

DRF Round Two Individual Application Form

Form Preview

Disaster Ready Fund Round Two Individual Project Application Form

* indicates a required field

Applicants should refer to the [DRF Round Two Guidelines 2024-25](#) and associated [Application How-To Guide](#) when completing this form, paying particular attention to the following:

- Department of Fire and Emergency Services (DFES) as the WA Lead Agency is responsible for co-ordination of WA DRF Two Round applications, ministerial endorsement and submission to National Emergency Management Agency (NEMA).
- Reasonable project administration costs (including auditing costs) incurred by an Applicant should be factored into project costings and will be considered by the Assessment Panel in the context of value with relevant money as part of Selection Criterion 3.
- The 1.5 percent DRF program administration funding available to the Lead Agencies under Section 6.2 of the Guidelines cannot be used by Applicants to administer individual projects, and should not be included in individual project costings.
- All fields are mandatory unless otherwise indicated. For further information contact DFES on semc.grants@dfes.wa.gov.au or NEMA on disaster.ready@nema.gov.au

Project Title, Lead Agency and Applicant Details

Project Title *

Word count:

Must be no more than 15 words.

The title should be short, concise and easily understood by the community and the Assessment Panel.

Lead Agency Details *

Select the name of the state or territory government Lead Agency that is responsible for coordinating and submitting the project proposal. For multi-jurisdictional and national projects, Applicants must consult with all relevant Lead Agencies and agree on one Lead Agency to coordinate the project. Select the coordinating Lead Agency when answering this question.

Applicant Details

Individual or entity responsible for developing the project proposal. A Lead Agency may also be an Applicant.

Applicant *

Individual

Entity

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Entity Name *

Contact Person Name *

Title	First Name	Last Name
<input type="text"/>	<input type="text"/>	<input type="text"/>

Position *

Primary Address *

Address

Address Line 1, Suburb/Town, State/Province, Postcode, and Country are required.

Postal Address (if different from Physical Address) *

Address

Phone Number *

Email *

Must be an email address.

Applicant type: *

- | | |
|----------------------------------------------------------------------------|------------------------------------------------------------|
| <input type="checkbox"/> Registered charity or not-for-profit organisation | <input type="checkbox"/> Commercial enterprise or business |
| <input type="checkbox"/> Social enterprise | <input type="checkbox"/> Research and/or academic body |
| <input type="checkbox"/> Non-government organisation | <input type="checkbox"/> First Nations body |
| <input type="checkbox"/> Local government body | <input type="checkbox"/> Diversity organisation |
| <input type="checkbox"/> State/Territory government body | <input type="checkbox"/> Disability provider |
| <input type="checkbox"/> Service provider | <input type="checkbox"/> Other: <input type="text"/> |
| <input type="checkbox"/> Community organisation | |

Select the Applicant type/s (more than one may be selected) that best describe how the entity might define itself. If selected other, please specify.

Individual *

Title	First Name	Last Name
<input type="text"/>	<input type="text"/>	<input type="text"/>

Applicant Primary Address *

Address

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Applicant Postal Address *

Address

Phone Number *

Email *

Must be an email address.

Delivery Partners

* indicates a required field

Third parties engaged by the Applicant to deliver project activities or services

Are there delivery partners associated with this project? *

Yes

No

Delivery Partner(s)

List all delivery partners associated with the project, including their names and a descriptor (Partner Type) for each partner. An Applicant should not be listed as a delivery partner.

Delivery Partner Name *

Delivery Partner type *

Select and enter one descriptor from the list of Applicant types above that best describes the project partner. If Selected Other, Please specify.

NEMA and DFES will publish on their respective websites the identity of the Applicant, the project title, the project description and the amount of funding awarded, if the application is successful. The names of any delivery partners will also be published, unless requested not to.

If this application is successful, do you consent to have the names of Delivery Partners published by NEMA and DFES? *

Yes

No

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Project Details

* indicates a required field

Brief project description - The description should commence with the project title, clearly stating the nature of the project, and must outline how the project will build knowledge, enhance resilience or preparedness, and/or mitigate risk for the target community. *

Word count:

Must be no more than 70 words.

Provide a succinct plain English summary of the key project activities and expected outcomes that can be published and easily understood by the general public if the project application is successful. Refer to the How-to Guide for examples.

Issue - Describe the underlying problem that the project is seeking to address. *

Word count:

Must be no more than 100 words.

Refer to the How-to Guide for examples.

