

Application RAPIII000074

Application Summary

Application ID

RAPIII000074

Application Title

RAPIII - SHIRE OF CRANBROOK

Program Name

Regional Airports Program Round 3

Applicant

SHIRE OF CRANBROOK

Submitted Date

17/05/2022

Program selection

SHIRE OF CRANBROOK

Are you a trustee on behalf of a trust?

No

Do you have an ABN?

Yes

Entity details

ABN

80377127550

Legal name

SHIRE OF CRANBROOK

Business name

SHIRE OF CRANBROOK

Date of registration

1/11/1999

GST Registered

Yes

Are you a charity registered with the Australian Charities and Not-for-profits Commission (ACNC)?

No

Are you a not-for-profit?

No

Program Selection

Program

Regional Airports Program Round 3

Program Element

Regional Airports Program Round 3

Eligibility

Select which entity type you are.

an Australian local government agency or body as defined in the Glossary at section 14 of the grant opportunity guidelines

Are you an owner and/or operator of an existing aerodrome or airport in a regional area in Australia?

Yes

Are you and a third party (State government or other entity) both contributing to eligible project costs?

If yes, then grant amount percent cannot be greater than 33.3 percent of total eligible project cost.

No

Is your aerodrome identified as Inner Regional or Outer Regional as defined by the 2016 Australian Statistical Geographic Standard (ASGS) Remoteness Area?

See (2016 Australian Statistical Geographic Standard (ASGS) Remoteness Area).

To check your aerodrome location is Inner Regional or Outer Regional use the nationalmap.gov.au.

Yes

Was the aerodrome or airport's passenger throughput below 250,000 passengers (from all flight types) in 2019?

Passenger throughput is the total number of passengers on planes plus the total number of passengers off planes.

Yes

Can you provide evidence from your board or Council (or Chief Executive Officer or equivalent if there is no board) that the project is supported by the applicant organisation, and that the organisation is willing to accept responsibility to complete the project and meet the costs of the project not covered by the grant funding?

Yes

Applicant address

Applicant street address**Is the address located in Australia?**

Yes

Address Details

19 Gathorne St
CRANBROOK WA 6321
Australia

Applicant postal address**Is the address located in Australia?**

Yes

Address Details

PO Box 21
CRANBROOK WA 6321
Australia

About your organisation

We collect the following data from all applicants. We use this data to better understand your organisation and to help us develop better policies and programs.

Latest financial year figures

Has your organisation existed for a complete financial year?

Yes

What was the latest complete financial year?

2020/21

Provide the following figures for the financial year you have entered above.

Values must be that of the entity applying (the 'applicant'), regardless of whether the entity belongs to a consolidated group for tax purposes.

These fields are mandatory and entering \$0 is acceptable if applicable for your organisation.

Sales revenue (turnover)

Total revenue from the sale of goods and services, as reported in your organisation's Business Activity Statement (BAS).

\$ 353,395

Export revenue

Total revenue from export sales, as reported in your organisation's Business Activity Statement (BAS).

\$ 0

R&D expenditure

Expenditure on research and development, i.e. creative work undertaken on a systematic basis in order to increase the stock of knowledge, including knowledge of man, culture and society, and the use of this stock of knowledge to devise new applications.

\$ 0

Taxable income

Taxable income or loss as per your organisation's income tax return form.

\$ 838,508

Number of employees (headcount)

Number of individuals who are entitled to paid leave (sick and holiday), or generate income from managing your organisation. This should include working proprietors and salaried directors.

36

Number of independent contractors (headcount)

Number of individuals engaged by your organisation under a commercial contract (rather than an employment contract) to provide employee-like services on site.

3

ANZSIC code

Provide the Australian and New Zealand Standard Industrial Classification (ANZSIC) details for your organisation.

ANZSIC division

O - Public Administration and Safety

ANZSIC class

7530 - Local Government Administration

Indigenous organisations

Is your organisation Indigenous owned?

An organisation is considered Indigenous owned where at least 51% of the organisation's members or proprietors are Indigenous.

No

Is your organisation Indigenous controlled?

An organisation is considered Indigenous controlled where at least 51% of the organisation's board or management committee is Indigenous.

No

Project information

Project title and description

If your application is successful, we will publish some grant details on GrantConnect and other government publications. Published details include:

- name of the grant recipient
- a project title
- a brief project description and its intended outcome
- amount of grant funding awarded.

Provide a project title.

Cranbrook Airstrip Upgrade

Provide a brief project description for publication.

Ensure your project description focuses on your project's key activities and outcomes. Outline what it is you are going to do and how it will benefit your organisation.

