



Department of  
Local Government, Sport  
and Cultural Industries

Office Use Only

TRIM: \_\_\_\_\_

Grant No: \_\_\_\_\_

Project Coordinator: \_\_\_\_\_

# CSRFF Small Grants Application Form

**For projects up to \$300,000 to be acquitted by 15 June 2024**

**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: Craig Vinci

Date: 01/02/2023

Office: Geraldton

## Applicant's Details:

Organisation Name:	Geraldton Little Athletics Club Inc				
Postal Address:	PO Box 641				
Suburb:	Geraldton	State:	WA	Postcode:	6530
Street Address:	Pass St				
Suburb:	Wonthella	State:	WA	Postcode:	6530

## Preferred Contact Person:

*All application correspondence will be directed to this person*

Name:	Nicole Batten	Title:	Dr <input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input checked="" type="checkbox"/> Ms <input type="checkbox"/>
Position Held:	Funding Officer		
Business Phone:		Facsimile:	
Mobile Phone:	0429311040	Email:	jjnjbatten@bigpond.com

## Organisation Business Details:

Does your organisation have an ABN?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	ABN: 38 975 152 905	
Is your organisation registered for GST?	Yes <input type="checkbox"/> No <input checked="" 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 #: A1010771W *	
Bank details:	Bank: Bendigo Bank	BSB: 633000	A/c: 160616785

## Local Government Authority Details:

LGA:	City of Greater Geraldton		
Contact:	Jay Prow	Title:	Dr <input type="checkbox"/> Mr <input checked="" type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/>
Position Held:	Sport and Leisure Planner		
Business Phone:	99566693	Facsimile:	
Mobile Phone:		Email:	jayp@cgg.wa.gov.au

## PROJECT DETAILS

**Project Title (brief and specific):** New Long & Triple Jump Runway Facility

### Project Description:

To build a new long jump and triple jump runway facility within the existing Geraldton Athletics leased footprint at the Pass St athletics oval precinct (Attachment 4 Project Layout and Dimensions). This project will include 2 x 45m runways and 8m x 5.8m pit as per Athletics Australia and World Athletics standard specifications for all ages, including open athletes (Attachment 3 World Track and Field Facilities Manual). The facility will replace the existing 18 year old facility which has gone beyond its 15 year life expectancy and becoming dangerous to use (Attachment 1 photo's). The project includes a concrete runway topped with 20mm single density rubber with a built up jump pit and sand (as per World Athletics Track and Field Facilities manual, see relevant section attachment 3).

As Geraldton Athletics Club (GAC) is hosting the 2024 Country Championships, we are working hard to ensure our facilities are ready for the 350+ athletes who will be competing. The long jump and triple jump runway project is of the highest priority as the event cannot go ahead with the facility in its current condition.

### How did you establish a need for your project?

The current long jump and triple jump runway facility is 18 years old and has gone well beyond its maximum 15 year lifespan. The large concrete cracks and original rubber surface has worn away which has now become dangerous and with a concern for athlete injury. (Attachment 1) The current runways are 50m and 40m with a 8m x 5.8m pit with fretting limestone retainer walls that require replacement (Attachment 2 Existing Site Layout).

GAC are excited to announce we are hosting the Country Championships in January 2024 which will bring more than 350 athletes and up to 1000 people to Geraldton. Athletes will be travelling as far away as Esperance and Broome. Long jump and triple jump cannot be conducted on our existing runway and pits, therefore we are required to construct a new facility in readiness for the Country Championship event. (Attachment 6 WA Country Champs Host Guide)

GAC have been working toward building a new facility for some years, and with interest in athletics growing, and increase use from the wider Midwest community, the urgency on this project has increased. GAC is the only athletics club between Perth and the Pilbara and our membership extends out as far as Mullewa, Mingenew and Yuna.

We also have an elite squad of Midwest athletes who have reached national competition level and to enable this pathway to continue, both Athletics West and Midwest Academy of Sport (Attached letter of support) agree that our facilities need to be adequate so that regional athletes are not disadvantaged. GAC also have athletes selected in the State Junior Development Squad (selected by Athletics West as a development pathway) who travel to Perth regularly for coaching and facilities, as well as an Track and Field ID squad who on a local development pathway to reach a state level of competition.

