



Government of **Western Australia**
 Department of **Local Government, Sport
 and Cultural Industries**

Office Use Only
TRIM: _____
Grant No: _____
Project Coordinator: _____

CSRFF Grant Application Form

Year 2023/24 – 2025/26 Triennium

This application form can only be used for applications to be submitted in the 2023/24 funding round. No other forms will be accepted.

<p>You <u>MUST</u> 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.</p>		
<p>All applications <u>MUST</u> be submitted to your local government. Contact your local government to determine the cut off date for the submission of applications.</p>		
DLGSC Contact: Angele Gray Regional Manager	Date: May 26 th 2022	Office: Mid-West - Gascoyne
TYPE OF GRANT:		
<input type="checkbox"/>	<p>ANNUAL GRANT \$100,000 – \$166,666 (Up to \$250,000 with development bonus) The total project cost (GST exclusive) is between \$300,001 and \$500,000.</p>	
<input checked="" type="checkbox"/>	<p>FORWARD PLANNING GRANT \$166,667–\$2 million The total project cost (GST exclusive) exceeds \$500,000. Note: Where the grant requested is \$166,667 or less but the total project cost is over \$500,000, applicants are to follow the criteria for a Forward Planning grant but will be funded as an Annual grant.</p>	
<p>Year of Claim (Applicable to forward planning grants only): Please indicate the year that you would prefer to claim a grant, taking into account the CSRFF Acquittal Requirements. Only indicate first preference for funding in 2023/24 if all planning is finalised and the project will be completed before 1 June 2024.</p>		
<input checked="" type="checkbox"/> 2023/24	<input type="checkbox"/> 2024/25	<input type="checkbox"/> 2025/26
<p>Would the project proceed if funding was allocated in a later year Yes If yes, how would the project be impacted (e.g. – delayed etc)?</p> <p>It is imperative that the upgrades and additions are carried out to the existing change room and kiosk facility as soon as possible. The impacts of delaying the project include:</p> <ul style="list-style-type: none"> • Loss of members/potential new members (notably women and junior players) • Potential health and safety issues • Potential cost escalation • Potential loss of donation/in-kind funds • Potential higher grant competition from other clubs in the region in next year’s grant round 		
<p>How would the resulting cost escalation be funded?</p> <p>The club would have to look at options such as:</p> <ul style="list-style-type: none"> • Increase loan amount • Fundraise • Scale down the size (would seriously impact on what the project is trying to achieve). 		

Applicant's Details:

Organisation Name:	ROVER FOOTBALL CLUB INC				
Postal Address:	PO BOX 655				
Suburb:	GERALDTON	State:	WA	Postcode:	6531
Street Address:	DAVIES RD				
Suburb:	UTAKARRA	State:	WA	Postcode:	6530

Preferred Contact Person:

All application correspondence will be directed to this person

Name:	Daniel Starling	Title:	Mr
Position Held:	Rover Football Club President		
Business Phone:		Facsimile:	
Mobile Phone:	0488 566 444	Email:	daniel@msgroupwa.com.au admin@roverfootballclub.com.au

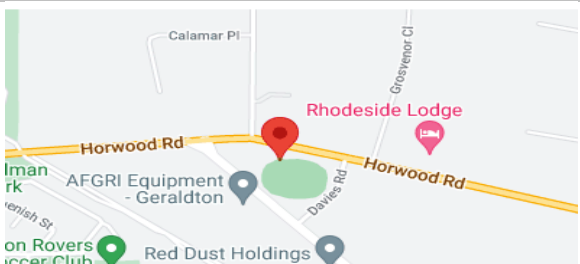
Organisation Business Details:

Does your organisation have an ABN?	Yes	ABN: 68 108 650 463	
Is your organisation registered for GST?	Yes	* Note, in order to be eligible for funding you must attach a copy of the Incorporation Certificate. LGAs exempt.	
Is your organisation not-for-profit?	Yes		
Is your organisation incorporated?	Yes	Incorporation #: A0630015K	
Bank details:	Bank: Bendigo	BSB: 633000	A/c: 164298895

Local Government Authority Details:

LGA:	City of Greater Geraldton		
Contact:	Mark Adams	Title:	Mr
Position Held:	Manager Sport and Leisure		
Business Phone:	(08) 9956 6720	Facsimile:	
Mobile Phone:		Email:	marka2@cgg.wa.gov.au