An example of a brief project description is: 'This project will upgrade the airstrip power supply and fuse box and purchase a new Pilot Activated Lighting system and LED battery operated backup emergency lighting. The project will enhance pilot and passenger safety and access to the airstrip for essential services including aero-medical evacuations and other emergency services'

The Cranbrook airstrip is only used by local pilots. This is due to the fact that the airstrip is not level and often heavily grassed. It is in a perfect location being central to the Upper Great Southern region so could be used by essential services such as in the case of bush fires and aero-medical evacuations. If it was levelled and graveled it would become a far more valuable resource to the region.

Detailed project description and key activities

This information will be included in your grant agreement if your application is successful.

Provide a detailed description of your project including the project scope and key activities.

You must also provide a project plan which you should attach later in your application. Refer to the grant opportunity guidelines for the requirements of the project plan.

The Cranbrook airstrip is only used by local pilots. This is due to the fact that the airstrip is not level and often heavily grassed. It is in a perfect location being central to the Upper Great Southern region so could be used by essential services such as in the case of bush fires and aero-medical evacuations. If it was levelled and graveled it would become a far more valuable resource to the region.

Project outcomes

This information will be included in your grant agreement if your application is successful.

Provide a summary of the expected project outcomes.

Improved accessibility to the region through an available airstrip, accessibility by less experienced non local pilots. Utilisation by essential services in case of bush fires. Availability in the case of car crashes as close to both the Great Southern Highway and the Albany Highway (within 5 kilometres).

Project duration

Your project must be completed 30 April 2025.

The project length will be calculated by the start and end dates you enter. Your project can be no longer than 24 months.

The start and end dates you enter here will drive the visible financial years in the project budget summary on the next page.

Estimated project start date

01/09/2022

Estimated project end date

31/10/2022

Estimated project length (in months)

2

Project milestones

Provide details on the project milestones including the key activities occurring at each milestone.

The milestone start and end dates must be between the project start and end dates.

Milestone title

Upgrade of Cranbrook Airstrip

Description

Mowing, grading, levelling, corrective grading and forming, gravelling.

Estimated start date

01/09/2022

Estimated end date

31/10/2022

Project location

Project Site 1

Cranbrook Airstrip, close to Cranbrook. Lat/Lon 34.29756oS, 117.55178OE
Cranbrook WA 6321
Australia

Estimated % of project value expected to be undertaken at site

100

Project location site details

You must provide the address where your project will be undertaken and the estimated percentage of project value expected to be undertaken at that site. If you have multiple sites you must add the address of each site.

Airport/Aerodrome name and confirmation of the project site location

1. Click on the National Map (this has Electoral Divisions and Remoteness Area already filtered)
2. Once loaded (can take a few minutes) click on "Search for locations"
3. Find your airstrip (either using the longitude and latitude, or name of your airstrip, or the location, or official place name or address)
4. Click on the airstrip
5. Click on Share/Print icon
6. Confirm information (longitude, latitude and electorate) and click on "copy" and paste into the following field

Lat/Lon 34.28442oS, 117.55113oE

Project Electorate

O'Connor

State

WA

Project Site Address Latitude

34.28442oS,

Project Site Address Longitude

117.55113oE

Is your project site Inner Regional or Outer Regional?

Outer Regional

What is the nearest town (Inc. postcode) or service centre to the aerodrome?

Cranbrook, WA 6321

What is the runway length (metres)?

1500

What is the runway surface?

Dirt

What is the aerodrome category?

ALA/Other

Project budget

Provide a summary of your eligible project expenditure over the life of the project.

If you are registered for GST, enter the GST exclusive amount. If you are not registered for GST, enter the GST inclusive amount. We only provide grant funding based on eligible expenditure. Refer to the grant opportunity guidelines for guidance on eligible expenditure.

Refer to the guidelines for guidance on eligible expenditure.

The financial years below are derived from the project start and end dates you entered on the previous page. If incorrect, you must ensure all amounts below are zero before going back to the previous page to update your project duration.

The minimum project expenditure for this grant opportunity is \$40,000.

The grant amount will be up to 50 per cent of eligible project costs (grant percentage), unless:

Where the applicant (you) and a third party (could include State, Territory or local government or other non-government funding) are both contributing to eligible project costs, the grant amount will be up to 33.3 per cent of eligible project costs.

