

This local quick reference guide has been developed to assist AFL Central Victoria community clubs to navigate both the player points system and the player payment rules.

## **Key Dates**

There are several key dates which must be adhered to by both AFL Central Victoria and affiliated clubs. Every year a club is required to do the following:

- **Throughout the entire season** – Every player who may receive a payment **MUST** sign a Standard Player Declaration, uploaded to AFL Documents Portal (*\*MUST BE NEW AFL VIC PLAYER DECLARATION TEMPLATE*)
- **2 weeks prior to the first game** – clubs **MUST** enter assess & enter player points for every anticipated senior player in PlayHQ, club ability to enter/adjust player points in PlayHQ at this point will be removed.
- **By 30 April** – clubs **MUST** upload the club's salary cap budget for the year (using 'Player Payment Budget/Final spreadsheet') to the AFL Documents portal: [Login: AFL Community Documents Portal](#)
- **By 30 April** – clubs **MUST** also upload copies of ALL player declarations to the portal on PlayHQ
- **By 31 October** – clubs **MUST** upload the club's final salary cap payments for the year (using 'Player Payment Budget/Final spreadsheet') to the AFL Community Document portal

## **Player Points System (PPS) Policy**

The policy that regulates the player points system is known as the *Player Points System (PPS) Policy*.

For players who were registered in 2025 and had a points value allocated, the same points values will automatically transfer into their account for 2026 when they register (displayed in PlayHQ with ). Where a player is eligible for a Season of Service one-point reduction for 2024, clubs will need to make a manual adjustment in PlayHQ.

To amend player points in PlayHQ, **Competitions > Season (i.e.2026) > 'More' (via dropdown list) > Player Points**

Clubs can manually adjust player points in PlayHQ prior to the season and can also access and allocate player points values for new or transferring players (provided players are transferred and registered in PlayHQ). Club access will be removed two weeks prior to the first game of the season (Round 1). AFL Central Victoria will use the two weeks prior to the season starting to review and confirm ALL registered player points values.

Clause 7.3 of the Player Points System Policy provides clubs with the right to request a reassessment of an individual players points using the appeal submission form (template available via AFL Central Vic website). Clubs should refer to section 7.3 to read the grounds for lodging a reassessment request, submissions can only occur after the region allocates/confirms player points values, consistent with the prescribed timelines contained within AFLCV By-Laws

\* PLEASE NOTE: AMENDMENTS TO PLAYER POINT REASSESSMENT BY-LAWS OCCURRED FOR 2026, REVIEW [HERE](#)

## **Allowable Player Payments (APP)**

The policy that regulates the allowable player payments (salary cap) is known as the *Player Payment Rule (PPR)*. The salary cap for every League and club is set by a panel and communicated by 30<sup>th</sup> August in the preceding year.

When the list of players receiving payments from the club is finalised, the club must fill out the budget template and upload to the AFL Community Document Portal on PlayHQ, together with all Player Payment Declarations 30<sup>th</sup> April.

At the end of the season, each club is required to submit and upload its *actuals* declaration, which is the list of all payments the club made during the season. This is submitted to the AFL Community Document's Portal by 31<sup>st</sup> October, and AFL Victoria compliance officers' cross reference Player Payment Actuals, all Player Payment Declarations, and all PlayHQ team sheets for games played, to ensure clubs have been compliant with the salary cap.

There is also a document called Player Payment Framework Guidelines which is a good reference and explanation of how the player points system works: [AFL Central Victoria Player Payment Guidelines](#)

## **Individual Player Thresholds/Non-declared players (amended for season 2026):**

AFL Victoria amendments to the CCSP include the abolishment of both Individual Player Thresholds (IPT) and Non-Declared Player Forms from 2025. With the IPT being removed, **all players receiving a benefit MUST sign a Player Declaration and be cross referenced in the club budget and actuals statements with the club declaring in those statements**, ALL other registered players that will play a Match in the Senior Team will not receive any Player benefits.

## **Standard Player Declaration form**

AFL Victoria have developed a new streamlined Player Declaration form, **WHICH SUPERSEDES ALL PREVIOUS VERSIONS**. For season 2025, a grace period applied, however the new form **MUST** be used for all new 2026 player declarations. The template form is now available here: [Standard Player Declaration Form](#)

## **Allowances (such as ‘accommodation’ or ‘travel’)**

Any payment or benefit provided to a player **MUST** be declared, with the aggregate of declared player payments to not exceed nominated league allowable player payments communicated by August 31 the preceding year. Any club seeking a ‘ruling’ for any player payment or benefit to not be constituted as a declared player payment must submit an application for exemption consistent with clause 8 (d) Rulings of the [AFL Central Victoria Player Payment Rules](#)

## **AFL Community Documents Portal**

The AFL Central Victoria Regional Manager can provide access to the AFL Community Documents Portal. Only one person (holding an appropriate Executive role at the club & holding PlayHQ club administrator level access) can be allocated for each club to access and upload required documentation.

A comprehensive guide on how to access the portal and upload documents will be provided to the allocated person.

## **Administration - CCSP Resources, Links, & Toolkits:**

Several resources are available to assist clubs with managing CCSP responsibilities. All forms and templates are available on the AFL Victoria or AFL Central Victoria websites under either the Football or Resources tabs:

- [AFL Central Victoria CCSP](#) (Direct resources link - Regional Rules, Policies, Guidelines, CCSP templates)
- [AFL Victoria Player Points System](#)
- [AFL Victoria CCSP Toolkit](#)
- [Login: AFL Community Documents Portal](#)
- [Budget/Actuals Declaration spreadsheet](#)
- [AFL Central Victoria CCSP Education Modules \(Clubs, Players, Coaches\)](#)
- [Team/Player Points Reassessment templates](#)
- [AFL Victoria Best Practice Recommendations](#)

Clubs should always avoid making assumptions when uncertain on any aspect related to CCSP Management.

Please do not hesitate to contact your League Manager, or AFL Central Victoria Region Manager Cameron Tomlins ([cam.tomlins@afl.com.au](mailto:cam.tomlins@afl.com.au)) for further information or if you cannot locate any of the templates, rules or guidelines mentioned in this guide.