

Overview

The Forest Products Commission's (FPC) **Community Fire Protection Grants Program** provides grants of up to \$10,000 to support volunteer fire brigades and other relevant organisations with their fire prevention, preparedness and response activities.

Grants are available for activities, training, equipment and supplies to help prepare and protect fire brigades, local communities and the State's softwood plantations from the threat of bush fire.

The program will prioritise applications that align with the FPC's priorities linked to its softwood plantation management; increase understanding about fire management in plantations; and deliver the greatest benefits to local communities.

Eligible applicants are ranked against a fixed assessment criteria developed by the FPC. A panel will assess applications and make funding recommendations based on the application's merits, response to the grant criteria and the overall Grant Program purpose.

Timing for 2022/2023 grant round

A short grant round will be open from Monday 8 May 2023, with a strict closing date of Friday 26 May 2023. Applications must be for activities or expenditure that occur after 12 June 2023 and within 12 months of being awarded the grant. Recipients will be announced following a competitive assessment process. Relevant paperwork must be received by the FPC before 23 June 2023 or the grant will be forfeited or held over to a future funding round. See further details about timelines below.

Who can apply?

- Volunteer Bush Fire Brigades
- Local government authorities
- Not for profit and registered community groups, clubs and not for profit organisations (if their application aligns with the scope for the Fire Management Grants Program)

Individuals, profit-making organisations and State or Federal Government organisations are not eligible.

Overview of grant types

- **Equipment and supplies** for firefighting, personal protective equipment (PPE) and related activities. Approval of the relevant local government authority or associated governing body will be required prior to applying. Funding for ongoing maintenance, insurance, infrastructure or any other associated costs will not be provided by the FPC. Funding up to \$10,000 per application available.
- **Training** activities with a focus on enhancing bush firefighting capabilities. The priority for the FPC is on plantation fire management and response, however other general skills development relevant to bush fire prevention, operations and response may be supported. Funding up to \$2,500 per application available.
- **Networking and professional development events** that enhance collaboration across emergency service agencies and community groups, or skills development and knowledge building linked to plantation fire prevention, operations and response. Funding up to \$1,500 per application available.

Funding will vary depending on the proposed expenditure and associated costs/benefits. Funding will not be provided for items that fall under current Emergency Services Levy or other funding provisions.

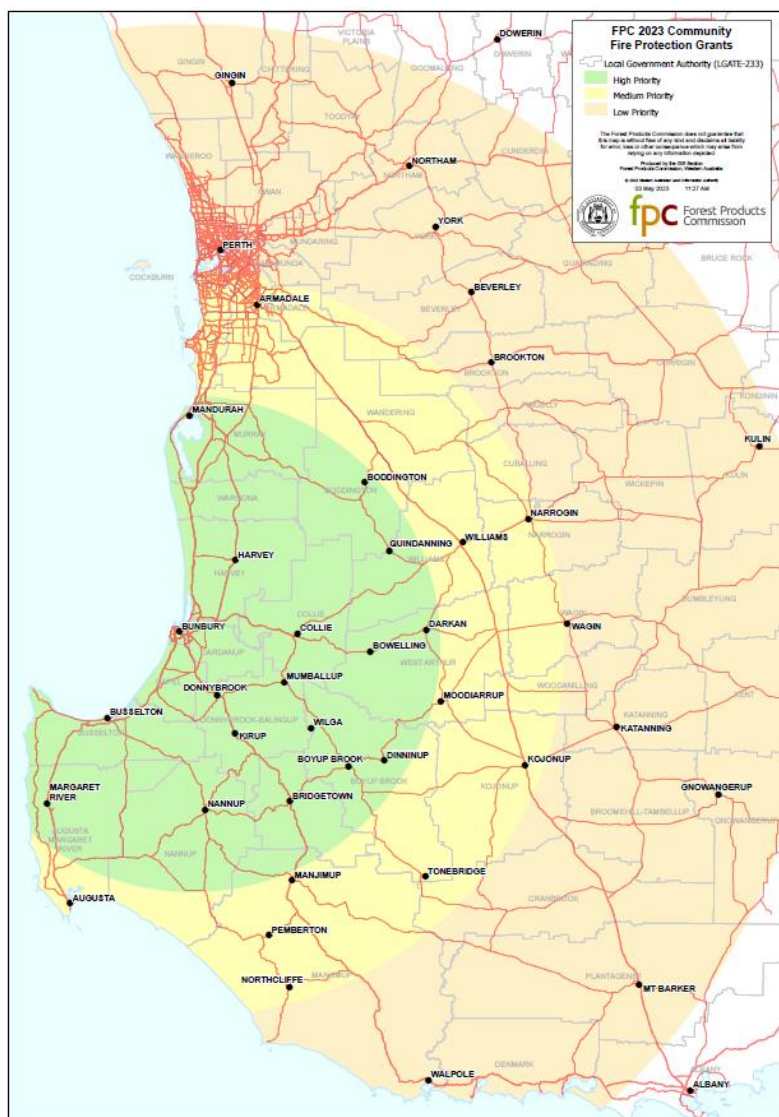
Grant criteria

Applicants should consider the following criteria when developing their grant submission. Responses to the criteria must align with the FPC vision, mission and values.

The program will prioritise grants that contribute to the FPC’s priorities linked to its softwood plantation management and associated activities; increase understanding about fire management in plantations; and deliver the greatest benefits to local communities.

