

The Government of Western Australia has made funds available from the Road Trauma Trust Account (RTTA) for community initiatives that assist in promoting road safety messages across the state. The Road Safety Community Grant Program supports the development and implementation of sustainable projects and one-off community activities related to road safety.

Project Grants:

Project grants are available for groups to submit an application to implement road safety projects. These projects can run up to 12 months and should comprise of road safety activities that can be sustained after the funding period.

The amount funded is based on the Committee's assessment of the application and is judged on individual merit.

Timing:

Applications must be received at least three months prior to the commencement of the planned project start date. Grant applications are assessed bi-monthly. Applications close on the last Friday of February, April, June, August, October and December.

Who Can Apply?

- Local Government
- Health Organisations
- Schools
- Service Clubs
- Youth Development Groups
- RoadWise Committees
- Organisations or groups that encourage active community participation in the planning and implementation of road safety programs
- Government agencies

Criteria:

- The potential to increase knowledge and change attitudes and behaviors to improve road safety
- A focus on road safety promotion and the prevention of trauma using a population or community based approach with the aim of preventing road crashes causing serious injury and death across the state
- Relate to current road safety research
- Demonstrate clear relevance to the identified target group
- Demonstrate widespread community support and participation
- Demonstrate sustainability of the project after initial grant funding
- The project translates as good value for money
- The application addresses a gap in current road safety promotional activity
- Provide a contribution in cash or kind towards the project
- Demonstrate a regional focus for maximum impact
- Road Safety Commission to approve each use of government logos and campaign artwork in all media releases, promotion, advertising and merchandise
- Use an approach that has previously been successful in achieving road safety objectives
- Include other planned road safety key activities such as advertising, broadcasts, promotion, online and public relations (this will also determine the funding amount)
- Applying organisations must have an ABN number
- Organisations that abide by relevant State and Federal legislation, as applicable; for example, in respect to Working with Children Screening, Criminal Record Checking and Liquor Control

Supporting policies:

Below are some examples of road safety supporting policies that could be included in your application:

Drink Driving

- Implementation of a responsible service of alcohol policy
- Serve only low strength alcohol
- Free water available
- Food available
- Implementation of the Skipper program
- Promotion of alternative forms of transport
- Provision for participants to stay overnight (i.e. camping areas).

Fatigue

- Event finishes at a reasonable time (i.e. before midnight)
- Provision for participants to stay overnight (i.e. camping areas)

Safer Vehicles

- Implementation of a workplace road safety policy. There are resources and information available on the Road Safety Commission website:
<https://www.rsc.wa.gov.au/Education-Programs>
- Promote the selection of ANCAP ratings and 5-star crash safety ratings of vehicles.

These supporting policies are approved by the Road Safety Community Grants Committee. You may develop your own supporting policies for approval by the Community Road Safety Grants Committee through the application process.

Banner and Signage:

If you require a banner to be sent to you, please submit a request to the Community Grants Officer 3 weeks prior to event through grants@rsc.wa.gov.au.

Application process:

- Identify road safety issues in your area. Gather information and statistical data from a range of sources such as RoadWise, Local Government and Main Roads. Use data to identify the causes of crashes in your area.
- Find out more about the road safety issue/s of concern
- Useful websites:
 - <https://www.rsc.wa.gov.au/>
 - <https://www.mainroads.wa.gov.au>
 - <http://cmuarc.curtin.edu.au/>
- Develop a project to address these road safety concerns
- Obtain the support of relevant local community members and organisations for your project
- Read the *Declaration and Acceptance of Grant Terms and Conditions*
- Read the *Evaluation Report and Acquittal Form* and note these requirements and conditions
- Consult with the local Road Safety Adviser at RoadWise to discuss the proposed road safety project
- Consult with the Road Safety Commission Community Grants Officer to discuss the proposed road safety project
- Complete an application form

Invoicing and Funding:

If your grant application is successful, you are required to:

- Submit a signed copy of the *Declaration and Acceptance of Grant Terms and Conditions* form within one month of notification of a successful grant. Please note that failure to complete this form will result in funds being withheld.
- Submit an invoice within one month of notification of a successful grant application; and

Invoice must state the following;

Grant ID number and Event/Project name

Organisation ABN

Organisation address details

Grant Amount excluding GST

Please address the invoice to;

Western Australia Police Force

Attn: Road Safety Commission

PO BOX 6348

East Perth, WA 6892

WA Police ABN: 91 724 684 688

If the above details are not included the invoice will be returned

All invoices must be emailed to:

- finance@rsc.wa.gov.au
- grants@rsc.wa.gov.au

Acknowledgement of the Government of Western Australia's support:

Grant conditions require the acknowledgement of the Government of Western Australia's support in all communications relating to the project by including:

1. A statement that this project is supported by the Government of Western Australia's Road Safety Community Grants Program
2. Displaying the Road Safety Commission logo.
3. Promotion of relevant Road Safety campaigns and related imagery.

(Note: relevant road safety promotional material will be supplied by the Community Grants Officer upon approval of the grant application.)

Evaluation and Acquittal:

Successful applicants will be required to submit a report within three months of the completion of the project that includes:

- The number of attendees
- Photographs of signage in place
- Visual evidence (eg. photos, scanned copies, links to social media and website with screenshots where appropriate) of the promotional elements outlined in your application as part of your evaluation
- A list of the policies implemented
- A financial acquittal of grant funding including receipts where appropriate

If the project is for longer than six months, it is a condition that the successful applicant completes an Interim Evaluation Report every six months for the length of the project. In addition, a final Evaluation and Acquittal report needs to be submitted within three months of the completion of the project.

Funding will not be provided for:

- Events or projects which do not offer opportunities for road safety promotion and which do not reach relevant target groups
- Applications received to the Road Safety Commission with a leadup time of less than four months prior to the commencement of planned project or event start date
- Any activity which does not occur in Western Australia or is not of direct benefit to Western Australians
- Organisations that have not fulfilled previous grant requirements including evaluation and acquittal reports in the required timeframes
- Wages/salaries including professional workforce development projects (e.g. funding to attend training and conferences, this excludes speaker fees of relevant road safety experts)
- Capital works projects and major equipment items (e.g. buildings, cars, sunshades, computers) including maintenance expenditure unless these are an integral part of a developmental or promotional program
- Applications that are not supported with current and credible road safety research and statistics where appropriate. These can be accessed through the [Road Safety Commission](#) website or local data provided by a local Road Safety Advisor at RoadWise, Local Government and Main Roads
- Road engineering and/or signage
- Defensive driver training courses
- Travel costs

- Agencies or organisations that have statutory responsibility for the project initiatives
- Funding requests where the main focus is on fundraising
- Applications which request funds for retrospective payments and for deficits
- Applications that do not itemise and describe, where appropriate, where the funding will be allocated
- Applications that do not have a contribution from the organiser, whether financial or in-kind
- Applications that fail to outline appropriate road safety promotion methods (advertising, social media, PA announcements and Road Safety Commission acknowledgements, road safety messaging and logos)
- The Road Safety Commission, at its discretion can choose not to fund events or projects where the main sponsor is promoting alcohol or reckless behaviour
- Events or projects that can be funded through Black Spot funding

If you have any queries or would like further clarification on our funding guidelines, please [contact us](#) for further assistance. Please note, these guidelines are subject to change.