

# Natural Disaster Resilience Program 2018-19

## Guidelines for Applicants

### Program

The Western Australian and Commonwealth governments have a National Partnership Agreement for Natural Disaster Resilience that delivers the National Disaster Resilience Program (NDRP). The State Emergency Management Committee (SEMC), together with the Department of Fire and Emergency Services (DFES) oversees the program in WA, which focuses on reducing communities' vulnerability to natural hazards, and addresses priorities outlined in the [National Strategy for Disaster Resilience](#).

The current agreement sets out to distribute \$4.2 million to WA via a competitive grants round that will support the priorities of both the State and Commonwealth governments.

Applications are being sought from eligible organisations who will implement sustained resilience or disaster mitigation strategies that will directly benefit the WA community. The goal is to prioritise projects that reduce identified risks and close capability gaps, in an effort to reduce future post-disaster funding needs. Projects that work to enhance natural disaster resilience across the disabled, Indigenous and Culturally and Linguistically Diverse communities, and projects designed to attract, support and retain volunteers are encouraged.

Organisations are eligible to apply if they work within the Emergency Management space, and include Local and State Governments and not-for-profit organisations.

### Objectives

This program provides opportunities for enhancing capability and reducing future losses before disaster strikes. Mitigation is key to breaking the cycle of disaster damage, reconstruction, and repeated damage. NDRP funding will be awarded via a state-wide competitive grant process.

Funds allocated to projects in the competitive grants round must be addressing at least one Commonwealth priority as outlined in the [National Strategy for Disaster Resilience](#):

1. Leading change and coordinating effort
2. Understanding risk
3. Communicating with, and educating people about risks
4. Partnering with those who effect change
5. Empowering individuals and communities to exercise choice and take responsibility
6. Reducing risk in the built environment
7. Supporting capabilities for disaster resilience

Projects must also be evidence-based, and meet the following project intent:

1. To assist eligible organisations to implement sustained resilience or disaster mitigation strategies that will directly benefit the WA community.

2. To support projects that address the direct and indirect costs of disasters in an effort to reduce the future response and/or recovery spend. These projects should:
  - a. address extreme, high and medium risks identified as part of the SEMC's [State Risk Project](#) and/or
  - b. address capability gaps identified through the SEMC's [Emergency Preparedness reporting](#) and/or
  - c. build resilience by delivering projects that are informed by other objective, scientifically validated and documented analysis.

Applications submitted to the NDRP must be consistent with the intent of the program, as well as addressing at least one natural hazard. Other legislated hazards will also be considered, providing at least one natural hazard is being considered.

#### **Who can apply?**

- ✓ Organisations and projects that meet the minimum eligibility requirements, referenced in the [Quick Eligibility Check](#);
- ✓ Incorporated organisations with an ABN involved in Emergency Management, including Local and State Government agencies; and,
- ✓ Organisations willing to sign a Funding Agreement (refer [Sample Funding Agreement](#)), that do not have any non-compliant NDRP, *All West Australians Reducing Emergencies (AWARE)* or *Mitigation Activity Fund (MAF)* grants.
- ✓ Applicable organisations who suitably contributed to the 2017 or 2018 SEMC Emergency Preparedness report and who meet all minimum DFES or SEMC legislated requirements

#### **How much can I ask for?**

Applicants can request NDRP funding between \$10,000 with the maximum amount capped at \$250,000 per project (no GST applied). There is no limit on the number of applications each agency can submit, however any applicant that submits more than one application must list their applications in order of preference.

Applicants must submit a detailed, realistic budget, with NDRP funds to account for no more than 50% of total project costs, and demonstrate the benefit to WA in supporting this project. In-kind contributions may be included, but must not cover business-as-usual activities.

#### **What is not eligible?**

- x Projects that have already commenced, or those commencing before the execution of the Funding Agreement and before 1 July 2019.
- x Funding for an activity that your organisation should already be delivering as part of their ordinary function, such as exercises and training. (Includes maintenance, upkeep and operational expenses).
- x Projects that do not serve the public interest and deliver commercial advantage. This includes projects delivered by not-for-profit organisations.
- X Projects that will require ongoing funding to be sustainable, or would be better delivered by another DFES grant program (such as the *Mitigation Activity Fund*).
- x Incomplete applications and submissions not executed by an authorised representative.
- x Projects that do not consider at least one of WA's seven natural hazards (cyclone, earthquake, fire, flood, heatwave, storm, tsunami).
- x Applicants who have not completed a project risk assessment.

- x Projects that deliver temporary outputs (such as sandbagging) or those that will not result in a material change. If your project is for academic research, a recognised Hazard Management Agency must have endorsed the application stating their direct interest in the findings of your project.
- x Disaster relief, response or recovery activities.
- x Projects that will not be applying a Creative Commons licence (if relevant).

