



TAC Local Government Grant Program Frequently Asked Questions

Below is a list of frequently asked questions raised by Local Government representatives during the application stage of the 2019 Grant Round. These have been published to assist with applying for a TAC Local Government Grant and will be updated weekly until the close of the 2020 grant round.

QUESTIONS AND ANSWERS

Q: Does TAC fund infrastructure projects that are instigated by Council and constructed and/or maintained by Rural Roads Victoria/Department of Transport (formerly VicRoads)?

A: No, this grant program aims to support Local Government in the development and implementation of safe system aligned infrastructure projects on roads and assets within their jurisdiction.

Q: Our infrastructure project was unsuccessful last year, feedback in our notification letter stated that the project costs were high. The costs that were outlined in our project budget were provided by our supplier. How can we reduce costs when they are those passed down by the supplier?

A: All project expenses outlined in the project budget should be as specific as possible (one expense per line, e.g. line painting by ABC Contractors etc.). Local Governments should consider providing supporting evidence/quotes outlining the exact costs from suppliers. The TAC encourages innovation in reducing costs for project activities, Local Governments should strive to reduce costs and where possible, seek quotes from a number of suppliers to ensure value for money.

Q: Are all administrative costs (staff time) excluded from both the 'Analysis' and 'Infrastructure' projects?

A: Council staff costs will not be funded by the TAC as part of the TAC Local Government Grant program (both the Analysis and Infrastructure projects). Staff time should be listed as council in-kind support in the project income section of the application.

Q: Are analysis project grants used to support future infrastructure project applications?

A: The Analysis project category of funding is available to assist local governments build evidence/data and concepts to support infrastructure treatments; this could then be used to support a TAC Local Government Grant Program Infrastructure project application in future rounds. If you are considering applying for an Analysis project to support a future infrastructure project application, it's worth noting that

the TAC Local Government Grant Program round opens in Early/Mid July each year (we offer one round per year). This should be considered in your project plan to ensure you have the evidence/data to support the application.

Q: Can you apply for a project that installs infrastructure at two sites on the one road? Can this be classified as one project?

A: To be classified as one project, the application will need to outline how the two sites link/complement one another to improve local road safety.

Q: What makes a good application?

A: An application should clearly define the project, answer all the questions concisely and provide sufficient detail to support the need for the project and the approach.

The assessment panel will look for a well-planned project that aligns to the objectives of this grant program.

Planning your application is the key to a successful submission. You can preview the application form before starting a submission. We enable this function so you can plan your project and your application.

The application form is designed in line with the assessment criteria defined in the 2019 TAC Local Government Grant Program Guidelines. Each question has hints about what is expected in the answer.

Local Governments should review all the support resources, including the program guidelines available at www.tac.vic.gov.au/lgagrants.

Q: What is the difference between the project deliverables and the project outcome?

A: The **project outcome** is the specific road safety benefits that are anticipated as a result of the project. **Project deliverables** are the outputs of the project that will be used to achieve the project outcome. E.g. Community engagement activities, specific road safety investigations (i.e. road safety audit, observational studies etc), drafting of concept designs etc.

Q: In the project plan, we're required to list at least three project activities as part of the project, I'm just wondering what sort of activities this can include given that we'll most likely be engaging a contractor/specialist to conduct the analysis investigation.



A: The purpose of the project plan is to understand the specific tasks/activities that are associated with the project and their expected completion dates. The project plan will be used to monitor the progress of the project. Examples of tasks/activities include contractor engagement (i.e. awarding the contract), observations, traffic counts, concreting, painting, evaluation etc.

Q: What level of detail is expected in Concept designs, when applying for Infrastructure grants?

A: Concept designs that contain a level of detail suitable for a preliminary design stage road safety audit are sufficient. Designs should show the specific alignment of any infrastructure and how it interacts with the rest of road network.

Q: In the guidelines, assessment criteria section, you ask for evidence that the application is aligned to the Towards Zero Strategy and Action Plan 2016-2020 and good practice road safety principles (i.e. SafeSystem principles). How can we demonstrate this alignment and outline how the project will reduce the likelihood of crashes involving pedestrians and cyclists?

A : An application can demonstrate alignment to the Towards Zero Strategy and Action Plan 2016-2020 and outline how the project will reduce the likelihood of crashes involving pedestrians and cyclists through to demonstrable evidence of a Safe System Assessment (SSA). SSA is a tool that has been developed to assess the extent to which a proposed infrastructure project aligns with Safe System principles and the objective to eliminate fatal and serious injuries. The process allows project options to be compared with a base case (i.e. existing conditions). SSA's will identify areas where the risk of fatal and serious injury (FSI) crashes is high and identifies design changes which, if adopted, would improve alignment with the Safe System approach.

This document will be updated weekly until the grant round closes Wednesday 19 August, 2020.

If you have a question, please email lgagrants@tac.vic.gov.au.