Solution/Goal - Explain how the project intends to address the problem/issue outlined above. *

Word count:

Must be no more than 100 words.

Refer to the How-to Guide for examples.

Project Duration *

Select the approximate duration of the project in years, noting that the maximum project period is three (3) years. Always round up to the closest year (e.g. if a project is expected to take 16-months, select 'up to 2 years' and if the project duration is 3 months, select 'up to 1 year').

Consultation

Applicants must have meaningfully consulted with relevant local governments and First Nations communities before submitting any project with a place-based focus (i.e. projects with a focus on addressing the needs of a particular location by leveraging existing programs and/or filling gaps in service delivery).

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If the project is place-based, has it been developed in consultation with local government(s) and/or affected communities, including First Nations stakeholders? *

- Not applicable (i.e. not place-based project) Yes No

Details of Consultation

Briefly describe any consultation that has occurred or reasons for not consulting, including who has been consulted, their level of support for the proposal, any significant issues or objections that have arisen during stakeholder consultations, and how the Applicant intends to address any residual issues/objections if awarded DRF funding. *

Word count:
Must be no more than 300 words.

Target group(s) that the project is intending to impact *

- | | |
|----------------------------------------------------------------------|---------------------------------------------------------------------------|
| <input type="checkbox"/> Australian Government | <input type="checkbox"/> Local Governments |
| <input type="checkbox"/> Community group/non-profit | <input type="checkbox"/> Schools (Primary & High Schools) |
| <input type="checkbox"/> Early childhood education and care services | <input type="checkbox"/> Service Providers |
| <input type="checkbox"/> Emergency responders | <input type="checkbox"/> Small Businesses |
| <input type="checkbox"/> Families | <input type="checkbox"/> State and Territory Governments |
| <input type="checkbox"/> Farmers | <input type="checkbox"/> Students |
| <input type="checkbox"/> Home Owners | <input type="checkbox"/> University and research Institutions |
| <input type="checkbox"/> Individuals | <input type="checkbox"/> Other: <input style="width: 80px;" type="text"/> |

Select any groups that the project is intended to impact (you may select more than one). If 'Other' option is selected, please specify.

Does, or will, this project directly support people from, or who identify as belonging to, specific population sub-groups? *

- | | |
|----------------------------------------------------------------|-----------------------------------------------------------------------------------------|
| <input type="checkbox"/> First Nations | <input type="checkbox"/> Individuals experiencing domestic and family violence |
| <input type="checkbox"/> Children (<15 years) | <input type="checkbox"/> Individuals experiencing homelessness, unemployment or poverty |
| <input type="checkbox"/> Seniors (65+ years) | <input type="checkbox"/> People with a disability |
| <input type="checkbox"/> Youth (15-24 years) | <input type="checkbox"/> People living with a mental health condition |
| <input type="checkbox"/> Women | <input type="checkbox"/> People living in regional, rural or remote locations |
| <input type="checkbox"/> Culturally and Linguistically Diverse | <input type="checkbox"/> No/ None of the above |
| <input type="checkbox"/> People from the LGBTQIA+ community | |

Select any population sub-groups that the project will directly support (you may select more than one).

Estimated size of the target population group(s), including any sub-groups, that are expected to directly benefit from the project *

- | | |
|----------------------------------------|------------------------------------------------|
| <input type="radio"/> 0-100 people | <input type="radio"/> 100,001-500,000 people |
| <input type="radio"/> 101-1,000 people | <input type="radio"/> 500,001-1,000,000 people |

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- 1,001-10,000 people
 10,001-100,000 people
Select one option only.
- 1,000,001-5,000,000 people
 >5,000,000 people

Does the project have a focus on or expected benefits for insurance affordability and/or availability, through risk mitigation or other means? *

- Yes No Unknown

Note: responses to this question will be used for analytical and reporting purposes only, and will not be considered as part of the assessment process.

Provide a brief explanation, including the nature, quantum and basis of any expected benefits *

Word count:

Must be no more than 200 words.

Indicate whether the project has the potential to adversely impact [a matter of national environmental significance](#) under the Environment Protection and Biodiversity Conservation Act 1999 (Cth). NEMA **will not** support proposals which include activities with the potential to adversely impact a matter of national environmental significance.