**What do I need to demonstrate?**

Applicants must answer all questions in the application, demonstrating suitable justification for the project and the overall benefit to WA. The project must have realistic outcomes, milestones and timeframes, with demonstrated ability and commitment to delivering the project. The project must be offering value-add or be a leading-edge-of-change project to be considered.

The applicant must articulate how the project will be directly and indirectly beneficial to the community in reducing the impact of disasters and in meeting the Commonwealth and State objectives.

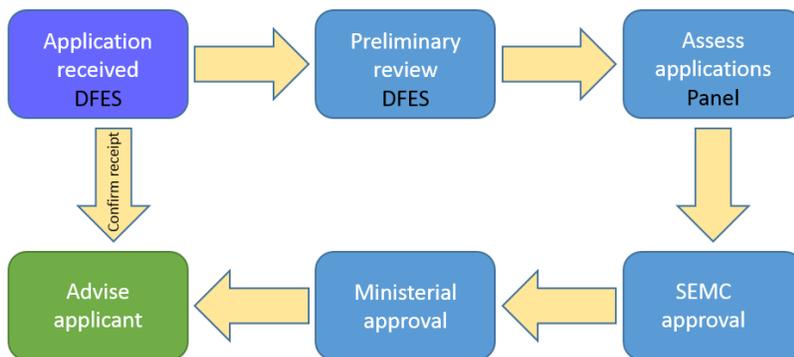
DFES understands that not all prevention and preparedness activities are equally effective at reducing overall costs in the long term. The assessment panel will therefore be required to determine which activities to invest in, and will ask applicants to answer a variety of questions to ensure the information provided can determine whether the project represents a good spend. Projects will be ranked based on merit against a pre-determined selection criteria.

Where relevant, any builders must be accredited under the Australian Government Building and Construction WHS Accreditation Scheme, and comply with the Building Code 2016.

**Assessment**

Applications must be received by 4 pm, Friday 8 February 2019 to be considered. Each application will receive a unique reference number. Applications will be assessed on their merit against the pre-determined selection criteria (refer below).

The assessment process is:



Relevant Conflict of Interest, governance arrangements and communication registers will be in place to ensure maximum transparency and robustness of the grant process, and will be overseen by DFES. Any generic questions asked by potential applicants will be uploaded to the SEMC website in the [Frequently Asked Questions](#) section.

Primary contacts will be advised of the outcome in email format within five (5) working days of the Ministerial announcement. Do not commence your project under the assumption you will be successful.

### **Selection criteria**

Each application will be assessed using the pre-determined selection criteria, with projects ranked from highest to lowest priority. An assessment panel will evaluate all eligible applications prior to presentation to SEMC, State and Commonwealth Ministers.

The selection criteria provides DFES with a framework that attributes a consistent quantitative analysis to each applicant, allowing a determination of most to least preferred. The selection criterion will be applied once the preliminary review has been undertaken and core eligibility components have been deemed to have been met.

The selection criteria are based upon the objectives and priorities of both the Commonwealth and WA. For 2018-19 the selection criteria are:

No.	Reference	Criterion
1	Qu. 1, 2, 7	Validation
2	Qu. 3	Benefit
3	Qu. 4, 11, 12	Value
4	Qu. 10	Capacity to deliver
5	Qu. 5, 6, 9	Assessment and measurement of deliverables

### **Successful projects**

If you are advised your application is successful, the following process will occur:

1. Deliverables (including KPI's and milestones) confirmed
2. Funding Agreement signed
3. Project commences and satisfactory evidence provided to DFES
4. First instalment paid (first 50%)
5. Quarterly progress reports completed for the duration of the project
6. Project concludes and final report submitted and accepted
7. Final instalment paid (up to 50% depending on actual spend)
8. Project closes

Each NDRP project will have an assigned project sponsor to provide oversight during the delivery of the project. The successful applicant is required to liaise with their sponsor for the duration of the project; this forms part of the conditions of funding.

### **Where to get the application form**

Application forms can be accessed on the SEMC website: [www.semc.wa.gov.au/funding](http://www.semc.wa.gov.au/funding). Remember to save your document prior to entering any data, as any information entered before-hand will not be saved.

### **Submitting your application**

Download the [application form](#) from the website, save and complete it. Send the completed application to [ndrp@dfes.wa.gov.au](mailto:ndrp@dfes.wa.gov.au). You must save the document before you start entering information.

If your application is received after the closing time you will be notified of your ineligibility.

**Further information**

Refer to the SEMC website: [www.semc.wa.gov.au/funding](http://www.semc.wa.gov.au/funding) for information regarding the grant. The NDRP [Frequently Asked Questions](#) section on the website may also provide some answers.

For further information, contact the Grants Manager at [ndrp@dfes.wa.gov.au](mailto:ndrp@dfes.wa.gov.au) or call 9395 9512.

**Your application MUST be received by DFES no later than 4 pm, Friday 8 February 2019.**