

TAC COMMUNITY ROAD SAFETY GRANTS PROGRAM

TOWARDS ZERO – ROAD SAFETY IN VICTORIA

The Transport Accident Commission (TAC) partners with VicRoads, Victoria Police, the Department of Justice and Regulation and the Department of Health and Human Services to create and deliver Victoria's Road Safety Strategy and Action Plan, Towards Zero 2016-2020.

At the heart of Towards Zero is the idea that human health is paramount and road safety is a shared responsibility that all road users have to keep our roads safe. Crashes are a leading cause of death and serious injury in Victoria and as a result, can have far reaching impacts on local communities. Towards Zero recognises the pivotal role played by local communities. Local road safety issues are often best dealt with at a local level. Communities can have particular road safety needs and often local community groups are well-placed to identify these specific problems and implement solutions. Engaging the community in community-based road safety projects that integrate with Victoria's broader Towards Zero strategy is an important part in reducing road trauma in Victoria.

WHAT IS THE TAC COMMUNITY ROAD SAFETY GRANTS PROGRAM?

The TAC Community Road Safety Grants Program seeks to engage the Victorian community in the Towards Zero vision by recognising road safety issues affecting their local area. The program aims to provide opportunities for local community groups to develop and implement effective road safety projects targeting specific local road safety issues.

Funding

The TAC will fund up to a maximum \$30,000 (+ GST where applicable) for projects that best meet the assessment criteria.

WHAT PROJECTS WILL BE FUNDED?

We are looking for Victorian community-based projects conducted by not-for-profit community groups that identify a specific road safety problem and propose an effective idea to address it. It is important that projects are based around existing road safety research and best practice principles.

We will fund projects that most strongly meet the criteria below;

- rely on evidence-based research or principles, which suggests they have potential for success,
- are adaptable to specific local community needs,
- identify specific target groups and specific road safety objectives,
- are sustainable in the longer term,
- are delivered by organisations/providers in a community context,
- could be adopted by communities throughout Victoria and adapted if necessary,
- are culturally inclusive,
- can be evaluated, and

- follow the project-specific guidelines available on the Community Road Safety Grants Program website (if applicable).

Community-focused projects

'Community' has different meanings for different people. In this program, the term refers to a group of people with a common interest or identity. There are many different communities in Victoria, and people can belong to more than one. When seeking to engage 'community' in a road safety problem relevant to them it may be based on:

- Geographical boundaries (e.g. region, city, suburb, neighbourhood),
- Ethnicity,
- Religion or faith,
- Age (e.g. the elderly, children),
- Gender,
- Common interests (e.g. sport, recreation, art),
- Occupation or profession (e.g. medical, social services, forestry, transport),
- Workplaces (e.g. schools, councils, building sites).

Safety-focused projects

Victoria's road safety strategy is based on the Safe System approach and relies on research, sound principles and detailed evaluation of new programs. Road safety programs are usually funded only if there are sound reasons to believe they will reduce the risk of crash involvement.

The Community Road Safety Grants Program also focuses on these criteria, to ensure it has a positive effect on community road safety. Examples of successful community-based road safety programs that have used these guiding principles include initiatives targeting safe speeds, and improving the safety of specific groups such as older road users, cyclists or children.

Project-specific Guidelines

We undertake evaluations for different types of projects periodically. We will no longer fund projects if they are found to be ineffective. The following project types have been evaluated based on past projects and as such are subject to project specific guidelines:

- Community Road Safety Strategy Projects,
- Variable Messaging Sign (VMS) Projects,
- Breathalyser Projects,

What Will Not Be Funded

Some projects will not be funded because there are existing good practice programs already available targeting the issue or because the evidence and research available does not support the approach. Projects that won't be funded include:

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| Existing Programs | Developing road safety programs that the TAC and/or their road safety partners have already developed based on best-practice. |
| Driver Training and Education Programs | Research shows that these types of programs can contribute to over-confidence and higher levels of risk taking by some young drivers. There is more information about novice driver programs in our Help Sheet for Novice Driver Projects. |
| One Off Events | This may include one day expos or road safety shows. There is no research evidence to suggest these one-off programs have any influence on changing attitudes and behaviours or reducing road trauma. Often these types of programs are not consistent with sound educational principles. |
| Permanent Infrastructure/Signage or Enforcement Programs | Although an important part of Victoria's road safety strategy, there are other funding sources available for these types of programs. |
| Advertising Campaigns | Public education campaigns play an important part in improving road safety outcomes. Because public education is executed through Victoria's road safety strategy, they cannot be funded through this program |

Some administrative costs are also not funded as part of wider projects. Some examples include staff costs, catering and room hire.

WHO IS ELIGIBLE

To be eligible for funding the applicant must be Victorian-based and be one of the following:

- Incorporated community association
- Community trust
- Not-for-profit
- Social enterprise
- Charity
- Local school
- Local government organisation

Where necessary, a community focussed project can have an auspice. Please contact the grants officer at crsq@tac.vic.gov.au to discuss.

All groups must be willing to provide audited financial documents to demonstrate viability as well as

relevant public liability insurances.

For your road safety project to best draw upon a broad range of local knowledge, you will need to partner with other registered community road safety groups or local councils. This means you'll need to contact other groups, negotiate roles, and agree on a project and the funding arrangements before submitting your application.

