



2017-18 Natural Disaster Resilience Program

Guidelines for Competitive Grants Scheme

1. INTRODUCTION

The following guidelines set out the funding arrangements for the 2017-18 Natural Disaster Resilience Program competitive scheme.

On 22 November 2017 the Prime Minister, the Hon Malcolm Turnbull MP signed a one year extension to the 2015-17 National Partnership Agreement on Natural Disaster Resilience (NPANDR). On 6 January 2018 the extension agreement was co-signed by the former Premier, the Hon Jay Weatherill on behalf of South Australia.

The NPANDR funding is used to implement the South Australian grant funding program known as the Natural Disaster Resilience Program (NDRP).

The NDRP is administered by the South Australian Fire and Emergency Services Commission (SAFECOM) on behalf of the Minister for Emergency Services, the Hon Corey Wingard MP.

2. PROGRAM OVERVIEW

Natural Disasters are a feature of the Australian climate and landscape and will continue to have a significant impact on individuals, communities, the economy, infrastructure and the environment.

The 2017-18 NPANDR provides \$2.088m in Commonwealth funding for the South Australian jurisdiction with State Cabinet match funding of \$1.234m and a minimum contribution of \$854,000 in applicant funding.

The aims of the program are to support projects which address state risk profiles, are consistent with the National Strategy for Disaster Resilience priorities and/or support emergency management volunteers. The program is competitive with applications assessed against eligibility criteria by the NDRP Assessment Panel.

The following table provides guidance on the timing of the 2017-18 grants round.

Applications OPEN	7 May 2018
Applications CLOSE	29 June 2018
Assessment Period	2 July 2018 to 31 August 2018
Recommendation to Minister	14 September 2018
Ministerial announcement and applicant notification	5 October 2018
Projects commence	1 November 2018



3. HOW TO APPLY

The 2017-18 round will be open from 7 May 2018 and close on 29 June 2018. All applications must be completed and submitted online using the NDRP iApply form ([link to online form](#)).

The first section of the form will ask a number of questions to determine eligibility. The initial assessment is designed to determine whether NDRP funding is appropriate for your proposal.

Once you have completed the initial eligibility, the form will allow you to proceed with the rest of the application. If the form prevents you from continuing to the next section, please check to ensure the details you have entered are complete and correct. If all details are entered correctly and you are still unable to proceed you are not eligible for this grant scheme. The form should indicate why you are not eligible. If you would like further clarification on eligibility please contact the NDRP Coordinator (details in section 9 of the guidelines)

The main section of the form will ask specific details regarding your proposal including:

- Governance
- Context
- Scope
- Inclusions/exclusions
- Constraints
- Dependencies
- Sustainability
- Deliverables
- Risks
- Costs/resourcing (cash and in-kind)
- Evaluation

The form will also allow you to attach any relevant documents to support your proposal. Note there is a **5MB** maximum data size limit.

4. ELIGIBILITY CRITERIA

Your proposal **MUST**:

1. address resilience to natural disasters before, during or after an emergency;
2. address a specific natural disaster(s) ie bushfire, flood, extreme weather etc;
3. seek less than \$250,000 (ex GST) in grant funding;
4. have sustainable funding/resourcing beyond the grant funded period;
5. intend to be completed within 2 years;
6. be sponsored by the appropriate organisation. **Note: individuals cannot apply.**

Strategic Alignment

In addition to the above eligibility criteria, your proposal must align with one or more of the following:



- State Emergency Management Committee (SEMC) Strategic Plan
- Priority outcomes of the National Strategy for Disaster Resilience (NSDR)
- State Emergency Management Arrangements
- National Action Plan for Emergency Management Volunteers 2012

Ineligible Proposals

Proposals considered ineligible are those that:

- Reimburse works and measures already undertaken
- Duplicate, incorporate, reimburse or off-set the costs or tasks that are part of the applicants or other organisation's pre-existing core function, business or responsibility except where the proposal seeks to develop or pilot a new initiative.
- Remediate, restore or reconstruct roads and other infrastructure to pre-existing standard.
- Undertake measures that are part of normal land management responsibilities.
- Undertake ongoing maintenance of existing works, functions or measures.
- Deliver commercial advantage.

Please note previous NDRP project performance/compliance will be taken into consideration when assessing new applications from the same project sponsor organisation.

5. FUNDING ARRANGEMENTS & CO-CONTRIBUTIONS

Grant funding is provided on a co-contribution basis. Cash match funding requirements vary depending on the type of sponsor organisation. The typical match funding contribution model is shown in the table below:

Sponsor Organisation Type	Grant Funding	Applicant Match Funds
State government departments, agencies and authorities	Up to 50%	At least 50% cash plus in-kind contributions
Local government	Up to 70%	At least 30% cash plus in-kind contributions
For-profit and business entities	Up to 50%	At least 50% cash plus in-kind contributions
Non-government organisations, groups and entities	Up to 95%	At least 5% cash plus in-kind contributions

Note: In exceptional circumstances, the NDRP Assessment Panel may consider alternative funding arrangements.