Does the project have the potential to adversely impact a matter of national environmental significance under the Environment Protection and Biodiversity Conservation Act 1999 (Cth)? *

- Yes No

Project Location

* indicates a required field

Geographic extent *

- Town/City State/Territory Wide
 Local Government Area (LGA) Multi-Jurisdictional
 Multi- LGA National

Select one option that best describes the spatial area of the project

Select the state(s) and/or territory(ies) where the project will be delivered. *

- | | |
|-------------------------------------------------------|---------------------------------------------|
| <input type="checkbox"/> Western Australia | <input type="checkbox"/> Northern Territory |
| <input type="checkbox"/> Christmas Island | <input type="checkbox"/> Queensland |
| <input type="checkbox"/> Cocos (Keeling) Islands | <input type="checkbox"/> South Australia |
| <input type="checkbox"/> Australian Capital Territory | <input type="checkbox"/> Tasmania |
| <input type="checkbox"/> New South Wales | <input type="checkbox"/> Victoria |

Select any that apply.

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Local Government Area(s)

For each state and territory selected in the previous question, list all relevant Local Government Areas (LGAs) or

- If the project is intended to benefit an entire state and/or territory, enter the state or territory name/s followed by "All LGAs" - e.g. 'WA: All LGAs'
- If the project will be delivered within a single LGA, enter the name of the state followed by the name of the LGA - e.g. 'WA: Mandurah'
- If the project will span multiple LGAs, enter the names of all the relevant LGAs grouped by state and territory. e.g.:o WA: Mandurah, Cockburn.o NSW: Lismore; Richmond Valley; Byron.

LGA names should accord with those used by the Australian Bureau of Statistics (ABS). For assistance identifying LGA boundaries and names, we recommend using the [ABS Maps](#) tool with the 2023 Local Government Area boundary type selected.

LGA(S) *

Project's Primary Address(es)

Provide the address where your project will be undertaken (e.g. site where infrastructure will be built or service will be delivered.)

- A project site must be a street address; do not provide a postal address, institution or building name.
- If you have multiple sites, you must add the address of each site.

Note: If the project will span a broad area rather than specific locations (e.g. a service provided to an entire city, LGA, state or territory) or specific site addresses are yet to be determined at the time of application, provide at least one address within each jurisdiction selected above from where project delivery will be coordinated.

Address

Address Line 1, Suburb/Town, State/Province, Postcode, and Country are required.

Project Alignment

* indicates a required field

DRF objective(s) - Select all objectives that the project will contribute to *

- Knowledge - increase the understanding of natural hazard disaster impacts.
- Mitigation and Prevention - reduce the exposure to risk, harm and/or severity of a natural hazard's impacts.
- Resilience and Preparedness - increase the resilience, adaptive capacity and/or

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preparedness of governments, community service organisations and affected communities

Select all that apply- Refer to section 2.4 of the DRF Guidelines for further information

Hazard type(s) being targeted *

- | | |
|---------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> Earthquakes | <input type="checkbox"/> Floods (including flash flooding) |
| <input type="checkbox"/> Landslides (including avalanches, mudslides and sinkholes) | <input type="checkbox"/> Heatwaves |
| <input type="checkbox"/> Tsunamis | <input type="checkbox"/> Pollen storms |
| <input type="checkbox"/> Bushfires (including wildfires) | <input type="checkbox"/> Storms (including severe thunderstorms, hailstorms and blizzards; east coast lows; geomagnetic solar storms (X or M Class)) |
| <input type="checkbox"/> Coastal Hazards (including coastal erosion, coastal inundation and sea level change) | <input type="checkbox"/> Tornadoes (including damaging wind incidents and dust storms) |
| <input type="checkbox"/> Cyclones | <input type="checkbox"/> Other: <input type="text"/> |

Select all that apply - Refer to section 3.3 of the DRF Guidelines for further information. If selected Other, please specify.

Project Activity Types

Primary DRF stream(s) - Select the primary stream that the project aligns with *

- Stream One - Systemic Risk Reduction
- Stream Two - Infrastructure

Indicate which activity stream (refer to Section 3.3.3 of the Guidelines) your project best aligns with: Stream 1 (systemic risk reduction) or Stream 2 (infrastructure). Applicant can choose one stream only.

Primary Project Activity Type(s) - Stream One *

- Supporting a better understanding of risk, through a better evidence base to understand and raise awareness of risk
- Projects that deliver risk reduction plans at the community, regional and state levels to mitigate identified risks and impacts
- Strengthening representational and inclusive decision making by enhancing governance networks and communities of practice
- Adaptation projects that improve land use planning and development practice projects
- Projects, including social projects, that build the capacity and capability of businesses, community sector organisation and/or at-risk communities
- Projects that enable and incentivise private investment in disaster risk reduction

Select your primary activity type

Primary Project activity type(s) - Stream Two *

- Investment in grey infrastructure
- Investment in green-blue infrastructure (including nature based solutions)
- Investment in social infrastructure (including nature based solutions)
- Investment in hazard monitoring infrastructure
- Business case or feasibility study development for future infrastructure

Select your primary activity type

Secondary DRF Stream

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Secondary DRF Stream - It is recognised that projects may overlap streams and activity types. If your project aligns with more than one stream and/or activity type, select the secondary stream (if applicable) and any relevant secondary activity types from the lists provided. Only select streams and activity types that have not already been selected in the preceding questions (i.e. there is no need to repeat your primary stream and activity type here). These fields can be left blank if your project only relates to the primary stream and primary activity type selected above

- Stream One - Systemic Risk Reduction

Secondary DRF Stream - It is recognised that projects may overlap streams and activity types. If your project aligns with more than one stream and/or activity type, select the secondary stream (if applicable) and any relevant secondary activity types from the lists provided. Only select streams and activity types that have not already been selected in the preceding questions (i.e. there is no need to repeat your primary stream and activity type here). These fields can be left blank if your project only relates to the primary stream and primary activity type selected above

- Stream Two - Infrastructure

Secondary Project Activity Types - Stream One eligible activities

- Supporting a better understanding of risk, through a better evidence base to understand and raise awareness of risk
- Projects that deliver risk reduction plans at the community, regional and state levels to mitigate identified risks and impacts
- Strengthening representational and inclusive decision making by enhancing governance networks and communities of practice
- Adaptation projects that improve land use planning and development practice projects
- Projects, including social projects, that build the capacity and capability of businesses, community sector organisation and/or at-risk communities
- Projects that enable and incentivise private investment in disaster risk reduction

Select any appropriate secondary activity type(s). The secondary stream activity type(s) should not include the activity type you have already selected as primary activity type.

Secondary Project Activity Types - Stream Two eligible activities

- Investment in grey infrastructure
- Investment in green-blue infrastructure (including nature based solutions)
- Investment in social infrastructure (including nature based solutions)
- Investment in hazard monitoring infrastructure
- Business case or feasibility study development for future infrastructure

Select any appropriate secondary activity type(s). The secondary stream activity type(s) should not include the activity type you have already selected as primary activity type.

Secondary Project Activity Types - Stream One eligible activities

- Supporting a better understanding of risk, through a better evidence base to understand and raise awareness of risk
- Projects that deliver risk reduction plans at the community, regional and state levels to mitigate identified risks and impacts

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- Strengthening representational and inclusive decision making by enhancing governance networks and communities of practice
- Adaptation projects that improve land use planning and development practice projects
- Projects, including social projects, that build the capacity and capability of businesses, community sector organisation and/or at-risk communities
- Projects that enable and incentivise private investment in disaster risk reduction

Secondary Project Activity Types - Stream Two eligible activities

- Investment in grey infrastructure
- Investment in green-blue infrastructure (including nature based solutions)
- Investment in social infrastructure (including nature based solutions)
- Investment in hazard monitoring infrastructure
- Business case or feasibility study development for future infrastructure

Domain(s) - Select all domains that the project relates to. *

- Social Domain - People, their communities, their culture, institutions, support systems and their interactions.
- Built Domain - Surroundings, structures and infrastructure made using materials and human resources to facilitate life, health, work and play.
- Natural Domain - The landscapes, seascapes, ecosystems, agricultural lands, and diverse plant and animal life within Australia and its ocean territory.
- Economic Domain - The production and consumption of goods. Productivity, financial systems, and the economy.

You may select more than one.

Alignment with Second National Action Plan

Identify any [Second National Action Plan](#) National Actions to implement the National Disaster Risk Reduction Framework Priorities that the project aligns with?

- Create consistent, accessible information, tools, guidance and programs to help everyone better understand their disaster risk and responsibilities, prepare risk mitigation plans and take appropriate action to manage their risks.
- Improve disclosure of disaster risk across all stakeholders to support a shared understanding of risk and the development of hazard risk mitigation plans.
- Collaborate to harmonise and improve how data, information and research is produced, shared, tailored and used to inform effective approaches to risk reduction.
- Build evidence, intelligence and insights by integrating local knowledge and lived experience, including traditional knowledge, to inform effective decisions.
- Facilitate continuous improvement through monitoring and evaluating risk reduction activities and sharing lessons.
- Create hazard mitigation plans and scale across different levels, from individual and household plans, through to community, regional, state and national plans.
- Strengthen risk-informed decision-making across all systems to address disaster risk and deliver co-benefits.
- Strengthen risk-informed land-use planning, building control systems and settlement decisions to minimise the creation of new risk and address legacy risk.
- Incorporate a range of community values into decision-making processes that acknowledge the broader benefits achievable through inclusive disaster risk reduction.

