



CSRFF Small Grants Application Form

For projects up to \$300,000 to be acquitted by 15 June 2022

You MUST discuss your project with an officer from your nearest Department of Local Government, Sport and Cultural Industries office before completing and submitting your application. Failure to do so will render your project ineligible.

All applications MUST be submitted to your local government. Contact your local government to determine the cut-off date for the submission of applications.

DLGSC Contact: Chris Thompson

Date: 20/10/20

Office: Onsite visit to Bremer Bay

Applicant's Details:

Organisation Name:	Bremer Bay Sports Club Inc				
Postal Address:	Secretary, C/- Post office				
Suburb:	Bremer Bay	State:	WA	Postcode:	6338
Street Address:	142 Frantom Way				
Suburb:	Bremer Bay	State:	6337	Postcode:	6338

Preferred Contact Person:

All application correspondence will be directed to this person

Name:	Chris Cooke	Title:	Dr <input type="checkbox"/> Mr <input checked="" type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/>
Position Held:	President, Bremer Bay Tennis Club		
Business Phone:		Facsimile:	
Mobile Phone:	0429 361 025	Email:	bbaytennisclub@gmail.com

Organisation Business Details:

Does your organisation have an ABN?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	ABN: 71 770 066 890	
Is your organisation registered for GST?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	* Note, in order to be eligible for funding you must attach a copy of the Incorporation Certificate. LGA's exempt	
Is your organisation not-for-profit?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		
Is your organisation incorporated?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Incorporation #: A.116/74	
Bank details:	Bank: Commonwealth	BSB: 066 500	A/c: 10414332

Local Government Authority Details:

LGA:	Shire of Jerramungup		
Contact:	Charmaine Solomon	Title:	Dr <input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input checked="" type="checkbox"/> Ms <input type="checkbox"/>
Position Held:	Deputy Chief Executive Officer		
Business Phone:	9835 1022	Facsimile:	9835 1161
Mobile Phone:	0429 351 025	Email:	dceo@jerramungup.wa.gov.au

Documents and evidence links are provided throughout this grant application.

PROJECT DETAILS

Project Title (brief and specific):

Renew the tennis courts at the Sports Club by creating a solid foundation, installing better drainage, and laying a new synthetic grass surface. This will improve safety, increase participation, and provide an opportunity for tennis to continue to grow and be available in Bremer Bay.

Project Description:

Renewal of the tennis courts will be done by:

Removing the existing worn synthetic grass, (*laid in 2003*) and cleaning the base for assessment of damage, followed repair of damaged sections.

The assessment of damage to the base will determine if the whole base layer is removed or it is patched to ensure a solid base for the 5 courts. A new layer of AC7 asphalt, complying with Australian standards will be used for damaged areas. Allowance has been made for complete replacement of the base to prevent any cost overrun, as it is not possible to assess damaged areas without removing the existing grass.

A buffer around the back and sides of the courts will be made to improve drainage and prevent water staying on the courts, this also allows for easier ripping of minor tree roots by mechanical means. Annual ripping will become part of the maintenance program to protect the new surface.

The preparation work prior to laying asphalt will be completed entirely by Tennis club members and volunteers from the Bremer Bay community. As 75% of our members are currently operating or still have links to agricultural enterprises, they possess the necessary skills and access to a range of equipment to efficiently and effectively, carry out this work to a high standard.

After the repairs to the base have been completed a new synthetic grass surface will be laid over the 5 courts with one court also marked with dual lines for basketball to create further opportunities for physical activity and court usage at the Bremer Bay Sports Club.

By doing the sub surface and drainage properly only the top layer of synthetic grass will need to be replaced in future, making it a project with long term benefits to the community.

The best of the existing grass will be re used in the hit-up wall area which is currently in poor condition. Once repaired, this area will be used frequently, especially by juniors during adult social tennis, when courts are full.

How did you establish a need for your project?

As the only venue in the Shire of Jerramungup and within a radius of 130km currently offering regular club tennis, it is important to the Bremer Bay Sports Club and community, that access to tennis continue to be available at our facility. Currently the tennis club has enthusiastic and committed players, who enjoy the sport and actively promote the benefits to the community. Some travel up to 90km each week to access tennis.

