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| Round One 2023-24Individual Project Proposal Form |
| *Please complete all sections in this form and return to the NT Emergency Service by* ***5pm ACST, 20 February 2023*** *via email at:* *ntdrf@pfes.nt.gov.au**.* *The Individual Project Proposal, Project Budget and Project Logic sections of the form must all be completed for the project to be considered.* |
| Project Title |  |

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| Contact Information |
| Organisation name(incl ABN if applicable) |  |
| Contact Person |  |
| Position |  |
| Email |  |
| Phone |  |

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| Checklist |
| **Project readiness** | * Has the project secured relevant internal approvals, including an approved business case, if required?
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| * Will the project be ready to commence from July 2023 and has a viable 3-year schedule?
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| * Does the Project have assigned resources with the relevant experience and project management capability to deliver the project?
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| **Project funding** | * Is the Project a large scale project of greater than $1 million including co-contributions?
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| * Has the Project secured, or have a viable plan to secure, co-contribution funding?
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| Project Information |
| Problem |  |
| Solution/Goal |  |
| Does, or will, this project directly support people from, or who identify as belonging to, specific population sub-groups? | * Aboriginal and Torres Strait Islander Peoples
* Children (aged 0 -15 years)
* Individuals experiencing domestic and family violence
* People from a culturally and linguistically diverse background
* People from the LGBTQI+ community
* People with a disability
* People with mental illness
* Seniors
* Youth (15-24)
 |
| Project Location |  | Project Location Type*(select only one option)* | * LGA
* Multi-LGA
* State/Territory Wide
* Multi-State/Territory
 |
| Project Period*(years – 1, 2 or 3)* |  |
| Project Start Date |  |
| Hazard type(s) being targeted |  |
| Project Activity Type(s) | Infrastructure* Investment in grey infrastructure
* Investment in green-blue infrastructure (including nature based solutions)
* Investment in hazard monitoring infrastructure
* Business case development for future infrastructure

Systemic risk reduction* Supporting a better understanding of risk, through a better evidence base to understand and raise awareness of risk
* Strengthening decision making by enhancing governance networks and communities of practice
* Adaptation projects that improve land use planning and development practice projects
* Projects that build the capacity and capability of businesses, community sector organisation and/or at-risk communities
* Projects that enable and incentivise private investment in disaster risk reduction
 |
| Funding |
| DRF funding amount requested ($000s) | $ |
| Co-contribution ($000s) | $ |
| Total Project Cost ($000s) | $ |
| Has financial assistance previously been or currently being sought or provided through Commonwealth, State/Territory or other initiatives to support this project* Yes
* No
 | *If yes, provide further details of the Program the project was submitted to and the outcome of the application process.* |
| Co-contribution waivers/reductions being sought | Is a co-contribution waiver or reduction being sought for this project?* Yes
* No

If yes, * Waiver in full
* Reduction
 |
| Co-contribution waiver/reduction details *Leave blank if not applicable**Enter the total value and percentage against the Cth contribution that you are seeking to have waived/reduced.* *If a reduction, enter the total value and percentage against the Cth contribution you expect to provide.**If a reduction, advise whether the co-contribution is already confirmed or anticipated.* | ***Provide a rationale as to why a waiver or reduction is being sought.*** *Note: waivers or reductions are only expected to be provided in exceptional circumstances. It is up to the applicant to make a strong case. Decisions will be made by the Minister for Emergency Management.* |

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| Responses to Australia Government Criteria *(must not exceed 2,000 words per criterion) Please fill in the text box below or attach to this form.*  |
| Response to Criterion One – Project details Provide a detailed description of your project including the project scope, activities and expected outcomes.Your response must include statements on:* What the project is, in detail?
* What risk or problem does the Project seek to address? An indication of the risk before and after the proposed project?
* Who (or what) does this impact and how?
* What evidence (quantitative/qualitative) can you draw on to indicate the size and severity of the risk?
* How will the Project enable adaptation to future climate and disaster impacts?
* How will the project avoid and manage the potential for maladaptation (including any potentially negative social, environmental or economic outcomes)?
* Reference any or all of the four domains of social, economic, built and ecological
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| Response to Criterion Two – The likelihood of project success Your response must address the following:* Confirmation of the ability to deliver this project within the agreed 3 year timeframes
* Evidence of capacity to complete the Project to meet industry standards
* Evidence of capacity and capability (including previous experience in undertaking similar scale projects)
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| Response to Criterion Three – Alignment with existing plans and strategies Your response must include:* Detail on how the Project meets the Program Objectives
* Detail on how the Project aligns with any existing state, territory or local government disaster risk reduction policies; and
* Detail regarding why this Project is not able to be funded through other potentially more appropriate sources
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| Other relevant considerations and information the applicant may wish to provide |
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| Attachments |
| Required Attachments * Completed project logic
* Completed indicative budget
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| Optional Additional Attachments *Attachments here can be provided to support claims in the application (optional). Maximum size limit per file is 20MB.* | * Optional 1: Title\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Optional 2: Title\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Optional 3: Title\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Optional 4: Title\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Optional 5: Title\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
 |
| End of form |