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- Enable and equip decision-makers to make adaptive and agile decisions when faced with imperfect information, and in a changing risk environment.
- Strengthen the capability and capacity of individuals and communities to become leaders and make informed risk reduction decisions relevant to their local contexts.
- Facilitate greater emergency management sector professionalisation, capability and participation, including volunteerism.
- Align investment decisions with hazard risk mitigation plans and strategies at local, state, regional and national levels.
- Explicitly consider future disaster risk and betterment in investment decisions for disaster-specific and other funding streams.
- Create mechanisms for innovation, valuing resilience beyond avoided costs and showcase project results which demonstrate effective outcomes.
- Provide the environment for sustainable funding and consistent policy settings and processes to encourage the development of pipelines of investment for disaster risk reduction projects.
- Pursue innovative finance models for risk reduction initiatives, including through co-investment and public-private partnerships, to encourage greater funds towards resilience outcomes.
- Enable greater integration of disaster risk reduction into the financial system by exploring cooperation, optimising policy, regulatory frameworks, standards and guidance.
- Create spaces, opportunities and governance arrangements for inclusive and diverse community representation, participation and access to the disaster management system.
- Form and encourage meaningful partnerships and support place-based, community-led, locally-implemented, regionally coordinated approaches to disaster risk reduction, which ensure equity and inclusion across the system.
- Better align recovery and resilience activities, governance, funding, policy and processes to support betterment and long-term disaster risk reduction.
- Understand barriers and disincentives to risk reduction to ensure all in Australian society are empowered to exercise choice to reduce risk without disadvantage.
- Strengthen mechanisms to improve cooperation and further support devolved disaster risk reduction planning and management at local and risk-appropriate regional levels.
- Better align disaster risk and related disciplines which result in similar local impacts, particularly physical climate risk mitigation and adaptation and drought, to simplify and streamline governance, plans and effort

Select all that apply. Leave blank if none apply

Project Funding

* indicates a required field

Project Funding Summary (GST Exclusive)

All amounts must be GST exclusive, provided in Australian dollars, rounded to the nearest dollar and should match those entered in subsequent questions and the Budget Summary sheet of the Indicative Budget template (once complete).

Unless a waiver request has been granted, applications for DRF funding are expected to provide a co-contribution (cash and/or in-kind) of at least 50% of the project's total value.

Please note some of the fields are auto calculated in this form. Ignore any random warning messages until you complete the sections and save progress.

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Total Commonwealth funding sought *

\$

Must be a dollar amount.

For applications requesting a full or partial waiver of the 50 per cent co-contribution, the figure entered here should include any portion that the Commonwealth is being asked to waive/ provide in lieu of the Applicant. If you are seeking a full waiver, the Commonwealth amount should equal the total project value.

Total Co-contribution being offered *

\$

Must be a whole dollar amount (no cents).

If a full or partial waiver of the co-contribution is requested, only enter the amount (if any) that the applicant and delivery partners are able to contribute, not the amount being waived (this should be factored into the Commonwealth funding amount and captured in detail later in the form).

Total project value

\$

This number/amount is calculated.

(Total Commonwealth funding + total co-contribution)

Proportion of Grant (%)

This number/amount is calculated.

Proportion of Co-contribution(%)

This number/amount is calculated.

Proportion of total project value - Total project (%)

This number/amount is calculated.

This figure must be 100%

Please save progress to update the fields before progressing to the next question.

Co-contributions Details (GST Exclusive)

To minimise the risk of manual errors, it is strongly recommended that the Indicative Budget template (which auto-sums many of the required totals) be completed first. Relevant figures can then be copied across to the Co-contribution Details section of the Individual Project Application form.

All amounts must be GST exclusive, provided in Australian dollars, rounded to the nearest dollar and should match those shown on the Budget Summary sheet of the Indicative Budget template (once complete).

This section provides a detailed breakdown of the co-contribution offered (Financial (cash) and in-kind) for the project from the Applicant and the delivery partners, if any.

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Applicant Co-contribution details

The following questions relate to co-contributions being made by the Applicant. Do not include any delivery partner contributions; these will be captured separately in the next section, where applicable.