PROJECT DETAILS

Project Title (brief and specific): Rover Football Club Change Room / Kiosk Facility Upgrade	
Project Description:	
<p>This project will entail an upgrade to the changeroom / kiosk building, including an addition to allow for extra change rooms which will better cater for both women’s, junior’s and men’s sport. A change and treatment room and trainers’ room have been planned to allow for any overlap in change room usage requirements and the redevelopment will also incorporate an umpire’s shower/change room.</p> <p>The proposed scope of works includes:</p> <ul style="list-style-type: none"> • Demolition of some internal walls of existing building • Redevelopment of existing building to include: <ul style="list-style-type: none"> ○ Change rooms x 2 ○ Change and treatment room ○ Shower rooms <ul style="list-style-type: none"> ▪ Shower room 1: 3 x WC, 2 x hand basin, 6 x shower ▪ Shower room 2: 2 x WC, 1 x hand basin, 3 x shower ○ Umpires shower/change room <ul style="list-style-type: none"> ▪ 1 x WC, 1 x hand basin, 1 x shower • Construction of change room addition - 9,680m x 13,310m • Construction of store and trainers room addition: 2,850m x 9,680m • Upgrade of canteen/kitchen facilities to comply with contemporary standards • Installation of solar panels 	
Project location:	<p>Corner of Davies and Horwood Rd. Geraldton</p> 

Land ownership:	Who owns the land on which your facility will be located? The City of Greater Geraldton Lease Expiry (if applicable):	
Planning approvals		If no, provide the date it will be applied for:
Where applicable, has planning permission been granted? (LGA)	No	01/03/23
Aboriginal Heritage Act?	No	01/03/23 if required
Department of Biodiversity, Conservation and Attractions? (Environmental, Swan River)	No	01/03/23 if required
Native Vegetation Clearing Permit?	No	01/03/23 if required
Please list any other approvals that are required? Nil		01/03/23 if required
What discussions have been held with adjoining local authorities? Nil		
Approximate distance from proposed project to nearest adjoining council boundary: 25 km		
Have you discussed this project with Department of Infrastructure and Regional Development (Federal Government)? No		
If so, are you seeking funding from them? No		
How will your project increase physical activity? This project will increase participation in local community by		
<ol style="list-style-type: none"> 1. Encouraging increased female participation - RFC has a vibrant and rapidly growing female football program with both a senior team and a youth team as well as a number of junior female players. The women's game has brought a new and positive aspect to RFC bringing with them greater family participation. The current change room amenities are not fit for purpose; with health and safety and privacy issues (individual, culturally sensitive and gender specific) being sighted as potential barriers for increased participation. At present, the females use the very small and dilapidated CGG public toilets to get changed, such is their discomfort with the current changerooms, and would not advocate for the Club as a provider of good amenities. Extra changerooms and private ablutions will instil pride and create advocacy for the Club and sport in general, and will encourage new players to participate. 2. Encouraging increased junior participation: The Rover Junior Football Club has 9 teams and 191 players. The interest and participation in the junior program is strong and constantly growing, however, feedback from the parents of the junior players is that they are uncomfortable with their children using the changerooms in their current state. New facilities would create advocacy. 3. Being culturally sensitive eg need for privacy: Rovers is a proud, culturally inclusive club with Indigenous peoples making up approximately 80% of the membership, player and supporters group. There is also a growing cohort of Muslim players, with their own cultural requirements. Having access to safe, hygienic and private facilities would address shortcomings of the building and encourage greater participation in sporting activities. 4. Encouraging the local community as a whole to feel comfortable in using the facilities. There is anecdotal evidence, and a member survey indicating that community members do not like using the current facilities while they are using the oval for leisure or sporting pursuits. This may result in them leaving earlier than anticipated, cutting their activity short. Upgraded facilities will address this issue. 		

Do you share your facility with other groups?

Yes

If so, who

- Rover Junior Football Club
- GNFL
- GNJFL
- First aid course providers,
- Masters football competitions,
- Relay for Life events
- touch football,
- Super 9s mixed AFL competitions,
- night basketball and
- football for kids at risk.
- PCYC use the facility, as do some
- soccer and rugby teams and
- Fitness camps.
- Dog training groups

List up to three sport and recreation activities which will **directly 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
Rover Football Club	40	30
Rover Junior Football Club	40	30
Rover Women's and Girl's Youth Football Clubs	20	15

Activity/sport **capitated 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, please enter the number of users of the facility with evidence of how you arrived at the figure.