The existing courts are worn and have been identified for replacement in the Sports Clubs last two strategic plans and are currently listed as the [top priority](#) for replacement when funding is available. As there is no way to determine the extent of damage to the subsurface and the repairs required, it was important to the Sports Club that sufficient funding was secured prior to the removal of the existing grass. This ensures the project can be completed to allow tennis to continue at the club next season without the project stalling.

As the tennis club is the largest membership base club affiliated with the Sports Club and have their courts full most weeks, it would be detrimental to the Bremer Bay Sports Club and the wider community, not just the tennis players, if the courts could not be used.

Bremer Bay is an actively growing tourist town where the population swells from 231^(last census) to 7500 during the summer months ^(local police statistics). With COVID19 and the Orca tours off the South Coast the summer holiday busy period now commences in September and runs through to April.

Due to good management by tennis club members, the synthetic grass has lasted 18 years, beyond the expected life. The surface has now become slippery and is producing uneven bounce from the worn surface and damaged subsurface, posing a risk for player safety. At the current rate of deterioration, it is anticipated any competitive club tennis beyond the current season may not be possible.

Tennis West completed a [site survey](#) in January 2021 and you can see from their evaluation of the courts they have rated them as moderate surface with short term renewal and highlighted the courts will need replacing ASAP.

Currently there are both senior and junior members of the tennis club with coaching available providing pathways into and through tennis. If the court surface continues to deteriorate and becomes unplayable this vital pathway in both tennis and physical activity will be lost for the local community and the wider region. Two boys from Bremer Bay who commenced tennis in our junior program are currently in specialist tennis programs at Perth and showing good results in state competitions, demonstrating our tennis club provides a fantastic grounding for development in tennis.

In the information included in this application are support letters from a regular [visiting club](#) and from the [Lower Great Southern Tennis Association](#) who identify the need for this project and the benefit to tennis within the region. [Tennis West](#) have also provided a letter of support for the continuation and availability of tennis in this part of the state.

Continuing to offer floodlighting for two tennis courts or one basketball court also allows for community use of this project in a multi-use capacity. The only other basketball courts in Bremer Bay are at caravan parks.

As a tourist town, with a growing population, Bremer Bay has a bright future and should continue to attract new members to sporting clubs. Visitors seeking somewhere to play tennis are always welcomed and this would be lost if courts replacement is not completed soon.

What alternatives were considered and why were they rejected (e.g cost, suitability, feasibility)?

The alternatives considered were the type of playing surface over the repaired base.

Due to 60% of the current tennis club adult members being over 50, and the majority of visitors also in this age bracket, it was essential for a surface which is softer on the body so players can continue playing and enjoying tennis in their senior years. Hard court was therefore not considered as we are seeking to increase physical activity and enjoyment, so it is essential to match the playing surface to the target group.

A new cushioned hard-court surface was investigated however was cost was prohibitive. A decision was therefore made to use synthetic grass the same height as previous grass but more tightly woven. If cared for correctly the club has demonstrated synthetic grass has a long life. Synthetic Grass also does not need sweeping after showers and is not slippery when damp which are important factors on the South Coast at Bremer Bay.

Have the full lifecycle costs of the project been considered, and can you afford the ongoing costs of managing, maintaining, and replacing the facility? Will a specific asset replacement fund be created?

The Tennis club will initially budget \$10,000 per year towards future court resurfacing and an account has been set up for this purpose, so it is clearly identified as committed expenditure with the succession of club management.

The funds set aside over 7 years would be \$70 000, over half the replacement cost. When this is combined with increased earning capacity from better utilization of the facility and specific fundraising closer to replacement, further assistance to replace the synthetic surface would not be required if the base is done properly now.

From our experience, the improvements to drainage, regular maintenance and local weather conditions, a life of 15 years should easily be expected, despite the guarantee being only 7 years. Existing courts have lasted well beyond this with a poor subsurface.

Project location:	Bremer Bay Sports Club – Tennis Courts		
Land ownership:	Who owns the land on which your facility will be located? Shire of Jerramungup Lease Expiry (if applicable):		
Planning approvals	Not required	If no, provide the date it will be applied for:	
Where applicable, has planning permission been granted?(LGA)	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	___/___/___	
Aboriginal Heritage Act?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	___/___/___	
Department of Biodiversity, Conservation and Attractions? (Environmental, Swan River)	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	___/___/___	
Native Vegetation Clearing Permit?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	___/___/___	
Please list any other approvals that are required?	Yes <input type="checkbox"/> No <input type="checkbox"/>	___/___/___	

How will your project increase physical activity?

