

# Natural Disaster Resilience Program 2020-21

## 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), via the SEMC Business Unit within 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 **\$1.4 million** to WA via a competitive grants round that will support the priorities of both the State and Commonwealth governments.

Eligible organisations capable of implementing sustained resilience programs or disaster mitigation strategies that will directly benefit the WA community, are strongly encouraged to submit an application. The aim of NDRP is to deliver projects that reduce identified risks and close capability gaps, to reduce future post-disaster funding needs. Projects to enhance natural disaster resilience for at risk communities, including 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 WA Emergency Management framework and includes 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 competitive, state-wide 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 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, National Bushfire Mitigation Program or All West Australians Reducing Emergencies (AWARE) grants.
- ✓ Organisations who will 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?**

- × Projects that have already commenced, or those commencing before the execution of the Funding Agreement and before 1 January 2021.
- × 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).
- × Projects that do not serve the public interest and deliver commercial advantage. This includes projects delivered by not-for-profit organisations.
- × Projects that will require ongoing funding to be sustainable, would be better delivered by a more appropriate funding source or should be delivered by a more appropriate organisation.
- × Incomplete applications and submissions not executed by an authorised representative.
- × Projects that do not consider at least one of WA's seven natural hazards (cyclone, earthquake, fire, flood, heatwave, storm, tsunami).

- × Applicants who have not completed a project risk assessment.
- × Projects that deliver temporary outputs (single use resources) or those that will not result in a sustained resilience.
  - 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.
- × Disaster relief, response or recovery activities.
- × 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.

The applicant should clearly define how the project is above and beyond business as usual, or any expected responsibilities of their organisation, and that any in-kind contributions to the project are not part of business as usual activities.

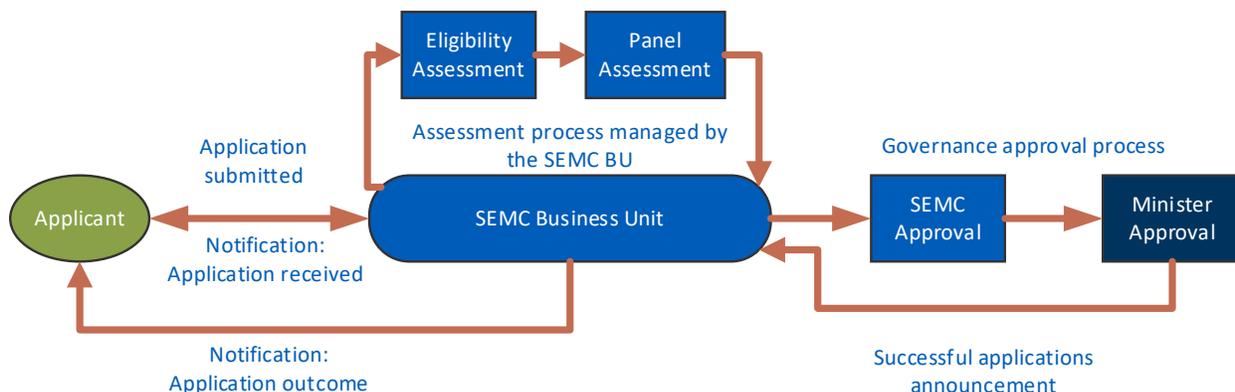
Noting prevention and preparedness activities deliver varying reduction in future response and recovery costs, projects will be ranked based on merit against a pre-determined selection criteria. The information provided by applicants will be used by the assessment panel to determine which projects best meet the NDRP program objectives and display value for money.

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 12 pm (midday), Friday 16 October 2020 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:



The NDRP grant is administered in accordance with the SEMC Business Unit's Grant Governance Framework to ensure transparent and accountable management, including the assessment process and dealing with Conflict of Interest. The [Frequently Asked Questions](#) section will be updated with any generic questions raised by potential applicants not already captured.

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 the SEMC and Minister for approval.

The selection criteria framework 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.

Assessment of the selection criteria is weighted. Selection criteria questions are grouped into the weighting categories:

- Validity of the project: Weighting score 10
- Benefit of the project: Weighting score 20
- Value of the project: Weighting score 20
- Capacity to deliver the project: Weighting score 5
- Project deliverables achievability: Weighting score 20

### **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 the SEMC Business Unit
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

### **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 Senior Emergency Management Officer at [ndrp@dfes.wa.gov.au](mailto:ndrp@dfes.wa.gov.au) or call 9395 9490.

**Your application MUST be received no later than 12 pm (midday) Friday 16 October 2020**