Applicant Name *

Enter the name of the applicant

Financial Component (Cash) *

Must be a dollar amount.
Enter the financial (cash) contribution from the applicant.

In-kind component *

Must be a dollar amount.
Enter the in-kind contribution from the applicant.

Total Co-contribution (Financial (Cash) + in-kind) *

This number/amount is calculated.
The total co-contribution from the applicant.

Co-contribution status at the time of application submission *

Select one - A co-contribution is considered 'In-principle' where it is pending formal approval and is considered 'Confirmed' once formal approval to make the contribution has been granted.

State or Territory government Agency? *

Select One

If Yes - Specify the Jurisdiction

Delivery Partner Co-contribution(s)

This section provides a detailed breakdown of the co-contribution offered (Financial (cash) and in-kind) for the project from each delivery partner.

All delivery partners must be listed. Where a delivery partner is providing no financial or in-kind co-contribution, enter \$0 in these fields against their name.

Name of the Delivery Partner	Financial component (cash) (\$)	In-kind component (\$)	Total Co-contribution (Financial+ in-kind)	Co-contribution status at time of application submission	State or territory government entity?	Jurisdiction
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Enter the name of the delivery	Enter the financial contribution	Enter the in-kind contribution	Enter the total co-contribution	Select one - A co-contribution	Select One	If "yes", specify
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partner contributing to the project	to the project from the delivery partner. Must be a dollar amount.	to the project from the delivery partner in monetary terms. Must be a dollar amount.	from the delivery partner. This number/amount is calculated.	is considered 'In-principle' where it is pending formal approval and is considered 'Confirmed' once formal approval to make the contribution has been granted)	the jurisdiction

Delivery Partner Co-contribution Totals

Total Financial Components (\$) *

\$

This number/amount is calculated.

Total In-kind Components (\$) *

\$

This number/amount is calculated.

Total Co-contributions (Financial + In-kind (\$)) *

\$

This number/amount is calculated.

State and territory government sources combined (Sub-total)

Based on Applicant and any Delivery Partner co-contribution details entered above, indicate the total co-contribution, financial contribution and in-kind contribution being offered by state and territory government entities involved in the project.

Financial (cash) Co-contribution *

\$

Must be a dollar amount.

In-kind Contribution *

\$

Must be a dollar amount.

Total Co-contribution - (Financial (cash)+ in-kind) *

\$

This number/amount is calculated.

All sources combined (Total)

Based on Applicant and any Delivery Partner co-contribution details entered above, indicate the total co-contribution, financial contribution and in-kind contribution being offered by all

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individuals and entities involved in delivering the project (i.e. the applicant and any delivery partners combined).

Financial (cash) Co-contribution Combined *

\$

This number/amount is calculated.

In-kind Contribution Combined *

\$

This number/amount is calculated.

Co-contribution - All Sources Combined *

\$

This number/amount is calculated.

Co-contribution status at the time of application submission *

Indicate whether the total co-contribution is confirmed or in-principle (note: only select 'confirmed' if all co-contribution sources have confirmed their respective contributions).

Other Funding Sources

Has financial assistance previously been or currently being sought or provided through Commonwealth, State/Territory or other initiatives to support this project? *

Funding Source	Amount (\$)	Date applied for/awarded	Status/Outcome	Brief Description of support sought/provided, including the purpose of the funding and the Australian Government Reference Number (AGRN) where relevant
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	\$			
	Must be a dollar amount.	Must be a date.		Must be no more than 70 words.

Co-contribution Waivers

* indicates a required field

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Please select 'Yes' only if the applicant cannot provide the required minimum 50% of the co-contribution as cash or in-kind.

Co-contribution waivers/reductions being sought *

Is the project applying for

- Full waiver -100% of the co-contribution to be waived
- Partial waiver - a portion of the co-contribution is to be waived

Specify amount of full co-contribution to be waived in \$ *

\$

This number/amount is calculated.

Specify amount of partial co-contribution to be waived in \$ *

\$

This number/amount is calculated.

Specify the proportion of the required 50% co-contribution amount to be waived *

This number/amount is calculated.

Proportion of the required 50% co-contribution amount in %

Co-contribution waiver/reduction business case

Please note waivers will only be considered in exceptional circumstances, and are more likely to be successful where exceptional circumstances are a result of several factors contributing to the inability to raise a co-contribution, and/or where the public benefit associated with the project is clearly demonstrated and supporting evidence is provided.