A new even court surface would enhance the playing conditions for current players and enable the tennis club to confidently pursue [targets in their strategic plan](#) to encourage more use of the courts and seek new members. The targeted increase of 10% every 2 years is realistic as there has been a 36% increase between 2018/19 and 2020/21 seasons.

The planned introduction of a lady's night and beginner coaching sessions are carefully targeted to improve the skills and confidence of players without the distraction of children, whilst also providing a social outlet.

The improved facilities would allow increased capacity for the tennis club to host more invitational days and competitions with 5 courts available for the purpose.

A new even and softer surface would also give players more confidence to run without slipping or tripping, which is especially important for older players who generally take longer to recover from any injuries incurred, allowing them to continue playing well into their senior years.

An increase to physical activity of visitors has also been identified with a target in the tennis [club's strategic plan](#) to introduce a booking system for courts where booking and payment can be made online and easily shared on social media platforms, extending the availability of the courts to the community.

A further opportunity identified is to trial some fun social late afternoon/evening sessions where all courts could still be used for those who prefer only a couple hours of tennis, so players could enjoy club atmosphere before moving to the Sports Clubhouse for refreshments.

Each of these plans are identified to increase opportunities for people to enjoy playing tennis to enhance both their physical fitness and social interaction, therefore looking after the health and mental wellbeing of them and their families.

The re-introduction of Basketball to the Sports club facilities is planned as another way in which physical activity is promoted and improved.

The [tennis club's strategic plan](#) and [SWOT analysis](#) show the depth of the tennis clubs planning to promote an increase interest in tennis, physical activity and use of the facilities for the community.

Do you share your facility with other groups? Yes ☒ No ☐ If so, who: **Basketball & schools**

One of the tennis courts is dual marked for basketball with backboards and lights however due to indented lines on that court it is currently only used on a very social basis by visitors to the town.

When discussions about resurfacing began there was been increased interest in re - establishing a social basketball competition at the Bremer Bay Sports Club. In previous years, a basketball competition in Bremer Bay was well supported and with a growing population this should be repeated especially during summer, as the closest alternative venue is 100km away at Jerramungup.

The tennis courts have also been used by two local schools with their Sporting Schools program and the Bremer Bay Primary School also uses the courts every year as part of the school physical education program.

In recent weeks there has also been a request for indoor cricket to be played on the courts under lights. This is a great idea but needs further investigation to ensure there will be no damage to the courts and to set up a sharing arrangement of court facilities as it would involve post removal during this time.

List the main sport and recreation activities (maximum of 3) which will benefit from your proposal. Please indicate the approximate % usage of the facility (or part of the facility relating to this proposal).

Sport/community organisation	% use of the facility	Hours per week
Tennis	86	25
Basketball	7	2
Bremer Bay School	7	2

Activity/sport membership numbers over the past three years relevant to your project. For example, if a bowls project, golf members not relevant; social membership numbers not applicable.

Note: if membership is not applicable, ie recreation facility or aquatic centre, enter the number of users of the facility.

2017/18	40	2018/19	25	2019/20	27
2020/21	34	2017/18 figures included juniors being coached only, the other years do not include these children. Visitor number are not included.			

State Sporting Associations are involved in the assessment of applications and may be able to provide valuable information when planning your project, particularly in relation to technical design issues. They should be consulted as part of the application process. A complete list of State Sporting Associations and their contact details are available on the department's website: <https://www.dlgsc.wa.gov.au/sport-and-recreation/state-sporting-associations>

What is the name of the State Sporting Association for your activity/sport?	
Tennis West	
Have you discussed your project with your State Sporting Association? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
Contact Name: Charlotte King- ongoing	Date of contact: 8 July 2020 & 8 January 2021 onsite visit
Greg Wood	11 May 2020

PROJECT DELIVERY

Please indicate key milestones of your project. The key milestones need to be realistic and demonstrate that the project can be delivered in the timeframe.