Year	Number of Participants	
	Players	Social members
2018/19	250	300
2019/20	300	350
2020/21	350	350

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 departments 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?	
West Australian Football Commission	
Have you discussed your project with your State Sporting Association? Yes	
Contact Name: Steven Rose	Date of contact: Feb 2022

PLANNING

You need to demonstrate that you have undertaken an appropriate level of planning for your project. Questions 1 – 24 must be completed for all applications. Forward Planning grant applications must complete all the questions in detail. Annual grant applications must provide responses where appropriate and relative to the project.

Attach your responses (in numerical order) to the application form. If you believe that you have a valid reason for answering in the negative to a question please detail that reason.

Ensure that you have addressed the Key Principles of Facility Provision (see Guidelines for a CSRFF application), as they apply to your project. Questions 1 to 24 below relate directly to these principles.

You are expected to provide detail on the planning, management and financial viability of your project. Where research findings are used to justify a project a range of research techniques should be evident in the methodology used. When using comparative analysis local conditions must be considered.

All assumptions must be clearly stated. Please do not solely refer to attachments in the answers below – please summarise the content in the section provided.

1.	<p>When did you complete your needs assessment? (This is a formal analysis required for projects over \$500,000).</p> <p>The project need was identified approximately 5 years ago, with earnest information gathering and planning started in 2019. Formalisation of the needs assessment and incorporation into a support document for funding was undertaken in August 2022.</p>
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How has the need for your project been identified and assessed?

A detailed Needs Assessment has been included in the supporting document for this grant application. This includes:

- Introduction which outlines the initial identification, and exacerbation of the need for new change room and kiosk facilities with the increase in participation and inclusion of women's football teams.
- Project description outlining the proposed facility upgrade and building extension and explaining why extra change rooms are necessary
 - number of teams using the facility on game days – resulting in overlaps between different age groups, genders, and cultures; age of building; hygiene issues in the ablution area and kiosk
- Assessment of the Greater Geraldton area and community profile, showing that Geraldton has a growing population, with more females than males, a higher rate of Indigenous people and a lower SEIFA rate than 7 out of 10 of the other WA Regional Capitals. This shows a growing need for facilities which provide affordable sporting activities for women, indigenous and the lower socio-economic demographic.
- Assessment of the current infrastructure and services provided by Rover Football Club as part of a regional sporting league – identifying Rovers as one of 7 clubs in the league, some travelling up to 200km round trip to play away games.
- Assessment of the current facilities, including photographic evidence of the aged facilities. This assessment shows change rooms with non-privacy glazing, showers with no doors and one drain for all showers, urinals instead of cubicles. Evidence from the kiosk shows non-commercial benchtops and stove, lack of storage, out-dated extractor, and worn, uneven flooring.
- Participation and facility usage showed an increase of 40% in new members including 2 new women's teams, with further scope for growth.
- Social indicators have been researched including:
 - Barriers to women's participation in sport and the need to make amenities safe and appropriate for women.
 - At risk youth and the need for diversionary activities and a sense of belonging. In many regional towns, the local sports facility is the central hub for diversionary activities to occur and this is essential for a town like Geraldton with a higher proportion of Indigenous youth with socio-economic disadvantage. The upgrade of this facility will assist with the overall appeal of the Club to young people and encourage them to take care and have pride in the new facilities.
 - Crime trends and demographics in the Mid West – indicating that the region rates highly for crime – further supporting the need for diversionary activities that sport provides
 - Suicide prevention – research indicating that In 2016, Aboriginal children and young people represented 28 per cent of all recorded youth suicide deaths and recommending that an appreciation of and respect for Aboriginal cultures must be present in all strategies, programs and services relevant to Aboriginal people.
 - General Health and productivity: research demonstrated the prevalence of obesity in both men and women living in inner regional areas compared to those in major cities. On a local level, projects such as the development of a more functional and appealing Club change/room facility, offer the opportunity for the Greater Geraldton community to enjoy a more active and healthier lifestyle by utilisation of the activities and services offered at the redeveloped facility. The benefits to the local economy also point to improved worker productivity when the workforce is engaged in more physical activity; a lower burden on the local health system due to conditions associated with inactivity; and an improvement to the liveability of the local area strengthening the ability to attract and retain a robust local workforce.
- Volunteering: an analysis on the Club's volunteering value to the community reveals a total of \$428,215 per year or a total of \$25.7M of community volunteering value

