



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: 25 Jan 2023

Office: Mid West

Applicant's Details:

Organisation Name:	Wonthella Bowling Club Incorporated				
Postal Address:	PO Box 489				
Suburb:	Wonthella	State:	WA	Postcode:	6531
Street Address:	258 Eighth Street				
Suburb:	Wonthella	State:	WA	Postcode:	6530

Preferred Contact Person:

All application correspondence will be directed to this person

Name:	Kevin Exten	Title:	Mr
Position Held:	President		
Business Phone:	08 99212 970	Facsimile:	N/A
Mobile Phone:	0428 471 370	Email:	kvexten@gmail.com

Organisation Business Details:

Does your organisation have an ABN?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	ABN: 45 929 341 690	
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 #: A0650055X * *	
Bank details:	Bank: Bendigo	BSB: 633000	A/c: 160545919

Local Government Authority Details:

LGA:	City of Greater Geraldton		
Contact:	Jay Prow	Title:	Mr
Position Held:	Sport and Leisure Planner		
Business Phone:	(08) 9956 6693	Facsimile:	N/A
Mobile Phone:		Email:	jayp@cgg.wa.gov.au

PROJECT DETAILS

Project Title (brief and specific): Installation of Synthetic Bowling Green

Project Description:

To replace existing turf green with synthetic grass, including laser grade sub-base levelling, stabilised free draining base, limestone ditch with galvanised steel plinths walls and 1 metre wide synthetic grass surrounds.

How did you establish a need for your project?

- As part of our Needs Analysis we conducted a Cost Benefit Analysis. Currently our natural turf greens are costing approx. \$40k annually to maintain as against approx. \$13,600k for synthetic (includes \$10k sinking fund). Over 10 years these figures will be \$396,200 as against \$136,000 for a synthetic (includes replacement). This equates to \$146.70 and \$50.40 per member or \$31.00 to \$10.50 per game.
- The installation of a third synthetic green will take a huge load off our volunteers who mow, roll, air-rate, fertilise, water, spray and top dress the existing grass green.
- The overall benefits are guaranteed long term sustainability and the opportunity to reduce club fees which will encourage membership growth.
- The opportunity to remove all pesticide use from the club is an environmental bonus as will be the removal of all fertilisers.
- With many 'aged' members it is important bowlers have an even playing surface to bowl on and with natural turf this cannot be guaranteed at all times, as there are often areas under maintenance and it is extremely difficult to maintain a level and even surface. Wet weather in particular can render the playing surface difficult and hazardous. Synthetic will overcome these difficulties.

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

- To do nothing places an additional burden on club funds, would almost certainly require an increase in membership fees and continue to place an extra workload on our volunteers.
- There are cheaper options for greens including carpet but these are inferior and were not considered viable.

How will your project increase physical activity? We anticipate a further increase in membership and physical activity due to the provision of a third all-weather facility with a reliable playing surface. This will allow us to cater for additional players in all weather conditions.

We will also be able to offer more opportunities to the community to play due to being able to accommodate additional games and not being hindered by current maintenance issues experienced with grass greens. Currently we attract over 300 players made up of male, female and all age groups to our community bowls and the synthetic will allow us to extend this through all year round competitions. We are continually gaining new members from this program.

The maintenance cost comparisons between synthetic and natural grass are approx. \$14k (includes sinking fund) and approx. \$40k. With 3 synthetic greens we will be in a position to reduce membership fees which in turn is expected to encourage additional members and more physical activity opportunities.

We have already handed over our 5th green to the Junior Soccer Association for their Futsal and Walking Soccer programs and with our proposed third 24/7 synthetic surface we will be in the position to hand over a second grass green which will again guarantee additional membership and alternative physical activities opportunities. Soccer currently brings in up to 200 junior and Senior players playing Futsal and walking soccer.

The ability to host and show-case high level tournaments could see a flow on effect of new members and a substantial economic impact for our community. A case study using input and output modelling used by the Mid West Sports Federation in 2018 showed a \$197,500 impact through the Denison Bowling Clubs May Carnival. Our club conducts 2 of these each year and with 3 synthetic greens this figure could be as high as \$500,000 annually.

The third synthetic will assist the school coaching and competition we are currently running. We already have school aged players in the region playing pennant bowls and this will certainly improve numbers yet again. There are many young people not physically active and this provides an opportunity for them to participate in a nonthreatening activity with strong pathways. We have 3 Senior high schools involved in coaching and competitions with up to 120 boys and girls involved each week.

We are also working closely with the Geraldton Aboriginal Medical Service to set up a program for their 400 seniors and the additional synthetic green will make this possible.

All greens have access for people with disabilities, as has our entire clubrooms and we also have a toilet specifically designed for wheel chair access.

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?

Yes, a Life Cycle Cost Analysis has been completed.

Yes, operating cost will be substantially reduced as indicated earlier. It is anticipated a further annual saving of approx. \$25k with this additional 3rd synthetic green.

The Wonthella Bowling Club will be responsible for all operational cost and a sinking fund for replacement. Operational cost will be far less than existing with less water and power requirements and savings from fertilizers and turf curators/consultants.

Yes, a formal Asset Replacement Fund will be created.