Task	Date
Attainment of Council approvals	
Preparation of tender/quotes for the major works contract	15 July 2021- asphalt & grass
Issuing of tender for major works	25 July 2021
Signing of major works contract	5 August 2021
Site works commence	1 July 2021 – existing grass removal
Construction of project starts	31 August 2021 – asphalt & grass laying
Project 50% complete	30 September 2021
Project Completed	15 October 2021
Project hand over and acquittal	1 November 2021

Are there any operational constraints that would impact on the construction phase of your project? (such as your sporting season, major annual event or inclement weather) – provide details. Projects that are delayed due to undeclared known constraints are not eligible for a deferral.

The main tennis season runs from the beginning of October to mid April. As this grant round is notified during the off-season, work can be readily completed during this time.

As assessment of damage to the base can only be completed when existing synthetic grass is removed. Quotes for the repairs to the base will be obtained when this has occurred. Tennis club members will remove the existing grass as soon as funding is confirmed and complete the drainage improvements and ripping whilst quotes and contracts for the other components are completed. Timing for the asphalt and synthetic grass installation is then subject to availability of both the contractors, products and weather conditions.

Due to the continuing COVID 19 situation there is always a possibility for a delay in the manufacture and shipment of the new Synthetic grass to Western Australia or the return of travel restrictions within the state, however we believe enough time has been allowed.

If the project is delayed beyond the completion target date, the season start date would be delayed. It is the best interest of all Tennis and Sports club members for this project to be completed on time so tennis and social interaction can continue at Bremer Bay.

GST

Grant payments are payable to the applicant/grantee only. This may have taxation implications for grantees. If grantees wish specific advice relating to their grant, this can be obtained from the Australian Taxation Office (ATO). Please note depending upon the value of the project and/or grant, the ATO may require an organisation be registered for GST. If the applicant is registered for GST, the grant is grossed up with the GST amount.

PRIVACY STATEMENT AND STATEMENT OF DISCLOSURE

The Organisation acknowledges and agrees that this Application and information regarding it is subject to the *Freedom of Information Act 1992* and that the Grantor may publicly disclose information in relation to this Application, including its terms and the details of the Organisation.

Any information provided by you to DLGSC can be accessed by you during standard office hours and updated by writing to DLGSC or calling (08) 9492 9700. All information provided on this form and gathered throughout the assessment process will be stored on a database that will only be accessed by authorised departmental personnel and is subject to privacy restrictions.

DLGSC may wish to provide certain information to the media for promotional purposes. The information will only include the applicant's club name, sport, location, grant purpose and grant amount.

APPLICANT'S CERTIFICATION

I certify that the information supplied is to the best of my knowledge, true and correct.

Name: CAVIN MAIR

Position Held: PRESIDENT

Signature: Cavin Mair

Date: 3/3/2021

Attachments

LODGEMENT OF YOUR APPLICATION

- Applications including all attachments are to be received electronically and officially submitted to csrff@dlgsc.wa.gov.au by the cut off date. A hard copy can also be provided and should be clipped at the top left-hand corner, please do not bind.
- It is recommended that you **retain your completed application form**, including attachments for your own records and future audit purposes.
- All **attachments** and supporting documentation (see next section) should be **clearly named and identified** and submitted with the application form.
- **Applications must be submitted to your Local Government Authority** by the Local Government's advertised cut-off date to ensure inclusion at the relevant Council Meeting.

The following documentation must be included with your application. Applicants may wish to supply additional RELEVANT information.

- ☒ **Application form.**
- ☒ **Incorporation Certificate.**
- ☒ **Two written quotes.**
- ☒ If your project involves the upgrade of an existing facility, include **photograph/s** of this facility.
- ☒ **Locality map, site map and building plans** (in relevant constructions projects), including where the proposed facility is located in relation to other sport and recreation infrastructure.
- ☒ **Income and expenditure statements** for the current and next financial years. (LGAs exempted).
- ☒ **Written confirmation of financial commitments** from other sources including copies of **council minutes**. (If a club is contributing financially then evidence of their cash at hand must be provided). For resurfacing projects, a written guarantee from the supplier of the product that clearly identifies the product's life expectancy.
- ☒ **Itemised project cost for components** and identified on the relevant quote for each (including cost escalation).
- ☐ For floodlighting projects, a **lighting plan** must be supplied showing lux, configuration and sufficient power supply

