



# TAC Road Safety Grant Program

2023 Small Grants Funding Guidelines

## About the TAC

The TAC is a Victorian Government-owned organisation that promotes road safety and supports people injured on our roads.

Along with our road safety partners, we are working to achieve the vision of zero deaths and serious injuries on our roads. This work is guided by the [Victorian Road Safety Strategy 2021-2030](#), which focuses on creating a safe road environment and supporting users to make safe choices.

The objectives of the Strategy are to:

- Ensure all Victorians are safe and feel safe on and around our roads
- Halve road deaths and progressively reduce serious injuries by 2030
- Embed a culture of road safety within the Victorian community

## Small Grants

**Road safety is everyone's responsibility.**

The Small Grants are designed to support community-led initiatives that respond to a current road safety issue or need.

To be successful, applications must align with the [Victorian Road Safety Strategy 2021-2030](#) and support improved road safety outcomes.

## What funding is available?

Funding of up to \$5,000 (ex. GST) is available.

Successful applicants will only be awarded funding once per financial year.

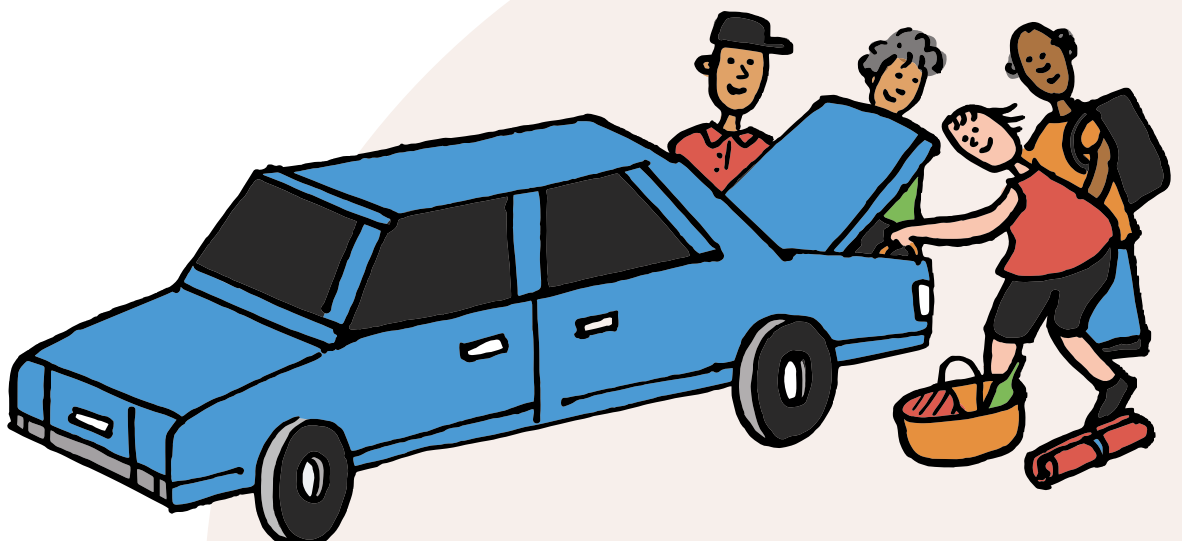
## Timing

The Small Grants are open year-round, with applications assessed and funding awarded tri-monthly until the allocated budget is exhausted (per financial year).

Funded initiatives are to be delivered within six months.

### Assessment timing

<b>2023</b>	Early July, September and November
<b>2024</b>	Early February, April and June



## Who is eligible to apply?

To be eligible for funding, applications must be financially viable and one of the following:

- Incorporated association
- Not-for-profit
- Charity
- Community trust
- Social enterprise
- Educational/learning organisation
- Local Government Authority (LGA)

Planned project activities must also be undertaken in Victoria.

Although LGAs are eligible to apply for funding, the [TAC Local Government Grant Program](#) is dedicated to supporting LGAs. Therefore, other eligible entities will be prioritised for funding where necessary.

An auspice will be required if the applying organisation does not have an ABN or incorporation number. An auspice is an organisation that meets the eligibility criteria and takes financial responsibility for the funding.

## Who is not eligible to apply?

The following groups are not eligible to apply for funding:

- Individuals
- Organisations that are primarily for-profit, including businesses
- State government departments/ organisations

