

Federal Black Spots Program 27-28

Form Preview

Program Overview & Eligibility

* indicates a required field

The closing date for applications is 22 September 2026.

Complete submissions will only be reopened to make changes based on DTP feedback. Incomplete submissions will not be reopened.

Liaison with Department of Transport and Planning (DTP)

Have you liaised with the Department of Transport and Planning in regards to this application? *

- ☐ Yes
☐ No

Who have you liaised with at the DTP regional office? *

Enter names of DTP persons you have consulted with

Will the proposed treatment impact a DTP managed road (e.g. arterial) or is a Major Traffic Control Device proposed? *

- ☐ Yes
☐ No

If 'Yes' then you MUST seek preliminary support from Department of Transport and Planning via your Regional contact. Link to document outlining MTCDs -<https://content.vic.gov.au/sites/default/files/2024-05/TEM-Vol-3-Part-2.02-Authorisation-of-Traffic-Control-Devices-Edition-2.pdf>

Eligibility

Funding is available for the treatment of Black Spot sites, or blacklengths, with a proven history of crashes. The requirement of a history of crashes ensures that those sites that have a recurrent problem are targeted first for treatment.

[The Black Spot Program](#) also recognises that there are road locations that could be considered as 'accidents waiting to happen'. Therefore, projects where road traffic engineers have completed a Road Safety Audit or Safe System Assessment and found that remedial work is necessary are eligible. This allows an opportunity for proactive safety works to be undertaken before casualties occur.

I have:

- read the Black Spot site [eligibility](#) criteria
- developed the project in accordance with the program guidelines
- where appropriate, undertaken a Road Safety Audit or Safe System Assessment (as attached to the application). This is necessary to be considered eligible as a proactive project.

Is this project eligible? *

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- ☐ Yes - I consider that the project meets the program requirements
- ☐ No - If the project does not accord with the program requirements, please contact your DTP regional office if you require further information.

Applicant

* indicates a required field

Applicant Organisation

Organisation Name *

Organisation Name

Should be the LGA or government agency who own the road, not the consultant working on their behalf. Please enter your council name as XXXX City Council or YYYY Shire Council, NOT City of XXXX or Shire of YYYY.

Primary Project Contact

This is the person who will be responsible for the application. For Consultant's lodging on the behalf of Council or DTP applicants, please enter your client's details as the '*Primary Contact*'. Consultant's lodging on the behalf of an agency must enter their details as a '*Secondary Project Contact*'.

Name *

Title First Name Last Name

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Position *

Phone number *

Must be an Australian phone number. Format as: (03) 1234 5678 or mobile as 04xx xxx xxx

Email *

Must be an email address.

Secondary Project Contact

This is a secondary contact in case of any unexpected staffing changes. Alternatively, consultant details may be entered here.

Name of Secondary Contact *

Title First Name Last Name

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Position *

Phone Number *

Must be an Australian phone number.

Email *

Must be an email address.

Project Overview

* indicates a required field

Project Title *

Must be no more than 80 characters.

Derived from the road section or intersection and suburb/town location of the project ie. High Street Melbourne

Problem diagnosis: briefly describe the nature of concern/problem *

Word count:

Must be no more than 250 characters.

Do not simply reproduce the crash history. What is the professional assessment of the site? Keep it clear and concise, avoid technical jargon. Do not insert blank lines. e.g. "The signs and linemarking of the road are not to standard, reflective of the run-off road crash trend". Please do not use dot points.

Additional background information

Must be no more than 250 characters.

DTP Region

Select the DTP region where the project is located *

- ☐ Greater Metro
- ☐ Inner Metro
- ☐ Barwon South West / Grampians
- ☐ Loddon Mallee / Hume
- ☐ Gippsland

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Applications with the incorrect region will be returned for rework. Please note that the Metro regions changed in 2022.

The location was nominated for investigation by: *

- ☐ Local Government Authority
- ☐ DEECA
- ☐ General Public
- ☐ Department of Transport and Planning

Has a project(s) on this road been funded previously through the Federal Blackspot program in the last 5 years? *

- ☐ Yes
- ☐ No

Is this project on an Arterial Road? *

- ☐ Yes - DTP Delivered
- ☐ Yes - Council Delivered
- ☐ No

How does this proposal relate to projects previously funded through this program?