	<p>over the estimated 60-year life of the building (not including allowances for CPI increases and the application of a discount rate). These volunteers all use the amenities, and are impacted by the age and inefficiencies of the kiosk and the difficulty to keep the Club clean due to porous and broken surfaces.</p> <ul style="list-style-type: none"> • An analysis was conducted on 2 comparative locations that were similar in age, usage and condition, one had a high indigenous cohort, the other did not, but both had emerging women's and girl's youth teams. Both were successful in receiving funding for similar facilities. • The needs analysis also considered the AFL guidelines for local football clubs, and found an alignment with the objectives and recommendations (including size) of the guidelines with Rover Football Club plans. • Strategic alignment showed the facility upgrade aligned with priorities from the following local, regional, state and sporting body plans and strategies: <ul style="list-style-type: none"> • Greater Geraldton 2031 Strategic Community Plan • State Planning Strategy (SPS) 2050 (Western Australian Planning Commission) • Royalties for Regions (DPIRD) • Strategic Directions 2016-2020 (WA Sport and Recreation Industry) • WAFC Strategic Facilities Plan • Community consultation – general conversations with umpires, visiting teams, and an intra-club survey revealed that the change room facilities are not considered as safe or fit for purpose and that they are generally not meeting the needs of the user group.
	<p>Is the need or a part of the need that you have identified already being catered for? No, the Club's current facilities do not meet any of the following identified needs</p> <ol style="list-style-type: none"> 1. Safety 2. Privacy 3. Cultural respect 4. Gender inequality 5. Not meeting basic player requirements 6. Hygiene 7. Inefficiencies and health issues presented by old kiosk 8. Advocacy to ensure future of the club 9. Adequate space and privacy for injury assessment and treatment
2.	<p>Have you undertaken a feasibility study? (must be included with Forward Planning applications). Yes - included as section 11 – 16 in the supporting document</p>
	<p>If not, how have you assessed the feasibility of your project?</p>

3.

What alternatives were considered and why were they rejected? (This should include a 'do nothing' option)

Option One – Do nothing

This is the least preferred option for the Rover Football Club as it would mean that the facility would remain unchanged and would continue to fail in meeting community needs. The change rooms do not provide adequate privacy, particularly for the female participants or umpires and are in a state of disrepair. The structure of the building is also compromised, with cracks in the brickwork which will only get worse with time.

Unsuitable.

Option Two – Upgrade current facilities (no addition)

Consideration was given to upgrading the showers, toilets and kiosk within the current building confines. This option would address some aspects of the need analysis such as privacy and hygiene, and it would be less costly, however it would not adequately cater for the growing number of teams that frequent the oval on any given playing day causing overlap when teams are getting ready versus showering and changing after a game.

Partially suitable, but not preferred.

Option Three – Upgrade to current facilities and extend the building

Option three addresses the issues faced by the key user groups of the Rover Football Club change room and kiosk facility. The new changerooms will encourage further participation and use of the oval. They will provide privacy for changing, will now be all-accessible and will give the community, and in particular the football league clubs a sense of pride in their facilities. The kiosk will have stainless steel benches, a new rangehood and stove and adequate storage.

Option 3 has had several iterations of design, with the current plan being deemed the most practical use of space. It includes a new, larger change room which can be opened to the smaller one next door, offering a flexible space for pre-match warmup, post-match celebrations, rubdowns and match analysis. The Club has been conscious of the costs involved, both in construction and ongoing maintenance and renewal expectations and has been conservative in its planning

Suitable and Preferred.

Did you consider sharing with another group? (Please detail).

Consideration was made, however the other user groups of the oval do not use the facilities to the degree of the Football Club.

Did you consider the whole of life cost when assessing the viability of these options to ensure that the preferred project was both affordable and cost-effective? (Please detail).

A full Whole of life analysis can be found in the project supporting document (Section 12). In considering the costs for of this project, the Club has analysed:

- capital expenditure – the Club has some funds to contribute and will attain a self-supporting loan from the City of Geraldton
- operating costs – these have been set at 2% per annum as per generous industry standards – noting that the City has only spent 0.63% over the last 2 years
- maintenance costs – have been set at 1.5% per annum, noting that the City have used their workers for limited maintenance over the last 2 years, that maintenance costs of a new building are greatly reduced, and that the Rover Football Club have

a wide range of capable volunteers who could contribute significantly to maintenance costs

- renewal expenditure (replacement - sinking fund) – this has been calculated on a 60-year life of the building. Although accounted for, it is recognised by the Club that donations, fundraising and future grants may assist with the eventually replacement of the building.