Project location:	Wonthella Bowling Club, 258 Eighth Street, Wonthella WA 6531		
Land ownership:	Who owns the land on which your facility will be located? 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)	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	___/___/___	
Aboriginal Heritage Act?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	___/___/___	
Department of Biodiversity, Conservation and Attractions? (Environmental, Swan River)	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	___/___/___	
Native Vegetation Clearing Permit?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	___/___/___	
Please list any other approvals that are required?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	___/___/___	
<p>Do you share your facility with other groups? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> If so, who:</p> <ul style="list-style-type: none"> • Geraldton Junior Soccer Association • Schools coaching and competition • Geraldton Mens Darts and Batavia Mixed Darts Associations • Community Bowls • Geraldton Aboriginal Medical Service (Indigenous bowls program) Commencing once all communities are clear of COVID 			

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
Wonthella Bowling Club	75%	50
Geraldton Junior Soccer Association	12	9
Mens and Mixed Darts Associations	8	8
Schools Coaching and Competition	5	6

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	250	2021/22	265	2022/23	275
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NOTE : MEMBERSHIP FOR THE CURRENT 2023-24 SEASON IS 275 AND INCREASING MONTHLY

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

What is the name of the State Sporting Association for your activity/sport?	
Bowls WA	
Have you discussed your project with your State Sporting Association?	
Yes	<input checked="" type="checkbox"/> x
No	<input type="checkbox"/>
Contact Name: Clive Adams	Date of contact: January 2023

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	July 23
Preparation of tender/quotes for the major works contract	July 23
Issuing of tender for major works	July 23
Signing of major works contract	August 23
Site works commence	August 23
Construction of project starts	August 23
Project 50% complete	September 23
Project Completed	September 23
Project hand over and acquittal	September 23

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.

Bowls is a summer sport and the above timelines work in well for the season proper. Whilst bowls is also played in the winter months the demands are less during this time.

The turf Green concerned has been put into maintenance mode so it will have no effect on our bowls competitions during the months highlighted above.

Installation of the synthetic is expected to take 4 to 6 weeks

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: Kevin Exten
President Wonthella Bowling Club

Position Held: _____

Signature: 
17th February 2023

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.

✓	Application form.
✓	Incorporation Certificate.
✓	Two written quotes.
✓	If your project involves the upgrade of an existing facility, include photograph/s of this facility.
✓	Locality map, site map and building plans (in relevant constructions projects), including where the proposed facility is located in relation to other sport and recreation infrastructure.
✓	Income and expenditure statements for the current and next financial years. (LGAs exempted).
✓	Written confirmation of financial commitments from other sources including copies of council minutes . (If a club is contributing financially then evidence of their cash at hand must be provided).
✓	For resurfacing projects, a written guarantee from the supplier of the product that clearly identifies the product's life expectancy.
✓	Itemised project cost for components and identified on the relevant quote for each (including cost escalation).
<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 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)
Establish site and materials, on site	4,891	5,387	Figures based on Ever Green Synthetic Grass as per their quotation of 14 Feb 2023. Project cost break down taken from their scope of works outlined in the quote of \$254,770 including GST
Remove existing grass, base and ditch walls	6,618	7,280	
Laser grade sub base	1,682	1,850	
Install new block walls	14,218	15,600	
Install plinths	9,790	10,776	
Install cement, stabilise and level	59,281	65,218	
Install new synthetic	104,820	115,302	
Install gutters and aprons. Freight, accommodation and clean up	30,320	33,357	
Donated materials (Please provide cost breakdown)			
Volunteer labour (Please provide cost breakdown)			
Sub Total	231,620	254,782	
Cost escalation	6,950	7,645	3% included to cover price escalation
a) Total project expenditure	238,570	262,427	

- 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	79,523.33	87,475.66	LGA cash and in-kind		
Applicant cash	79,523.33	87,475.66	Organisation's cash		
Volunteer labour			Cannot exceed applicant cash and LGA contribution – max \$50,000		
Donated materials			Cannot exceed applicant cash and LGA contribution		
Other State Government funding					
Federal Government funding					
Other funding – to be listed			Loans, sponsorship etc		
CSRFF request (No Development Bonus)	79,523.33	87,475.66	up to 1/3 project cost	N	
or CSRFF request (Development Bonus)			Up to ½ project cost	N	
b) Total project funding	238,570	262,427	<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?

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: Jay Prow - City of Greater Geraldton Sport and Leisure Planner
Name of Applicant: Wonthella Bowling 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

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

GASCOYNE

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Carnarvon WA 6701
Tel: (08) 9941 0900
Gascoyne@dlgsc.wa.gov.au

GOLDFIELDS

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

GREAT SOUTHERN

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

MID-WEST

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Geraldton WA 6531
Tel: (08) 9956 2100
midwest@dlgsc.wa.gov.au

KIMBERLEY – Broome

Unit 2, 23 Coghlan Street
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Mobile 0438 916 185
kimberley@dlgsc.wa.gov.au

KIMBERLEY – Kununurra

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PEEL

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PILBARA

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SOUTH WEST

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WHEATBELT - Northam

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WHEATBELT – Narrogin

50 Clayton Road
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wheatbelt@dlgsc.wa.gov.au