



# Local Government Grant Program - FAQs

## 2024 Funding Round

**Q: Can local government authorities (LGAs) apply for a grant in all four funding categories?**

A: Yes, LGAs can submit one application per funding category per round (year). However, the TAC Local Government Grant Program is competitive. Therefore, this should be taken into account when planning and prioritising applications. LGAs considering applying to all four funding categories are advised to take up the pre-application support to discuss applications further.

**Q: Do LGAs need to address all five assessment criteria for each application type?**

A: Yes, questions in all applications are aligned with the five assessment criteria. The relevant assessment criteria is stated at the top of each section of questions. However, the amount of information required for each assessment criteria/question is reflective of the project type or amount of funding being sought. For example, the amount of information required for Road Safety Strategies, Analysis or Variable Message Sign applications is less than what is required for Infrastructure applications.

**Q: Does the 1:1 funding contribution requirement for Infrastructure grants mean that the total project cost cannot be more than \$200,000?**

A: No, the 1:1 funding co-contribution is a minimum requirement for LGAs. There is no maximum contribution amount from LGAs.

**Q: If successful, can LGAs start a project at any time?**

A: No, to allow sufficient time for administration, approval and notification processes, projects are not to commence until the specified start date in the funding guidelines. For the 2024 round, this is January 2025. However, the TAC will contact successful applicants if projects can commence any earlier.

**Q: Do LGAs need to show Department of Transport and Planning warrants are met for proposed priority crossing projects?**

A: Raised pedestrian (wombat) crossings and raised shared crossings are to be considered in locations that will improve road safety for vulnerable road users. The raised crossing/s are to be considered in a relatively low-speed road environment that strategically connects vulnerable users to existing pedestrian and cycling infrastructure and activity centres such as Schools, parks, shopping precincts, high streets etc. It is recommended to use DTP's Road Design Note (RDN) 03-07 as a guide to determine the best location for your raised crossing/s. The most important factor is to ensure your raised crossing is designed appropriately to the relevant standards and Austroads guidelines. The raised crossing will be assessed for funding on a principle-based approach, not determined by warrants.

**Q: Are non-priority raised crossings supported through the program?**

A: In all circumstances, LGAs are encouraged to implement solutions with the greatest safety potential. Therefore, LGAs are encouraged to investigate pedestrian priority raised crossings (wombats) over raised school crossings as they provide 24-hour priority for all pedestrians. However, we acknowledge that in some circumstances, wombat crossings are not feasible; therefore, other options must be explored.

**Q: Is Variable Message Sign (VMS) funding only available to purchase new VMS, or can it be used for maintenance and/or transportation?**

A: Funding is available to purchase new VMS through the TAC Local Government Grant Program. However, funding to hire, transport and maintain VMS is available through the [VicRoads Community Road Safety Grant Program](#).

## Previous Funding Rounds

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

A: Concept designs should contain details suitable for a preliminary design stage road safety audit. 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 LGAs can look to be INNOVATIVE?**

A: There are different ways that LGAs 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. We suggest that local governments take up the 30 minutes of pre-application support being provided and discuss innovation.

**Q: Are all administrative costs (staff time) excluded from projects?**

A: LGA staff costs will not be funded by the TAC as part of the TAC Local Government Grant Program. 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 implement some speed reduction infrastructure along that route, an application for such a project would be considered.

**Q: Are Analysis grants designed to support future infrastructure applications?**

A: The analysis project category of funding is available to assist local governments in building 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 in the analysis project application.

**Q: Can LGAs apply for an application on arterial roads?**

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

Q: Is a 'local road' an LGA-managed road? Can it be a VicRoads Road?

A: Within the TAC 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.). LGAs 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 LGA?**

A: The TAC provides 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 Road Safety Team via [lgagrants@tac.vic.gov.au](mailto: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 outcomes?**

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: 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.

**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](mailto:lgagrants@tac.vic.gov.au)

**Q: Can we undertake a mix of infrastructure treatments plus community road safety activities?**

A: Yes, you can. However, be mindful that if you are applying for an infrastructure grant, the primary focus and cost of the project should be infrastructure rather than community road safety activities. However, supporting your infrastructure with community road safety activities would be favourable.

**Q: Can contingency be included in the cost breakdown? What level of contingency is considered appropriate by assessors?**

A: Contingency will not be covered in project budgets. This program will fund actual deliverables only. It is advised this is included in the overall budget but covered by Council.

**Q: Can we resubmit previous applications?**

A: Yes, you can submit previous unsuccessful applications. However, ensure that feedback provided by assessors has been taken on board and incorporated into the new application.

**Q: To what extent does the proposed infrastructure need to be a part of larger-scale projects/overall initiatives specific to an area? Will a single pedestrian crossing in a rural township be likely to get declines, although it aligns to the technical criteria well?**

A: If projects are incorporated into other Council initiatives, projects and plans that is advantageous. However, the road safety issue itself, or the potential for improved road safety outcomes, will play a bigger role in determining how the project is assessed.

For further information on the TAC Local Government Grant Program, contact the TAC Road Safety Team at [lgagrants@tac.vic.gov.au](mailto:lgagrants@tac.vic.gov.au) or visit [www.tac.vic.gov.au/lgagrants](http://www.tac.vic.gov.au/lgagrants).