Your application will be considered not eligible if:

- You have not discussed your project with the Department of Local Government, Sport and Cultural Industries and your State Sporting Association.
- You do not meet the eligibility criteria for the grant category to which you are applying.
- You have not included with your application all the relevant required supporting documentation. **There is no onus on Department staff to pursue missing documentation.**
- Applicants/projects that have received a CSRFF grant in the past and have not satisfactorily acquitted that grant. In some cases this may apply to localities where other significant projects have not been

- progressed or have not completed a previous project in accordance with the conditions of the grant provided. An assessment will be made in October and if no physical progress has occurred, new applications may not be recommended.
- It is not on the correct application form.
- The project for which application is made is specifically excluded from receiving CSRFF support.

DEVELOPMENT BONUS APPLICANTS ONLY

If you applied for a CSRFF grant for more than one third of the cost of the project, please provide evidence of meeting at least one of the following criteria.

You MUST contact your local DLGSC office to determine eligibility before applying.

Category		Details
Geographical location	<input checked="" type="checkbox"/> Regional/remote location <input checked="" type="checkbox"/> Growth local government	<p>Bremer Bay has the only tennis club operating on a regular basis within the Shire of Jerramungup, therefore members travel long distances to access tennis. The courts have been carefully managed to maximise the time between resurfacing projects and are a valuable and cost effective project for the region.</p> <p>As a holiday location it is important visitors to Bremer Bay have access to a range of sporting facilities to exercise and enjoy whilst they are in town. With the state borders closed in 2020 more people have been travelling in the regions and looking for things to do in small rural towns. With both tennis and basketball courts available for hire this can only be beneficial for the health of visitors to the Bremer Bay. Visitors to the clubs also bring varied styles of play and opportunities for club members to learn about other areas within the state.</p> <p>The Bremer Bay Sports Club has an 18 hole golf course and a bowling green with new synthetic turf, both of which are in good condition. The upgraded courts would add to the range of sporting facilities available, currently due to the condition of the surface the tennis courts are under used. Having all these sports available in one location at the Bremer Bay Sports Club provides a fantastic venue for locals and visitors to the area.</p>
Co-location	<input type="checkbox"/> New <input type="checkbox"/> Existing	
Sustainability initiative	<input type="checkbox"/> Water saving <input type="checkbox"/> Energy reduction <input type="checkbox"/> Other	
Increased participation	<input type="checkbox"/> New participants <input type="checkbox"/> Existing participants – higher level <input type="checkbox"/> Special interest <input type="checkbox"/> Other	

PROJECT BUDGET

ESTIMATED EXPENDITURE

Please itemise the components of your project in the table below, indicating their cost and which quote or part of quote was used to estimate this. Quantity Surveyor costs will be accepted however the responsibility lies with the applicant to ensure the validity of the information. A contingency allowance is considered an acceptable component. *PLEASE ITEMISE BY COMPONENT (e.g changerooms, storage, kitchen) rather than materials (electrician, plumber, finishings).*

Project Description (detailed breakdown of project to be supplied)	\$ Cost ex GST	\$ Cost inc GST	Quote Used (list company name and quote no)
<i>Club members will use their experience and expertise to manage the rolling of the courts, removal of the existing grass, improvements to drainage, ripping for minor tree encroachment and cleaning of courts for further work and assessment for accurate amount of asphalt required.</i>			
Omni Pro Cool Plus synthetic grass installation,	130 500	143 550	West Coast Synthetic Quote 21077
Asphalt layer to seal and repair old sub surface– 25mm compacted AC7 industry standard asphalt– 2810m ² @ \$32.55/m ²	91 465	100 611	ATM Asphalt – Quote ASP1853 . This quote is for the entire surface area of all courts.
Donated Equipment – include driver costs Excavator cleaning behind courts and ripping treeline. Loader to remove sand behind courts (5 Hr) and base (35 Hr) Truck to cart sand behind courts (5Hr), existing base removal (35hr) Roller -prior to removal of grass and after base removal. Forklift - Load old grass and unload new grass – 2 separate trips.	13 950	15 345	Excavator – rate \$230/hr x 10 hr - \$2 300 Loader – rate \$150/Hr x 40 hours = \$6 000 Truck - rate \$100/hr x 40 hours = \$4 000 Roller (before & after old turf) – rate \$350 / day x 3 = \$1050 Forklift use - \$300 x 2 - \$600
Volunteer labour (Please provide cost breakdown) Removal existing grass, cleaning surface and levelling Fence section removal for access by contractors & replacement	6 150	6 765	Grass removal & cleaning -16 people x 15 hours @ \$25 (\$6 000) Fence - 3 people x 2 hours @ \$25 - \$150
Sub Total	242 065	266 271	
Cost escalation	5 000	5 500	<i>Allowance has been made for the full sub surface to be removed and replaced, due to this only minimal cost escalation has been included to allow for minor product price increases (2.3%).</i>
a) Total project expenditure	247 065	271 771	

