

Rural Councils Transformation Program

Expression of Interest

THIS DOCUMENT IS INDICATIVE OF THE GRANTS ONLINE PROMPTS FOR THE RURAL COUNCILS TRANSFORMATION PROGRAM EXPRESSION OF INTEREST PROCESS.

An Expression of Interest (EOI) will be accepted through a single round, opening on 14 August 2018, and closing on 15 November 2018. Assessment and consideration to proceed from an EOI to a full application that includes a business case, will be complete by the 30 November 2018.

For further information or to discuss a possible application please contact:

Andrew Hagland

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(03) 9948 8524

Name of lead council / entity	Detail the council or entity which will lead the funding application. <i>The lead council will be the designated lead and contact for the proposal, along with the recipient of any funding if successful.</i>
Lead council / entity address	Number, Street, City
Lead contact name and position	Please note the name of the project contact.
Lead phone contact	XXXXXXXXXX
Lead email address	<u>XXX@.XXX.XX</u>
Lead council / entity ABN	Detail any and all relevant ABN
Partnering arrangement type	Detail the type of partnering arrangement for the project. <i>Examples of partnering arrangements by councils under section 193 of the Local Government Act 1989 include:</i> <ul style="list-style-type: none">• <i>incorporated associations;</i>• <i>proprietary limited and publicly listed companies;</i>• <i>incorporated and unincorporated joint ventures;</i>• <i>charitable trusts;</i>• <i>profit share arrangements;</i>• <i>companies limited by guarantee with or without a shareholding; and</i>• <i>companies with a limited liability with or without a shareholding.</i> <i>See the Entrepreneurial Activities - Section 193 Guidelines and Application form on the DELWP website for more information.</i>

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Involved councils	Please list the other councils involved in the partnering arrangement.
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SECTION 2: Project Details

Project Name	Detail the name of the project
Anticipated Commencement Date	Detail the expected start date for the project.
Anticipated Completion Date	Detail the expected completion date for the project.

SECTION 3: Project Description

Project description	<p>Describe the project's objectives and scope.</p> <p>What are the key project components/outputs?</p> <p>Include a summary of the required expenditure and investments.</p> <p><i>The project description should align with the grant amount sought.</i></p>
Evidence of need	<p>Provide evidence of the need for the project, including outlining the scope of services currently being delivered to the communities of involved councils.</p> <p><i>Provide any additional evidence such as recent service reviews, scoping studies, feasibility studies, service need projections, plans and estimates.</i></p>
Existing levels of service	<p>Provide evidence of the current baseline levels of service provided by the involved councils and how this is expected to change with implementation of the project.</p> <p><i>Evidence should include:</i></p> <ul style="list-style-type: none"> • <i>Current total FTE staff, including past and future projections or identified needs</i> • <i>Current and projected costs, including staff, materials, services, vehicles, plant and equipment</i> • <i>Any other relevant information</i> <p><i>This summary of existing expenditure and investments should align with the project description.</i></p>
Partnering Funding Contributions	<p>Please outline the amounts partnering councils are contributing to the project (if applicable).</p> <p><i>Detail how the proposal participants intend to fund the project during the implementation phase to five years. Include any funding allocation between the involved councils.</i></p>

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<p>Grant amount sought</p>	<p>Please outline the anticipated level of Government Financial Assistance being sought for the project, and the period over which this funding would be sought.</p> <p><i>The requested amount should align with the project description.</i></p>
<p>What is the rationale for the requested level of financial assistance?</p>	<p>Please outline why this level of support is required and how it will be used.</p> <p><i>If the proposal has a current or recent exploratory study or scoping document please provide a summary here and attach all documentation.</i></p> <p><i>Estimates justifying the requested amount should if possible include indicative costing and projections</i></p>
<p>Expected outcomes and benefits</p>	<p>Describe the expected outcomes and benefits of the project, including impacts on service delivery and financial efficiencies.</p> <p><i>This should include:</i></p> <ul style="list-style-type: none"> • <i>Identified cost/benefits/efficiencies</i> • <i>Estimated service improvements for the community</i>
<p>Is there a need for additional assistance to develop a business case?</p>	<p>Please outline whether there is an existing business case for this project or whether this needs to be developed. If the business case needs to be developed, detail readiness of the councils to support business case development and whether support will be needed through the expert program panel for business case development.</p> <p><i>Additional support is not guaranteed, but will be determined on a case by case basis for approved EOIs.</i></p> <p><i>Applications should specify where assistance is required to support the proposal</i></p>
<p>Commitment</p>	<p>Please outline your commitment to this project including its alignment with council strategic plans (already covered in evidence of need).</p> <p><i>Attachments may include:</i></p> <ul style="list-style-type: none"> • <i>Recent joint business cases or feasibility studies by the applicant councils</i> • <i>Any documented regional or collaborative plans</i> • <i>Examples of commitment (by the partnering councils) to work together in shared services both current and previous</i>
<p>Memorandum of Understanding</p>	<p>Please attach a completed and agreed Memorandum of Understanding signed by all participating council CEOs.</p> <p><input type="checkbox"/> Tick to confirm that the required partnering arrangement MoU is attached</p> <p><i>A template has been provided by DELWP for this purpose, however other appropriate MoUs may be accepted.</i></p>



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Supporting Comments

Include any other supporting comments or documents.