Must be no more than 250 characters.
Explain what has been funded and in which program year

Network Pipeline ID

Please enter Network Pipeline ID *

Must be no more than 15 characters.
All projects on Arterial Roads must have a Network Pipeline ID.

Project Location

* indicates a required field

Is this project being submitted as a Blackspot or a Blacklength? *

- ☐ Blacklength
- ☐ Blackspot
- ☐ Area Treatment

A Blacklength must be at least 3km long. Blacklengths less than 3km should be entered as Blackspots.

Primary road name *

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Must be no more than 60 characters.
For area or mass action treatments, insert most significant road.

Nominate the suburb, town or locality *

What is the Post Code? *

Specify intersecting road or start point followed by (for road lengths) intersecting road/end point *

Examples for entering road lengths: Thomas Rd to Graham St, 200m south of Boundary Rd to 100m north of Separation St

Road Class and environment

Indicate the road classification where the treatment will be implemented. *

- ☐ Arterial
- ☐ Local
- ☐ DEECA

For council roads enter "Local". The road class relates to the road where the majority of the works will take place.

Is the project located in Metropolitan Melbourne (Urban Definition) or Regional (Rural Definition) area? *

- ☐ Urban
- ☐ Rural

As part of the 2023-24 Consultative Panel, all roads outside of Metropolitan Melbourne are assessed as 'Rural' as per DTP Regional Boundaries. Inner and Greater Metro = Urban. BSW Grampians, LM Hume and Gippsland = Rural.

Is the project on the National Network? *

- ☐ Yes
- ☐ No

This will be 'No' for all local roads.

Project Coordinates

For the area wide and mass action projects, provide a location on a road rather than a geographically central point. Please ensure location data is accurate to avoid rework.

Point 1 X *

Must be a number.
Value likely between -33.000000 and -39.000000.

Point 1 Y *

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Must be a number.

Value likely between 140.000000 and 150.000000

End point coordinates, required for all black length projects.

Point 2 X *

Must be a number.

Value likely between -33.000000 and -39.000000. For intersection, mass action and area wide treatments, enter zero.

Point 2 Y *

Must be a number.

Value likely between 140.000000 and 150.000000. For intersection, mass action and area wide treatments, enter zero.

What is the length of treated road (in km)? *

Must be a number.

Crash summary and crash rate

* indicates a required field

01/07/2020 - 30/06/2025 Crashes and Injury numbers

Only use the 01/07/2020 - 30/06/2025 statistics in the following table.

Please note: Ensure crash data is valid by using RCIS.

Fatal Crashes *

Must be a number.

Serious Injuries Crashes *

Must be a number.

Other Injury Crashes *

Must be a number.

Fatal - Persons *

Must be a number.

Serious Injury - Persons *

Must be a number.

Other Injury - Persons *

Must be a number.

Crashes that the proposed treatment will address

Treated Fatal Crashes *

Must be a number.

Treated Serious Injury Crashes *

Must be a number.

Treated Other Injury Crashes *

Must be a number.

Treated Fatal - Persons *

Treated Serious Injury - Persons *

Treated Other Injury - Persons *

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Must be a number.

Must be a number.

Must be a number.

Crash treatment summary (based on data from Section 2 above)

Total number of casualty crashes

This number/amount is calculated.

Total number of serious and other injury crashes being treated

This number/amount is calculated.

Total number of casualty crashes being treated

This number/amount is calculated.

Crash Rate

Road length being treated (km) *

This number/amount is calculated.
Required for all road lengths.

Crash rate (crashes per km)

This number/amount is calculated.

The crash requirements of the program for discrete sites are that there must be at least 3 eligible crashes in metropolitan areas or 2 eligible crashes outside metropolitan areas.

The crash requirements of the program for blacklengths are that there must be an average of 0.2 eligible crashes per kilometre per year in metropolitan areas or 0.13 eligible crashes per kilometre per year in rural areas.

A Road Safety Audit or Safe System Assessment or Risk Rating (e.g. AusRAP assessment, ANRAM assessment, Infrastructure Risk Rating or Collective Risk Rating) is required if the crash criteria are not met.

If you intend to submit the project as a Proactive Project, tick "No" even if there are injury crashes - that will allow you to attach supporting documentation in the appropriate application page.

