

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, Mel Eastough	Date: from 20 October 2020 Onsite visit to Bremer Bay May – Aug 2021	Office: Albany
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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:	WA	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 0255	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:	Charmain 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

PROJECT DETAILS

Project Title (brief and specific): Redevelopment of the tennis courts at Bremer Bay Sports Club to improve safety, increase participation and provide an opportunity for tennis to continue to grow and be available for players from a wide area of the south coast.

Project Description:

The tennis court existing surface is synthetic grass which was laid in 2003 over an old hard court base. With good regular maintenance the court surface has lasted well but the underneath old asphalt layer is cracking and causing problems to the surface with raised areas and irregular bounce. To protect the life of a new layer of grass it is necessary to replace the asphalt before laying new grass to ensure a longer life for the court surface and more options next time.

Initially the existing synthetic grass will be removed together with the old asphalt. The court surface area will then be levelled ready for the addition of a new asphalt layer. Whilst machinery is on site the court surrounds will be upgraded to improve the drainage from the court and also provide a better buffer between the court and the bush at the back of the court to prevent tree root encroachment. Annual ripping will become part of the maintenance program to protect the new surface.

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

After the preparation work is completed a specialised sports surface contractor will be engaged to supervise the laying of the asphalt and add a layer of synthetic grass 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?

Bremer Bay has the last remaining operating tennis club offering regular tennis with the Shire of Jerramungup and within a radius of 130km. 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 these 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. Due to the deteriorating old asphalt layer it was important to the Sports Club that sufficient funding was secured prior to the removal of the existing grass layer so the project can be completed to allow tennis to continue at the club next season without the project stalling.

Due to good management by tennis club members, the synthetic grass has lasted 18 years, well 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 [The Lower Great Southern Tennis Association](#), [Local Primary Schools](#) and a regular [visiting club](#) 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 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.

As a coastal tourist town, with a growing population, Bremer Bay has a bright future and should continue to attract new members to sporting clubs. There has also been a large increase in visitors staying longer in Bremer Bay and joining club tennis days which are not reflected in our membership numbers. Visitors seeking somewhere to play tennis are always welcomed and this would be lost if courts replacement is not completed soon. With COVID19 and the Orca tours off the South Coast the summer holiday busy period now commences in September and runs through to April which matches the season for tennis.

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

Hard court type surface or Synthetic grass over renew court base.

With the majority of members and visitors over 45 a surface which is softer on the body was considered essential as it enable players to continue playing and enjoying tennis in their senior years and is necessary for the continued success of the club. A 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.

Hard courts also do not suit our location on the south coast where we often have showery days. With Synthetic grass play can continue during light showers and can recommence immediately after heavier showers without any need for sweeping, this is not possible on a hard surface. With members travelling long distances to attend this is vital to maintain contact with players as they know when there is a break in showers they can still play.

A club 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.

A new cushioned hard-court surface was investigated however was cost was prohibitive at the present time. This could be a decision made the next time the surface is replaced when only the top layer would need replacing, if enough funds could be raised then it would be more cost effective in the long term to maintain and the surface would have had more time to prove itself long term.

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 type="checkbox"/> No <input type="checkbox"/>	<input type="checkbox"/>	___/___/___
Aboriginal Heritage Act?	Yes <input type="checkbox"/> No <input type="checkbox"/>	<input type="checkbox"/>	___/___/___

Department of Biodiversity, Conservation and Attractions? (Environmental, Swan River)	Yes <input type="checkbox"/> No <input type="checkbox"/>	___/___/___
Native Vegetation Clearing Permit?	Yes <input 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. An expansion to the current schools program could also be introduced to include the schools of Borden and Wellstead who are in the schools cluster.

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. Tennis provides a social atmosphere where the whole family can be involved. The connectiveness it brings has proved extremely valuable during recent droughts where members could get exercise and a sense of belonging, which creates a welcome respite from harsh realities.

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.

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
Schools	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.

2018/19	25	2019/20	27	2020/21	34
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State Sporting Associations are involved in the assessment of applications and may be able to provide valuable information when planning you 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 is 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 Initial contact with Greg Wood	Date of contact: initial contact 8 July 2020 Onsite visit 8 January 2021 – continuing contact. 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	Not applicable
Preparation of tender/quotes for the major works contract	10 January 2022
Issuing of tender for major works	1 February 2022
Signing of major works contract	28 February 2022
Site works commence	20 February – removal of existing surfaces
Construction of project starts	10 March 2022
Project 50% complete	1 April 2022
Project Completed	1 June 2022
Project hand over and acquittal	20 June 2022

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.

If the grant is successful, the tennis club is prepared to close the season early to ensure ground preparation work is completed for contractors. Although well planned the availability of contractors, supplies and adverse weather conditions could delay the project despite best efforts to avoid this outcome. COVID 19 also still poses a threat of delays in supply and installation of asphalt and grass if there are continued lock downs or transport and movement restrictions.

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: _____

Position Held: _____

Signature:

Date:

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.

