

# Growth Areas Infrastructure Contribution Fund

## 2019-20 Application Guidelines

### Who can apply for GAIC funding

State Government departments or agencies (through their portfolio department) may apply for GAIC funds. All applications must be authorised by the responsible portfolio Minister to ensure coordination of priorities. Applications must meet the legislative eligibility and funding priorities outlined in this document and the corresponding Policy Statement.

Growth area councils, developers and other interested parties are invited to propose priorities for infrastructure to be funded from GAIC, particularly where there is a proposal to share capital or operating costs. These proposals are to be directed to the appropriate department or agency for their consideration.

### Eligible project types

Funding priorities are outlined in the Policy Statement and in Section 201, VA and VB of Part 9B of the *Planning and Environment Act 1987*.

GAIC can co-fund projects where another funding source has been confirmed, provided the project aligns with the GAIC funding priorities.

GAIC can also be applied to a discrete stage of a larger project, such as land purchase.

An application will not be considered if the proposed project is contingent on funds being approved from other organisations, for example Commonwealth or local government.

Projects seeking to apply for GAIC funding must be sufficiently advanced in planning and development to ensure the project can commence within 12 months of funding approval and be delivered to the proposed milestone completion dates.

GAIC expenditure decisions can also be made by Government during the annual State Budget process where GAIC can be used to partly or fully fund eligible initiatives submitted. To assist this process, departments should state which components of their budget proposals are eligible (by policy and legislation) for GAIC funding.

Funding will not be provided retrospectively. If a stage of a multi-stage project is already built or funded from other state funding sources, then

another stage of the project can be funded with GAIC funds so long as there is a discrete project stage that can be managed and reported on.

Applications will need to identify which Precinct Structure Plan (PSP) or corridor-level infrastructure needs assessment the proposed project is supporting and explain how this will occur.

If you are unsure as to whether your project is eligible for GAIC funding, Local Government Victoria (LGV) can provide advice.

### Application, assessment and approval process

Applications for GAIC funding will be received through an annual application round.

An overview of each stage is outlined below:

#### Stage 1 - Applications

Applications for projects seeking funding in 2019-20 will open in February 2019. Applications must be received by Local Government Victoria (LGV) **no later than 1pm, 5 April 2019**.

All applications will require executive level approval in line with individual departmental practices, and authorisation by the responsible portfolio Minister through a letter to the Minister for Planning prior to the assessment and recommendation period.

**Applications are to be submitted to LGV via an online form.** The information provided in this form will be used to formally assess the project.

To start an application, please follow this link: <https://delwp1.force.com/PublicForm?id=GAIC1920>

To access draft and submitted applications, please follow this link: <https://delwp1.force.com/GrantsPortalLogin>

#### Stage 2 - Project assessment and development

LGV will conduct an initial eligibility check of all applications prior to submitting them to the interdepartmental panel for shortlisting.

Shortlisted projects may be subject to further information/ development requests throughout April 2019 including:

- a request for further information to help validate information on timing, scope, cost estimates and project readiness
- a request for a more detailed business case for shortlisted applications that are considered high risk or of substantial value

### Stage 3 - Final assessment and approval

A final assessment of all shortlisted projects will be undertaken in May 2019. Shortlisted projects will be assessed against the information provided in the application form, relative priorities, deliverability, available funding and overall value for money.

The 2019-20 State Budget outcomes will be considered before finalising the recommended package for consideration. The approval process is then as follows:

- Minister for Planning considers outcomes of the assessment by the interdepartmental panel
- Minister for Planning authorises supported projects to the Treasurer for consideration
- Treasurer approves supported GAPTF projects and BNCF projects greater than \$2 million.

### Stage 4 - Announcement

Successful projects will be announced to the public from July 2019.

### Key dates

|   |                   |
|---|-------------------|
| <b>Applications open</b>                    | February 2019     |
| <b>Applications close</b>                   | 1pm, 5 April 2019 |
| <b>Shortlisting and project development</b> | April 2019        |
| <b>Assessment</b>                           | May 2019          |
| <b>Announcements</b>                        | From July 2019    |

### Payment of GAIC funding

Payments will be made by LGV on completion of agreed milestones which are required as part of any funding application. Milestones and timelines provided in applications will form the project activity and payment schedule. Realistic timelines should be included in project schedules to accommodate any project delays.

Typical phasing of capital works funding would be 50%, 30%, 20%, aligned to agreed project delivery milestones. All capital works projects will receive the final balance payment on practical completion of the project, subject to a detailed project acquittal.

Funding for land acquisitions will be paid in full at the time of contract signing.

Any overspend on projects will be the responsibility of the applicant and no further funding from GAIC will be provided.

In the event of an underspend, any surplus GAIC funds held by the awarded department or agency shall be returned to DELWP.

Funding recipients are required to comply with project monitoring and reporting requirements, including providing information to support GAIC's legislative reporting requirements.

If a project is not meeting key project milestones, the delivery agency will be asked to explain why this has occurred and demonstrate how the relevant issues will be appropriately addressed.

If a project fails to be delivered in accordance with the approved project plan, funds will need to be repaid.

### LGV Contact

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