FAQs

Q: What level of detail is expected in the concept designs section when applying for infrastructure grants?

A: Concept designs that contact 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 the road network.

All designs must be provided on maps to ensure the exact project location and full project scope can be determined.

Q: What are ways that Council can look to be INNOVATIVE?

A: There are different ways that council can look to be innovative for example in an effort to strive to reduce project costs, there is the choice of design and materials, or there could be innovation in how the project is implemented. Other forms of innovation for pedestrian separation was provided in the presentation with the innovative use of existing infrastructure.

We suggest that local governments take up the 30 minutes of per application engagement being provided and seek support and discussion around innovation.

Q: Evaluation, process or outcome? Outcome is hard to do in the short amount of time, especially if its risk managing and raising awareness/changing culture.

A: Evaluations can take many formats, typically for the evaluation of infrastructure based projects, TAC would be looking for more of an outcomes based evaluation. Acknowledging that an evaluation can take some time, a specific milestone for evaluation completion can be negotiated as a specific milestone post the infrastructure implementation.

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 Analysis and Infrastructure projects). Staff time should be listed as council in-kind support in the project income section of the application.

Q: Are infrastructure projects restricted to a single location, or is TAC willing to fund something such as speed humps across multiple sites along proposed routes to reduce speed and increase cyclist safety?

A: An application could be made for an 'area based' approach if there were road safety benefits to be achieved across the scope of the specified locations. However the application would need to clearly demonstrate how the different sites link/complement one another to improve local road safety. For Example, if there was a busy route, connecting a school and a train station, where there was an opportunity to reduce speeds and implements some speed reduction infrastructures along that route, then as long as the submission meets the scope of the guidelines it could be considered.

Q: What might community engagement look like during and post Covid-19?

A: Community engagement has become more difficult since the pandemic, and we are understanding of this. Local governments are encouraged to utilise virtual forms of community engagement if face to face engagement is not an option.

Regardless of the form of engagement, the key is demonstrating that there has been some level of active engagement with the local community, and/or community support for the proposed project. Also be sure to include any planned engagement activities as part of your project implementation or evaluation.

Here are some local and international sites that offer some resources about engaging during COVID-19:
https://iap2.org.au/resources/spectrum/
https://www.mosaiclab.com.au/news

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 ae considering applying for an analysis project to support a future infrastructure project application, it's worth noting that in the analysis project application.

Q: Can we apply for both Analysis Grant and Infrastructure Grant, could you confirm? If so, are we able to have 30 minutes project support for each application?

A: Local governments can apply for one analysis, and one infrastructure grant per funding round. 30 minutes engagement for technical project support is provided per LGA, not per application. How the time is utilized is up to the Local government.

Q: Can we apply for application on arterial roads?

A: The Local Government Grant Program provides funding for projects on, or associated with Local Government roads. For any project that connects with an arterial road in some way, the TAC recommends you speak with them before proceeding with an application.

Q: Is a 'local road' a Council road? Can it be a VicRoads Road?

A: Within the Local Government Grant Program 'Local Roads' are considered roads that are managed by Local Government. For any project that connects with an arterial/VicRoads managed road in some way, the TAC recommends you speak with them before proceeding with an application.

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 passed down by a 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 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: Is TAC willing to provide feedback on a list of projects from each council?

A: TAC is providing 30 minutes of technical project support per Local government. It is recommended that you take up this opportunity to discuss potential projects. This support can be organised through the grants team via lgagrants@tac.vic.gov.au.

Q: In the application form, we are required to list three project activities in the project plan section. What sort of activities does this include if a contractor/specialist is engaged 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 is the difference between the project deliverables and 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.) and drafting of concept designs etc.

Q: Is there some more concrete guidance around Risk based data? This is a growth area, with a move to a more proactive safety approach.

A: The Local Government Grant Program Application Checklist provides a range suggestions for different types of data and evidence (with links) that can be used to demonstrate a need and support for projects.

Q: What makes a good application?

A: An application should clearly define the project, answer all of 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 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 application.

The application form is designed in line with the assessment criteria defined in the 2021 TAC Local Government Grant Program Guidelines. Each questions has hints about what is expected in the answer.

Local Governments should review all the supports available at http://www.tac.vic.gov.au/lgagrants.

Q: In the 2020 Local Government Grants 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. Safe System 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 ca 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 demonstrable evidence of a Safe Systems Assessment (SSA). SSA us 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 injuries (FSA) crashes is high and identifies design changes which, if adopted, would improve alignment with the Safe System approach.

Q: With the application process, can we forward you the application for feedback before the final submission?

A: The TAC grants team are available to answer general questions related to the grant round, however we are unable to review applications prior to submission. In addition to this support, the TAC is also providing 30 minutes of technical project support per Local government. To seek either form of pre application support, contact the grants team via lgagrants@tac.vic.gov.au

Q: Could you also email out the application form as a pdf, not the online version?

A: A PDF version of the application form can be downloaded from the Grant Program Application landing page. Select 'Download preview form'. The below links will lead you to the Application landing page.

For further information on the TAC Local Government Grant Program contact the Road Safety Programs Team grants team at lgagrants@tac.vic.gov.au or visit www.tac.vic.gov.au/lgagrants