A summary of the whole of life calculations is as follows:

	Operating cost P.A.	Maintenance cost P.A.	Renewal cost P.A.
	\$28,335	\$22,543	\$30,917
TOTAL	\$81,795		

4. **How does your project fit into your:**

- **Club’s strategic plan or development plan?**

Attainment and retention of players and members

- **State Sporting Association’s strategic or development plan?**

Western Australian Football Commission:

This project addresses key infrastructure strategies outlined in the WAFC Strategic Facilities Plan:

- Prioritise the upgrade and conversion of player change rooms and umpire amenities to cater for all gender use. (2.1)
- Prioritise the development of facilities providing shared use to the community. (3.1)

- **Local authority’s strategic or development plan?**

Greater Geraldton 2031 Strategic Community Plan

This Plan outlines the community vision and aspirations and underpins the City of Greater Geraldton’s actions over the next 10 years. In the Plan on a Page, there are project alignments with the following community strategic direction outcomes:

- 1.1 Enhanced lifestyle through spaces, places, programs and services that foster connection and inclusion
- 1.3 Pride in place and a sense of belonging is commonplace
- 1.4 Community safety, health and well-being is paramount
- 1.8 Active living and recreation is encouraged
- 1.9 A strong sports culture exists through well-planned facilities



Further strategic regional, state and sport and recreation plans and strategy alignments can be found in section 9 of the supporting document

5. **What impact is your project likely to have on other facilities and services in your local and regional area?**

The new facilities will become a benchmark for other Football Club in Greater Geraldton, who also have similar issues with change room, amenity and older kiosk or club room facilities. Hopefully, this will inspire them to also provide facilities appropriate for all playing group, regardless of nationality, gender, age or religion. In order to make the game of football contemporary and inclusive, appropriate facilities should be available to all clubs.

6.	<p>Is your facility multi-purpose (i.e. caters for a variety of activities at one time)? No , not at one time. When football is one, it takes up the whole ground.</p> <p>If so, does it service more than one LGA?</p> <p>No</p>
	<p>Site and locality maps should be included with all applications outlining where the proposed facility is located in relation to other sport and recreation infrastructure (where applicable).</p> <p>Provided in supporting document</p>
7.	<p>Describe the consultation process undertaken for the project. For example, have you invited public submissions, conducted a survey, held stakeholder or public forums etc.:</p> <ol style="list-style-type: none"> 1. Intraclub Survey 2. Umpire survey 3. The remainder of the GNFL clubs 4. Approached the CGG councilors for feedback via email 5. Feedback from the RFC community via social media platforms <p>All responses indicated that the current facilities were not fit for purpose and had privacy, safety, hygiene and cultural issues that needed to be addressed.</p>
<p>A range of resources regarding the development of sporting facilities are available on the website. DLGSC's Decision-Making Guide for Community Facilities and Services is useful to assist in determining the need for, and feasibility of, community and recreation services. The Guide is designed in such a way that it can be entered at any point in the planning process and used by planners for user groups with a range of skills and experiences.</p>	

MANAGEMENT

8.	<p>Have you developed a management plan for your facility?</p> <p>Yes see section 15 of the Supporting Document</p>								
	<p>If not, please explain how you plan to address management issues i.e. attracting new members, building maintenance and repairs, replacement of broken or stolen items and/or raise sufficient revenue to cover operating costs?</p>								
9.	<p>How have you catered for management needs in your design (if required)? Consider access, usage and supervision.</p> <p>The upgraded facilities will be managed by the Rover Football Club as they currently are – this is not a new development, simply an upgrade and extension</p>								
10.	<p>Was an experienced facility manager, builder or technical expert involved in planning the design of your project? Please outline their experience.</p> <p>Yes, Peter Teakle, Architectural Draftsman from Teakle and Lalor, has assisted in the planning and drafting of the changeroom upgrades. Mr Teakle has extensive knowledge of and experience in interpretation of building statutory requirements of relating the building code of Australia, local authorities planning schemes and policies and Australian standards.</p>								
11.	<p>If you propose to share a facility, have other groups been asked what features they need? List these needs and describe how they will be accommodated, either through your project's location, design or the way in which it will be managed.</p> <p>Football players, coaches, trainers, umpires and supporters will be the main user groups of the upgraded facilities and they have all been asked to contribute as to their needs.</p>								
12.	<p>Have you considered:</p> <table border="1"> <tr> <td>• child care facilities</td> <td>Yes considered but not seen as practical</td> </tr> <tr> <td>• access for low income earners</td> <td>Yes membership rates are set at reasonable rates</td> </tr> <tr> <td>• access for people with a disability</td> <td>Yes rooms are designed with accessibility in mind</td> </tr> <tr> <td>• access for seniors</td> <td>Yes</td> </tr> </table>	• child care facilities	Yes considered but not seen as practical	• access for low income earners	Yes membership rates are set at reasonable rates	• access for people with a disability	Yes rooms are designed with accessibility in mind	• access for seniors	Yes
• child care facilities	Yes considered but not seen as practical								
• access for low income earners	Yes membership rates are set at reasonable rates								
• access for people with a disability	Yes rooms are designed with accessibility in mind								
• access for seniors	Yes								

	<ul style="list-style-type: none"> • access on a casual and short-term basis 	Yes other groups such as PCYC are able to use the facilities
	Please attach a copy of the proposed fee structure. Free to use for all members, umpires and opposition teams	

DESIGN

Grant applications are required to provide a **locality map**, **site map** and **building plans**. Plans are to be submitted in **A3 format**.