Project budget summary

Type of expenditure	Head of expenditure	Financial Year	Costs
Project expenditure			\$125,000
	Contractors		\$5,000
		2021/22	\$0
		2022/23	\$5,000
		2023/24	\$0
		2024/25	\$0
	Employees		\$60,000
		2021/22	\$0
		2022/23	\$60,000
		2023/24	\$0
		2024/25	\$0
	Aviation-safety related staff training		\$0
		2021/22	\$0
		2022/23	\$0
		2023/24	\$0
		2024/25	\$0
	Capital		\$0
		2021/22	\$0
		2022/23	\$0
		2023/24	\$0
		2024/25	\$0
	Materials		\$60,000
		2021/22	\$0
		2022/23	\$60,000

Type of expenditure	Head of expenditure	Financial Year	Costs
		2023/24	\$0
		2024/25	\$0
	Other		\$0
		2021/22	\$0
		2022/23	\$0
		2023/24	\$0
		2024/25	\$0
Total project expenditure			\$125,000

Financial Year	Costs
2022/23	\$125,000
Total project expenditure	\$125,000

Source of funding

In this section you must provide details of how you will fund the project.

The total of all sources of funding should be equal to your total project expenditure in the section above. Sources of funding include:

- grant amount sought
- your contribution
- other contributions as allowed in the grant opportunity guidelines.

Grant amount sought

Enter the grant amount sought. We will add GST to this where applicable.

The minimum grant amount under this grant opportunity is \$20,000.

The maximum grant amount under this grant opportunity is \$5,000,000.

All source of funding validations occur when you enter details in this field. You may want to add your contributions below before entering your grant amount sought.

The grant amount will validate up to 50%, unless:

You and a third party are both contributing to eligible project costs, then the grant amount will validate up to 33.3% (exactly).

\$ 62,500

Your contribution

Enter your organisation name. In the description field, provide additional details. Indicate whether your contribution is sourced from cash flow, loans, equity etc.

Name of contributor

Shire of Cranbrook

Details of contribution

Contribution Type	Amount	Due Date	Description
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Contribution Type	Amount	Due Date	Description
Cash	\$0		Wages payable by the Shire are included in the figure below (being responsibility for labour to undertake the project and machinery.)
In-Kind	\$62,500	1/09/2022	It is estimated that the work will take two weeks in total dependent upon the weather. The Shire of Cranbrook will provide the labour, the machinery and the fuel to undertake the project. Plus the engagement of a airstrip consultant to undertake the supervision of the levelling and gravelling work to ensure the airstrip is compliant with CASA regulations.
Total	\$62,500		

Other non-government contribution

Enter the organisation name. In the description field, provide additional details.

If you have project partners we will ask you for their details later in the application. You must provide their name and their contribution here.

Other non-Commonwealth government grants

Enter the State/Territory/local government organisation name. In the description field, provide additional details. Provide the name of the grant.

Assessment criteria

We will assess your application based on the weighting given to each criterion and against the indicators listed beneath each criterion. We will only consider funding applications that score at least 50 per cent against each criterion, as these represent best value for money.

The amount of detail and supporting evidence you provide should be commensurate with the project size, complexity and grant amount requested. You should define, quantify and provide evidence to support your answers.

Do not use special characters in your response as the character limits are based on plain text only and may not translate as a 1:1 character.

Assessment criterion 1

Demonstrated need for your project (Score out of 50)

You should demonstrate this by explaining:

- the extent of need to improve general access, all weather access and/or safety of the airstrip to facilitate delivery of essential services to the community (where applicable, attach evidence to support your application, including airstrip inspection or engineering reports)
- the extent to which upgrades are required to support the operation of aeromedical flights, aerial firefighting services and/or other essential air services to the community
- the extent to which the project is time critical and the extent to which it cannot proceed without grant funding.

Your written response should include:

- a description of the essential services delivered via the airstrip (such as aeromedical, food supplies, health care and passenger air services)
- the extent that the community relies upon the airstrip to deliver these essential services
- information, and where possible support documents, regarding the number of days annually where:
 - there have been safety or access related concerns and/or incidents
 - the airstrip has been closed due to landing surface safety concerns
 - the airstrip has been closed due to weather impacts, for example, poor visibility or lack of landing access
 - an aeromedical operator (e.g. RFDS) used the aerodrome airstrip
 - a clear explanation of how this project will address these safety/access concerns.

Other evidence to support claims can be included, for example, photographs of safety/access issues, airstrip inspection or engineering reports.

You should also demonstrate the need for grant funding by providing:

- an explanation of why your project cannot proceed without grant funding; the impact on scope, specification and timing of works
- information on your financial position or your ability to raise funds
- other evidence to support claim, for example, reference to ABS 2016 SEIFA index.