WHO IS NOT ELIGIBLE

The following groups are not eligible for funding:

- Individuals
- Organisations who are primarily for-profit, including businesses
- State government departments/organisations (excluding schools)

HOW TO APPLY FOR FUNDING

Online Application

You can apply for funding at www.tac.gov.au/crsg. Applications are managed through Smarty Grants, an online grants management platform.

There are additional specific guidelines for various projects including:

- Community Road Safety Strategy Projects
- Variable Messaging Sign (VMS) Projects
- Breathalyser Projects

Applicants should read and follow any guidelines related to their proposed project. These can be accessed online at www.tac.vic.gov.au/crsg. You may wish to look at our help sheets, 'identifying a road safety issue' and 'preparing your application' to assist your application.

If you have any problems or questions while completing the application, or require a paper application, please email the TAC Community Road Safety Grants Officer at crsg@tac.vic.gov.au.

Dates

There are two funding rounds each year. Applications will open for four weeks prior to the set closing dates, which are usually in March (closing in April) and July (closing in August). Applications will not be considered outside these times.

Specific closing dates are published online at: www.tac.vic.gov.au/crsg.

Applicants will be informed of decisions about eight weeks after the closing date.

ASSESSMENT PROCESS AND FEEDBACK

Applications will be assessed by the TAC and representatives of road safety partner agencies using the selection criteria outlined in the next section. The TAC may request applicants to negotiate grant amounts, project plans and conditions.

There are three stages to the assessment process:

1. Eligibility – applicants must adhere to eligibility standards outlined in ‘Who can apply for funding’ on page 3. Incomplete applications will not be processed.
2. Individual assessment based on mandatory and assessment criteria
3. Panel assessment. Panel members include representatives from VicRoads, Victoria Police, RACV and Department of Justice and Regulation.

All applications will be considered against the mandatory criteria below. Applications that meet these basic criteria will then be assessed using the broader assessment criteria.

Mandatory criteria

All applications must meet the following criteria to be considered:

- Eligibility - applicants must adhere to eligibility standards outlined in ‘Who can apply for funding’ on page 3
- Quality of partners - The application should include one or more partner organisations relevant to the target community group and road safety problem. Contact details of representatives of all these partners must be listed.
- A detailed project budget, project plan and timeline must be included.
- Evidence of financial viability as well as relevant insurances must be included.

Assessment criteria

Applications that meet the mandatory criteria will be assessed against the following criteria;

| Assessment theme | Criteria |
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| Clarity of road safety issue and rationale of need for project | <ol style="list-style-type: none"> 1. Your application clearly identifies a road safety problem affecting your community. Your application needs to clearly identify what you are trying to achieve and why in the project's goals, objectives, and activities. 2. Your application includes a rationale of need. Evidence can include crash data, anecdotal evidence, survey outcomes, observational data and police records. |
| Demonstrated contribution to improving local road safety including the identification of a target group. | <ol style="list-style-type: none"> 3. Your application should clearly show how the project will improve road safety knowledge, attitudes |

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| | <p>and behaviour within your identified target group.</p> <p>4. Your application explains how your project aligns with the broader outcomes of the Towards Zero Victorian Road Safety Strategy (available at www.towardszero.vic.gov.au.)</p> |
| <p>Clarity of project to road safety outcomes and evaluation</p> | <p>5. Your application shows a clear project plan that includes a statement of goals, objectives, activities and anticipated outputs/outcomes to address the issue.</p> <p>6. Your application displays how research evidence or 'good practice' principles support the project. This can be reference to relevant supporting data, research, or successful existing programs in another location or related fields</p> <p>7. Your application shows how you will be measuring the difference the project makes to your local road safety issue.</p> <p>8. Evaluation methods must be included in your application</p> |
| <p>Partnership, community engagement and capacity</p> | <p>9. Your application includes two road safety partners and explains how the partnership will contribute to delivering the project.</p> <p>10. Your application states how the project engages with the local community. For example, contributions from partners through in-kind support, availability of community volunteers or identification of partner groups in the community that will be involved.</p> <p>11. The application demonstrates that you have the capacity and expertise to deliver a well-planned project.</p> |

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| Sustainability | 12. A clear budget plan, including how the project can be sustained in the future without ongoing TAC support needs to be included. |
| Alignment with project specific guidelines | 13. This is applicable to Community Road Safety Strategy Projects, Variable Messaging Sign (VMS) Projects and Breathalyser Projects. |

SELECTION ADVICE

All applicants will be informed of the selection panel's final decisions approximately eight weeks after the closing date.

Decisions of the panel are final.

Feedback on the applicant's proposal will be available on request.

Agreements with the TAC for successful applicants

If your organisation's application for a Community Road Safety Grant is successful, you will need to sign an agreement with the TAC to confirm your responsibilities and those of the TAC. You will also have to agree to meet some important Occupational Health and Safety guidelines and, in some cases, you will have to meet more stringent requirements (e.g. if your project involves children, all adults involved may require a 'Working with Children' check).

Legislation compliance

You will need to consider whether your project will be subject to any legislation. Some important issues to consider are:

- Appropriate insurances, including WorkCover insurance, for your project activities.
- Using personal information that you may collect and implications for privacy. This includes obtaining consent to use names and images of people involved in your project.
- Staff or volunteers working with children may need to have a 'Working with Children' and/or Police check.
- Any occupational, health and safety issues that may be associated with your project.