13.	<p>Have you written a design brief for your project?</p> <p>Yes The design was discussed and refined over a number of meetings with Mr Teakle and the RFC committee</p> <p>If yes, please respond to the following points:</p>
	<p>Describe the process used to obtain an estimate of construction cost.</p> <p>The building plans were provided to Erik Postmus AAIQS Quantity Surveyor for an opinion of probable costs. These costs were cross matched with industry standards from Rawlinson's Australia and found to be consistent.</p>
	<p>An estimate from a qualified consultant in the building industry (e.g. architect, quantity surveyor, builder, engineer, etc.) must be provided with your application.</p> <p>See section 19.1 of the supporting document</p>
14.	<p>What design features will allow your facility to meet changing needs over time?</p> <p>It has been designed to allow enough room for growing player numbers and partitions to be installed</p>
	<p>Is your current proposal likely to limit any future development on your site?</p> <p>No</p>
15.	<p>How have you determined the most appropriate technical specification for the equipment and systems for your facility (i.e. filtration, lighting, water heating, air quality – as required)?</p> <p>An allowance has been made in the opinion of probable cost for lighting and water heating. A quote has been given for solar panels.</p>
	<p>Do they meet Australian Design Standards for your sport or recreation needs? This will be an assessment factor.</p> <p>Yes</p>
	<p>Please refer to DLGSC's Asset Management Guide on the website for a list of common standards and note that projects that do not meet Australian Design Standards are ineligible for funding.</p>
16.	<p>What energy and water efficient products or design considerations will be included in your facility or project? (e.g. solar hot water, natural light, geothermal, water recycling etc.).</p> <p>The use of solar panels to provide hot water will reduce power costs</p>
17.	<p>If your project involves floodlighting, have you determined whether there is a need to upgrade your power supply? If so, is this allowed for in your application?</p> <p>N/A</p>

FINANCIAL VIABILITY

It is understood that some facilities will operate at a loss. It is not necessary to suggest that all facilities will break even or make a profit. The intent of this assessment is to be sure that applicants have a realistic understanding of the impact of their project on the operational budget, membership costs or entry fees and an appreciation of the funding requirements over the life of the facility.

18.	<p>Have you applied a Life Cycle Cost Analysis to your project? This is mandatory for projects that have a total project cost over \$500,000.</p> <p>Yes this has been provided as estimations in the operating, maintenance and whole of life costing analysis in the supporting document</p>
<p>DLGSC's Life Cycle Cost Guidelines are available on the website. Developing a life cycle cost approach when considering your project's parameters will assist to make effective financial, economic and operationally sustainable decisions. Applicants may use alternative computer programs to demonstrate compliance.</p>	
19.	<p>Is your organisation able to meet the ongoing operating costs of your project? (e.g. wages, power)</p> <p>Yes</p>
<p>For Annual Grant applications please attach a projected income and expenditure statement for the first year of operation, detailing operating costs, and user fees.</p> <p>As per P & L Statement to august 2022, net profit \$93,226 Operating and maintenance costs as per whole of life calculations (which are very generous compared to current spendings on the building) \$50,878</p>	
<p>Forward Planning applications are to provide income and expenditure statements for the first three years of operation, and include an assessment of the potential impact on the project of social trends, competition, the strategic plans of neighboring local authorities and other factors.</p> <p>Applicants are to consider the financial impact the development of the project will have on existing facilities within the identified catchment area. Applications to include details of a number of scenarios related to projected income and expenditure. This type of sensitivity analysis based on worst, average, and best-case performance should be used to inform proponents of the project development to the variables and consequent implications. A list of assumptions should be included with all analyses.</p> <p>Attach your audited income and expenditure statements for the last three years (LGAs exempted).</p> <p>Provided in the supporting document</p>	
20.	<p>Who will be responsible for any operational costs and how will it be funded (include evidence as required?)</p> <p>Rover Football Club will be responsible for operational costs. The expected operating costs for the redeveloped change rooms and kiosk have been set at 2% of cost per annum (indexed at CPI of 2.5% per annum over 60 years for the purposes of whole of life costing). Over 60 years this equates to \$1,700,119 or \$28,335 per annum. This is considered to be at the higher end of expected costs considering that the current operating costs to the City for the past 2 years has been approximately \$5,000 (0.63%). Any additional costs expected from the building addition would be for lighting, however this is expected to be negated by reduced hot water costs due to solar and greater efficiencies with new kitchen extractor fans.</p> <p>The Club's 10 year budget projection has been included as an attachment.</p>