GAC also hire our facility to schools for their athletics carnivals as well as the primary interschool carnival. Due to student numbers, long jump or triple jump are often conducted as a pre carnival event at school, although many schools would prefer to use GAC facilities if it was improved to cater for their higher number of students. A list of schools who use our facilities annually is attached, along with letters of support. Athlete numbers at each carnival range from 170 – 540 at any one time, with a total annual student athlete number of 2150. (Attachment 7 2022 School Carnival Grounds Booking)

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

GAC considered both an alternative runway surface product, an alternative location for the long jump and triple jump facility, as well as an expansion of the existing facility. The alternative product was deemed not cost effective (Softfall Guys non preferred quotes supplied) and the alternative location (Attachment 5, Option 2) has issues with strong head or tail winds which impacts athlete results, therefore would require a wind monitor to record legal jumps. It would also result in impacted vision by running and jumping into the sun, morning and afternoon with the east/west direction of the runways.

The final alternative considered was to build 2 even runways and required pits, rather than expanding to 4 due to the higher cost and the potential to upgrade the extra grass runway and pit for the Country Championships event and school carnival days. With a new runway and pit facility, GAC would have the ability provide a safe and adequate facility to host Country Championships and regular GAC competitions without sourcing further funds to build a runway for the 2<sup>nd</sup> pit.

**How will your project increase physical activity?** The sport of athletics has been gaining momentum with the partnership between GAC, Athletics West and Midwest Academy of Sport. Athletics is well known for its strong foundational approach to all sport, physically, mentally and socially. GAC is a Good Sports member with the aim of ensuring we are looking after our volunteers as much as our athletes.

We are fortunate to have the support of high level coaches who have supported some of our athletes to reach a national level of competition, including recent national medals at the Australian Track and Field Championships and Australian All Schools Championships, as well as participation in the Australian All Schools Cross Country Championships. Geraldton Athletics received the Midwest Sports Federation Club of the Year in 2021, as well as one of our athletes receiving Junior Athlete of the Year in 2022. This increases both the interest and motivation for other athletes to strive to be their best. GAC have also seen a trend in the lead up to Commonwealth and Olympic

Games with a spike in membership. To capitalise on this and provide a pathway for regional athletes, MWAS have recently rolled out a Track and Field Talent ID Program to work toward the next Australian Commonwealth Games. GAC have a number of athletes in this squad and it is anticipated that this will grow, therefore our facilities will need to be adequate to cater for this growth.

We are also expecting another growth in numbers with GAC to host the Country Championships in January 2024. These factors increase the enthusiasm and opportunity for physical activity, along with an economic boost for the Midwest as a Sport Tourism event.

GAC is the only athletics club between Perth and the Pilbara and in order to support our athletes in their endeavour to be their best and guide them through a regional pathway to state level competition, we need to provide adequate facilities. GAC attracts athletes as far as 150kms away including Mingenew, Mullewa, Yuna and Dongara. Currently our existing long jump and triple jump facility is in extremely poor condition and not suitable to host competitions or provide opportunity to increase physical activity, nor does it provide our elite athletes with an adequate training platform to compete at a higher level. We have 5 elite athletes are travelling to Perth to gain access to a better surface in ensure their readiness for State and National competitions which is a 900km round trip. GAC also have 3 athletes traveling to Perth regularly for the Junior Development Squad, as well as another 8 athletes selected for the Midwest Track and Field ID squad who are working toward State level competition. All these athletes benefit from training and competing as often as they can in Perth due to their high quality of track surface facilities. GAC aim to reduce some of this travel by assisting these athletes and provide an adequate long jump and triple jump facility, which can also double as a sprint start surface for sprint athletes to practice starts.

At a local level of competition, our athletes will train and compete on the long jump and triple jump facility 3 – 4 times per week. With growing athlete numbers we have a bottleneck with groups of athletes waiting alongside the jump pits for space to compete. Weekly training sessions are also held by GAC and other training squads throughout the year.

Schools also hire our venue and facilities for athletics carnivals and others have now expressed an interest in using GAC facilities due to our project.

**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 rubber runway layer has a lifecycle of 15 years and the concrete base is expected to outlast the rubber. The pit structure is also expected to last minimum 15 years, although the sand fill is normally topped up every few years. This sand refill cost is built in to the general operations of the GAC, and on the odd occasion, we have received the sand as a donation. Other than sandfill, there is minimal maintenance required for the lifespan of the facility. GAC will incorporate shoe spikes rules to add longevity to the rubber runway. This is in line with all athletic track venues across Australia.

GAC are also working toward installing bollards around the facility to assist in protection of the surface, although vehicles are not permitted on the arena unless local government permission is provided. Quote for jump pit covers have also been sourced to ensure protection and safety of the facility and athletes can be increased.

An asset replacement fund has not been set up for this facility, although GAC a sinking fund to enable further replacement of both discus and shotput areas, as well as long term jump facility costs.

<b>Project location:</b>	Adjacent to the Geraldton Athletics building, Pass St, Wonthella. The site plan provides an accurate location and placement of the project		
<b>Land ownership:</b>	Who owns the land on which your facility will be located? City of Greater Geraldton Lease Expiry (if applicable): 2042		
<b>Planning approvals</b>		If no, provide the date it will be applied for:	
<b>Where applicable, has planning permission been granted? (LGA)</b>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	<input type="checkbox"/>	___/___/___
<b>Aboriginal Heritage Act?</b>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	<input type="checkbox"/>	___/___/___
<b>Department of Biodiversity, Conservation and Attractions? (Environmental, Swan River)</b>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	<input type="checkbox"/>	___/___/___
<b>Native Vegetation Clearing Permit?</b>	Yes <input type="checkbox"/> No <input type="checkbox"/>	<input checked="" type="checkbox"/>	___/___/___
<b>Please list any other approvals that are required?</b> Other than Council support for our project, no other approvals are required.	Yes <input type="checkbox"/> No <input type="checkbox"/>	<input type="checkbox"/>	___/___/___
<b>Do you share your facility with other groups?</b> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> If so, who: Whilst this project falls within the Geraldton Athletics Centre lease agreement footprint, we work closely with the Midwest Academy of Sport and various Midwest schools with use of the facility. This project is essential for the MWAS and GAC partnership to grow and develop, benefiting their athletes as well as our athletes. Geraldton Athletics see this partnership as a catalyst for future programs such as coach development, athlete mentors and pathway development for athletics and other sports.			
Geraldton Athletics also assist the City of Greater Geraldton in managing the grounds booking for other sporting clubs who request to book various areas of the facility. This includes School Athletics Carnivals which bring 2150			

student athletes through our facility annually. All schools and athletes require the jump facility to run their athletics carnival program.

Letters of support are attached from user groups: MWAS, Midwest Sports Federation Economic Sport Tourism Analysis, Athletics West, multiple schools

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
Athletics/Geraldton Little Athletics	70	6
Athletics/School Carnivals	10	3.5
Multiple Sports/Midwest Academy of Sport	20	4.5

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.

2020/21	122	2021/22	112 (covid)	2022/23	135
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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>

<b>What is the name of the State Sporting Association for your activity/sport?</b>	
Athletics West	
<b>Have you discussed your project with your State Sporting Association?</b>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Contact Name: Vince Del Prete	Date of contact: November 2022

## 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	August 23 Budget approval
Preparation of tender/quotes for the major works contract	January 23
Issuing of tender for major works	August - Sept 23
Signing of major works contract	August - Sept 23
Site works commence	Sep - Oct 23
Construction of project starts	Oct 23
Project 50% complete	Oct 23
Project Completed	Nov 23
Project hand over and acquittal	Jan - Feb 24

**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.

GAG sporting season begins early October 2023 therefore safety measures will be carried out to ensure construction can continue without disruption. GAG will also provide a temporary alternative to jumps in the season program. Excessive wet weather will impact the ability for concrete and surface construction, although unlikely given this would be unseasonal.

## 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

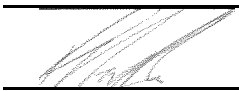
The Organisation acknowledges and agrees that this Application and information regarding it is subject to the *Freedom of Information Act 1992* and that the Grantor may publicly disclose information in relation to this Application, including its terms and the details of the Organisation.