1. Demonstrate how the initiative, equipment, training or event will enhance prevention, preparation and/or response to bush fire emergencies in and around FPC softwood plantations.
2. Recipient and associated investment is in the vicinity of FPC softwood plantations, as defined in the FPC Fire Management Grants Map (below). High, medium, low priority areas. Very low priority for any applications from outside these areas.
3. Demonstrate how the grant and associated activities or promotion will be used to strengthen the relationship between the applicant and the FPC, and support improved fire management capabilities in and around FPC softwood plantations.
4. Approval from relevant authority that endorses the application and provides assurance of funding for associated or ongoing costs. This includes confirmation that the application does not overlap with Emergency Services Levy of other relevant funding provisions.

State Softwood Investment Priority Areas



Grant expenses

To support each application, details of expenditure are required to justify the value of the submission. While quotes are preferred, they are not essential, and reasonable cost estimates should be listed to provide justification for the funding request.

Approved grants will cover costs directly linked to the proposed initiative:

- approved firefighting equipment and supplies
- approved PPE and safety equipment
- training and education by providers approved by a relevant authority (eg DFES, LGA, DBCA, FPC)
- associated training resources such as stationary or printed materials
- event costs such as catering, venue hire and supplies.

Grant timeline and funding process

Grant recipients will be announced following a competitive assessment process.

- **Grant applications open:** week commencing Monday 8 May 2023
- **Grant applications close:** Friday 26 May 2023
- **Competitive assessment process:** week commencing Monday 29 May 2023
- **Grant recipients announced:** week commencing Monday 5 June 2023
- **Payment processed:** from Monday 12 June 2023
- **Final date for paperwork and invoices to FPC:** Wednesday 21 June 2023 (paperwork received after this date will mean the grant is forfeited or held over to a future funding round)
- **All grant funding provided by:** Friday 30 June 2023
- Activities or expenditure must occur within 12 months of being awarded the grant.

To receive funding, successful grant recipients must submit the listed completed forms by email to community.support@fpc.wa.gov.au by Wednesday 21 June 2023:

- FPC form providing relevant payment details
- Payment invoice with details as outlined below

Invoice must state the following:

- Grant ID number (provided to successful applicants) and Event/Project name
- Organisation ABN
- Organisation address
- Grant amount with GST listed separately

Please address the invoice to:

The Forest Products Commission
Level 7, 233 Adelaide Terrace
Perth, WA 6000

If the above details are not included the delay may mean the grant is held over to a future funding round.

Grant evaluation and acquittal

Successful applicants will be required to submit a report to the FPC within one month of the conclusion of the reported activity or purchase. The report must include:

- a short written report about the initiative and how it met the commitments made in the application
- photographs of either promotional activities/signage or other photos that can be used to showcase the grant expenditure (eg a photo of the fire crew with the new equipment or attending a training session)
- evidence of the promotional commitments made (e.g. photos, links to social media or screenshots).



Acknowledgement, logos and artwork

Where appropriate, FPC acknowledgement is required in relation to the grant expenditure. This will vary depending on the grant and can be discussed when finalising grant arrangements. FPC must approve each use of government logos and artwork. Upon request, the FPC will provide the correct logos to use.

Reasonable requests may be made to promote the grant and associated expenditure on platforms such as social media and local media. This may include a request for photos linked to the grant expenditure. Details of the grant may also be used in other corporate materials prepared by the FPC.

Please tag the FPC in any social media promotion so we can like and share. Find us on Facebook, LinkedIn, Instagram and Twitter #forestproductscommissionWA @forestproductscommissionwa

Grant eligibility

- Applying organisations must have an ABN
- Applicants must meet the selection criteria
- Applicants or organisations must abide by relevant State and Federal legislation, as applicable; for example, Working with Children Screening, Criminal Record Checking and Liquor Control.
- Grant expenditure must be for items or services that meet associated approvals and standards (eg Australian standards, approved training providers)

Individuals, profit-making organisations and State or Federal Government organisations are not eligible.

Grant exclusions:

Funding will **NOT** be provided for:

- projects which do not align with FPC strategic priorities or its vision, mission and values
- any activity which does not occur in Western Australia
- any activity or organisation/group with a proven negative impact on or relationship with the FPC
- organisations that have not fulfilled previous grant requirements, including evaluation and acquittal reports (until these have been finalised or an arrangement or agreement has been reached with FPC)
- direct wages/services (except approved third party services for training and events)
- capital works projects including maintenance expenditure and other associated running costs
- applications where the primary focus is fundraising
- applications which request funds for retrospective payments and for deficits
- applications that do not adequately describe how the funding will be allocated
- applications for commercial enterprise or commercial product development
- applications that do not support the findings of current and credible forestry research and statistics, where appropriate
- applications that fail to outline appropriate promotion methods and acknowledgement for the FPC
- organisations that do not support and/or abide by relevant State and Commonwealth legislation, as applicable; for example, in respect to Working with Children Screening, Criminal Record Checking and or do not have Public Liability Insurance where applicable.

Contact for further information

The Communications and Engagement Team are available to assist you. If you have queries or would like further clarification on funding guidelines, please email community.support@fpc.wa.gov.au.

For specific advice in relation to fire management or potential grant funding, please contact: Greg Hodgson, FPC Manager Fire Protection, on (08) 9725 5246 / 0429 206600 or at greg.hodgson@fpc.wa.gov.au.

These guidelines may be subject to change. Further grant rounds may be available in the future.