21.	<p><u>WHERE A CLUB/ASSOCIATION IS THE APPLICANT</u></p> <p>Will a formal Asset Replacement Fund be created to ensure the ongoing maintenance of the facility? Yes</p>
	<p>If yes, how have you determined the required annual contributions? If no, why not?</p> <p>Whole of Life analysis including replacement has been included in the supporting document</p>
	<p>Where the facility is owned by an LGA, how will the funds be accounted for and what agreement exists with the council?</p> <p>By the time this grant application gets before the Department, The City of Greater Geraldton will have sought Council resolutions to :</p> <ul style="list-style-type: none"> • approve a self-supporting loan for the Club • approve the co-contribution towards the project • gift the current buildings to the Club and amend the lease to amalgamate this portion of land in their lease agreement
	<p><u>WHERE A LGA IS THE APPLICANT</u></p> <p>Will a formal Asset Replacement Fund be created to ensure the ongoing maintenance of the facility? N/A</p> <p>Will the facility be listed in your Council’s Asset Management Plan and has Council accepted the ongoing cost of maintaining the asset? N/A</p> <p>Comments:</p>

PROJECT DELIVERY

22.	<p>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. Please consider these milestones as they will determine the financial years in which any grant will be offered. Please be conservative with the time required to complete the design and approval phase of the project prior to going to tender.</p>
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Task	Date
Attainment of all required approvals	May 2023
Preparation of tender/quotes for the major works contract	June 2023
Issuing of tender for major works	July 2023
Signing of major works contract	August 2023
Site works commence	October 2023
Construction of project starts	November 2023
Project 50% complete	March 2024
Project Completed	May 2024
Project hand over and acquittal	June 2024

23.	<p>Are there any operational constraints that would impact on the construction phase of your project? (such as your sporting season or major annual event, i.e. if your sport is a winter sport, when will the project commence to ensure that inclement weather does not hinder progress) –</p>
-----	---

	provide details. Projects that are delayed due to undeclared known constraints are not eligible for a deferral. As this Club is a winter sport, construction will be optimally placed to be done over the summer months.
24	How many construction and/or ongoing jobs will your project create? (<i>Only applicable if your project is over \$1 million</i>) N/A

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.

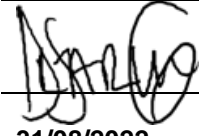
DLGSC may wish to provide certain information to the media for promotional purposes. The information will only include the applicant's club name, sport, location, grant purpose and grant amount.

APPLICANT'S CERTIFICATION

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

Name: Daniel Starling

Position Held: President

Signature: 

Date: 31/08/2022

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 (including any attachments).
<input checked="" type="checkbox"/>	Incorporation Certificate.
<input checked="" type="checkbox"/>	Two written quotes. Quantity Surveyor costs will be accepted; however the responsibility lies with the applicant to ensure the validity of the information. DLGSC accepts no responsibility for cost variations to projects that were provided a grant based on submitted Quantity Surveyor costs.
<input checked="" type="checkbox"/>	If your project involves the upgrade of an existing facility, include photograph/s of this facility.
<input checked="" type="checkbox"/>	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.
<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 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). Also construction signage costs if relevant.
<input type="checkbox"/>	For projects involving floodlighting, a lighting plan must be supplied showing lux, configuration and sufficient power supply
<input checked="" type="checkbox"/>	Formal Needs assessment*
<input checked="" type="checkbox"/>	Management plan*
<input checked="" type="checkbox"/>	Locality map, site map and building plans (in relevant constructions projects) in AutoCAD or similar format with an additional electronic version*
<input checked="" type="checkbox"/>	Feasibility study*
<input checked="" type="checkbox"/>	Concept design*
<input checked="" type="checkbox"/>	Life Cycle Cost Analysis*

***Only essential for requests where the total project cost exceeds \$500,000**

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 and if no physical progress has occurred, new applications may not be recommended.
- It is not on the 2023/24 CSRFF application form.
- The project for which the 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 type="checkbox"/> Regional/Remote location <input type="checkbox"/> Growth Local Government	
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).*

Note; the following table is a fair indication of the works included in the upgrade of the changerooms and kiosk as provided by the quantity surveyor and quotes from the solar panel supplier and shutter supplier. All quotes are itemised in the supporting document's appendix and do not include any items such as loose furnishings, fridges etc that may be considered ineligible items. There is a design and construction contingency allowance provided by the quantity surveyor which, considering cost escalations in the building industry would seem reasonable.

