## Disaster Ready Fund (DRF) Round One 2023-24

## Individual Project Application Offline Form

*Please complete all sections in this form and return to the Queensland Reconstruction Authority by 5pm on Monday 13 February 2023 via email at* [*policy@qra.qld.gov.au*](mailto:policy@qra.qld.gov.au)

**Contact information**

|  |  |
| --- | --- |
| **Recipient Name** |  |
| **Project Title** | **Must be between 10 and 75 Characters (including spaces)** |
| **Contact Person** |  |
| **Email / Phone** |  |

**Checklist**

 Has the project secured relevant internal approvals, including an approved business case, if required?

 Will the project be ready to commence from July 2023 and has a viable 3-year schedule?

 Does the project have assigned resources with the relevant experiences and project management capability to deliver the project?

 Has the project secured the 50 per cent mandatory co-contribution funding?

**THE ONLINE FORM IS A TEXT ONLY FORM. PLEASE NOTE**:

* The form will not support/accept maps, graphs, images or tables – it will convert to text and lose formatting – will need to use attachments (see below).
* Bullet points impacts word count.
* Some fields have a word limits and specific requirements– Any text over the limit will not be submitted.
* Other specific requirements highlighted in blue below.

**Project Description Summary**

|  |  |
| --- | --- |
| **Problem** | *Reference any scientific studies or risk assessments conducted which help identify the problem* **- 400 Characters including spaces** |
| **Solution/Goal** | *Reference how this project will link in with any local or state plans*  *Reference how this project will support outcomes identified through any risk assessments or needs analysis* **400 Characters including spaces** |
| **Target group(s) that the project is intending to impact** | Australian Government   Community group/non-profit   Early childhood education and care services   Emergency responders   Families   Farmers   Home owners   Individuals   Local Governments   Schools (Primary & High Schools)   Service Providers   Small Businesses   State and Territory Governments   Students   Universities and research institutions   Other |
| **Does, or will, this project directly support people from, or who identify as belonging to, specific population sub-groups?** | Aboriginal and Torres Strait Islander Peoples   Children (aged 0 -15 years)   Individuals experiencing domestic and family violence   People from a culturally and linguistically diverse background   People from the LGBTQI+ community   People with a disability   People with mental illness   Seniors   Youth (15-24) |

**Project Location**

|  |  |  |  |
| --- | --- | --- | --- |
| **State/Territory**  *(enter the lead state/territory if a multi-state/territory project)* |  | **Project Location Type**  *(select only one option)* | LGA   Multi-LGA   State/Territory Wide   Multi-State/Territory |
| **LGA(s)**  *(list all relevant LGAs in the State/Territory selected above where the project will be undertaken. Leave blank for State/Territory Wide projects)* |  | | |
| **Other Participating States**  *(for Multi-State/Territory projects, list all other participating states and territories. Leave blank if not applicable)* |  | | |
| **LGA(s) in other Participating States**  *(for Multi-State/Territory projects, list all relevant LGA’s in the other participating states/territories where the project will be undertaken. Leave blank if not applicable)* |  | | |
| **Project Period**  *(years – 1, 2 or 3)* | *Maximum 3 years* – **Must list as 1, 2 or 3 years (Full year - not months - Round up rather than down)** | | |
| **Latitude**  *(Y Coordinates)* |  | **Longitude**  *(X Coordinates)* |  |

|  |  |
| --- | --- |
| **Hazard type(s) being targeted** | Avalanches, mudslides and landslides   Earthquakes   Volcanic eruptions   Sinkholes   Tsunamis   Bushfires/wildfires   Heatwaves   Damaging wind incidents, including but not limited to dust storms and tornados   Storms and tropical cyclones   Severe thunderstorms, hailstorms and blizzards   Floods, flash flooding, including storm surges   Coastal erosion, and coastal inundation   Sea level change   Pollen storms   East Coast lows   Geomagnetic solar storms (X or M Class)   Other - \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*(enter description)* |
| **Project Activity Type(s)** | Investment in grey infrastructure   Investment in green-blue infrastructure (including nature based solutions)   Investment in hazard monitoring infrastructure   Business case development for future infrastructure   Supporting a better understanding of risk, through a better evidence base to understand and raise awareness of risk   Strengthening decision making by enhancing governance networks and communities of practice   Adaptation projects that improve land use planning and development practice projects   Projects that build the capacity and capability of businesses, community sector organisation and/or at-risk communities   Projects that enable and incentivise private investment in disaster risk reduction |
| **Project Delivered by** | **List the names of all organisations that will be involved and their respected roles in the project** |

**Funding**

|  |  |  |
| --- | --- | --- |
| **DRF funding amount requested ($000s)** | **Total Co-contribution ($000s)**  (indicate in-kind or financial) | **Total Project Cost ($000s)** |
| **$** | **$** | **$** |

**Co-contribution Details**

|  |  |  |
| --- | --- | --- |
| **State/territory government co-contribution ($000s)** | **Other partner co-contributions ($000s)** | **Breakdown of partner co-contributions ($000s)** |
| **$** | **$** |  |