Have you met the crash criteria? *

- ☐ Yes
☐ No

For RSA / SSA or Risk Rating supported projects tick 'No' even if there are crashes at the site. Please ensure crashes and BCR calculations are submitted, even for proactive for projects.

Crashes being treated

List DCA types and number of each treated crash type. *

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Word count:

Must be no more than 250 characters.

How many crashes involved cyclists? *

Must be a whole number (no decimal place).

How many crashes involved motor cyclists? *

Must be a whole number (no decimal place).

Untreated FSI

Untreated FSI crashes *

This number/amount is calculated.

Untreated number of persons *

This number/amount is calculated.

Supporting Documentation for Proactive Projects

*** indicates a required field**

RSA or SSA or Risk Rating

Is a Road Safety Audit or Safe System Assessment or Risk Rating required to support the project submission? *

- ☐ Yes
- ☐ No

If your project meets the crash criteria for the program, do not enter 'Yes' here, unless you want to submit it as a proactive submission. Risk Ratings include - AusRAP, ANRAM, Infrastructure Risk Rating or Collective Risk Rating.

Please select the type of supporting evidence for this project *

- ☐ RSA or SSA
- ☐ Risk Rating

If an RSA/SSA is being used to support this project, select 'RSA or SSA'. If an RSA/SSA is not being used to support this project, select 'Risk Rating'.

Are all Road Safety Audit / Safe System Assessment recommendations included in the proposal? *

- ☐ Yes
- ☐ No

Ensure reasons are clearly outlined with response page of RSA / SSA or detailed within the Scope Approval Report for every recommendation. Select 'yes' if submitting based on a Risk Rating.

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Attach a copy of the Road Safety Audit/Safe System Assessment. If using a Risk Rating include evidence of the risk score (example a screenshot of the Road Safety Dashboard for the respective site). *

Attach a file:

Attach in .pdf format. Ensure that the report includes client responses to all recommendations. This should not be a design stage audit.

Attach a copy of the brief for the RSA/SSA

Attach a file:

Attach in .pdf format.

Has the Road Safety Audit/SSA been actioned and closed out? Select 'Yes' if submitting based on a Risk Rating. *

- ☐ Yes
☐ No

All recommendations in the RSA must have a response from the project manager. Project submissions will not be accepted if the RSA has not been closed out.

If a Road Safety Audit or Safe System Assessment or Risk Rating is not available and you have less than 3 (Metropolitan areas) or 2 (Rural areas) crashes for blackspots, or less than 1 crash per km (Metropolitan areas) or 0.65 crash per km (Rural areas) for blacklengths, over the specified 5 year period your application will not be eligible for consideration.

Please contact your DTP Regional Office to discuss further.

Predictive Risk Scoring - Blackspot

Is the application for an intersection or a road length less than 3 km *

- ☐ Intersection
☐ Road length less than 3 km

Predictive Risk Scoring - Intersection

What is the Intersection Collective Risk Rating? (For multiple intersections select the one with the highest risk rating)

- ☐ High
☐ Medium-high
☐ Medium
☐ Medium-low
☐ Low
☐ Risk rating not available

If there are access issue to the tool, please contact us at VicBlackSpot@transport.vic.gov.au

Link to Collective Risk Rating tool - [https://app.powerbi.com/Redirect?](https://app.powerbi.com/Redirect?action=OpenReport&appId=ff8fa720-1d32-462c-9ec9-0b68d2aa5533&reportObjectId=125c96dc-8094-44aa-a02f-be121f093b59&ctid=5094c7a7-0748-466e-941e-72882c3097ba&reportPage=09a12350509b0ce6eec3&pbi_source=apb9eebec36e64)

[action=OpenReport&appId=ff8fa720-1d32-462c-9ec9-0b68d2aa5533&reportObjectId=125c96dc-8094-44aa-a02f-](https://app.powerbi.com/Redirect?action=OpenReport&appId=ff8fa720-1d32-462c-9ec9-0b68d2aa5533&reportObjectId=125c96dc-8094-44aa-a02f-be121f093b59&ctid=5094c7a7-0748-466e-941e-72882c3097ba&reportPage=09a12350509b0ce6eec3&pbi_source=apb9eebec36e64)

