

SHOOTING AUSTRALIA LEAD THE WAY COVID-19



THIS TIME OF ISOLATION AND SHOOTING CLUBS BEING CLOSED IS ALLOWING THE TIME TO LOOK INSIDE OUR SPORT TO SEE WHAT CAN BE DONE TO BE READY FOR WHEN SHOOTING CAN RE-OPEN.

Below is a guide to assist you during this time:

1. Safeguard your committee and be across all the latest information on COVID-19

FEDERAL GOVERNMENT

STATE INFORMATION:



2. This is a good opportunity to get your clubs financial records up to date:

- ▶ Will your club be financially ok at the end of the COVID-19?
- ▶ What is your clubs cash flow looking like? (Cash flow is the difference in amount of cash available at the beginning of a period (opening balance) and the amount at the end of that period (closing balance). It is called a positive if the closing balance is higher than the opening balance, otherwise it is negative).
- ▶ What steps can you start to plan for to help your club get back on track?
- ▶ Do you need to contact a Financer Advisor to help with advice?

3. Things to consider when managing your Financial Records – Cash Flow

- ▶ Look at your expenditure and income in the last 12 months and average your monthly cash flow
- ▶ Factor in that memberships will be lower for this financial year and maybe early in the next cycle
- ▶ Factor in positives in the areas your club can save money – e.g. electricity, maintenance of your range etc.
- ▶ Go through any expenses you have and remove non-essentials
- ▶ Time to put your negotiating skills into action and discuss what expenses you can save on
- ▶ Do you have outstanding invoices of businesses owing you money that you will need to negotiate with if they are also going through financially difficulty?
- ▶ How is your club now looking financially, can your club still meet future expenses with the drop in cash flow?
- ▶ Do you need to discuss or advise your financial situation with the Australian Taxation Office (ATO)?
(Note: ATO Emergency Support Infoline – 1800 806 218)

4. Lease / Rental Arrangements

- ▶ Negotiate reductions or pausing of lease / rental payments

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5. Travel Allowances for Teams or Individuals

- ▶ Review any travel costs that were allocated for teams / individuals to compete in competitions. Do you need to negotiate any costs for credits / re-schedule?

6. Open Discussion with your Local Council

- ▶ Your local council can assist with providing advice during the COVID-19
- ▶ Build a relationship with your local council member(s) so they are aware of your clubs' situation during this time
- ▶ Ensure you are kept up to date with Council updates which can help give you an understanding of any support or initiatives being undertaken in response to the COVID-19
- ▶ Council may also be able to assist with helping negotiate with your Lease / Rental arrangements
- ▶ Council may also be able to offer advice and assistance with discussing / negotiating with local businesses if you owe money

7. Open up communication with Key Organisations

- ▶ Discuss with your State Body / Member Organisation how your club is going and what your plans are to re-open your range
- ▶ Share your ideas with your State Body / Member Organisation as they will assist you in ways to Celebrate your club opening
- ▶ If you don't know an answer seek clarification from the appropriate source – don't feel you have to find all the information or answers on your own
- ▶ Federal, State, Local Governments plus Shooting Australia and Shooting Australia Member Bodies are all looking at ways to help your club survive the COVID-19

**Please note Member Organisations and Shooting Australia are also in weekly communication to discuss the situations of clubs during the Coronavirus. Please keep your Member Body informed of your situation.

8. Establish a Working Group to “Celebrate the Opening of your Club”

- ▶ This is the fun, exciting time when everything is safe again to plan for your club to be open for club shoots and your competitions
- ▶ What will this look like?
- ▶ Look at what you are currently running and if this an opportunity to change or relook at what events / competitions your club is holding?
- ▶ Will you need to make changes to your regular competitions?
- ▶ How will you entice members back to your club? Do you look to hold a Welcome Back BBQ as an idea?
- ▶ Look at your website and does this need to be refreshed with latest information

We hope this document will assist offering thoughts and ideas of what your club currently looks like and what you would like it to look like in the future. As well as your Member Organisations, Shooting Australia is also available to offer any advice and guidance.

We all look forward to having Shooting open again very soon.