

## QLD Athlete Bonus Grants: Appeals Process

If the Selection Panel does not approve a Queensland athlete to receive a Bonus Grant and the Sport is not satisfied with the decision, the Sport can request in writing, a review of the decision.

In the first instance, the QAS will provide the Sport with the reasons for the decision. This correspondence should occur immediately after the assessment and approval of eligible athletes.

There are two stages involved in the appeal process:

- **Stage 1:**
  - Sport submits an appeal in writing, **within 10 working days** of receiving the QAS correspondence, to the HPP inbox ([hppqas@dtis.qld.gov.au](mailto:hppqas@dtis.qld.gov.au)).
  - The appeal is then submitted to the **Selection Panel**.
  - Should the panel **overturn** the original decision based on the appeal evidence, the Bonus Grant will be awarded.
  - If the original decision is **upheld**, the reasons will be communicated back to the Sport.
  - The Sport shall receive a response to the appeal **within seven (7) working days** of the appeal submission.
  
- **Stage 2:**
  - The Sport will be permitted to progress the appeals process should they believe the decision from Stage 1 of the process to be unreasonable.
  - In this instance, the Sport has **seven (7) working days** to contest the appeal decision from Stage 1.
  - Any challenge to the original appeal decision from Stage 1 is submitted to the **Appeal Panel** for consideration
  - The Appeal Panel decision is final.
  - Any decision, with a rationale, will be communicated to the Sport **within seven (7) working days** of the second stage appeal submission.

The appeals process is not designed for the Sport to challenge the approved eligibility criteria or seek variations or exceptions to the eligibility criteria, but rather where the Sport believes the decision does not adhere to the eligibility criteria.

Appeals will only be considered if received within 10 working days from the date of original written correspondence from the QAS to the Sport. All requests are to be directed to the HPP email address ([HPPQAS@dtis.qld.gov.au](mailto:HPPQAS@dtis.qld.gov.au)). There is no guarantee that Appeals received outside of this timeframe will be assessed and will be at the discretion of the Appeals Panel.

All details of the appeal process are to be documented in HPP Bonus Grant files and in the grant administration system, where relevant.