At present the airstrip is only used by local pilots who have an understanding of the uneven nature of the strip. If this was rectified the strip would be used by an increased number of pilots as the risk factor would be lowered considerably. Cranbrook is also very centrally located in the upper Great Southern Region and both the Great Southern Highway and the Albany Highway are within 5 kilometres of the strip. Cranbrook is notorious for its high frequency of road accidents due to its distance from Perth. People leave early in the morning, tired, and the 3 hours to Cranbrook provide ideal conditions for drowsy drivers. This has been recognised by the build of a truck stop at Cranbrook with showers and toilets last year - it is time now for us to look at the upgrading of the airstrip to provide an alternative to essential services. This fire season the DFES bombers had to use airstrips on private properties and were not always granted access for various reasons. We are supportive of the project but need assistance to purchase the required materials and expertise to complete the work. In addition to gravel, we will need to purchase stabiliser products to ensure the airport is easily maintained. We are a small regional local government with a rate basis of only \$2,5m so need to access grant funds for any upgrades to our facilities. We are happy to maintain them afterwards.

Assessment criterion 2

Capacity, capability and resources to deliver the project (Score out of 30)

You should demonstrate this by explaining:

- a. your track record managing similar projects
- b. your plan to manage the project including addressing scope, implementation plan, procurement and works, timeframes, budget and risk management (including work health and safety)
- c. your strategy to maintain the project outcomes beyond the term of the grant funding.

Your written response should include:

- a short description of one or more projects ideally from the last 5 years that demonstrates your track record managing similar projects. Briefly describe the project, list the key activities, identify the project manager, explain the outcome.

The current project's detailed project plan including:

- a description of the full scope of works including tender/procurement and construction phases (task/activity, milestone inspections, payment points, etc.) and associated timelines
- a description of how you will carry out the project including: who is accountable, a list of resources, identification of any constraints (time, labour, costs) and how you will manage risk including weather/seasons and WH&S.

The Shire of Cranbrook has been successful in several large road projects over the last five years, assistance with the Truck Stop through the Road Safety Commission for \$1million, and through Drought Resilience Funding a playground and associated facilities for \$1million. In addition, the Shire has received funding through the Local Roads and Community Infrastructure Stage 1 and 2. Through the Great Southern Development Commission, we received in 2019 funding through their Regional Economic Development Scheme funding for accommodation chalets at Frankland River Caravan Park.

Assessment criterion 3

Impact/benefit of grant funding on your project (Score out of 20)

You should demonstrate this by explaining:

- a. the benefits to be provided to the communities serviced by the aerodrome and nation more broadly (including what services the community relies upon the aerodrome for)
- b. total investment the grant will leverage (including the level of State/Territory Government co-funding and/or the contribution to other Commonwealth Government programs).

Your written response should include:

- a description of the benefits that will be provided to the community if the project is approved. For example:
 - having a safe and accessible airstrip will ensure the community receives the goods/services that we rely on. These could include, for example: health, education, jobs, passenger flights, charter flights, commercial operations, mail/freight
 - Information on the increased benefits associated with the proposed airstrip upgrade project could include that the safe and accessible airstrip will provide benefits to other programmes (including State or Australian Government) or initiatives. Examples might include:
 - current or future contributions to delivering on outcomes under the COAG Closing the Gap (CTG) framework, delivery of education sector programs; delivery of employment programmes; delivery of social programs; and/or delivery of supplies relating to Australian Government programs.

As Cranbrook is central to the Upper Great Southern, an improved airstrip would continue to value add to its location as a Hub and provide essential services better resources and choices, this includes the bush fire brigades and the Department of Fire and Emergency Services. It is included in our draft Tourism Strategic Plan as having the potential to link Cranbrook to the Stirling Ranges and Porongurups.

Project partners

You must provide details about your project partners (for joint applications only).

For details about project partner contributions refer to 'Section 7.2 Joint Applications' in the grant opportunity guidelines. A project partner is when you are applying for a joint application. You must also attach a letter of support for each partner and this section of the grant opportunity guidelines provides details of what is to be included.

If you do not have any project partners, select 'Save and continue' to move to the next page.

No Collaborators found for this Application.

Bank account details

If your application is successful we will need to set up a payment process to pay your grant. We need your bank account details to do this. If your application is not successful we will not process these details.

We can only pay grant funding to the applicant organisation, who if successful will be party to a grant agreement with the Commonwealth. You must provide bank account details for this organisation.

Account details

Account name

Shire of Cranbrook

BSB

633000

Account number

110031474

Payment contact

We will send the payment remittance advice to this person. All other notifications are sent to the primary contact whose details you provide on the last page of this application.

