

## Disaster Ready Fund (DRF) Round Two 2024-25

# Individual Project Application form

## Offline Form

**Lead Agencies and Applicants should refer to the [DRF Round Two Guidelines 2024-25](#) and associated Application How-To Guide when completing this form, paying particular attention to the following:**

- Applicants must submit project proposals to a [Lead Agency](#) for review and ministerial endorsement.
- Lead Agencies are responsible for submitting endorsed applications to NEMA using NEMA's online application portal (note: only Lead Agencies will have access to the portal and can submit applications to NEMA).
- This offline form sets out the information required by NEMA for individual project proposals and may be used by Applicants, Delivery Partners and Lead Agencies to draft responses and gather information, but cannot be uploaded to NEMA's online application portal or submitted to NEMA directly.
- Applicants should check with their relevant Lead Agency whether any additional application requirements apply in their jurisdiction, noting that requirements may vary by state and territory, with some requiring participation in an Expression of Interest process.
- All fields are mandatory unless otherwise indicated.
- For further information contact your relevant Lead Agency or [disaster.ready@nema.gov.au](mailto:disaster.ready@nema.gov.au)

<b>Project Title</b> (Maximum 15 words)	Cocos (Keeling) Islands, Emergency Coastal Stabilisation and Future Disaster Resilience and Readiness Planning Project
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### Lead Agency, Applicant and Delivery Partner Details

<b>Lead Agency</b> (State or territory government agency responsible for coordinating and submitting the application to NEMA) (select one)	<input type="checkbox"/> Justice and Community Safety Directorate, Australian Capital Territory <input type="checkbox"/> New South Wales Reconstruction Authority <input type="checkbox"/> Northern Territory Emergency Services <input type="checkbox"/> Queensland Reconstruction Authority <input type="checkbox"/> South Australian Fire and Emergency Services Commission <input type="checkbox"/> Resilience and Recovery Tasmania, Department of Premier and Cabinet <input type="checkbox"/> Emergency Management Victoria <input checked="" type="checkbox"/> Department of Fire and Emergency Services, Western Australia	
	<b>Applicant</b>	Individual/Entity name: Cocos Keeling Islands Shire Council



OFFICIAL

<i>(Individual or entity responsible for developing the project proposal. A Lead Agency may also be an Applicant)</i>	Contact Person Title, First Name and Last Name:	Mr Frank Mills
	Contact Person Position: <i>E.g Senior Project Officer. Only required for entities.</i>	Chief Executive Officer
	Primary Address: <i>Enter a <u>street address</u> for the Applicant. Do not provide PO boxes, building names, etc. Project addresses are to be entered separately later in the form.</i>	LOT 256 Jalan Melati Cocos (Keeling) Islands Indian Ocean 6799
	Postal Address. <i>Provide a postal address if different from the Primary Address. Otherwise enter 'same as above'.</i>	PO BOX 1094 Cocos (Keeling) Islands Indian Ocean 6799
	Phone Number:	██████████
	Email:	██████████████████████████████
	Applicant type: <i>(select all that apply)</i> <ul style="list-style-type: none"> <li><input type="checkbox"/> Registered charity or not-for-profit organisation</li> <li><input type="checkbox"/> Social enterprise</li> <li><input type="checkbox"/> Non-government organisation</li> <li><input checked="" type="checkbox"/> Local government body</li> <li><input type="checkbox"/> State/Territory government body</li> <li><input type="checkbox"/> Service provider</li> <li><input type="checkbox"/> Community organisation</li> <li><input type="checkbox"/> Commercial enterprise or business</li> <li><input type="checkbox"/> Individual</li> <li><input type="checkbox"/> Research and/or academic body</li> <li><input type="checkbox"/> First Nations body</li> <li><input type="checkbox"/> Diversity organisation</li> </ul>	



	<input type="checkbox"/> Disability provider <input type="checkbox"/> Other (if selected, please specify): _____	
<b>Delivery Partners</b> <i>(List any third-parties who will be working with the Applicant to deliver the project. Include the Lead Agency in this list where it will be directly contributing to project delivery but is not the Applicant. Insert additional rows if needed. Leave blank if the Applicant will be solely responsible for project delivery).</i>	<b>Partner name</b>	<b>Partner type</b>
	DITRDCA	State/Territory Government Body
	GHD	Commercial enterprise/business
	JLL/Adowra Engineering	Commercial enterprise/business
	Cocos Coop	Commercial enterprise/business
<b>If this application is successful, do you consent to have the names of Delivery Partners published by NEMA?</b>  <i>NEMA will publish the identity of the Applicant, the project title, the project description and the amount of funding awarded. NEMA will also publish the names of any Delivery Partners, unless requested not to.</i>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	



## Project Details

<p><b>Brief project description</b></p> <p><i>(Provide a succinct summary of the project activities and expected outcomes. This should be written clearly and without jargon as it will be published to the general public if the project application is successful)</i></p> <p><i>(Maximum 70 words)</i></p>	<p>Funding this project will allow for:</p> <ul style="list-style-type: none"> <li>• Urgent coastal stabilisation works by way of geofabric sandbag sea wall construction to protect critical infrastructure,</li> <li>• Planning post CHRMAP release to mitigate future risks to the built environment and natural assets,</li> <li>• Planning to bring Home Island Disaster Shelter back to building code specifications,</li> <li>• Ongoing monitoring to identify erosion, damage, and inundation,</li> <li>• Emergency works responding to future real time events as and when they occur.</li> </ul>
<p><b>Issue</b></p> <p><i>(Describe the underlying problem that the project is seeking to address)</i></p> <p><i>(Maximum 100 words)</i></p>	<p>The Cocos (Keeling) Islands are an extinct volcanic atoll in the middle of the Indian Ocean. Annually rising sea levels are impacting the islands at unprecedented rates.</p> <p>The occupied Islands, Home, and West are unprotected and exposed to the Indian Ocean. With elevations above sea level 0 – 3 metres the islands future is extremely uncertain.</p> <p>Periods of natural disasters i.e., cyclones, monsoons, tropical lows, storm surges and above HAT tides are causing extensive erosion and inundation of the islands and the built assets including the disaster management shelter.</p>
<p><b>Solution/Goal</b></p> <p><i>(Explain how the project intends to address the problem/issue outlined above)</i></p> <p><i>(Maximum 100 words)</i></p>	<p>Immediately install custom design geo-fabric sandbag sea walls at identified locations requiring stabilisation works to protect essential infrastructure. Works to be carried out in accordance with previously proven design specifications that are location specific.</p> <p>Then, once CHRMAP is released and project works are complete, conduct an extensive review, consultation, planning and design process to provide data for future island and essential infrastructure protection.</p> <p>Finally, implementation of a coastal monitoring program for all works undertaken past and as part of this project and carry out emergency works in real time immediately post events as required.</p>



<b>Project Duration</b> <i>(select one)</i>	<input type="checkbox"/> up to 1 year <input type="checkbox"/> up to 2 years <input checked="" type="checkbox"/> up to 3 years
<b>If the project is place-based, has it been developed in consultation with local government(s) and/or affected communities, including First Nations stakeholders?</b>	<div> <input checked="" type="checkbox"/> Not applicable (i.e. not place-based project)  <input type="checkbox"/> Yes  <input type="checkbox"/> No         </div> <div> <p>If selecting 'yes' or 'no', briefly describe any consultation that has occurred or reasons for not consulting, including who has been consulted, their level of support for the proposal, any significant issues or objections that have arisen during stakeholder consultations, and how the Applicant intends to address any residual issues/objections if awarded DRF funding.</p> <p><i>(maximum 300 words)</i></p> </div>
<b>Target group(s) that the project is intending to impact</b> <i>(select any that apply)</i>	<input checked="" type="checkbox"/> Australian Government <input checked="" type="checkbox"/> Community group/non-profit <input checked="" type="checkbox"/> Emergency responders <input checked="" type="checkbox"/> Families <input type="checkbox"/> Farmers <input checked="" type="checkbox"/> Home owners <input checked="" type="checkbox"/> Individuals <input checked="" type="checkbox"/> Local Governments <input checked="" type="checkbox"/> Early childhood education and care services <input checked="" type="checkbox"/> Schools (Primary & High Schools) <input checked="" type="checkbox"/> Service Providers <input checked="" type="checkbox"/> Small Businesses <input checked="" type="checkbox"/> State and Territory Governments <input type="checkbox"/> Students <input type="checkbox"/> Universities and research institutions <input type="checkbox"/> Other (if selected, please specify): _____



<p><b>Does, or will, this project directly support people from, or who identify as belonging to, specific population sub-groups?</b></p> <p><i>(select any that apply or 'no/none of the above' if none apply)</i></p>	<p><input type="checkbox"/> First Nations</p> <p><input checked="" type="checkbox"/> Children (&lt;15 years)</p> <p><input checked="" type="checkbox"/> Seniors (65+ years)</p> <p><input checked="" type="checkbox"/> Youth (15-24 years)</p> <p><input checked="" type="checkbox"/> Women</p> <p><input checked="" type="checkbox"/> Culturally and Linguistically Diverse</p> <p><input type="checkbox"/> People from the LGBTQIA+ community</p> <p><input type="checkbox"/> Individuals experiencing domestic and family violence</p> <p><input type="checkbox"/> Individuals experiencing homelessness, unemployment or poverty</p> <p><input type="checkbox"/> People with a disability</p> <p><input type="checkbox"/> People living with a mental health condition</p> <p><input checked="" type="checkbox"/> People living in regional, rural or remote locations</p> <p><input type="checkbox"/> No / none of the above</p>
<p><b>Estimated size of the target population group(s), including any sub-groups, that are expected to directly benefit from the project</b></p> <p><i>(select one option only)</i></p>	<p><input type="checkbox"/> 0-100 people</p> <p><input checked="" type="checkbox"/> 101-1,000 people</p> <p><input type="checkbox"/> 1,001-10,000 people</p> <p><input type="checkbox"/> 10,001-100,000 people</p> <p><input type="checkbox"/> 100,001-500,000 people</p> <p><input type="checkbox"/> 500,001-1,000,000 people</p> <p><input type="checkbox"/> 1,000,001-5,000,000 people</p> <p><input type="checkbox"/> &gt;5,000,000 people</p>
<p><b>Does the project have a focus on or expected benefits for insurance affordability and/or availability,</b></p>	<p><input type="checkbox"/> Yes</p> <p><input checked="" type="checkbox"/> No</p> <p><input type="checkbox"/> Unknown</p> <p>If answering 'yes', provide a brief explanation, including the nature, quantum and basis of any expected benefits. <i>(maximum 200 words)</i></p>



<p><b>through risk mitigation or other means?</b></p> <p><i>(note: responses to this question will be used for analytical and reporting purposes only, and will not be considered by the Assessment Panel)</i></p>	
<p><b>Does the project have the potential to adversely impact a matter of national environmental significance under the Environment Protection and Biodiversity Conservation Act 1999 (Cth)?</b></p>	<p><input checked="" type="checkbox"/> No</p> <p><input type="checkbox"/> Yes</p> <p><i>Note: NEMA will <u>not</u> support proposals which include activities with the potential to adversely impact a matter of national environmental significance.</i></p>

### Project Location

<p><b>Geographic extent</b></p> <p><i>(select <u>one</u> option that best describes the spatial area of the project)</i></p>	<p><input type="checkbox"/> Town/City</p> <p><input checked="" type="checkbox"/> Local Government Area (LGA)</p> <p><input type="checkbox"/> Multi-LGA</p> <p><input type="checkbox"/> State/territory wide</p> <p><input type="checkbox"/> Multi-jurisdictional</p> <p><input type="checkbox"/> National</p>
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<b>Jurisdiction(s)</b> <i>(The state(s) and/or territory(ies) where the project will be <u>delivered</u>)</i> <i>(select any that apply)</i>	<input type="checkbox"/> Australian Capital Territory <input type="checkbox"/> New South Wales <input type="checkbox"/> Northern Territory <input type="checkbox"/> Queensland <input type="checkbox"/> South Australia <input type="checkbox"/> Tasmania <input type="checkbox"/> Victoria <input type="checkbox"/> Western Australia <input type="checkbox"/> Christmas Island <input checked="" type="checkbox"/> Cocos (Keeling) Islands	
<b>Local Government Area(s)</b> <i>(For each state and territory selected in the previous question, list all <u>relevant</u> Local Government Areas (LGAs) or, if the project will be delivered across all LGAs in the selected state(s) and territory(ies), enter the state and territory names followed by 'All'. LGA names should accord with those used by the Australian Bureau of Statistics (ABS). For assistance identifying LGA boundaries and names, we recommend using the <a href="#">ABS Maps</a> tool with the 2023 Local Government Area boundary type selected).</i>	Shire of Cocos (Keeling) Islands	
<b>Site address(es)</b> <i>(Provide the street address where your project will be undertaken (e.g. site where infrastructure will be built or service will be delivered). If you have multiple sites,</i>	<b>Site</b>	<b>Cocos (Keeling) Islands, Indian Ocean</b>
	Site 1:	<b>Home Island, Cocos (Keeling) Islands, Indian Ocean</b>
<i>if you have multiple sites,</i>	Site 2:	<b>West Island, Cocos (Keeling) Islands, Indian Ocean</b>





<p>add additional rows and enter the address of each site.</p> <p><i>If the project will span a broad area rather than specific locations (e.g. a service provided to an entire city, LGA, state or territory) or specific site addresses are yet to be determined at the time of application, provide at least one address within each jurisdiction selected above from where project delivery will be coordinated.</i></p> <p><i>A site address must be a street address; do not provide a postal address, institution or building name).</i></p>	etc	<b>See map attachment No.</b>
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### Project Alignment

<p><b>DRF objective(s)</b></p> <p><i>(Select all objectives that the project will contribute to)</i></p>	<p><input checked="" type="checkbox"/> Knowledge - increase the understanding of natural hazard disaster impacts.</p> <p><input checked="" type="checkbox"/> Resilience and Preparedness - increase the resilience, adaptive capacity and/or preparedness of governments, community service organisations and affected communities.</p> <p><input checked="" type="checkbox"/> Mitigation and Prevention - reduce the exposure to risk, harm and/or severity of a natural hazard's impacts.</p>
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<b>Hazard type(s) being targeted</b> <i>(select all that apply)</i>	<input type="checkbox"/> Earthquakes <input type="checkbox"/> Landslides (including avalanches, mudslides, sinkholes) <input type="checkbox"/> Tsunamis <input type="checkbox"/> Bushfires (including wildfires) <input checked="" type="checkbox"/> Coastal hazards (including coastal erosion, and coastal inundation; sea level change) <input checked="" type="checkbox"/> Cyclones <input checked="" type="checkbox"/> Floods (including flash flooding) <input type="checkbox"/> Heatwaves <input type="checkbox"/> Pollen storms <input checked="" type="checkbox"/> Storms (including severe thunderstorms, hailstorms and blizzards; east coast lows; geomagnetic solar storms (X or M Class)) <input type="checkbox"/> TORNADOS (including damaging wind incidents and dust storms) <input type="checkbox"/> Other (if selected, please specify): _____
<b>Primary DRF stream</b> <i>(Select <u>one</u> stream that best aligns with your project proposal. Refer to Section 3.3.3 of the Guidelines for more information about DRF streams. A secondary stream may be selected below, where applicable)</i>	<input checked="" type="checkbox"/> Stream One - Systemic Risk Reduction <input checked="" type="checkbox"/> Stream Two - Infrastructure
<b>Primary project activity type</b> <i>(Select <u>one</u> activity type that best aligns with your project proposal. Refer to Section 3.3.3 of the Guidelines for further information. Your chosen primary activity type must correspond with your Primary DRF Stream – e.g. If you selected Stream One as your primary stream, select a primary activity type from the list of Stream One eligible activities only)</i>	<b>Stream One eligible activities:</b> <input checked="" type="checkbox"/> Supporting a better understanding of risk, through a better evidence base to understand and raise awareness of risk <input checked="" type="checkbox"/> Projects that deliver risk reduction plans at the community, regional and state levels to mitigate identified risks and impacts <input type="checkbox"/> Strengthening representational and inclusive decision making by enhancing governance networks and communities of practice <input type="checkbox"/> Adaptation projects that improve land use planning and development practice projects <input type="checkbox"/> Projects, including social projects, that build the capacity and capability of businesses, community sector organisation and/or at-risk communities



	<p><input type="checkbox"/> Projects that enable and incentivise private investment in disaster risk reduction</p> <p><b>Stream Two eligible activities:</b></p> <p><input type="checkbox"/> Investment in grey infrastructure</p> <p><input type="checkbox"/> Investment in green-blue infrastructure (including nature based solutions)</p> <p><input checked="" type="checkbox"/> Investment in social infrastructure (including nature based solutions)</p> <p><input type="checkbox"/> Investment in hazard monitoring infrastructure</p> <p><input checked="" type="checkbox"/> Business case or feasibility study development for future infrastructure</p>
<p><b>Secondary DRF stream and secondary project activity types</b></p> <p><i>(NEMA recognises that projects may overlap streams and activity types. If your project aligns with more than one stream and/or activity type, select the secondary stream (if applicable) and any relevant secondary activity types from the lists provided. Only select streams and activity types that have not already been selected in the preceding questions (i.e. there is no need to repeat your primary stream and activity type here). These fields can be left blank if your project only relates to the primary stream and primary activity type selected above)</i></p>	<p><b>Secondary DRF Stream:</b></p> <p><input checked="" type="checkbox"/> Stream One - Systemic Risk Reduction</p> <p><input checked="" type="checkbox"/> Stream Two - Infrastructure</p> <p><b>Secondary Project Activity Types - Stream One eligible activities:</b></p> <p><input type="checkbox"/> Supporting a better understanding of risk, through a better evidence base to understand and raise awareness of risk</p> <p><input type="checkbox"/> Projects that deliver risk reduction plans at the community, regional and state levels to mitigate identified risks and impacts</p> <p><input type="checkbox"/> Strengthening representational and inclusive decision making by enhancing governance networks and communities of practice</p> <p><input type="checkbox"/> Adaptation projects that improve land use planning and development practice projects</p> <p><input type="checkbox"/> Projects, including social projects, that build the capacity and capability of businesses, community sector organisation and/or at-risk communities</p> <p><input type="checkbox"/> Projects that enable and incentivise private investment in disaster risk reduction</p> <p><b>Secondary Project Activity Types - Stream Two eligible activities:</b></p> <p><input type="checkbox"/> Investment in grey infrastructure</p> <p><input type="checkbox"/> Investment in green-blue infrastructure (including nature based solutions)</p>



	<input checked="" type="checkbox"/> Investment in social infrastructure (including nature based solutions) <input type="checkbox"/> Investment in hazard monitoring infrastructure <input checked="" type="checkbox"/> Business case or feasibility study development for future infrastructure
<b>Domain(s)</b> <i>(Select all domains that the project relates to. Descriptions of each domain can be found in the Application How-To Guide)</i>	<input checked="" type="checkbox"/> Social <input checked="" type="checkbox"/> Built <input checked="" type="checkbox"/> Natural <input checked="" type="checkbox"/> Economic
<b>Identify any <a href="#">Second National Action Plan</a> National Actions to implement the National Disaster Risk Reduction Framework Priorities that the project aligns with?</b> <i>(Select all that apply. Leave blank if none apply)</i>	<input type="checkbox"/> Create consistent, accessible information, tools, guidance and programs to help everyone better understand their disaster risk and responsibilities, prepare risk mitigation plans and take appropriate action to manage their risks. <input checked="" type="checkbox"/> Improve disclosure of disaster risk across all stakeholders to support a shared understanding of risk and the development of hazard risk mitigation plans <input checked="" type="checkbox"/> Collaborate to harmonise and improve how data, information and research is produced, shared, tailored and used to inform effective approaches to risk reduction. <input checked="" type="checkbox"/> Build evidence, intelligence and insights by integrating local knowledge and lived experience, including traditional knowledge, to inform effective decisions. <input checked="" type="checkbox"/> Facilitate continuous improvement through monitoring and evaluating risk reduction activities and sharing lessons <input checked="" type="checkbox"/> Create hazard mitigation plans and scale across different levels, from individual and household plans, through to community, regional, state and national plans. <input type="checkbox"/> Strengthen risk-informed decision-making across all systems to address disaster risk and deliver co-benefits. <input checked="" type="checkbox"/> Strengthen risk-informed land-use planning, building control systems and settlement decisions to minimise the creation of new risk and address legacy risk. <input type="checkbox"/> Incorporate a range of community values into decision-making processes that acknowledge the broader benefits achievable through inclusive disaster risk reduction. <input type="checkbox"/> Enable and equip decision-makers to make adaptive and agile decisions when faced with imperfect information, and in a changing risk environment.



	<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Strengthen the capability and capacity of individuals and communities to become leaders and make informed risk reduction decisions relevant to their local contexts.</li> <li><input checked="" type="checkbox"/> Facilitate greater emergency management sector professionalisation, capability and participation, including volunteerism.</li> <li><input checked="" type="checkbox"/> Align investment decisions with hazard risk mitigation plans and strategies at local, state, regional and national levels.</li> <li><input checked="" type="checkbox"/> Explicitly consider future disaster risk and betterment in investment decisions for disaster-specific and other funding streams.</li> <li><input type="checkbox"/> Create mechanisms for innovation, valuing resilience beyond avoided costs and showcase project results which demonstrate effective outcomes.</li> <li><input type="checkbox"/> Provide the environment for sustainable funding and consistent policy settings and processes to encourage the development of pipelines of investment for disaster risk reduction projects.</li> <li><input type="checkbox"/> Pursue innovative finance models for risk reduction initiatives, including through co-investment and public-private partnerships, to encourage greater funds towards resilience outcomes.</li> <li><input type="checkbox"/> Enable greater integration of disaster risk reduction into the financial system by exploring cooperation, optimising policy, regulatory frameworks, standards and guidance.</li> <li><input type="checkbox"/> Create spaces, opportunities and governance arrangements for inclusive and diverse community representation, participation and access to the disaster management system.</li> <li><input checked="" type="checkbox"/> Form and encourage meaningful partnerships and support place-based, community-led, locally-implemented, regionally coordinated approaches to disaster risk reduction, which ensure equity and inclusion across the system.</li> <li><input checked="" type="checkbox"/> Better align recovery and resilience activities, governance, funding, policy and processes to support betterment and long-term disaster risk reduction.</li> <li><input type="checkbox"/> Understand barriers and disincentives to risk reduction to ensure all in Australian society are empowered to exercise choice to reduce risk without disadvantage.</li> <li><input type="checkbox"/> Strengthen mechanisms to improve cooperation and further support devolved disaster risk reduction planning and management at local and risk-appropriate regional levels.</li> <li><input checked="" type="checkbox"/> Better align disaster risk and related disciplines which result in similar local impacts, particularly physical climate risk</li> </ul>
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	mitigation and adaptation and drought, to simplify and streamline governance, plans and effort.
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**Project Funding Summary (GST exclusive)**

	Total Commonwealth funding sought	Total co-contribution being offered	Total project value (Total Commonwealth funding + total co-contribution)
Amount (\$)	\$	\$	\$
Proportion of total project value (%)	%	%	

**Applicant Co-contribution Details (GST exclusive)**

Source	Co-contribution Breakdown			Co-contribution status at time of application submission (select one)	State or territory government entity? (Y/N)
	Financial component (\$)	In-kind component (\$)	Total (Financial + In-kind) (\$)		
Applicant	\$	\$	\$	<input type="checkbox"/> Confirmed <input type="checkbox"/> In-principle	<input type="checkbox"/> Yes - specify jurisdiction: Choose an item. <input type="checkbox"/> No

**Delivery Partner Co-contribution Details (GST exclusive)**

Source	Co-contribution Breakdown			Co-contribution status at time of application submission (select one)	State or territory government entity? (Y/N)
	Financial component (\$)	In-kind component (\$)	Total (Financial + In-kind) (\$)		
Delivery Partner 1	\$	\$	\$	<input type="checkbox"/> Confirmed <input type="checkbox"/> In-principle	<input type="checkbox"/> Yes - specify jurisdiction: Choose an item. <input type="checkbox"/> No
[Insert Name]					



<b>Delivery Partner 2</b>	\$	\$	\$	<input type="checkbox"/> Confirmed	<input type="checkbox"/> Yes - specify jurisdiction: Choose an item.
<i>[Insert Name]</i>				<input type="checkbox"/> In-principle	<input type="checkbox"/> No
<b>Delivery Partner 3</b>	\$	\$	\$	<input type="checkbox"/> Confirmed	<input type="checkbox"/> Yes - specify jurisdiction: Choose an item.
<i>[Insert Name]</i>				<input type="checkbox"/> In-principle	<input type="checkbox"/> No
<b>Delivery Partner 4</b>	\$	\$	\$	<input type="checkbox"/> Confirmed	<input type="checkbox"/> Yes - specify jurisdiction: Choose an item.
<i>[Insert Name]</i>				<input type="checkbox"/> In-principle	<input type="checkbox"/> No
<b>Delivery Partner 5</b>	\$	\$	\$	<input type="checkbox"/> Confirmed	<input type="checkbox"/> Yes - specify jurisdiction: Choose an item.
<i>[Insert Name]</i>				<input type="checkbox"/> In-principle	<input type="checkbox"/> No
<b>Delivery Partner 6</b>	\$	\$	\$	<input type="checkbox"/> Confirmed	<input type="checkbox"/> Yes - specify jurisdiction: Choose an item.
<i>[Insert Name]</i>				<input type="checkbox"/> In-principle	<input type="checkbox"/> No
<b>Delivery Partner 7</b>	\$	\$	\$	<input type="checkbox"/> Confirmed	<input type="checkbox"/> Yes - specify jurisdiction: Choose an item.
<i>[Insert Name]</i>				<input type="checkbox"/> In-principle	<input type="checkbox"/> No
<b>Delivery Partner 8</b>	\$	\$	\$	<input type="checkbox"/> Confirmed	<input type="checkbox"/> Yes - specify jurisdiction: Choose an item.
<i>[Insert Name]</i>				<input type="checkbox"/> In-principle	<input type="checkbox"/> No
<i>Add additional rows for additional partners where needed</i>					
<b>Delivery Partner Totals</b>	\$	\$	\$		

**Co-contribution details - state and territory government sources combined (sub-total)**



Source	Co-contribution Breakdown		
	Financial component (\$)	In-kind component (\$)	Total (Financial + In-kind) (\$)
State and territory government sources combined (Sub-total)	\$	\$	\$

## Co-contribution details - all sources combined (total)

Source	Co-contribution Breakdown			Co-contribution status at time of application submission (select one)
	Financial component (\$)	In-kind component (\$)	Total (Financial + In-kind) (\$)	
All sources combined (Total)	\$	\$	\$	<input type="checkbox"/> Confirmed <input type="checkbox"/> In-principle





## Other Funding Sources

Has financial assistance previously been or currently being sought or provided through Commonwealth, State/Territory or other initiatives to support this project?	<input checked="" type="checkbox"/> No				
	<input type="checkbox"/> Yes - If yes, provide further details below for each funder (add more rows if needed).				
	Funding Source	Amount (\$)	Date applied for/awarded	Status/Outcome	Brief Description of support sought/provided, including the purpose of the funding and the Australian Government Reference Number (AGRN) where relevant

## Co-contribution Waivers

<p><b>Is a co-contribution waiver or reduction being sought for this project?</b></p>	<p><input type="checkbox"/> No</p> <p><input checked="" type="checkbox"/> Yes - if yes, which of the following are you seeking:</p> <p><input type="checkbox"/> Full waiver - specify amount to be waived: \$_____ = 100% of required co-contribution</p> <p><input checked="" type="checkbox"/> Partial waiver - specify amount to be waived in \$ and as a proportion of the 50 per cent co-contribution requirement: \$_____ = _____% of required co-contribution</p>
<p><b>Co-contribution waiver/reduction business case</b></p> <p><i>Only complete this section if requesting a full or partial waiver. Waiver requests submitted without a business case and supporting evidence will not be considered. Refer to section 5.3 of the DRF Guidelines and the How-To</i></p>	<p>Waivers will only be considered in exceptional circumstances, and are more likely to be successful where exceptional circumstances are a result of several factors contributing to the inability to raise a co-contribution, and/or where the public benefit associated with the project is clearly demonstrated and supporting evidence is provided.</p> <p><b>Contributing Factors:</b></p> <p>Indicate which, if any, of the following factors apply to the waiver request:</p> <p><input checked="" type="checkbox"/> Limited or no capacity to provide or raise funds</p>

*Guide when completing this section of the form.*

- ☒ Project will deliver high impact for a disproportionately at-risk community and/or cohort, or otherwise contribute to public benefit where there is a strong demonstrated need
- ☒ Special circumstances contributing to high project costs (e.g. remoteness of a project).
- ☒ Recent natural disasters or high disaster expenditure
- ☐ Other – please specify (max 25 words): \_\_\_\_\_

**Detailed Justification:**

Provide a detailed justification for seeking a waiver. This should include, but is not limited to:

- a detailed description of the exceptional circumstances being experienced, including any factors listed above, and how they are preventing matching of Commonwealth funding
- an explanation as to why existing funds have not/cannot been allocated to the proposal if it is a priority
- for infrastructure projects, statements addressing and demonstrating the capacity of the Applicant and any delivery partners to maintain and fully utilise the project deliverables once Commonwealth funding ceases, in line any expected short, medium and long-term benefits outlined in response to Criterion One of the Selection Criteria, and
- evidence for all claims made (note: evidence may be provided as a separate attachment. Where evidence is attached, tick the box below and ensure it is referenced in the business case).

The Shire of Cocos (Keeling) Islands is the most remote local government in Australia. Situated in the middle of the Indian Ocean, our request for partial waiver of funding is based on our exceptional circumstances that include:

- The high remoteness of our location,
- The limited financial reserves of the Shire,
- The Shire's limited operational budget,
- The limited capacity of the Shire to raise own source revenue,
- The urgency of the need for the project to occur,
- The Shire has the capacity to meet ongoing maintenance needs of the Disaster Management Shelter once it is returned to code, and
- The uniqueness of the relationship between Shire, the State of West Australia, and Commonwealth under Cocos (Keeling) Act, the WA Local Government Act 1995 and Service Delivery Arrangements between WA and Commonwealth means there are no other funding streams available for disaster readiness, resilience, or recovery for the Cocos (Keeling) Islands.



**Shire budget 2023 – 2024 snapshot:****Where will the money come from?**

Operating Grants, Subsidies and Contributions	\$5,579,600	47.5%
Fees and Charges	\$2,061,506	17.6%
Transfers from Shire Reserve Funds	\$1,797,263	15.3%
Non-Operating Grants, Subsidies and Contributions	\$847,763	7.2%
Surplus brought forward from 2022/23	\$701,971	6.0%
Rates	\$553,855	4.7%
Interest Earnings	\$169,553	1.4%
Other Operating Revenue	\$26,231	0.2%
Proceeds on asset disposals	\$1,500	0.0%
<b>Total Funding</b>	<b>\$ 11,739,242</b>	<b>100%</b>

**Where will the budgeted money be spent?**

Employee Costs	\$4,367,397	37.2%
Non-Operating Expenditure (Capital Projects)	\$2,309,950	19.7%
Materials and Contracts	\$2,014,282	17.2%
Transfer to Shire Reserve Funds	\$1,817,590	15.5%
Other - Land Trust Administration	\$829,587	7.1%
Insurance Expenses	\$178,851	1.5%
Other Operating Expenses	\$160,500	1.4%
Utility Charges	\$48,361	0.4%
Principal portion of lease liability	\$11,902	0.1%
Interest expense	\$822	0.0%
<b>Total Expenditure</b>	<b>\$ 11,739,242</b>	<b>100%</b>



	<p>The Shire and community will contribute to the project by providing additional in-kind support. The Shire's in-kind support will be provided through the provision of project oversight, via a Project Steering Committee that consists of Senior Shire Staff, Elected Members, Community representatives and the Shire Communications Coordinator will provide project communications and engagement for the duration of the project.</p> <p><input type="checkbox"/> Evidence attached (note: evidence could include, for example, information regarding the financial situation of an Applicant, or details of ongoing challenges in the delivery of infrastructure projects in a region (e.g., logistical or supplier challenges)).</p>
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## Responses to Selection Criteria

<p><b>Response to Criterion One – Project alignment with disaster risk (weighted 40 per cent)</b></p> <p>Your response must demonstrate how the project reduces disaster risk, increases resilience, adaptive capacity and/or preparedness to disaster risk, and/or contributes to understanding of disaster risk, including statements addressing the following:</p> <ul style="list-style-type: none"> <li>the risk the project is addressing, how this has been assessed, and the anticipated impact of the project, including the estimated level(s) of disaster risk, resilience, preparedness and/or understanding prior to and upon conclusion of the proposed project. If there is no existing risk assessment tool or limited understanding of risk to inform this, the application must explain whether the project funding will contribute to assessment of risk and increase the understanding of natural hazard and disaster impacts; and</li> <li>how the project will deliver its intended benefits over the short, medium and long term (e.g. increase the resilience, adaptive capacity and /or preparedness and/or reduce the exposure to risk, harm and/or severity of a natural hazard's impacts); and</li> <li>how the project will avoid and manage the potential for maladaptation (including any unintentionally negative social, environmental or economic</li> </ul>	<p><b>Vulnerability to Climate Change</b></p> <p>The CKI are under immediate threat and vulnerable to the impacts of climate change. Only the magnitude of vulnerability and risk varies with time.</p> <p><b>Sea Level Rise &amp; Inundation</b></p> <p>Sea level rise will continue to exacerbate inundation, storm surge, erosion and other coastal hazards potentially threatening infrastructure, settlements, and facilities on both Islands.</p> <p><b>Coral Reefs</b></p> <p>Increasing sea surface temperature, rising sea level, physical damage from storms and tropical cyclones, and decreases in growth rates because of higher CO2 concentration (resulting in ocean acidification), are very likely to affect the health of CKI coral reefs.</p> <p><b>Risks to Water Supply</b></p> <p>There is strong evidence to suggest that under all the projected climate change scenarios, water resources on Home Island are seriously compromised by inundation and seawater intrusion into freshwater lenses.</p>
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- outcomes); and
- where appropriate, how climate change may impact infrastructure investments, including the use of the infrastructure, over its intended life span and how these risks may be mitigated.

(Maximum 600 words)

#### **Increased Damage to Coastal Areas**

Increases in sea level, and the associated deterioration in coastal conditions from erosion of beaches are already extremely critical issues for Cocos (Keeling) Islands

#### **Vulnerable Ecosystems & Biodiversity Loss**

CKI are home to distinctive ecosystems and several endemic species that are vulnerable because of climate change.

#### **Risks to Economic Development and Tourism**

Economic development of CKI will be adversely affected by climate change, primarily due to direct and indirect effects on tourism. Nature based tourism is a major contributor to the economy, and any negative impact on the islands' ecosystems, biodiversity, beaches, coral reefs and/or freshwater supplies will impact on tourism development and operations.

#### **Risks to Buildings & Infrastructure**

Almost all the buildings and infrastructure on CKI are sited along the coast and are exposed to sea level rise and inundation (even in relatively small events). Except for the airport, all the major transport infrastructure (jetties, wharfs, and boat ramps) are at risk from sea level rise and storm surge.

#### **Cyclone shelter**

The cyclone shelter on Home Island is about 35 years old. The coastal environment of home island is subject to continual salt spray and not conducive to metal buildings. A condition report of the state of the building was developed at the request of the Shire and the inspection was carried out by ADOWRA Engineering on behalf of the Commonwealth. The Condition Report indicates further investigation and reporting is required to develop a full scope of works to bring the building back to code.

More specific risks associated with infrastructure and locations are identified on attachment **add number**. All sites identified in this application have immediate vulnerability and require priority works to be carried out.



<p><b>Response to Criterion Two – Alignment with existing plans or development of plans (weighted 30 per cent)</b></p> <p>Your response <b>must</b> at a minimum include:</p> <ul style="list-style-type: none"> <li>• detail on how the project meets the DRF objectives and aligns with one or more DRF investment principles, including if the project aligns to activities of the Second National Action Plan (see section 2.4); and</li> <li>• detail on how the project aligns with and/or supports delivery of any existing state, territory, local government or community disaster risk reduction or adaptation plans, policies or frameworks, or how the project will develop or contribute to development of these policies, plans or frameworks where they do not currently exist.</li> </ul> <p>(Maximum 600 words)</p>	<p>Quote: attributable to Federal Minister for Territories, Kristy McBain MP:</p> <p><b><i>“I’ve heard loud and clear from the Christmas Island and Cocos (Keeling) Island (CKI) communities that more support is needed to boost their resilience and adaptability to natural disasters – which is exactly what we’re doing.</i></b></p> <p><b><i>“Having travelled to the Indian Ocean Territories last year, I’ve seen their unique position firsthand, which is why extending the Disaster Ready Fund to the IOT is a positive step towards reducing their vulnerability to extreme weather events.”</i></b></p> <p>Vulnerability to the potential impacts of climate change is perhaps the most critical issues affecting the future sustainability of human settlement on CKI. The Australian Government and the Shire of Cocos Keeling Islands working in collaboration with the West Australian Government and various departmental stakeholders delivered the Cocos (Keeling) Islands Coastal Vulnerability Study (Haskoning Australia PTY Ltd, 2021) that identifies the areas of the islands at risk to the adverse impacts of coastal hazards (namely inundation and erosion).</p> <p>Extracts from the Cocos (Keeling) Islands Coastal Vulnerability Study - Coastal Vulnerability Assessment Report (CVA Report) are provided as Attachment 1 to this application.</p> <p>Building on the findings of the CVA Report, the Australian Government has now partnered with the Shire of Cocos (Keeling) Islands and the WA Department of Planning, Lands and Heritage (DPLH) to develop a Coastal Hazard Risk Management and Adaptation Plan (CHRMAP) to identify, prioritise and implement coastal hazard adaptation responses.</p> <p>The CHRMAP will provide a strategic land use and development decision-making framework for CKI, to guide the Government, DPLH, the Shire and other key stakeholders to:</p>



	<ul style="list-style-type: none"> <li>• Ensure public safety and reduce risks associated with coastal erosion and inundation;</li> <li>• Avoid and address inappropriate land use and development of land at risk from coastal erosion and inundation; and</li> <li>• Ensure land use and development does not accelerate coastal erosion, exacerbate inundation risks or have a detrimental impact on the function of public reserves.</li> </ul> <p>Since it is unlikely the CHRMAP will be completed in the timeframe for this 2nd round DRF funding, the 2021 Cocos (Keeling) Islands Coastal Vulnerability Study is informing current prioritisation of emergency works to protect key community infrastructure and assets from the impact of rising sea levels.</p> <p>The Cocos Malay people of CKI have a very strong cultural connection to the land and sea of their environment. Their traditions and beliefs lead them to having a unique understanding of the atoll ecosystem that they prize highly and wish to protect for future generations. Increasingly aware of the uncertain long-term future of the islands of the atoll, community members young and old are embedded in decision making for resilience planning and risk reduction.</p> <p>Accordingly, members of the Cocos Malay community will be an integral part of the planning and review component of this application.</p>
<p><b>Response to Criterion Three – Likelihood of project success (weighted 30 per cent)</b></p> <p>Your response must at a minimum address and include evidence of:</p> <ul style="list-style-type: none"> <li>• the Applicant and/or delivery partner's capacity to complete the project in compliance with relevant industry and legislative standards;</li> <li>• the Applicant and/or delivery partner's capability (including previous experience in undertaking similar scale projects), including confirmation of the ability to commence promptly and deliver the project within the agreed maximum three (3) year timeframes;</li> <li>• other logistical considerations where relevant (e.g. the ability to procure or</li> </ul>	<p>The applicant and its delivery partners have 10 years' experience at building sea walls out of geometric fabric sandbags. All works have been carried out in accordance with the GHD Design as outlined in the Erosion Engineering Assessment and Scoping Study – West Island, Cocos (Keeling) Islands 2014.</p> <p>Success from previous works done over 10 years has been such that only minimal repair works to sea walls from sandbag dislodgement has been required.</p> <p>All Shire staff accredited to use necessary plant and equipment for this project are available for immediate start and have the capacity to deliver the project works.</p> <p>The Cocos Co-op as a delivery partner has in excess of 20 years stevedore and maritime cargo transportation experience. They will be engaged to transport filled sandbags from West to Home Island.</p>