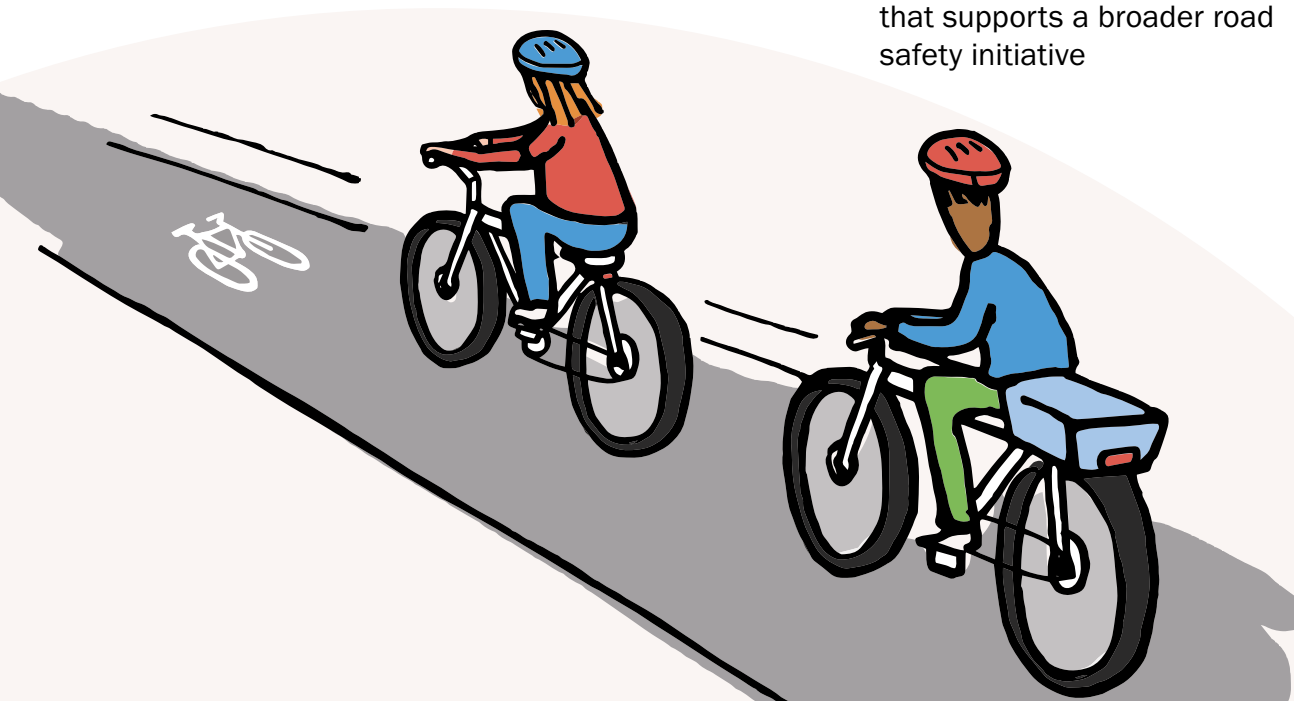
## What will be funded?

To be considered for funding, initiatives should:

- Be road safety focused and address a demonstrated road safety issue or need
- Support positive road safety outcomes
- Align with the [Victorian Road Safety Strategy 2021-2030](#)

Initiatives may include:

- Promotion or sharing of road safety resources or events (e.g. a TAC campaign or National Road Safety Week)
- Upskilling or professional development related to road safety
- Small scale infrastructure to support road safety initiatives that is not on roads (e.g. bike parking facilities/ storage)
- Purchase of equipment to support road safety initiatives
- Events or administration that supports a broader road safety initiative



## What will not be funded?

While all applications will be considered, the following will not be funded:

- Initiatives that duplicate programs already delivered or work being undertaken by the TAC or our road safety partners. Before starting an application, it is recommended that applicants look at the current programs offered through the [VicRoads Community Road Safety Grant Program](#), e.g. Bike Ed, Road Safety for New Arrivals and Safe Routes to School, as well as education resources and programs such as Road Smart Interactive provided on the [Road Safety Education Victoria website](#).
- Public education campaigns that duplicate the work of the TAC. Public education campaigns that promote safe behaviours and seek to improve road safety are executed by a dedicated team within the TAC.
- Initiatives that have already commenced or equipment that has already been purchased
- Initiatives that are not consistent with proven best practices in road safety

## How to apply

To apply for funding, applicants need to visit the [TAC Road Safety Grant Program webpage](#) and follow the steps under the Small Grant 'How to apply' section.

Applications are submitted and managed through the online grants platform [SmartyGrants](#).

## Assessment

Applications will be assessed and funding awarded bi-monthly until the allocated budget is exhausted (per financial year). See assessment months under 'Timing' section of these funding guidelines on page 2.

## Assessment Criteria

Criteria	Description
<b>Criterion 1:</b>	The initiative is road safety focused and responds to a demonstrated road safety need or issue.
<b>Criterion 2:</b>	The initiative will contribute to or support improved road safety outcomes.
<b>Criterion 3:</b>	The applicant has demonstrated the ability to deliver the initiative.
<b>Criterion 4:</b>	The application includes a budget that details the expenditure of grant funds and includes a quote or evidence to support the funding request.



## Notification and feedback

All applicants will receive an email approximately four weeks after the relevant assessment period with the outcome of their application.

## Grant management responsibilities

### Funding Agreement

Successful applicants will need to sign a Funding Agreement and agree to the TAC Road Safety Grant Program Funding Standard Terms and Conditions.

### Project delivery

All project activities must be completed within six months of the Funding Agreement commencement date unless otherwise agreed to by the TAC.

### Payments

When a grant is awarded, payment will be made to the organisation's nominated bank account after all relevant documentation is received by the TAC. This includes a signed Funding Agreement, invoice, and evidence of Public Liability Insurance. If using an auspice, applicants will need to provide banking details and an invoice issued by the auspice.

### Insurance

Successful applicants will be required to provide evidence of the following insurance coverage:

- Professional indemnity insurance of \$1,000,000
- Public liability insurance of \$5,000,000
- Workers compensation insurance under the applicable legislation
- Personal accident insurance to cover any risks in relation to the project



# Contact information

For further information or support, please contact the  
TAC Road Safety Team via email at [rsgrants@tac.vic.gov.au](mailto:rsgrants@tac.vic.gov.au)  
or visit the [TAC Road Safety Grant Program webpage](#).

Please note, these guidelines were updated 17 August 2023  
are applicable for the remainder of the 2023/24 program.

