\$0	}	
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3		50		\$80	\$0 \$0	コ	
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16	\rightarrow	35	5		\$0 \$0	0	
18			50		\$0	50	
20			\$0 \$0	F			
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24 25		=	\$0	NON SENIOR	91		
26 27					Amount \$	\$0	
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1			50		\$0 18 rounds x 22 t	players = 390 E-	
			- 1	Just's per Senior te	am (e-g-18 r		
<u>-4</u>			SO S	NEEK FOR E	NTIRE		
-6-		Equal to num	WARDS THAT EXCEE	D \$300 PER ***		7	
8		L CASH AWARDS AND ANY NON C	R PLAYER NON SER	NOR TO	TAL 5		
10	TOTAL O	F ALL CASH AWARDS AND ANY NON C CLUB OR \$100 PER WEEK PE	Rate \$	50	\$0		
	TCH AWARDS - DETAIL THE TOTAL OF	GLUB OR \$100 FG					
	SENIORS Rat	1-6-1		AMOUNT \$		=	
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Cas	n n Cash	OTHER PLAYER PAYMENTS Detail of other Player P bests	ayments (* u and fairest)	30			
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	Surname			as services or			
Ţ			employment, prov	vision of services or			
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	5 110 a Plays	r (or their Associates) in respect of control of Associates) in respect of control of Arrangement (and the control of Arrangem	nents	50	1		
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	3	on he attached as necessary and	AND FOR PLAYING SER	AMOUN \$0	<u>11 5 1</u>		
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					50		1
	Surname			and Rule 4(d)(I)(U)		_	
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	Surname 1 2 3 4	to be attached as necessary and con-	sistent with Rule 4 (c)(i)(C)8				
	Surname 1 2 3 4 5 Detail of arrangements	to be attached as necessary and con-	sistent with Rule 4 (c)(i)(C)3				
	at AV	11 17 1	sistent with Rule 4 (cli)(C)				
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	TOTAL PLAY	\$0 MPT PAYMENTS			anagrate lines.	es or any rulings und	er Rule 8.
	TOTAL PLAY	\$0 MPT PAYMENTS			on separate lines.	es or any rulings und-	er Rule 8. Jub or
	TOTAL PLAY TOTAL EXE	\$0 VALUE	la floss, please en	ter that Player's details o	on separate lines. pply under the Guidelin th of Player Payments #	es or any rulings und-	er Rule 8. Jub or
	TOTAL PLAY TOTAL EXE	\$0 VALUE	ate for win/loss, please en	ter that Player's details of that any exemptions a	on separate lines. sply under the Guidelin th of Player Payments &	es or any rulings undi-	er Rule 8.
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	TOTAL PLAY TOTAL EXE	\$0	ate for win/loss, please en	ter that Player's details o	on separate lines. Dely under the Guidelin. It of Player Payments B. I 120. It (delete as retevant)	es or any rulings und-	mer Note 6.

MATCH AWARDS - DETAIL THE TOTAL OF ALL CASH AWARDS AND ANY NON CASH AWARDS THAT EXCEED \$300 PER WEEK FOR ENTIRE CLUB OR \$100 PER WEEK PER PLAYER

	CLOB ON \$100 FER WEER FER FLATER										
SENIORS				NON SENIOR							
	No. Of Games	Rate \$	Amount \$	No. Of Games	Rate \$	Amount \$	TOTAL \$				
Cash			\$0			\$0	\$0				
Non Cash			\$0			\$0	\$0				

		OTH	HER PLAYER PAYMENTS		i
	Surname	First Name	Detail of other Player Payments (e.g. incentives for best and fairest)	AMOUNT \$	
1				\$0	
2				\$0	
3				\$0	
4				\$0	
5				\$0	

Any other payments to a Player (or their Associates) in respect of coaching, employment, provision of services or otherwise.

	otherwise.									
	Surname	First Name	Detail of Arrangements	AMOUNT \$						
1				\$0						
2				\$0						
3				\$0						
4				\$0						
5				\$0						

Detail of arrangements to be attached as necessary and consistent with Rule 4 (c)(i)(C)and Rule 4(d)(i)(D)

EXEMPT PAYMENTS TO PLAYERS - APPROVED UNDER A RULING AND / OR PLAYING SENIOR COACH EXEMPTIONS DETAILED IN THE PLAYER PAYMENT GUIDELINES

	DETAILED IN THE PLAYER PAYMENT GUIDELINES									
	Surname	First Name	Detail of Arrangements	AMOUNT \$						
1				\$0						
2				\$0						
3				\$0						
4				\$0						
5				\$0						

Detail of arrangements to be attached as necessary and consistent with Rule 4 (c)(i)(C)and Rule 4(d)(i)(D)

TOTAL PLAYER PAYMENTS

\$0

TOTAL EXEMPT PAYMENTS

\$0

FINAL APP VALUE

\$0

Notes:

- 1. Where a Player may be on a different rate for win/loss, please enter that Player's details on separate lines.
- 2. A Club should detail all Player Payments, and detail if they believe that any exemptions apply under the Guidelines or any rulings under Rule 8.