<input checked="" type="checkbox"/>	Application form.
<input checked="" type="checkbox"/>	<u>Incorporation Certificate.</u>
<input checked="" type="checkbox"/>	Two written quotes.
<input checked="" type="checkbox"/>	If your project involves the upgrade of an existing facility, include photograph/s of this facility.
<input type="checkbox"/>	<u>Locality map, site map</u> and building plans (in relevant constructions projects), including where the proposed facility is located in relation to other sport and recreation infrastructure.
<input checked="" type="checkbox"/>	Income and expenditure statements for the current and next financial years. (LGAs exempted).
<input checked="" type="checkbox"/>	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).
<input checked="" type="checkbox"/>	For resurfacing projects, a written guarantee from the supplier of the product that clearly identifies the product's life expectancy.
<input checked="" type="checkbox"/>	Itemised project cost for components and identified on the relevant quote for each (including cost escalation).
<input type="checkbox"/>	For projects involving floodlighting, 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>An onsite visit by Chris Thompson suggested this project should be considered for additional support due to the following factors.</p> <p>The Tennis club has done a great job looking after the court surface extending the life of the synthetic grass to over double its expected life. It is also the only surviving operating tennis club in the Shire of Jerramungup. To access tennis outside this area members would most likely have to travel to Albany (180 km away), which is detrimental to the town and community.</p> <p>Bremer Bay is an actively growing coastal town and a popular holiday location which has gained more popularity in recent years with the Orca tours and has been especially busy during COVID with more people holidaying within the state.</p> <p>As a holiday location it is important visitors to Bremer Bay have access to a range of sporting facilities for exercise and enjoyment whilst they are in town.</p> <p>The Bremer Bay Sports Club has an 18 hole golf course and a bowling green, both of which are in good condition. The tennis courts although well used and maintained need a surface replacement to make them safer to allow for increased use by visitors to the town.</p> <p>New courts would provide increased availability for both tennis and basketball, which is beneficial for the health of locals and visitors to Bremer Bay.</p> <p>Visitors to the clubs also bring varied styles of play and opportunities for club members to learn about other areas within the state and we are able to promote Bremer Bay to other areas of the state through sport social engagement.</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)
Omni Pro Cool Plus synthetic grass installation,	132 000	145 200	West Coast Surfaces – Quote 22022
A new layer of 25mm compacted AC7 Asphalt	99 000	108 900	West Coast Surfaces – Quote 22022
<i>Club members will use their experience and expertise to manage the removal of the existing grass, improvements to drainage, ripping for minor tree encroachment and removal of existing cracked asphalt layer.</i>			
Donated Equipment – include driver costs Excavator cleaning behind courts and ripping treeline. Loader to remove sand behind courts (5 Hr) and base (50 Hr) Truck to cart sand behind courts (5Hr), existing base removal (50 hr) Forklift - Load old grass and unload new grass Bobcat – laser level final trim	17 550	19 305	Excavator – rate \$230/hr x 10 hr - \$2 300 Loader – rate \$150/Hr x 55 hours = \$8 250 Truck - rate \$100/hr x 55 hours = \$5 500 Forklift use - \$500 Bobcat – 10 hours x \$100 = \$1 000
Shire contribution – Grader to level pad ready for asphalt	2 150	2 365	Grader – 10 hours @ \$215
Donated materials (Please provide cost breakdown)			
Volunteer labour (Please provide cost breakdown) Removal existing grass, fence section removal for access by contractors & replacement.	6 150	6 765	Grass removal -16 people x 15 hours @ \$25 (\$6 000) Fence - 3 people x 2 hours @ \$25 - \$150
Sub Total	256 850	282 535	
Cost escalation	22 000	24 200	Variation in prices of product and COVID impacts based on variation since last quotes
a) Total project expenditure	278 850	306 735	

- At least **two written quotes** are required for each component.
- If your project includes a floodlighting installation or upgrades, please ensure that the power supply is sufficient and no upgrade will be required. If upgrade is required and not budgeted for, the grant will immediately be withdrawn. A **lighting plan** must be supplied showing lux and configuration.
- Projects that do not meet **Australian Standards** are ineligible for funding.

PROJECT FUNDING

Source of funding	\$Amount ex GST	\$ Amount inc GST		Funding confirmed Y / N	Comments to support claim (please attach relevant support)
Local government	82 150	90 365	LGA cash and in-kind		
Applicant cash	90,000	99,000	Organisation's cash	Y	Combined cash of Tennis club \$55 000 and Bremer Bay Sports Club \$35 000
Volunteer labour	6 150	6765	Cannot exceed applicant cash and LGA contribution – max \$50,000		
Donated equipment /drivers	17 550	19 305	Cannot exceed applicant cash and LGA contribution		
Accommodation provision & forklift to unload grass	3 000	3 300			
Federal Government funding					
Other funding – to be listed			Loans, sponsorship etc		
CSRFF request (No Development Bonus)			up to 1/3 project cost	N	
or CSRFF request (Development Bonus)	80 000	88 000	Up to ½ project cost	N	
b) Total project funding	278 850	306 735	<i>This should equal project expenditure as listed on the previous page</i>		

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?

If insufficient funding from CSRFF was combined with an escalation in prices, we could look at repairing existing base to lower costs but this could only be considered once the grass is lifted and would not provide as stable a base for the future. If this is not possible some club members have pledged short term loans to ensure project completion, however this places stress on future savings potential as loans are repaid.

The aim of this project is to ensure a stable and long lasting base for the 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.

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?

2. A) *If a community group application:* 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?

B) *If a council application:* 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?

3. Please provide any additional comments regarding this applications merit against the assessment criteria to support your project rating and ranking.

Signed

Position

Date

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

DLGSC OFFICES

PERTH OFFICE

246 Vincent Street
Leederville WA 6007
GPO Box 8349
Perth Business Centre WA 6849
Tel: (08) 6552 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 Leisureplex
Dampier Hwy, Karratha
PO Box 941
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Tel: (08) 9182 2100
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GASCOYNE

15 Stuart Street
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KIMBERLEY – Broome

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SOUTH WEST

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southwest@dlgsc.wa.gov.au

GOLDFIELDS

Suite 1, 349-353 Hannan Street
Kalgoorlie WA 6430
PO Box 1036
Kalgoorlie WA 6430
Tel: (08) 9022 5800
goldfields@dlgsc.wa.gov.au

KIMBERLEY – Kununurra

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