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: Phillip Hadley  
Position Held: President  
Signature:   
Date: \_\_\_\_\_

## LODGEMENT OF YOUR APPLICATION

- Applications including all attachments are to be received electronically and officially submitted to [csrff@dlgsc.wa.gov.au](mailto: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"/>	<b>Application form.</b>
<input checked="" type="checkbox"/>	<b>Incorporation Certificate.</b>
<input checked="" type="checkbox"/>	<b>Two written quotes.</b>
<input checked="" type="checkbox"/>	If your project involves the upgrade of an existing facility, include <b>photograph/s</b> of this facility.
<input checked="" type="checkbox"/>	<b>Locality map, site map and building plans</b> (in relevant constructions projects), including where the proposed facility is located in relation to other sport and recreation infrastructure.
<input type="checkbox"/>	<b>Income and expenditure statements</b> for the current and next financial years. (LGAs exempted).
<input type="checkbox"/>	<b>Written confirmation of financial commitments</b> from other sources including copies of <b>council minutes</b> . (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"/>	<b>Itemised project cost for components</b> and identified on the relevant quote for each (including cost escalation).
<input type="checkbox"/>	For projects involving floodlighting, a <b>lighting plan</b> 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 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).*

Project Description (detailed breakdown of project to be supplied)	\$ Cost ex GST	\$ Cost inc GST	Quote Used (list company name and quote no)
<i>ie Electrical Works</i>	<i>25,000</i>	<i>27,500</i>	<i>B &amp; S Electrical</i>
Demolition and removal of debris	4500	4950	Batavia Timber and Salvage
Earth works and site compaction	2500	2750	Champion Bay Concrete
Concrete and construction runways and pit walls	21110	23221	Champion Bay Concrete
Main runway rubber installation 2 @ 45Lm x 1.22mm, incl travel & accommodation	19498	21448	Retech Rubber
Supply and delivery sand	970	1067	Patience Sandland (only 50% of original quote now required)
<b>Donated materials (Please provide cost breakdown)</b>	623	623	GAC Internal pit areas seal & equipment (surface primer, blackseal)
<b>Volunteer labour (Please provide cost breakdown)</b>	1500	1650	Sand distribution, sealing internal pit, security @ \$25/hr
<b>Sub Total</b>	50701	55771.10	
<b>Cost escalation</b>	5070	5577	<b>Please explain amount used</b> 10% increase in current costs
<b>a) Total project expenditure</b>	55771	61348.10	

- 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	18590.33	20449.36	LGA cash and in-kind	N	
Applicant cash	16467.33	18114.06	Organisation's cash	Y	
Volunteer labour	1500	1650	Cannot exceed applicant cash and LGA contribution – max \$50,000	N	
Donated materials	623	685.3	Cannot exceed applicant cash and LGA contribution	N	
Other State Government funding	0	0			
Federal Government funding	0	0			
Other funding – to be listed			Loans, sponsorship etc	N	Grant applications pending
CSRFF request (No Development Bonus)	18590.33	20449.36	up to 1/3 project cost	N	
or CSRFF request (Development Bonus)			Up to ½ project cost	N	
b) Total project funding	55771	61348.10	<b>This should equal project expenditure as listed on the previous page</b>		

**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 the funding approved is less than funding requested, GAC will not progress with the project and consequently will need to withdraw from hosting the 2024 WA Country Championships. GAC are actively sourcing funds from alternative sources to assist with our cash component for the project, as well as purchasing and installing bollards around the facility. A pit cover has also been quoted if funds allow.

## 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.

<b>Name of Local Government Authority:</b> Jay Prow – City of Greater Geraldton Sport & Leisure Planner
<b>Name of Applicant:</b> Geraldton Little Athletics Club Inc

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	1 of 2 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 *Jay Prow*

Position

Date

Applications for CSRFF funding must be submitted to the Department of Local Government, Sport and Cultural Industries by **4pm on 31 March 2023**. 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) 9492 7300  
[CSRFF@dlgsc.wa.gov.au](mailto: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](mailto: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](mailto:pilbara@dlgsc.wa.gov.au)

##### GASCOYNE

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

##### GOLDFIELDS

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

##### KIMBERLEY – Kununurra

Telephone 08 9195 5750  
Mobile 0427 357 774  
[kimberley@dlgsc.wa.gov.au](mailto: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](mailto:wheatbelt@dlgsc.wa.gov.au)

##### GREAT SOUTHERN

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

##### PEEL

Suite 94  
16 Dolphin Drive  
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