ITEM	COST EXC. GST	COST INC.GST	NOTES
Preliminaries	91,800		OPC Erik Postmus Quantity Surveyor Donation towards demolition and earthworks (professional voluntary labour allowed at \$60 per hour) 541 hours = \$32,450 provided by SMS Group WA Donation towards tiling: Choices Flooring \$18,300 (including GST)
Demolition	23,500		
Earthworks	13,100		
Concrete work	27,800		
Brickwork	83,100		
Steelwork	2,400		
Metalwork	37,900		
Carpentry	25,600		
Joinery	45,800		
Windows	13,600		
Roofing	20,300		
Plastering	700		
Ceramic Tiling	18,100		
Resilient Finishes	4,200		
Painting	12,500		
Plumbing	64,500		
Electrical Services	25,000		
Appliances	34,000		
Stormwater Drainage	7,000		
Regional Loading	55,100		

Design Contingency	30,300		
Construction Contingency	30,300		
Professional Fees	20,000		
Subtotal	686,600	755,260	
Electric Security shutters	16,273	17,900	Donation by Choices Flooring
Solar panels	27,890	30,679	Quote by Forrester Electrical PTY Ltd
TOTAL	730,763	803,839	

- At least **two written quotes** are required for each component.
- If your project include's 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.

Note: it is understood that items should be itemised by component and this has been completed as a cross check against the quantity surveyors items in the supporting document with the following assessment:

To model the Annual Average Renewal Demand cash flow demand of the new changeroom and kiosk facility, and to cross check m² costs against regional QS standards, the building has been broken into its major asset components as per the floor plan.

New Facility	Area	Unit	Regional Indexed Unit Rate + Escalation \$	Renewal Estimate \$ Inc GST
Kitchen and Servery Facility	37.6	m ²	3,800	\$142,880
Player Amenities and Toilets	47.4	m ²	3,200	\$151,680
Store and Cleaner Rooms	7.7	m ²	1,600	\$12,320
Player Change Rooms	192.1	m ²	1600	\$307,360
Umpire and Timekeeper Rooms	40	m ²	1,600	\$64,000
External Covered Area and services	98	m ²	945	\$92,610
Totals	422.8	m²		\$770,850
BCTIF Levy 0.2%				\$1,541
Building Services Levy 0.14%				\$1,079
Building Renewal Cost			Total	\$773,470

The difference between this renewal estimate and the cost of the project can be explained by the addition of earthworks and demolition costs or parts of the existing building.

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		267,947	LGA cash and in-kind	pending	Council meeting September
Applicant cash		199,296	Organisation's cash	pending	Self-supporting loan to be approved at September Council meeting
Volunteer labour		32,450	Cannot exceed applicant cash and LGA contribution – max \$50,000	Y	
Donated materials		36,200	Cannot exceed applicant cash and LGA contribution	Y	
Other State Government funding		0			
Federal Government funding		0			
Other funding – to be listed		0	Loans, sponsorship etc		
CSRFF request (No Development Bonus)		267,946	up to 1/3 project cost	N	
or CSRFF request (Development Bonus)			Up to ½ project cost	N	
b) Total project funding		803,839	<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?

Reducing the scope of works would not be an option – the planned size of the addition is modest and conforms with recommended sizes for local football club amenities. If approved funding was not obtained or less than requested, the Club may have to fundraise for the extra amount

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 President Rover Football Club

Date 31/8/2022

Applications for CSRFF funding must be submitted to the Department of Local Government, Sport and Cultural Industries by **4pm on 30 September 2022**. Late applications cannot be accepted in any circumstances.

DLGSC OFFICES

PERTH OFFICE

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CSRFF@dlgsc.wa.gov.au

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midwest@dlgsc.wa.gov.au

PILBARA

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Karratha WA 6714
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Suite 1, 349-353 Hannan Street
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KIMBERLEY – Kununurra

Kununurra Youth Hub
Rod Hodnett Drive
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Broome WA 6725
Telephone 08 9195 5750
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GREAT SOUTHERN

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PEEL

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WHEATBELT – Narrogin

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