The following is an example and guide for administrators from national and state sports organisations to support an internal business case to approve and provision budget to attend the 2025 ASC Coaching and Officiating Conference.

# Project Description

Proposal for *<insert name and title>* to attend the [*ASC Coaching and Officiating Conference 2025*](https://www.ais.gov.au/events/2025-coaching-and-officiating-conference) *as a* professional development opportunity directly related to support our current work responsibilities and projects.

# Proposal

1. The proposal requests support from the <insert details> specific to <insert staff name/s> to attend the ASC Coaching and Officiating Conference 2025 from 18-20 March in Geelong Victoria.
2. Funding for the costs of (a) the Conference Registration and (b) Airfare (Economy Class) return and accommodation. Total costs outlined in item 7. Budget Costs.
3. The event has been identified as a part of <insert name/s> Performance and Development Plan.

# Background

The mission of the ASC’s Coaching and Officiating team is to lead and support the development of sport coaching and officiating nationally. Every two years, the ASC brings together national and state sports coaching and officiating administrators together with state and territory sport and recreation staff, researchers, sport scientists, coaches and officials to address issues in coaching and officiating, to learn about new research, and to collaborate and share experiences with one another.

The third ASC Coaching and Officiating Conference, from ***March 18 to 20, 2025***, will be held at the iconic GMHBA Stadium in Geelong, Victoria. This year’s theme is ‘Connection’, highlighting how modern coaching and officiating methods are changing the way we experience sports, shape our environments and develop our organisations.

# Rationale for Professional Development

1. The 2025 ASC Coaching and Officiating Conference has a significant focus on coaching, officiating and participation across community sport and is primarily targeted at staff from national and state sporting organisations, STASRs and peak bodies who support the development of coaches and officials. The Conference will include a range of keynotes, workshops, problem solving rooms, case-studies and network sessions to showcase the work being done to advance coaching and officiating across Australia.
2. The role that coaches and officials play to create the right environments for participants have never been more important – at all levels of sport. At this conference, we will gain a deep understanding of what coaches and officials need to learn and grow. I/We will be equipped with building flexible and effective skills within a lively and ever-changing sports ecosystem. I/We will have the opportunity to explore new ideas, technologies and viewpoints that encourage agility, genuine teamwork and strong connections.

1. The <insert specific area of interest/project you are leading that aligns with Conference> provides a unique opportunity to gather operational insights to support the modernisation of workforce functions and community capability growth and will ensure that <insert sport/organisation> will be at the forefront of leading research and development programs.
2. Additional contributions beyond the training and development include:
3. Co-contributing to the conference as a
4. Engaging with coaching and officiating personnel from other national and state sporting organisations to understand best practice, latest research and current operational information of effectiveness of modern coaching and officiating program designs:
   1. ASC Coaching and Officiating Staff
   2. NSO, SSO and STASR networks
   3. Academics and students researching community sport, coaching and/or officiating.
   4. Delegates driving change with inclusion, diversity and gender equity.

# Program of events

## The full agenda for C&O2025 is expected to be released towards the **end of January, 2025**, before early bird registrations close. This ensures all attendees have a chance to review the agenda before purchasing a ticket. Details will be updated here - [About | Australian Institute of Sport](https://www.ais.gov.au/events/2025-coaching-and-officiating-conference/about)

# Value to the organisation

It is critical for a strong representation at this conference to lead and inform <insert sport and business area> and functions. It is an opportunity to highlight <insert sport organisation> connectivity, alignment, and cohesive manner we operate within.

As an organisation we are committed to the strategic goal of <insert sport organisation’s strategic goal>. The existing community/pathways coaching and officiating programs and initiatives are designed to lead and accelerate the desired required changes to modernise our approach to coaching and officiating and needs to be informed by the latest research and data.

We need to be at the forefront of innovation to ensure we adopt initiatives from the collaboration opportunities that this conference provides.

The conference provides <insert organisation> with opportunity to:

* Learn from, connect with and contribute to Australia’s best practice in utilising sport to drive positive ***social change.***
* Increase awareness and insight into Australian and international thinking and development around the power of learning through social *connections*.
* Supports the development of key staff with particular emphasis on the key priority areas of <insert specific sport/personal context e.g. modernising coaching/officiating frameworks and education offerings, supporting coaches and officials in practice and considerations for coaching women and girls>.
* Gather information pertinent to the different functional areas of the business to adopt.
* To access Australian and international insights, case studies, toolkits, concepts, and stories influencing change in ***community and pathways*** settings and provide organisational recommendations to how initiatives can be adapted and embedded to be contextually relevant to <insert sport and area>.

# BUDGET COSTS

|  |  |  |
| --- | --- | --- |
| **ITEM** | **INFORMATION/LINK** | **COST** |
| Conference Registration |  |  |
| Airfare (return) |  |  |
| Accommodation |  |  |
| Conference Fees |  |  |
| **TOTAL** |  |  |