Community Water Supplies Partnerships (CWSP) program

The Community Water Supplies Partnerships (CWSP) program is 50:50 co-funded by the Australian Government National Water Grid Connections Fund and the Western Australian Government through Royalties for Regions. It provides regional communities in dryland agricultural areas with funding to improve their non-potable water supplies and is administered by the Department of Water and Environmental Regulation (the department).

The department will use the information provided in this form to assess whether a project is eligible for funding. All sections must be completed in sufficient detail. All supporting documentation referred to in your application must be submitted with the completed application form.

Applications must be submitted in the appropriate template to ensure all required information is provided. At any stage during the assessment process, the department may request further information or clarification from the applicant.

Please send completed application forms to ruralwater@dwer.wa.gov.au.

All applicants will be notified by email confirming their application has been received. If you do not receive an email within 24 hours after submitting your application, please contact us on 1800 780 300.

Refer to the [Community Water Supplies Partnerships (CWSP) program – Information for applicants](https://www.wa.gov.au/government/publications/community-water-supply-program-information-applicants) to assist in the completion of the application form.

The level of detail required is based on the complexity of the proposed project. It is recommended that you discuss your project with the Department of Water and Environmental Regulation’s Rural Water Planning team in as early as possible in this process.

For further information, please contact the Rural Water Planning team on 1800 780 300,
08 6250 8022 or ruralwater@dwer.wa.gov.au.

**Please note**: all blue text is instructional only and should be removed from the application form when completing the template.

Application form

**Local Government Authority:**

|  |
| --- |
| Click here to enter text. |

**Applicant contact details:**

|  |  |
| --- | --- |
| **Name of local government authority or group making this application** | Click here to enter text. |
| **Contact name (Project manager)** | Click here to enter text. |
| **Address** | Click here to enter text. |
| **Phone** | Click here to enter text. |
| **Email** | Click here to enter text. |

**Project title** (brief is best)**:**

|  |
| --- |
| Click here to enter text. |

1. **Dryland agricultural area**

Is the local government within the dryland agricultural area receiving less than 600 mm average rainfall per annum?

[ ]  Yes [ ]  No

*(if no, please contact the department to discuss your eligibility, then attach written correspondence from the department that supports your application if applicable.)*

1. **Declining rainfall and water deficiency declarations**

Has rainfall been declining in the local government over the past 30 years? Please provide reference data as an attachment and refer to the attachment in the comments box below. *(i.e. Bureau of Meteorology, DPIRD, etc)*

[ ]  Yes [ ]  No

Is there a history of [water deficiency declarations](https://www.wa.gov.au/service/building-utilities-and-essential-services/water-supply/emergency-farmland-water-response-planning-and-water-deficiency-arrangements)? If so, how many in the past 10 years?

[ ]  Yes [ ]  No

|  |
| --- |
| Click here to enter text. |

1. **Local government water management strategy**

Does the local government have a water management strategy (or similar)? If so, how does this proposal fit into the strategy?

[ ]  Yes [ ]  No – please proceed to next section

|  |
| --- |
| Click here to enter text. |

**Local Government endorsement:**

**Has the local government read the application form and supports this application?**

 [ ]  Yes [ ]  No

|  |  |
| --- | --- |
| **Name of CEO** | Click here to enter text. |
| **Signature of CEO** |  |
| **Date** | Click here to enter text. |
| **Name of Mayor/President**  | Click here to enter text. |
| **Signature of Mayor/President** |  |
| **Date** | Click here to enter text. |

**Applicant sign-off for the project** (do not complete if applicant is local government)

|  |  |
| --- | --- |
| **Organisation** | Click here to enter text. |
| **ABN (if applicable)** | Click here to enter text. |
| **Name (must be authorised to sign off on behalf of the organisation)** | Click here to enter text. |
| **Position** | Click here to enter text. |
| **Signature** |  |
| **Date** | Click here to enter text. |

# Scope

## 1.1 Project description

Provide a description of the project and its components (e.g. construction of new tanks or dams). Provide details if the project receives funding from other sources.

## 1.2 Purpose

Describe the purpose of the project.

## 1.3 Benefits

Describe the benefits of the project, including social, economic and environmental.

#### **1.3.1 Social**

What is the expected benefit from this water? (e.g. will it be used for facilities that are currently under watered, or where water is not available?)

#### **1.3.2 Economic**

What are the financial benefits to the project?

#### **1.3.3 Environmental**

Detail the environmental benefits of the project.

#### **1.3.4 Other**

Explain any additional benefits not already mentioned.

## 1.4 Design

Provide a detailed design of the project. This may include, but is not limited to, design drawings, specifications tables and material lists. This information may be provided as attachments which must be referred to in this section. All components of the proposed works and infrastructure to be installed should be detailed.

## 1.5 Project location and land tenure

A map of the project location must be provided either in this section or as an attachment. If attached, the name of the attachment must be referred to in this section. Please also complete the table below.

|  |  |
| --- | --- |
| Land tenure (who owns the land, if project is across multiple lots, list with associated tenure) |  |
| Location |  |
| Address |  |
| Crossroads |  |
| Coordinates |  |

## 1.6 Out of scope

Describe any aspects of the proposed works and infrastructure that are not part of this proposal.

# Feasibility

In this section, you must demonstrate the feasibility of the project. This section should be discussed with the department and may include:

* details of site investigations
* the adequacy of the site to meet proposed project design requirements and specifications
* examples of previous similar successful projects
* statutory obligations (including approvals and timeframes to achieve these)
* test drilling/pit results – depth, soil testing, foundation design or stability analysis
* rainfall and evaporation data
* catchment and runoff data
* hydrological investigations (for groundwater resources) – yields, aquifer type, water balance
* topographic survey data – contour maps, datum
* dam design capacities and specifications; spillway design
* other infrastructure specifications – pumps, bores, tanks, pipelines – including calculations and location details.

The level of reporting and field investigations required should be discussed with the department during the early development or conceptual stages of the project.

# Project timeline and works breakdown

Detail the estimated commencement and completion dates and any factors that influence the timing of this project (e.g. seasonality, availability of workforce, approvals etc).

A detailed timeline of works and major milestones should be provided in this section. This may be provided as an attachment in section 14 and the name of the attachment should be referenced in this section. Preferably this will be provided in the form of a Gantt chart. It must include a breakdown of works to be completed, including who will be responsible for each job.

# Budgets

* Specify all sources of funding including cash and ‘in-kind’ contributions from all parties.
* Clearly indicate funding requested.
* Clearly describe how costs have been estimated.
* Provide written quotes for all items over $10,000. Attach quotes to the application in section 14 and refer to them in this section.
* Please ensure 10% contingency is included to ensure costs are covered due to variations and product rises (applicant contribution)
* Attach signed letters in section 14 of commitment from individuals and organisations who have agreed to make a tangible contribution (cash or in-kind) to the proposed project. Note, these contributions must be identified in the letter and must match items in the timeline and budget.

# Project cost breakdown (exclusive of GST)

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Work item number** | **Work description***(including costs per hour or unit)**Examples provided* | **Applicant cash contribution** | **Applicant in-kind contribution** | **Other funding source (cash or in-kind)** | **CWSP grant** | **Total** |
| 1 | Earthworks to excavate 2500 m3 dam (@ $X/m3) |  |  |  |  |  |
| 2 | Supply 2.0 km of DN200 mm PE/PVC lilac ‘reclaimed water’ arterial pipeline (@ $X/m)  |  |  |  |  |  |
| 3 | Excavate trench and bury pipeline using local government earthmoving equipment (In-kind contribution @ $X/m) |  |  |  |  |  |
| 4 | Supply 2 x 250 kL steel water storage tanks (@ $X per unit) |  |  |  |  |  |
|  |  |  |  |  |  |  |
| **Total** |  |  |  |  |  |  |

# 6. Maintenance and ongoing operational costs

Provide details of the ongoing maintenance and operational costs of the installed infrastructure, including who will be responsible for carrying out the maintenance. Any agreements should be attached and referenced here.

# Procurement plan

Provide details of the procurement processes that will be undertaken for the proposed works, goods and services related to the project proposal.

# Roles and responsibilities

Provide details of the roles and responsibilities for this project. This must include details of project management responsibilities and resumes for key technical and management personnel.

# Environmental considerations

Detail any environmental risks for the project and actions being taken to mitigate these.

#  Clearances, approvals and agreements

* Detail all clearances, approvals and agreements that have been obtained, including but not limited to access, cultural heritage, bore licences, clearing of vegetation, drainage.
* Detail all clearances, approvals and agreements that still need to be obtained and provide a plan for those that are still outstanding.
* Provide details of affected landholders and written evidence of agreements.

#  Water supply

## 11.1 Water security

#### **11.1.1 Current issues with water availability**

Detail current issues with water availability in the area.

#### **11.1.2 How will this project contribute to water security**

Outline how the project contributes to water security for the area.

#### **11.1.3 What volume of water will be made available annually by the proposed project?**

Estimate how much water will be made available per annum through the project in kilolitres (kL).

#### **11.1.4 Current and projected demand for water in the local government**

Detail current and projected demand for water in the local government area.

## 11.2 Scheme Water

#### **11.2.1 Reliability of scheme water. This includes any issues with pressure or availability.**

Describe the reliance on scheme water including pressure or availability requirements for particular purposes.

#### **11.2.2 Will the project reduce reliance on scheme water?**

[ ]  Yes [ ]  No

#### **11.2.3 What volume of scheme water is currently utilised for the intended purpose** (e.g. if the project will provide water to irrigate the football oval, how much scheme water is currently used to irrigate the oval?)

Detail the amount of scheme water (kL) currently utilised for the intended project purposes.

#### **11.2.4 What is the expected scheme water saving (volume and cost) from implementing this project?**

Estimate the expected savings in terms of kilolitres and dollars from implementing the project.

## 11.3 Non-potable water

#### **11.3.1 Existing non-potable water sources utilised in the community** (i.e. strategic community water supplies).

Provide details of existing non-potable water sources that are currently utilised in the community.

#### **11.3.2 Existing non-potable water sources not utilised by the community.**

Outline existing non-potable water sources not currently utilised by the community.

#### **11.3.3 Detail why the new source is required and why it is the best option.**

Provide an explanation on why the water source is required and why it is the best option, provide examples if it assists in the justification.

## 11.4 Strategic and emergency water

#### **11.4.1** **Will the project make water available for:**

#### Emergency farmland use? [ ]  Yes [ ]  No

#### Emergency firefighting use? ☐ Yes ☐ No

#### **11.4.2** **Strategic community water supplies within 40 km of this new supply** (See your local government’s website for a map of strategic community water supplies.)

* Detail how many strategic water supplies are in existence within 40 km of this proposal.
* Provide details of the volume of water (kL) available when full.

#### **11.4.3 Volume available for strategic emergency farmland water supplies.**

* Outline what volume of water will be made available for strategic emergency farmland water supplies.
* Detail how this water will be accessed and what infrastructure will be installed to facilitate emergency farmland use.
* How many farmers will benefit from this supply?

#### **11.4.4 Volume available for emergency firefighting water supplies.**

* Outline what volume of water will be made available for emergency firefighting water supplies.
* Detail how this water will be accessed and what infrastructure will be installed to facilitate emergency firefighting use.

#### **11.4.5 Will the project provide water for public amenities such as open spaces, ovals, street gardens and sporting facilities?**

[ ]  Yes [ ]  No

If yes, what volume of water will be available for improving public amenities?

#### **11.4.6 Are there any other uses for this water not detailed in previous sections?**

[ ]  Yes [ ]  No

If yes, describe these other uses and how much water they utilise.

#### **11.4.7** **Would you like the location and details of the water source to be listed in the strategic community water supplies plan for access during emergencies?**  (e.g. firefighting and stock watering)

[ ]  Yes [ ]  No

# Community support

#### **Has the community been engaged in this project?**

[ ]  Yes [ ]  No

If yes, provide details of the following:

* The level of community support for this proposal and describe how the level of support has been determined.
* Detail the number of people who will benefit from the project and describe how they will benefit.
* Provide any written supporting documentation as an attachment in section 14, and reference it in this section.

#  Risks

Identify risks and their management actions to reduce the risk. A minimum of three risks and no more than seven should be identified in this section.

#  Attachments and supporting documentation

List the attached documentation as requested throughout the application form that supports this application. Tick the relevant boxes below.

[ ]  Design drawings/specification tables/materials lists

[ ]  Location map

[ ]  Feasibility reports/investigations/data/surveys/consultant findings

[ ]  Gantt chart

[ ]  Letters of funding commitment (cash or in-kind)

[ ]  Maintenance agreements

[ ]  Resumes for key personnel

[ ]  Approvals and agreements

[ ]  Written documentation in support of the project

[ ]  Other: *(please list)*

Once the application form is filled out in its entirety, including the relevant signatories, please ensure all attachments and supporting documentation is included with the application and email to ruralwater@dwer.wa.gov.au