- At least **two written quotes** are required for each component.
- Projects that do not meet **Australian Standards** are ineligible for funding.

PROJECT FUNDING

Source of funding	\$Amount ex GST	\$ Amount incGST		Funding confirmed Y / N	Comments to support claim (please attach relevant support)
Local government	75, 000	82 500	LGA cash and in-kind	Y	#Shire Support
Applicant cash	70 965	78 061	Tennis club and Sports Club	Y	Sports Club and Tennis club combined
Volunteer labour	6 150	6765	Cannot exceed applicant cash and LGA contribution – max \$50,000	Y	Provided by Tennis Club members
Donated equipment /drivers	13 950	15 345	Cannot exceed applicant cash and LGA contribution	Y	Provided by Tennis Club members
Accommodation provision & forklift to unload grass	6 000	6 600	Reduction in quoted price for grass		Provided by Tennis Club members
Other State Government funding					
Federal Government funding					
Other funding – to be listed			Loans, sponsorship etc		
CSRFF request (No Development Bonus)			up to 1/3 project cost	N	Development bonus discussed onsite with Chris Thompson. Considered relevant due to time since last resurfacing, the careful maintenance program, the location in growing tourist town and the lack of alternative tennis courts within the region.
or CSRFF request (Development Bonus)	75 000	82 500	Up to ½ project cost	N	
b) Total project funding	247 065	271 771	This should equal project expenditure as listed on the previous page		

REQUIRED: If the funding approved is less than funding requested for this project, or the project is more expensive than indicated, where would the extra funds be sourced from? Is this funding confirmed? If the project scope would be reduced, which components would be revisited?

The actual extent of the repair work is unknown as it can only be assessed once the synthetic grass is removed. After discussions with Chris Thompson, contractors and the Shire, allowance has been made for the entire court to be re sheeted with asphalt to ensure there is no hidden costs associated with the project which could not be funded. If there was still a funding shortfall, despite this planning, we have a commitment from some tennis club members to provide short term loans to ensure project completion, as once the existing grass is removed there is no going back. Any loans incurred would however place pressure on future savings potential.

If total area of asphalt was required and insufficient funding from CSRFF was combined with an escalation in prices, an alternative repair fill would be looked at to lower costs but can only be determined after assessment. The aim of this project is to ensure a stable base for the long term future. As the only courts for regular tennis in the area it is important to retain the facility, especially in a growing tourist location.

GST

Grant payments are payable to the applicant/grantee only. This may have taxation implications for grantees. If grantees wish specific advice relating to their grant, this can be obtained from the Australian Taxation Office (ATO). Please note depending upon the value of the project and/or grant, the ATO may require an organisation be registered for GST. If the applicant is registered for GST, the grant is grossed up with the GST amount.

PROJECT ASSESSMENT SHEET

This page is for the use of the relevant Local Government Authority to be used for both community and LGA projects. Please **attach copies of council minutes** relevant to the project approval.

Name of Local Government Authority:
Name of Applicant:

Note: The applicant's name cannot be changed once the application is lodged at DLGSC.

Section A

The CSRFF principles have been considered and the following assessment is provided:
(Please include below your assessment of how the applicant has addressed the following criteria)

All applications

	Satisfactory	Unsatisfactory	Not relevant
Project justification	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Planned approach	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Community input	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Management planning	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Access and opportunity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Design	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Financial viability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Co-ordination	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Potential to increase Physical activity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sustainability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Section B

Priority ranking of no of applications received	of applications received
Is this project consistent with the	<input type="checkbox"/> Local Plan <input type="checkbox"/> Regional Plan
Have all planning and building approvals been given for this project?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If no, what approvals are still outstanding?	