**Other Funding Sources**

|  |  |
| --- | --- |
| Has financial assistance previously been or currently being sought or provided through Commonwealth, State/Territory or other initiatives to support this project  Yes  No | *If yes, provide further details* |
| **Co-contribution waivers/reductions being sought** | Is a co-contribution waiver or reduction being sought for this project?  Yes  No  If yes,  Waiver in full  Reduction |
| **Co-contribution waiver/reduction details**  *Leave blank if not applicable*  Business case and evidence attached  *20MB limit* | *Refer to section 6.2 of the DRF Guidelines for important instructions on completing this field and required attachments. Lead agencies (QRA for Queensland) must discuss any proposed waivers or reductions with NEMA by emailing* [*disaster.ready@nema.gov.au*](mailto:disaster.ready@nema.gov.au) *before submitting an application.*  *Requests for waivers or co-contribution reductions will only be considered by the Australian Government in exceptional circumstances at the discretion of its Program Delegate.*  *Recent natural disasters or high recent disaster expenditure will not qualify as exceptional circumstances.* |

## Responses to Selection Criteria

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| --- | --- |
| **Response to Criterion One** – **Project details (weighted 40 per cent)**  Provide a detailed description of your project including the project scope, activities and expected outcomes.  Your response **must** include statements on:   * the level(s) of disaster risk prior to and upon conclusion of the proposed project; * how the project will deliver lasting benefits and enable adaptation to future climate and disaster impacts; and * how the project will avoid and manage the potential for maladaptation (including any potentially negative social, environmental or economic outcomes).   Limit responses to 5000 characters including spaces. | *Examples of lasting benefits may include reducing the recovery burden for governments and vulnerable and/or affected communities or build infrastructure to a more resilient standards to help them withstand future disaster impacts.*  *• What the project is, in detail?*  *• What risk or problem does the Project seek to address? provide an indication of the risk before and after the proposed project.*  *• What are the community benefits will be realised by this project, e.g. consider community services, capacity building, and cultural, environmental, social benefits.*  *• What evidence (quantitative/qualitative) can you draw on to indicate the size and severity of the risk?*  *• How will the Project enable adaptation to future climate and disaster impacts?*  *• Reference any or all of the four domains of social, economic, built and ecological*  **5000 characters including spaces** |
| Response to Criterion Two – The likelihood of project success (weighted 30 per cent) Your response **must** include evidence of:   * capacity to complete the project in adherence with relevant industry and legislative standards * capability (including previous experience in undertaking similar scale projects), including confirmation of the ability to deliver this project within the agreed maximum three (3) year timeframes; and * value for money.   Limit responses to 5000 characters including spaces. | *Confirmation of the ability to deliver the project within the agreed 3 year timeframe*  *Evidence of capacity to complete the project to meet industry standards*  *Evidence of capacity and capability (including previous experience in undertaking similar scale projects)*  *How does the project demonstrate good value for money?*  *What are the financial and non-financial benefits of the project?*  *Have ongoing costs, for example in relation to operation and maintenance that will be incurred throughout the lifetime of the investment, been considered?*  **5000 characters including spaces** |
| **Response to Criterion Three** – **Alignment with existing plans and strategies (weighted 30 per cent)**  Your response must include:   * detail on the extent to which the project meets the DRF Objectives (see section 2.2 of the DRF Guidelines); * evidence the project is supported by local government[s] and/or relevant communities; * detail on how the project aligns with any existing state, territory or local government disaster risk reduction policies, risk assessments; and * detail regarding why this project is not able to be funded through other potentially more appropriate sources.   Limit responses to 5000 characters including spaces. | *Reference how this project will link in with your local resilience action plans / regional resilience strategies / state policy objectives e.g.* [*Queensland Strategy for Disaster Resilience*](https://www.qra.qld.gov.au/sites/default/files/2022-09/summary_-_queensland_strategy_for_disaster_resilience_2022-2027.pdf)  *Reference how this project will support outcomes identified through any risk assessments or needs analysis.*  *Ensure the project links with one or more of the DRF Objectives.*  *Provide evidence that the proposed investment has the support of project stakeholder and relevant community groups that may be impacted by the project*  *Detail regarding why this project is not able to be funded through the other potentially more appropriate sources.*  **5000 characters including spaces** |
| Other relevant considerations and information the applicant may wish to provide | *Examples of additions documents may include*   * *Business case* * *Needs analysis* * *Risk assessments*   **2500 characters including spaces** |
| **Project Contact** | Jimmy Scott, A/CEO, Queensland Reconstruction Authority |

## Attachments

|  |  |
| --- | --- |
| **Required Attachments**  Completed project logic  Completed indicative budget | *Refer to the Project Logic and Budget templates for guidance on completing these attachments.*  **Project Logic must be PDF or doc, docx – 20MB per file**  **Budget must be pdf, doc, docx, xls, xlsx – 20MB per file** |
| **Optional Additional Attachments**  Optional 1: *Title*  Optional 2: *Title*  Optional 3: *Title*  Optional 4: *Title*  Optional 5: *Title* | *Attachments here can be provided to support claims in the application (optional). Maximum size limit per file is 20MB.*  **Up to 5 additional attachments (Max) must be - txt, rtf, pdf, doc, docx, xls, xlsx – 20 MB per file** |

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## Certification

I certify that:

* the proposed project is designed to meet the objectives and requirements outlined in the Australian Government’s Disaster Ready Fund Guidelines, Round 1, 2023-24
* all project data and information provided is supported by the organisation and available if required, in accordance with the guideline requirements, including for the development of the Implementation Plan.
* access to any reports, research, investigation of modelling etc. completed as part of this funding program will be made available and provided to QRA upon request.

**Accountable officer**

Name:

Position:

Signature:

Date signed: