

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.

Event Grants:

Event grants are available for groups to submit an application to implement road safety activities and promotions at a community attended event.

Timing:

Applications must be received at least three months prior to the commencement of the planned event start date. Event grant applications are assessed monthly. Applications close on the last Friday of every month at 5.00pm.

Grant amount:

As a guide the grant amount is dependent on the scope of the road safety promotion, number of people engaged and the inclusion of supporting activities/policies.

Who Can Apply?

- Community Groups
- 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

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
- The event translates as good value for money
- Provide a contribution in cash or kind towards the event
- Road Safety Commission to approve each use of government logos and campaign artwork in all media releases, promotion, advertising and merchandise
- Successful applicants must agree to display signage and return the signs at the conclusion of the event, unless otherwise negotiated
- Include other planned road safety key activities such as advertising, broadcasts, promotion, online and public relations (this will also determine the funding amount)
- Limit of one application, per event, per year
- If the event is for fundraising, a brief budget outline describing how the grant funds will be used to support the event must be attached to the application
- 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
- 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:

It is a requirement to either display a banner provided by the Road Safety Commission or produce a banner yourselves as per the guidelines on the Road Safety Commission website.

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/>
- Obtain the support of relevant local community members and organisations for your event

- 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 event
- Consult with the Road Safety Commission Community Grants Officer to discuss the proposed road safety event
- 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 event 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 one month of the event 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

Funding will not be provided for:

- Events 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 lead-up time of less than three months prior to the commencement of planned 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 time frames
- Wages/salaries
- 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
- Variable Message Display signs
- Defensive driver training courses
- Travel costs
- 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)
- Organisations that do not support and/or abide by relevant State and Federal legislation, as applicable; for example, in respect to Working with Children Screening, Criminal Record Checking and Liquor Control
- The Road Safety Commission, at its discretion can choose not to fund events where the main sponsor is promoting alcohol or reckless behaviour
- Events 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.