Project Rating (Please tick the most appropriate box to describe the project)

- | | | |
|---|--|--------------------------|
| A | Well planned and needed by municipality | <input type="checkbox"/> |
| B | Well planned and needed by applicant | <input type="checkbox"/> |
| C | Needed by municipality, more planning required | <input type="checkbox"/> |
| D | Needed by applicant, more planning required | <input type="checkbox"/> |
| E | Idea has merit, more planning work needed | <input type="checkbox"/> |
| F | Not recommended | <input type="checkbox"/> |

Please complete the questions attached. This assessment is an important part of the CSRFF process and your answers to these questions assist the committee make their recommendations, even if you are the applicant. Please provide a summary of any attachments in your assessment, rather than referring to attachments or external documents such as Council Minutes.

<p>1. Please confirm your contribution to the project, whether it has been formally approved (including financial year for which it is approved) and any conditions on the funding. If no funding has been provided, why not?</p>
<p>2. A) <i>If a community group application:</i> Do you believe the project is financially viable, including the applicant's ability to provide upfront contributions, ongoing payments and contributions to an asset replacement fund. Does council commit to underwriting any shortfalls as the ultimate asset owner?</p> <p>B) <i>If a council application:</i> Is Council fully aware of the ongoing cost of operating and maintaining this facility and does your organisation have the capacity to service it into the future? How are the user groups contributing to the ongoing cost of operating the facility?</p>
<p>3. Please provide any additional comments regarding this applications merit against the assessment criteria to support your project rating and ranking.</p>

Signed

Position

Date

Applications for CSRFF funding must be submitted to the Department of Local Government, Sport and Cultural Industries by **4pm on 31March 2021**. Late applications cannot be accepted in any circumstances.

DLGSCOFFICES

PERTH OFFICE

246 Vincent Street
Leederville WA 6007
GPO Box 8349
Perth Business Centre WA 6849
Tel: (08) 9492 9700
CSRFF@dlgsc.wa.gov.au

MID-WEST

Level 1, 268-270
Foreshore Drive
PO Box 135
Geraldton WA 6531
Tel: (08) 9956 2100
midwest@dlgsc.wa.gov.au

PILBARA

Karratha Leisure plex
Dampier Hwy, Karratha
PO Box 941
Karratha WA 6714
Tel: (08) 9182 2100
pilbara@dlgsc.wa.gov.au

GASCOYNE

4 Francis Street
PO Box 140
Carnarvon WA 6701
Tel: (08) 9941 0900
Gascoyne@dlgsc.wa.gov.au

KIMBERLEY – Broome

Unit 2, 23 Coghlan Street
PO Box 1476
Broome WA 6725
Telephone (08) 9195 5750
Mobile 0438 916 185
kimberley@dlgsc.wa.gov.au

SOUTH WEST

80A Blair Street
PO Box 2662
Bunbury WA 6230
Tel: (08) 9792 6900
southwest@dlgsc.wa.gov.au

GOLDFIELDS

106 Hannan Street
PO Box 1036
Kalgoorlie WA 6430
Tel: (08) 9022 5800
goldfields@dlgsc.wa.gov.au

KIMBERLEY –Kununurra

Telephone 08 9195 5750
Mobile 0427 357 774
kimberley@dlgsc.wa.gov.au

WHEATBELT - Northam

298 Fitzgerald Street
PO Box 55
Northam WA 6401
Tel: (08) 9690 2400
wheatbelt@dlgsc.wa.gov.au

GREAT SOUTHERN

22 Collie Street
Albany WA 6330
Tel: (08) 9892 0100
greatsouthern@dlgsc.wa.gov.au

PEEL

Suite 94
16 Dolphin Drive
PO Box 1445
Mandurah WA 6210
Tel: (08) 9550 3100
peel@dlgsc.wa.gov.au

WHEATBELT – Narrogin

50 Clayton Road
Narrogin WA 6312
Telephone 9690 2400
wheatbelt@dlgsc.wa.gov.au