[be121f093b59&ctid=5094c7a7-0748-466e-941e-72882c3097ba&reportPage=09a12350509b0ce6eec3&pbi_source=apb9eebec36e64](https://app.powerbi.com/Redirect?action=OpenReport&appId=ff8fa720-1d32-462c-9ec9-0b68d2aa5533&reportObjectId=125c96dc-8094-44aa-a02f-be121f093b59&ctid=5094c7a7-0748-466e-941e-72882c3097ba&reportPage=09a12350509b0ce6eec3&pbi_source=apb9eebec36e64)

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Predictive Risk Scoring - Midblock

What is the Infrastructure Risk Rating or equivalent rating? (For multiple roads select the one with the highest risk rating) *

- ☐ High
- ☐ Medium-high
- ☐ Medium
- ☐ Medium-low
- ☐ Low
- ☐ Risk rating not available

If there are access issue to the tool, please contact us at VicBlackSpot@transport.vic.gov.au

Link to Collective Risk Rating tool - <https://app.powerbi.com/Redirect?>

[action=OpenReport&appId=ff8fa720-1d32-462c-9ec9-0b68d2aa5533&reportObjectId=125c96dc-8094-44aa-a02f-be121f093b59&ctid=5094c7a7-0748-466e-941e-72882c3097ba&reportPage=09a12350509b0ce6eec3&pbi_source=apb9eebec36e64](https://app.powerbi.com/Redirect?action=OpenReport&appId=ff8fa720-1d32-462c-9ec9-0b68d2aa5533&reportObjectId=125c96dc-8094-44aa-a02f-be121f093b59&ctid=5094c7a7-0748-466e-941e-72882c3097ba&reportPage=09a12350509b0ce6eec3&pbi_source=apb9eebec36e64)

If risk rating is not available, please provide any other supporting information

other supporting information

Must be no more than 300 characters.

Speed Zones and Traffic Data

* indicates a required field

Speed limit changes

Is a speed limit change being proposed? *

- ☐ Yes
- ☐ No

Speed Zone (km/h)

MAJOR ROAD

Current speed limit *

Must be a number.

Proposed speed limit *

Must be a number.

MINOR ROAD

Current speed limit *

Must be a number.

Proposed speed limit *

Must be a number.

Please provide a justification for maintaining the current speed limits. *

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Word count:

Must be no more than 250 characters.

Traffic Volume - Annual Average Daily Total (AADT)

Use estimates if counts are not available.

MAJOR ROAD

AADT *

Can be an estimate.

MINOR ROAD

AADT *

Can be an estimate.

Movement & Place

* indicates a required field

Major Road

What is the Movement rating? *

From 1 to 5

What is the Place rating? *

From 1 to 5

Minor Road (intersection projects only)

What is the Movement rating? *

From 1 to 5

What is the Place rating? *

From 1 to 5

Proposed Treatment Details

* indicates a required field

Recommended treatment description and other options considered

Provide a brief description of the recommended treatment. This will be the approved scope. *

Must be no more than 250 characters.

Please ensure key deliverable are clearly defined. Keep it simple, avoid technical jargon. Do not insert blank lines..Do not include the reasoning for treatments.

Provide key elements of the proposed works. This will be provided to the Commonwealth as background and to support project reporting and decision making. *

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Must be no more than 250 characters.

Include all scope items, including items that support the primary road safety treatments such as lighting, line marking etc

Provide a brief description of other treatment options considered and why they were rejected. *

Must be no more than 500 characters.

Record other treatment options considered and why those were not taken forward. Project submissions stating "no other options considered" should provide reasons why.

You may note any fatal or significant serious injury crashes that have occurred outside the crash period preceding or following the designated crash period in this text box

Word count:

Must be no more than 250 characters.

This information will be provided to the Consultative Panel along with the 5 year crash history.

For Program Reporting Requirements

This section contains information that is required for program reporting purposes.

Is a school located within or adjacent to the project location? *

- ☐ Yes
☐ No

Is a school crossing located within or adjacent to the project location? *

- ☐ Yes (nearby project location)
☐ Yes (within project location)
☐ No

At least 1 choice must be selected.

Is any new pedestrian infrastructure being delivered as part of this project? *

- ☐ Yes
☐ No

Please provide a brief description of the pedestrian infrastructure

Must be no more than 250 characters.