Given name

Linda

Family name

Gray

Email address

ceo@cranbrook.wa.gov.au

Phone number

0456 600 133

Application finalisation

Conflict of interest

Do you have any perceived or existing conflicts of interest to declare?

Refer to the grant opportunity guidelines for further information on your conflict of interest responsibilities.

No

Program feedback

How did you hear about the grant opportunity?

Direct mail/email

Additional information

You should attach any additional supporting documentation here. You should only attach documents that we have requested or you have referred to in your application.

Evidence of support from the Council, board, CEO or equivalent

You must provide evidence from your Council, Board (or Chief Executive Officer or equivalent if there is no board) that your project is supported and that you can complete the project and meet the costs of the project not covered by grant funding.

Letter of Support Shire President Cranbrook.pdf

Trust deed (where relevant)

Where you have indicated your entity type is a trustee applying on behalf of a trust, you must attach trust documents showing the relationship of the incorporated trustee to the trust.

Project plan

You must attach a project plan outlining all the project activities including a timetable to support your claims against merit criterion 2.
Cranbrook Airstrip Upgrade Title.pdf

Letters of support for your project

You may attach letters of support for your project from RFDS and other operators using your aerodrome.

Other supporting documents

If we have asked you to provide additional documents you should attach them here.

Primary contact

Title

Ms

Given Name

Linda

Family Name

Gray

Position Title

Chief Executive Officer

Email Address

ceo@cranbrook.wa.gov.au

Phone Number

98261008

Mobile Number

0456 600 133

Business postal address of the primary contact

Is the address located in Australia?

Yes

Address Details

19 Gathorne St
CRANBROOK WA 6321
Australia

Declaration

Privacy and confidentiality provisions

I acknowledge that this is an Australian Government program and that the Department of Industry, Science, Energy and Resources (the department) will use the information I provide in accordance with the following:

- Australian Government Public Data Policy Statement
- Commonwealth Grants Rules and Guidelines
- grant opportunity guidelines

- applicable Australian laws.

Accordingly, I understand that the department may share my personal information provided in this application within this department and other government agencies:

- a. for purposes directly related to administering the program, including governance, research and the distribution of funds to successful applicants
- b. to facilitate research, assessment, monitoring and analysis of other programs and activities

unless otherwise prohibited by law.

I understand that where I am successful in obtaining a grant, the financial information that I provide for the purposes of payment will be accessible to departmental staff to enable payments to be made through the department's accounts payable software system.

I understand that information that is deemed 'confidential' in accordance with the grant opportunity guidelines may also be shared for a relevant Commonwealth purpose.

The department will publish information on individual grants in the public domain, including on the department's website, unless otherwise prohibited by law.

Applicant declaration

I declare that I have read and understood the grant opportunity guidelines, including the grant agreement, privacy, confidentiality and disclosure provisions.

I declare that the proposed project outlined in this application and any associated expenditure has been endorsed by the applicant's board/management committee or person with authority to commit the applicant to this project.

I declare that the applicant will comply with, and require that its subcontractors and independent contractors comply with, all applicable laws.

I declare that the applicant and any project partners are not included on the National Redress Scheme list of institutions, where sexual abuse occurred, that have not joined or signified their intent to join the scheme.

I declare that the applicant is not named by the Workplace Gender Equality Agency as an organisation that has not complied with the *Workplace Gender Equality Act (2012)*.

I declare that the information contained in this application together with any statement provided is, to the best of my knowledge, accurate, complete and not misleading and that I understand that giving of false or misleading information is a serious offence under the *Criminal Code Act 1995 (Cth)*.

I acknowledge that I may be requested to provide further clarification or documentation to verify the information supplied in this form and that the department may, during the application process, consult with other government agencies, including state and territory government agencies, about the applicant's claims and may also engage external technical or financial advisors to advise on information provided in the application.

I agree to participate in the periodic evaluation of the services undertaken by the department.

I approve the information in this application being communicated to the department in electronic form.

I acknowledge that if the department is satisfied that any statement made in an application is incorrect, incomplete, false or misleading the department may, at its absolute discretion, take appropriate action. I note such action may include excluding an application from further consideration; withdrawing an offer of funding; using the information contained in the application for a fraud investigation that would be consistent with the Australian Government's Investigations Standards and Commonwealth Fraud Control Framework and/or for a grant under management, terminating a grant agreement between the Commonwealth and the grantee including recovering funds already paid.

I declare that I am authorised to submit this form on behalf of the applicant and acknowledge that this is the equivalent of signing this application.

By checking this box I agree to all of the above declarations and confirm all of the above statements to be true

Yes