



FUNDING GUIDELINES

Road Trauma Trust Account

1 The Road Trauma Trust Account

The Road Trauma Trust Account (RTTA) is a special purpose account established under s. 12 of the *Road Safety Council Act 2002* (the Act). The WA Government has made funds available from the RTTA for road safety initiatives that aim to improve the safety of our roads, and to reduce the deaths of people, the injuries to people, and the damage to property, resulting from crashes occurring on our roads.

2 RTTA Funding and Period

2.1 Amount available

All monies from prescribed penalties (mostly Road Safety Camera infringements) under the *Road Traffic (Administration) Act 2008* are paid into the RTTA. Available funding will fluctuate on a yearly basis, depending on the number of infringements issued and paid.

Applications may request any amount to fund their initiative (no GST applied); however, availability of funds may constrain the amount awarded.

2.2 Co-funding

The RTTA can be used as one source of many to fund a project; however, any co-funding must be declared at the time of application, and clear parameters regarding **what** the RTTA is funding to ensure transparency, accountability and an ability to measure program outcomes.

2.3 Initiative duration

There is no set timeframe for projects; however, it is expected that any long-term projects exceeding a four-year timeframe is subject to a program evaluation, and potentially a re-application for funding.

2.4 How to apply

Applications open aligned with State Budget Cycles. Applications must be submitted via the online portal. All fields must be completed and forms submitted by the deadline. No extensions will be granted, and late or incomplete applications will not be accepted. Applicants are responsible for ensuring their applications are complete and accurate.

3 Funding eligibility

All public sector agencies and any entity (community, peak body or private sector) are eligible to submit submissions seeking funding from the RTTA. If the agency or entity does not have a Council representative to sponsor their submission, assistance must be sought from the Commission.

4 Funding

4.1 What can funds be used for?

To be eligible to seek funding, the submission must comply with the Act's legislative requirements namely:

1. As per s.5(a)(i) an initiative must improve the safety of roads in WA

2. As per s.5(a)(ii) the submission should aim to reduce the deaths of people, injuries to people, and the damage to property, resulting from incidents occurring on roads in WA.

If funding is sought that may be linked to an agency's core business, an agency must establish baselines for core functions and be able to demonstrate outcomes from the funded enhancement in a way that the enhancements can be differentiated and monitored.

4.2 What activities are not eligible for funding?

Under the Act, the Minister makes the decision as to what program may receive funding. If there are questions regarding eligibility, contact the Commission in the first instance. However, the following activities are largely ineligible:

1. Maintenance projects – funding must be used for a safety benefit upgrade
2. Funding for functions that are business as usual that have no clear road safety benefit.
3. Ongoing FTE positions constrained by the State Treasury.

5 Selection process

RTTA funding is administered in accordance with the RTTA Governance manual to ensure transparent and accountable management, including the assessment process and managing conflicts of interest.

5.1 Funding timeline

Allocation of funds from the RTTA is aligned with the [WA Annual Budget Cycle](#). Opportunities to apply for funding will open at Budget, and at Mid-Year Review, with the Minister determining any out-of-session opportunities.

Following announcement of budget parameters, the following process occurs:

1. Treasury communicates Budget parameters to all agencies
2. Submissions open aligned with budget parameters and timelines
3. Commission assess and provide recommendations to Council
4. Council deliberate and make recommendations to the Minister for Road Safety
5. An ERC submission is prepared on behalf of the Minister and submitted for ERC and Cabinet consideration
6. Formal determination is made by the Minister to the Commission following Cabinet decision.,
7. Funding outcome letters provided to agencies.

5.2 Assessment of submissions

Eligible applications are assessed against a merit-based criteria that ranks projects from highest to lowest priority. The Commission may seek clarification or additional information from applicants to resolve ambiguity or inconsistency within an application.

The following merit-based criteria is considered when assessing submissions:

Criteria	Weight
Alignment to strategic framework	20%
Risk management	10%

Merit, impact and innovation	50%
Value for money and feasibility	20%

6 Successful projects

If your submission is successful, the following process occurs:

- A funding outcome letter will be distributed to your agency to confirm arrangements
- The Commission will make contact to determine governing and reporting requirements. A schedule will be established.
- Project will commence with reporting and invoicing requirements as agreed and commencement of project.
- On conclusion of project a final report will be submitted including financial expenditure evidence.

Your project must **not commence** without confirmation you have been successful. The Commission is not responsible for any costs incurred by the applicant before funding confirmation has been received.

7 Project reporting

Projects funded by the RTTA are required to complete either quarterly or performance reporting that describes progress towards outputs, outcomes and expenditure. A project closure report is also required upon completion of the project.

8 Enquiries and feedback

[Frequently asked questions](#) are available on the RTTA website. [Contact the RTTA team](#) if you require further advice on Guidelines and the application process.