Is any cycling infrastructure being delivered as part of this project? *

- ☐ Yes

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☐ No

Please provide a brief description of the cycling infrastructure

Must be no more than 250 characters.

Is any motorcycle friendly barrier being installed as part of this project? *

☐ Yes

☐ No

Please provide length of motorcycle friendly barrier being installed (in linear metre)

Must be no more than 10 characters.

Costings and Delivery

* indicates a required field

The values entered on this page will be the TECs that will be submitted to the Federal department should the project be endorsed for funding. All other documentation in this application must conform to the TEC entered here. In the event of other documentation containing contradictory TECs, the value here takes precedence.

BCR Calculation Details

CRF % *

Must be a whole number (no decimal place).

Use CRF for predominant treatment. Or contact your regional office coordinator for advice.

Provisional BCR (use the BCR spreadsheet provided by DTP) *

Must be a number.

Up to 1 decimal place allowed.

Treatment life span in years *

Must be a whole number (no decimal place).

Explain the basis for the CRF which is being used *

Must be no more than 250 characters.

Please keep the description of the CRF consistent with the provided BCR Spreadsheet.

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Project delivery time frame (years)

It is a program requirement that projects are physically completed within 2 financial years after funding approval. Please indicate if you are seeking an exemption from this requirement.

Years to complete project *

- ☐ 2
☐ 3

Consideration will be given to delivery periods of up to a maximum of three financial years in exceptional circumstances (includes relocation of services, impact or encroachment on public transport routes or infrastructure, heritage or environmental impacts, and works that are being delivered in tandem with larger works under other programs)

Year 1 Requested amount *

\$

Must be a dollar amount.

This figure will be the amount submitted to the Federal department.

Year 2 Requested amount *

\$

Must be a whole dollar amount (no cents).

This figure will be the amount submitted to the Federal department.

If a request is being made for a project to run into a third financial year

Year 3 Requested Amount *

Must be a dollar amount.

This figure will be the amount submitted to the Federal department.

Please provide the reason/s for requesting three years for physical completion of the project.

Must be no more than 300 characters.

Exceptional circumstances can be relocation of services, impact or encroachment on public transport routes or infrastructure, heritage or environmental impacts, works that are being delivered in tandem with larger works under other programs and other instances where the existence or scope of these circumstances could not reasonably be identified prior to detailed design works.

Contributions

You should use a risk based cost estimate for projects greater than \$500,000 or for other higher risk projects.

Requested Amount *

\$

Council Contribution *

\$

Other Contribution *

\$

Total Project Cost *

\$

Must be a dollar amount. Must be a dollar amount.

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This number/amount is calculated.
Based on 'Year 1', 'Year 2' and 'Year 3' Requested Amounts.

If no contribution, enter zero "0".

Other contribution source

This number/amount is calculated.
What is the total budgeted cost (dollars) of your project?

TEC items

List major scope items by percentage of TEC *

Word count:

Must be no more than 250 characters.

E.g. Safety barriers (50%), signs (20%), linemarking (5%). Items such as design, land acquisition and contingency should be distributed across the key deliverables and not listed separately.

Comments on Costing

If required please provide additional information/comments on costings.

Word count:

Must be no more than 250 characters.

Delivery Timeframe

Date of Construction Contract Award (or internal Delivery Brief handed over) *

Must be a date and between 1/7/2026 and 30/6/2029.

Estimate only for internal project code creation. This will not be reported to the Commonwealth.

Which organisation will be responsible for constructing the project?

- ☐ Department of Transport and Planning
- ☐ Local Government Authority (Council)
- ☐ Other:

Does the project scope require council or DEECA to undertake works of any nature on an arterial road? *

- ☐ Yes
- ☐ No

If Yes, then DTP Regional office surveillance costs must be included as a separate line item into your cost estimate. Please contact your DTP regional office for advice

Environmental and Community

* indicates a required field

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Cultural Heritage (including European heritage)

Does the treatment potentially impact upon cultural heritage? *

- ☐ Yes
- ☐ No

Will a separate cultural heritage study be required? *

- ☐ Yes
- ☐ No

Describe the risks to the project *

Word count:

Must be no more than 500 characters.

Impact on Native Vegetation

Does the treatment impact on native vegetation? *

- ☐ Yes
- ☐ No

Will offsets be required before the works can commence? *

- ☐ Yes
- ☐ No

Describe the risks to the project *

Word count:

Must be no more than 500 characters.

If native vegetation offsets are required, how many months will it take to get approval from DELWP to proceed with the works *

Other environmental risks

Include other environmental issues not covered above, e.g. potential impact on flood overlays

Describe any other environmental risks identified

Must be no more than 500 characters.

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Community Consultation

What community and stakeholder consultation has occurred on the project?

Must be no more than 500 characters.

Land Acquisition & Services Relocation

*** indicates a required field**

Is land acquisition required for the construction of the project? *

- ☐ Yes
- ☐ No

Has Council given approval to proceed with land acquisition? *

- ☐ Yes
- ☐ No

Any comments on land acquisition *

Word count:

Must be no more than 250 characters.

Have you undertaken a 'Dial Before You Dig' investigation? *

- ☐ Yes
- ☐ No

Explain why a Dial Before You Dig investigation was not undertaken. *

Must be no more than 250 characters.

Impact on Utilities

Is it possible/likely that the relocation of services/utilities be required? *

- ☐ Yes
- ☐ No

Has an appropriate cost estimate been provided by the services/utilities owner? *

- ☐ Yes

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☐ No

Comment on what is required *

Word count:

Must be no more than 250 characters.

Area Classification

* indicates a required field

Local Government Area

Select the Local Government Area(s) where the project is located. *

- | | | | |
|---|--|---|---|
| ☐ Alpine Shire Council | ☐ Gannawarra Shire Council | ☐ Mansfield Shire Council | ☐ Borough of Queenscliffe |
| ☐ Ararat Rural City Council | ☐ Glen Eira City Council | ☐ Maribyrnong City Council | ☐ South Gippsland Shire Council |
| ☐ Ballarat City Council | ☐ Glenelg Shire Council | ☐ Maroondah City Council | ☐ Southern Grampians Shire Council |
| ☐ Banyule City Council | ☐ Golden Plains Shire Council | ☐ Melbourne City Council | ☐ Stonnington City Council |
| ☐ Bass Coast Shire Council | ☐ Greater Bendigo City Council | ☐ Melton City Council | ☐ Strategbogie Shire Council |
| ☐ Baw Baw Shire Council | ☐ Greater Dandenong City Council | ☐ Merri-bek City Council | ☐ Surf Coast Shire Council |
| ☐ Bayside City Council | ☐ Greater Geelong City Council | ☐ Mildura Rural City Council | ☐ Swan Hill Rural City Council |
| ☐ Benalla Rural City Council | ☐ Greater Shepparton City Council | ☐ Mitchell Shire Council | ☐ Towong Shire Council |
| ☐ Boroondara City Council | ☐ Hepburn Shire Council | ☐ Moira Shire Council | ☐ Wangaratta Rural City Council |
| ☐ Brimbank City Council | ☐ Hindmarsh Shire Council | ☐ Monash City Council | ☐ Warnambool City Council |
| ☐ Buloke Shire Council | ☐ Hobsons Bay City Council | ☐ Moonee Valley City Council | ☐ Wellington Shire Council |
| ☐ Campaspe Shire Council | ☐ Horsham Rural City Council | ☐ Moorabool Shire Council | ☐ West Wimmera Shire Council |
| ☐ Cardinia Shire Council | ☐ Hume City Council | ☐ Mornington Peninsula Shire Council | ☐ Whitehorse City Council |
| ☐ Casey City Council | ☐ Indigo Shire Council | ☐ Mount Alexander Shire Council | ☐ Whittlesea City Council |
| ☐ Central Goldfields Shire Council | ☐ Kingston City Council | ☐ Moyne Shire Council | ☐ Wodonga City Council |
| ☐ Colac Otway Shire Council | ☐ Knox City Council | ☐ Murrindindi Shire Council | ☐ Wyndham City Council |
| ☐ Corangamite Shire Council | ☐ Latrobe City Council | ☐ Nillumbik Shire Council | ☐ Yarra City Council |

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☐ Darebin City Council

☐ Loddon Shire Council

☐ Northern Grampians Shire Council

☐ Yarra Ranges Shire Council

☐ East Gippsland Shire Council

☐ Macedon Ranges Shire Council

☐ Port Phillip City Council

☐ Yarriambiack Shire Council

☐ Frankston City Council

☐ Manningham City Council

☐ Pyrenees Shire Council

At least 1 choice must be selected.

Attachments

* indicates a required field

Required documents to be attached

The following documentation must be provided:

- Scope Approval Report (or equivalent)
- Director Endorsement sheet
- Locality Plan
- CARD crash plan
- Treatment Plan
- TIA checklist
- BCR Spreadsheet
- Cost estimate
- Risk assessment
- Site photographs

Plus you may also add additional information at:

- Any other supporting documentation

Please note the specific file type specifications.

Scope Approval Report or equivalent

Add Scope Approval Report or equivalent *

Attach a file:

Scope Approval Report or an equivalent is a required document

Applicant Director Endorsement

The project requires a formal endorsement otherwise it will not be considered for assessment. **Must be in .pdf format.**

Letter of Endorsement *

Attach a file:

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Locality Plan

The locality plan, clearly identifying the roads(s) and the location of the project. **Must be in .pdf format.**

This will be provided to the Consultative Panel.

Plan *

Attach a file:

CARD Crash Analysis

The CARD crash analysis **must be in .xlsm format.**

Plan

Attach a file:

Crash Map

A copy of the crash diagram taken from your CARD output as attached above. **Must be in .pdf format.**

This will be provided to the Consultative Panel.

Crash Map

Attach a file:

Treatment Concept Plan

Must be in .pdf or .dwg format. Picture files will NOT be accepted.

This will be provided to the Consultative Panel. A single plan is preferred which clearly shows the start and end points and is a good schematic representation of the works to be delivered. Do not include plans with set out details, truck turning templates etc.

Plan *

Attach a file:

TIA checklist

Must be in .pdf format.

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Form Preview

Checklist *

Attach a file:

BCR Spreadsheet

Attach a copy of the BCR spreadsheet that you used to calculate the provisional BCR. **Must be in .xls format.**

BCR Spreadsheet

Attach a file:

Cost Estimate

Attach Cost Estimate. For projects greater than \$500,000, a risk based cost estimate (RBCE) must be submitted, using the template provided by DOT. **Must be in .xlsm format.**

Cost Estimate *

Attach a file:

Risk Assessment

Attach project risk assessment here. **Must be in .pdf format.**

Risk Assessment *

Attach a file:

Site Photographs

All photos to be annotated with location and direction information. **Must be in .word format.**

Site Photographs *

Attach a file:

Any other supporting documentation

Attach any additional supporting documentation, for example letters from the public nominating the site, letters of support from emergency services, approvals from DTP, non-compulsory road safety audits. **Must be in .pdf format.**

If your project involves traffic signal phasing changes or modifications, please attach all comments from DTP Sigops here.

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Form Preview

If you are submitting a project supported by a Road Safety Audit / Safe System Assessment, the RSA / SSA and supporting documentation must be attached in section 6 of the application. It should not be attached here.

Other supporting documentation

Attach a file:

Terms and conditions

* indicates a required field

Privacy

Department of Transport and Planning (DTP) respects the privacy of your personal information and we collect and handle it in accordance with the Privacy and Data Protection Act 2014 (Vic). The personal information we ask for in your Grant application is needed to receive, assess, manage and communicate with you about our Grants programs. It includes your name, email address and contact details.

The information will be used by Department of Transport and Planning (DTP) staff responsible for managing our Grants programs. We may share your personal information with our contractors. We may prepare anonymous statistical reports about our Grants programs. DTP or our contractors may contact you to conduct research.

The Grants Portal uses OurCommunity's SmartyGrants system and personal information you provide will be handled on computer servers and places outside of Victoria. We encourage you to read the SmartyGrants Privacy Policy (Applicants) at www.smartygrants.com.au.

Certification

- I am authorised to complete this application on behalf of my organisation.
- I agree the information in this application and any attachments are, to the best of my knowledge, true and correct.
- I shall notify Department of Transport and Planning of any changes to this information or circumstances that may affect this application.
- I understand that this is an application only and may not necessarily result in funding approval.

I have read and agree to the above *

☐ Yes

Certification Name

Name *

Title

First Name

Last Name

Position *

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Form Preview

Date *

Must be a date.