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| Declaration |
| *Authorisation should be by a person who has authority to sign on behalf of the organisation.*I/We certify that the information given in this application is true and correct. I/We agree the information disclosed in this submission may be disclosed to other government agencies, reviewers and staff assisting with the administration or promotion of the NT Application.I/We declare to the best of my/our knowledge, there are no perceived or existing conflicts of interest to declare.I/We certify I/we have read the Australian Government guidelines and understand the monitoring and evaluation obligations for successful Projects. |
| Signature |  |
| Printed Name |  |
| Position |  |
| Date |  |

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| Round One 2023-24Project Logic Form |

**Project:** *<insert title>*

Problem Statement: <*indicate* *the underlying issue that you are trying to address. Maximum 400 characters including spaces>*

Solution/Goal: *<explain how you intend to address the issue outlined in your problem statement. Maximum 400 characters including spaces>*

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| ***🡪 🡪 🡪 🡪 🡪 🡪 Your planned work 🡪 🡪 🡪 🡪 🡪*** | ***🡪🡪 🡪 🡪 🡪 🡪 Your intended results 🡪 🡪 🡪 🡪 🡪 🡪***  |
| Inputs | Outputs:  | Short to medium-term outcomes(timeframe) | Long-term outcomes(timeframe) |
| *<Indicate the resources you will have>**<Consider:** *People and staffing*
* *Funding*
* *Time*
* *Knowledge*
* *Networks*
* *Places and spaces*
* *Equipment*
* *Partner organisations and groups>*
 | *<Describe the activities that are part of your project. For example, what will have been done when you have finished delivering the project?\*>**\*Be careful not to confuse outputs (what is delivered) with outcomes (what changes are caused).* | *<Describe what will be different once your activities are completed? Short term outcomes would usually be expected on completion of a project, and often include changes in skills, knowledge, attitude, awareness or motivation. Medium-term outcomes may take some time to be seen, and can include changes in behaviour, practice or systems or the application of skills and knowledge.>* | *<Describe any long term outcomes as a result of your project being completed. This should link to your goal statement and resolve the issue in your problem statement.>* |
| **Assumptions:** *<indicate* w*hat unexamined beliefs you may have about how or why the project will work. This could be assumptions around the participants, engagement, activities etc>.* | **External factors:** *<indicate what is outside of your control but could impact your project, e.g. political, social, cultural and geographic environments that influence project delivery and outcomes.>* |

Round One 2023-24
Project Budget Form

**Project:** <insert title>

**Total amount sought from the Commonwealth:** <insert AUD in $000s>

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| # | Milestone | Timeframe  | Total budget($000s) | Commonwealth contribution($000s) | Co-contribution ($000s)  |
|  | ***<specify deliverable title>*** *<provide high level summary of what the deliverable entails>* | *Financial Year – as specific as possible* | *$* | *$* | *$* |
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|  |  | *TOTAL* | *$* | *$* | *$* |

 *All figures should be GST exclusive. Refer to Section 5 of the DRF Guidelines for eligible and ineligible expenditure types. Eligible expenditure may include:*

* *amounts for contingencies*

**Example only** (delete prior to submitting proposal to NTES)

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| # | Milestone | Timeframe  | Total budget($000s) | Commonwealth contribution($000s) | Co-contribution ($000s)  |
| *1* | ***Development of an implementation plan****Develop a project management plan including details on implementation timeframe milestones, a comprehensive itemised budget, risk and risk management/mitigation strategies and project monitoring* | *2023-24* | *$10,000* | *$5,000* | *$5,000* |
| *2* | ***Literature review and modelling –****Develop a state-wide literature review into the proposed approach* | *2023-24* | *$100,000* | *$50,000* | *$50,000* |
| *3* | ***Pre-construction –*** *Design and documentation, site investigation, land costs* | *2023-24* | *$100,000* | *$50,000* | *$50,000* |
| *4* | ***Contractor Costs –****Management, Earthworks, Drainage and Supplies* | *2024-25* | *$100,000* | *$50,000* | *$50,000* |
| *5* | ***Project Management –****Administration and project management and monitoring costs* | *2023-24 –**2025-26* | *$100,000* | *$50,000* | *$50,000* |
| *6* | ***Report –****Administration and project management and monitoring costs* | *2025-26* | *$100,000* | *$50,000* | *$50,000* |
|  |  | *TOTAL* | *$510,000* | *$255,000* | *$255,000* |