<p>develop required technology or expertise);</p> <ul style="list-style-type: none"> <li>• robust consultation occurring as the project proposal was developed, and support from local government(s) and/or relevant communities, including First Nations stakeholders where relevant;</li> <li>• value with relevant money – which could include the percentage of costs to be spent on project administration (excluding the program administration funding provided to Lead Agencies), the extent to which the project draws in new (i.e. previously uncommitted) investment from state and territory governments and other delivery partners, the total applicant co-contribution being offered relative to the value of the grant sought, and detail regarding why this project is not able to be funded through other potentially more appropriate sources.</li> </ul> <p><i>(Maximum 600 words)</i></p>	<p>GDH as a consulting partner have 10 years' experience of the requirements of sea walls being built on Cocos (Keeling) Islands and will continue to support this project.</p> <p>JLL/Adowra as a planning partner have a team that comprises of over 100 years of civil/structural project experience across multiple industries available to support the planning component of this project.</p> <p>Procurement and supply chain logistics are of the 15000 sandbags required for this project are a mini mum of risk due to the past experience of Shire staff involved in the purchase and delivery of sandbags.</p> <p>There is limited opportunity to harvest sand on Home Island, however it is possible to sustainably harvest sufficient sand to fill 15000 bags of beach sand on West Island without causing environmental damage.</p> <p>All things considered the Shire is in a position of strength with this project and has the capacity to deliver the project on time and on budget.</p> <p>The Cocos Malay community of Home Island and the community of West Island have been at the forefront of development of the Coastal Vulnerability Assessment Report and the CHRMAP. This application has been developed in consultation with Cocos Malay community representatives to ensure understanding and development meets their expectations.</p> <p>Reference: 6.3.1 and 6.4 of CVA Report <b>(must check this and elaborate if required)</b></p>
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## Attachments

<b>Mandatory Attachments</b> <i>Templates for these attachments will be made available by NEMA and must be submitted in their original file formats.</i>	<input type="checkbox"/> Completed project logic (.docx) <input type="checkbox"/> Completed indicative budget (.xlsx)
<b>Optional Additional Attachments</b> <i>Up to five additional attachments can be provided to support claims in the application (optional). Maximum size limit per file is 20MB.</i>	<input type="checkbox"/> Optional 1: <i>Title</i> <input type="checkbox"/> Optional 2: <i>Title</i> <input type="checkbox"/> Optional 3: <i>Title</i> <input type="checkbox"/> Optional 4: <i>Title</i> <input type="checkbox"/> Optional 5: <i>Title</i>

## Conflicts of Interest Declaration

<b>Does the Applicant, any delivery partners or the Lead Agency have any interests that have the potential to compromise the performance or integrity of the DRF in relation to the assessment or delivery of this project? Conflicts may be actual or perceived.</b>	<input checked="" type="checkbox"/> No  <input type="checkbox"/> Yes – if yes, please list any relevant interests and describe how the Applicant and Lead Agency propose to manage any potential conflicts below (add additional rows as needed).		
	Individual or Entity Name	Nature of the interest/conflict	Proposed Management Strategy

## Acknowledgements

<p><i>You acknowledge that you have read the DRF Guidelines and you certify that the application is complete and accurate and that you have provided claims truthfully and to the best of your abilities. Giving false or misleading information is a serious offence under the Criminal Code Act 1995 (Cth) and NEMA will investigate any false or misleading information and may exclude the application from further consideration.</i></p> <p><input type="checkbox"/> Yes</p>
<p><i>You acknowledge that the Australian Government reserves the right to refuse applications where a full co-contribution has not been provided and a waiver (full or partial) has not been sought. You also acknowledge that the Australian Government reserves the right to withdraw an offer of support for a project where the co-contribution is anticipated (i.e. offered in-principle) but not approved/confirmed prior to the signing of FFA Schedules..</i></p> <p><input type="checkbox"/> Yes</p>
<p><i>You confirm that any financial assistance previously or currently sought or provided through Commonwealth, State/Territory or other initiatives to support the project have been disclosed.</i></p>



☐ Yes

*You confirm that you have declared any actual or perceived conflicts of interest or that, to the best of your knowledge, there are no conflicts of interest, and acknowledge that you must inform NEMA in writing immediately if you later identify an actual or perceived conflicts of interest.*

☐ Yes

*You confirm that you have consulted with relevant local governments, First Nations communities and other key stakeholders (e.g. local communities, delivery partners, academia) if the project has a place-based focus (i.e. practical impacts in one or more areas where those entities are impacted), or that this requirement does not apply to the project (i.e. not a place-based project)?*

☐ Yes

*NEMA, as an agency subject to the Privacy Act 1988 (Cth), is required to notify you about our collection, use and disclosure of your personal information. We do so by referring you to the NEMA Privacy Policy and the Privacy information provided in the DRF Guidelines. You acknowledge that you have read and understood this information.*

☐ Yes

### **Project Categorisation (to be completed by the Lead Agency prior to submission to NEMA)**

#### **Suitability of the project as assessed by the Lead Agency**

*Note: Lead Agencies are responsible for categorising each project as 'Highly Suitable', 'Suitable' or 'Not Suitable' as part of their initial review of project proposals and for completing this part of the form prior to submitting Individual Project Applications to NEMA.*

*In accordance with Sections 1 and 9 of the Guidelines:*

- *Only "Highly Suitable" and "Suitable" projects may be submitted to NEMA and will be considered/assessed by the Commonwealth's DRF Assessment Panel/s (the Panel/s).*
- *Projects categorised as 'Not Suitable' by Lead Agencies should not be submitted to NEMA and will not be assessed by the Panel/s.*
- *The Panel/s will undertake their own assessment of Individual Project Applications deemed 'Highly Suitable' and 'Suitable' by Lead Agencies and may take into account, but are not bound by, the categories assigned by Lead Agencies.*

- ☐ Highly suitable
- ☐ Suitable
- ☐ Not suitable (note: projects in this category should not be submitted to NEMA and will not be assessed by the Commonwealth)