We hereby verify that this is an accurate summary of the Budget / Final Declaration (delete as relevant) of Player Payments given or applied by a Club or Associate of the Club in the Season in respect of Players of the Club and Associates of the Players.

	 /	/20						/	/20	
President	Secretary/ Treasurer / Football Manager (delete as relevant)									

Lodging of Documents – Play HQ Document Portal

A <u>Community Football Documents Portal</u> has been developed for League and Club Administrators to store clubs Player Payment documents.

Only people who have been provided access to the portal at Metro League / Region level (and who have a Play HQ account) will be able to access the portal.



Lodging of Documents – Play HQ Document Portal

To gain access should contact their Metro League or Region representatives to arrange access

Login at https://cfdp.web.afl.com.au/Login

Resources at https://play.afl/learning-resource/playhq#article-7

2024 Integrity Program

The CCSP – PPR Integrity Program aims to:

Support Community Clubs, Metropolitan Leagues and Regions with the management and administration of their reporting obligations as prescribed under the CCSP - PPR through clarifying the process.

Ensure Community Clubs, Metropolitan Leagues and Regions are compliant with the PPR through the lodgment of key documents throughout the course of the Football Year and as defined under rule 4 of the PPR.

Ensure Metropolitan Leagues and Regions are mitigating the risk to their respective Community Clubs through the completion of the CCSP - Integrity Review Process.

Provide governing bodies with learnings on how and where the development of the CCSP can be enhanced

2024 Integrity Program

Learnings from 2023 Grand Final Reviews:

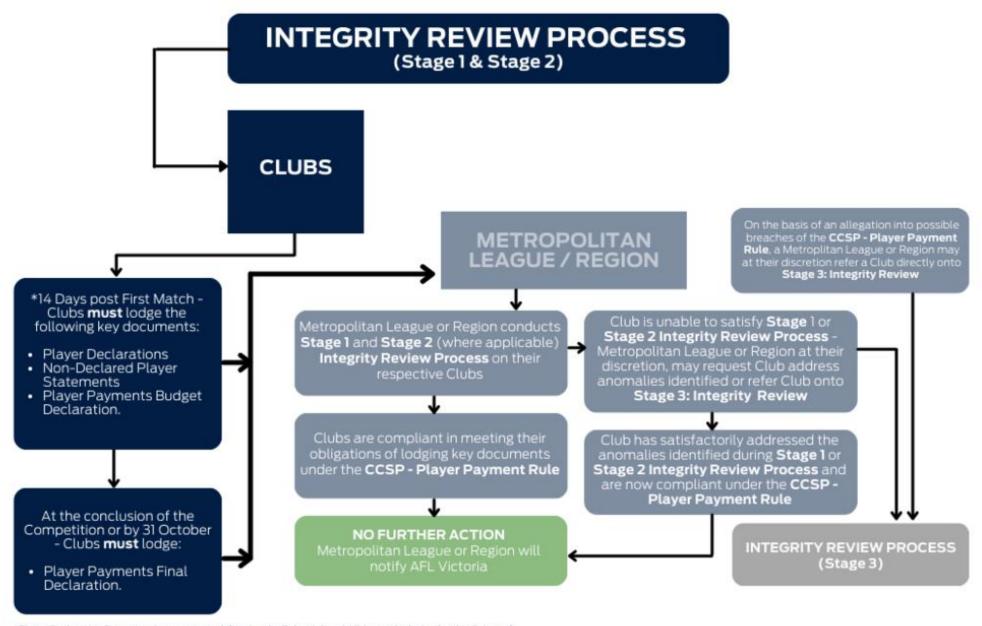
- Increased compliance checking required at League and Region Level to mitigate risks to clubs of being in breach
- Ongoing education required to ensure clubs are compliant with the APP
- Early detection of omissions or errors provides opportunity for corrective action and minimise risk of breaches identified after a season
- Reoccurring management issues for club volunteers which are not necessarily identified during local governing authorities' reviews

2024 Integrity Program

Practices and Protocols:

- Training and education to be made available to all clubs during the preseason
- Aspirational, by June 30th, every club to be audited for APP Compliant as per lodgment requirements
- From 2024, monitoring to be undertaken by Metro Leagues and Country Regions or AFL Victoria*
- Monitoring to be undertaken between April and June 30th
- All 2024 Grand Finalists be reviewed under agreement by AFL Victoria, on behalf of Metro Leagues and Regions, by December 15th

*AFL Victoria shall offer a fee for service to Leagues and Regions to conduct Compliance Review



^{*}Player Declaration Reporting documents as defined under Rule 4(a) and 4(b) must be lodged within 7 days of entering the agreement or within 7 days of that Player playing a Match for the Club in that Football Year.

Club and League Toolkits

AFL Victoria has developed Toolkits for Clubs and Leagues and Regions:

AFL Victoria CCSP - Integrity Program Team Structure

Metropolitan League and Region Key Documents

 Early detection of omissions or errors provides opportunity for corrective action and minimise risk of breaches identified after a season

Toolkits for Clubs and Toolkits for Leagues and Regions can be downloaded here

https://www.aflvic.com.au/community-clubsustainability-program



Questions?