6. ASSESSMENT PROCESS

- Applications will be received over an 8 week period. No late applications will be accepted.
- Approval of grant funding is a 2 stage process.
- The NDRP grants program is competitive and all applications are assessed by the NDRP Assessment Panel.
- The Assessment Panel consists of representatives from the following organisations:
 - SA Fire & Emergency Services Commission (Chair)
 - Department for the Premier & Cabinet



- Department of Treasury & Finance
 - Local Government Association
 - Australian Red Cross
-
- During the 8 week assessment period you may be contacted to provide additional information or clarification on the proposal. To provide technical assurance, the Grants Team may also ask an interested party to validate or provide comments on your proposal.
 - Once the Panel have completed assessment and determined a final list of proposals, SAFECOM will provide a recommendation to the Minister for Emergency Services for final approval.
 - The Minister for Emergency Services has the final discretion on approval of projects.
 - Applicants will receive formal written advice from the Minister on the outcome of the funding round.
 - A full list of successful applicants will be made available on the SAFECOM website.

7. SUCCESSFUL APPLICANTS

- Once a proposal has been approved the SAFECOM Grants Team will contact the nominated project representative to negotiate the project milestones and payments. This will form part of the funding arrangements between SAFECOM and the project Sponsor Organisation.
- Grant funding is paid in instalments on the successful achievement of project milestones in accordance with the agreed upon milestone payment schedule (attachment to the funding agreement).
- A formal Funding Agreement which outlines the Terms & Conditions of funding will be completed and the project Sponsor will be required to acknowledge, sign and return the Agreement.

8. CONTACT DETAILS FOR ENQUIRIES & FEEDBACK

NDRP Coordinator: Angela Smith

Phone: 8115 3927

Website: www.safecom.sa.gov.au

Email: SAFECOM.NDRPCoordinator@sa.gov.au



9. Definitions

Hazard	<p>A source of potential harm or a situation with a potential to cause loss; a potential or existing condition that may cause harm to people or damage to property or the environment.</p> <p><i>(Source: Appendix B – Natural Disaster Resilience Strategy 2011)</i></p>
In-kind contributions	<p>In-kind contributions typically include; project officer supervision; technical support by existing staff and use of existing equipment and facilities.</p>
Natural Disasters	<p>A serious disruption to community life which threatens or causes death or injury in that community and/or damage to property which is beyond the day-to-day capacity of the prescribed statutory authorities and which requires special mobilisation and organisation of resources other than those normally available to those authorities.</p> <p><i>(Source: Appendix B – Natural Disaster Resilience Strategy 2011)</i></p>
NSDR 7 priorities	<ol style="list-style-type: none">1. Leading change and coordinating effort2. Understanding risks3. Communicating with and educating people about risks4. Partnering with those who effect change5. Empowering individuals and communities to exercise choice and take responsibility.6. Reducing risks in the built environment7. Supporting capabilities for disaster resilience <p><i>(Source: Appendix B – Natural Disaster Resilience Strategy 2011)</i></p>



Appendix 1: NDRP Grant process

Grant

The South Australian Cabinet matches Commonwealth funding to promote projects that address state risk profiles, with a focus on Community Resilience to Natural Disasters, before or during or after an event.



Applications Open

Grant guidelines are available to advise and promote applicable proposals.

Applications can be submitted from 7 May 2018



Submission

Grant applications are submitted and completed online by close of business on 29 June 2018.



Assessment

All applications undertake assessment against the eligibility criteria by the NDRP Assessment panel. Determination is made that each proposal aligns with Strategic Plans or Arrangements.

Applications are assessed competitively for overall project value for money and reach of scope. Comparisons are made between similarly sized projects.



Recommendations

The NDRP Assessment panel provides a list of recommendations to the Minister for Emergency Services of suitable projects under consideration.



Grant Decisions are made

The Minister for Emergency Services has the final approval for projects.



Notification

Applicants will receive formal written advice from the Minister of the outcome of the funding





Appendix 1 : NDRP Grant process cont'd:

Draft an agreement with deliverables

A SAFECOM Grants Team representative will negotiate project milestones and payments that will form a formal funding agreement. This Funding Agreement must be formally signed off by the project sponsor.



Undertake project

Each project is undertaken as per the agreed structure. It is recommended that each project is supervised by an appointed Project Manager.



Evaluation and reporting continuously

Regular reporting is structured into the Agreement to ensure works are carried out in accordance with the agreed schedule.