Waiver requests submitted without a business case and supporting evidence will not be considered. Refer to section 5.3 of the DRF Guidelines and the How-To Guide when completing this section of the form.

Key Contributing Factors - Indicate which, if any, of the following factors apply to the waiver request: *

- Limited or no capacity to provide or raise funds
- Project will deliver high impact for a disproportionately at-risk community and/or cohort, or otherwise contribute to public benefit where there is a strong demonstrated need
- Special circumstances contributing to high project costs (e.g. remoteness of a project)
- Recent natural disasters or high disaster expenditure
- Other:

If selected other, limit your response to 25 Words.

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Provide a detailed justification (business case) for seeking a waiver. This should include, but is not limited to:

- a detailed description of the exceptional circumstances being experienced, including any factors listed above, and how they are preventing matching of Commonwealth funding.
- an explanation as to why existing funds have not/cannot been allocated to the proposal if it is a priority.
- for infrastructure projects, statements addressing and demonstrating the capacity of the Applicant and any delivery partners to maintain and fully utilise the project deliverables once Commonwealth funding ceases, in line with any expected short, medium and long-term benefits outlined in response to Criterion One of the Selection Criteria, and evidence for all claims made (note: evidence may be provided as a separate attachment).
- Where evidence is attached, tick the box below and ensure it is referenced in the business case.

Detailed justification for seeking a waiver (business case) *

Word count:

Must be no more than 600 words.

Are you providing evidence of your exceptional circumstances as an attachment? For example, information regarding the financial situation of an Applicant, or details of ongoing challenges in the delivery of infrastructure projects in a region (e.g. logistical or supplier challenges). *

Attach Evidence

Attach a file:

Please note

1. This information is being collected from all WA State Government Applicants to submit to the State Treasury while seeking Ministerial endorsement.

2. Asset owners will become responsible for asset maintenance, replacement and any post-project expenditure following completion of the project.

The applicant agrees that there will not be any additional post-project costs to the State, outside of the approved expenditure parameters.

Are there any assets created/upgraded/maintained as part of this project? *

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If yes, provide further details

Word count:

Must be no more than 25 words.

Will the project be hiring any additional FTEs using the Commonwealth grant portion of the funding?

Please provide details below.

This information is being collected from all WA State Government Applicants to submit to the State Treasury while seeking Ministerial endorsement.

Number of FTEs

This number/amount is calculated.

Estimated Total Commonwealth Grant funding to support the FTEs

\$

This number/amount is calculated.

Year 1

Must be a number.

Year 1

\$

Must be a dollar amount.

Year 2

Must be a number.

Year 2

\$

Must be a dollar amount.

Year 3

Must be a number.

Year 3

\$

Must be a dollar amount.

Responses to Selection Criteria

* indicates a required field

Response to Criterion One – Project alignment with disaster risk (weighted 40 per cent)

Your response must demonstrate how the project reduces disaster risk, increases resilience, adaptive capacity and/or preparedness to disaster risk, and/or contributes to understanding of disaster risk, including statements addressing the following:

- the risk the project is addressing, how this has been assessed, and the anticipated impact of the project, including the estimated level(s) of disaster risk, resilience, preparedness and/or understanding prior to and upon conclusion of the proposed project. If there is no existing risk assessment tool or limited understanding of risk to*

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inform this, the application must explain whether the project funding will contribute to assessment of risk and increase the understanding of natural hazard and disaster impacts; and

- *how the project will deliver its intended benefits over the short, medium and long term (e.g. increase the resilience, adaptive capacity and /or preparedness and/or reduce the exposure to risk, harm and/or severity of a natural hazard's impacts); and*
- *how the project will avoid and manage the potential for maladaptation (including any unintentionally negative social, environmental or economic outcomes); and*
- *where appropriate, how climate change may impact infrastructure investments, including the use of the infrastructure, over its intended life span and how these risks may be mitigated.*

Response to Criterion One *

Word count:

Must be no more than 600 words.

Responses are limited to 600 words per criterion. If you wish to include other content (e.g. charts and graphs) or additional evidence these can be included as supporting attachments and should be referenced in the relevant response.

Response to Criterion Two – Alignment with existing plans or development of plans (weighted 30 per cent)

Your response **must** at a minimum include:

- *detail on how the project meets the DRF objectives and aligns with one or more DRF investment principles, including if the project aligns to activities of the Second National Action Plan (see section 2.4); and*
- *detail on how the project aligns with and/or supports delivery of any existing state, territory, local government or community disaster risk reduction or adaptation plans, policies or frameworks, or how the project will develop or contribute to development of these policies, plans or frameworks where they do not currently exist.*

Response to Criterion Two *

Word count:

Must be no more than 600 words.

Responses are limited to 600 words per criterion. If you wish to include other content (e.g. charts and graphs) or additional evidence these can be included as supporting attachments and should be referenced in the relevant response.

Response to Criterion Three – Likelihood of project success (weighted 30 per cent)

Your response **must** at a minimum address and include evidence of:

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- *the Applicant and/or delivery partner's capacity to complete the project in compliance with relevant industry and legislative standards;*
- *the Applicant and/or delivery partner's capability (including previous experience in undertaking similar scale projects), including confirmation of the ability to commence promptly and deliver the project within the agreed maximum three (3) year timeframes;*
- *other logistical considerations where relevant (e.g. the ability to procure or develop required technology or expertise);*
- *robust consultation occurring as the project proposal was developed, and support from local government(s) and/or relevant communities, including First Nations stakeholders where relevant;*
- *value with relevant money – which could include the percentage of costs to be spent on project administration (excluding the program administration funding provided to Lead Agencies), the extent to which the project draws in new (i.e. previously uncommitted) investment from state and territory governments and other delivery partners, the total applicant co-contribution being offered relative to the value of the grant sought, and detail regarding why this project is not able to be funded through other potentially more appropriate sources.*

Response to Criterion Three *

Word count:

Must be no more than 600 words.

Responses are limited to 600 words per criterion. If you wish to include other content (e.g. charts and graphs) or additional evidence these can be included as supporting attachments and should be referenced in the relevant response.

Attachments

* indicates a required field

Mandatory Attachments

Templates for these attachments must be submitted in their original formats and are available below:

- [DRF Round Two Indicative Budget Template](#)
- [DRF Round Two Project Logic Template](#)

Completed Project Logic (.doc) *

Attach a file:

Word version only

Completed Indicative Budget (.xlsx) *

Attach a file:

Excel Version only

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Optional Additional Attachments

Up to five additional attachments can be provided to support claims in the application (optional). Maximum size limit per file is 20MB.

Title	Optional attachment

Conflicts of Interest Declaration

* indicates a required field

Does the Applicant or any delivery partners have any interests that have the potential to compromise the performance or integrity of the DRF in relation to the assessment or delivery of this project? Conflicts may be actual or perceived. *

Details of Conflict of Interest

Please list any relevant interests and describe how the Applicant propose to manage any potential conflicts below (add additional rows as needed).

Individual or Entity Name *

Nature of the interest/ conflict *

Proposed Management Strategy *

Acknowledgements

You acknowledge that you have read the DRF Guidelines and you certify that the application is complete and accurate and that you have provided claims truthfully and to the best of your abilities. Giving false or misleading information is a serious offence under the Criminal Code Act 1995 (Cth) and NEMA will investigate any false or misleading information and may exclude the application from further consideration.

Yes

You acknowledge that the Australian Government reserves the right to refuse applications where a full co-contribution has not been provided and a waiver

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(full or partial) has not been sought. You also acknowledge that the Australian Government reserves the right to withdraw an offer of support for a project where the co-contribution is anticipated (i.e. offered in-principle) but not approved/confirmed prior to the signing of FFA Schedules.

Yes

You confirm that any financial assistance previously or currently sought or provided through Commonwealth, State/Territory or other initiatives to support the project have been disclosed.

Yes

You confirm that you have declared any actual or perceived conflicts of interest or that, to the best of your knowledge, there are no conflicts of interest, and acknowledge that you must inform NEMA in writing immediately if you later identify an actual or perceived conflicts of interest.

Yes

You confirm that you have consulted with relevant local governments, First Nations communities and other key stakeholders (e.g. local communities, delivery partners, academia) if the project has a place-based focus (i.e. practical impacts in one or more areas where those entities are impacted), or that this requirement does not apply to the project (i.e. not a place-based project)?

Yes

NEMA, as an agency subject to the Privacy Act 1988 (Cth), is required to notify you about our collection, use and disclosure of your personal information, We do by referring you to the NEMA Privacy Policy and the Privacy Information provided in the DRF Guidelines. You acknowledge that you have read and understood this information.

Yes

You confirm that you are aware that projects cannot commence until Implementation Plans and Funding Agreements are co-signed by all parties. DFES or NEMA will not be responsible for any expenditure Applicants incur, until such time as the Implementation Plan and Funding Agreements are endorsed.

Yes