



Department of
Local Government, Sport
and Cultural Industries



CLUB NIGHT LIGHTS PROGRAM

2025-2026 February Small Grants Application Form

For projects up to \$500,000 to be acquitted by 15 June 2026

You MUST discuss your project with an officer from your nearest Department of Local Government, Sport and Cultural Industries office before completing and submitting your application. Failure to do so will render your project ineligible.

All applications MUST be submitted to your local government. Contact your local government to determine the cut-off date for the submission of applications.

DLGSC Contact: Craig Vinci

Date: 6th February 2025

Office: Mid West - Gascoyne

Applicant's Details:

Organisation Name:	Geraldton Netball Association				
Postal Address:	PO Box 955				
Suburb:	Geraldton	State:	WA	Postcode:	6531
Street Address:	238 Eighth Street				
Suburb:	Wonthella	State:	WA	Postcode:	6530

Preferred Contact Person:

All application correspondence will be directed to this person

Name:	Rikki Smith	Title:	Dr <input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Ms <input checked="" type="checkbox"/>
Position Held:	Geraldton Netball Association – Administrator		
Business Phone:	(08) 99642 752	Facsimile:	
Mobile Phone:	0427 745 015	Email:	admin@gna.asn.au

Organisation Business Details:

Does your organisation have an ABN?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	ABN: 86 017 443 642	
Is your organisation registered for GST?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	* Note, in order to be eligible for funding you must attach a copy of the Incorporation Certificate. LGA's exempt	
Is your organisation not-for-profit?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		
Is your organisation incorporated?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Incorporation #: A0730034D *	
Bank details:	Bank: Bendigo Bank	BSB: 633000	A/c: 151 037 991

Local Government Authority Details:

LGA:	City of Greater Geraldton		
Contact:	Jay Prow	Title:	Dr <input type="checkbox"/> Mr <input checked="" type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/>
Position Held:	Sport & Leisure Planner		
Business Phone:	(08) 9956 6693	Facsimile:	
Mobile Phone:	0427 467 472	Email:	jayp@cgg.wa.gov.au

PROJECT DETAILS

Project Title (brief and specific): Upgrade Outdoor Court Lighting		
Project Description: Upgrading the lighting on the outdoor courts to benefit both members and the community, enhance the atmosphere, increase members and participants, improve safety, provide facility sustainability and create a more inviting and functional environment. Current lux level: 106 Lux Proposed lux level: 200 Lux Lux level required according to the relevant Australian Standard: 200 Lux		
How did you establish a need for your project? Geraldton Netball Association - Upgrade Light Project came about from latest Netball WA strategic facilities plan 2023 – 2034. Refer Section 13.2 (attached) Current lighting is slow to start up once switched on, LED Lighting is cost efficient, instantly on when switched and provides better lighting. Upgrading the lights at the netball courts, is aimed to improve the playing and viewing experience for netball community and surrounding sports. Enhanced lighting can make a huge difference in terms of safety, performance, and even the ability to host more events at night. By making courts more accessible in the evening or under darker conditions, you'll create opportunities for more games, training sessions, and events—ultimately encouraging more people to get involved.		
What alternatives were considered and why were they rejected (eg cost, suitability, feasibility)? Geraldton Netball Association - Upgrade Light Project has been highly recommended by Netball WA strategic facilities plan 2023 – 2034. Refer Section 13.2 (attached)		
How will your project increase physical activity? Good lighting enhances visibility and safety, making the community more likely to engage in physical activities when these spaces are clearly defined and well-lit. The lighting design can highlight specific areas, motivating individuals to participate. This can lead to increased incidental physical activity. It helps to extend the hours when these activities can take place, leading to higher participation rates. Clear lighting for events like outdoor sports makes them more attractive, which in turn boosts participation and community engagement in physical activities.		
Have the full lifecycle costs of the project been considered and can you afford the ongoing costs of managing, maintaining and replacing the lighting? Will a specific asset replacement fund be created? Yes, full costings of the project have been considered. LED Lighting upgrade is going to save the Association financially as they are cost efficient.		
Project location:	Geraldton Netball Association, 238 Eighth Street, Wonthella WA 6530	
Land ownership:	Who owns the land on which your facility will be located? City of Greater Geraldton Lease Expiry (if applicable): N/A	
Planning approvals		If no, provide the date it will be applied for:
Where applicable, has planning permission been granted? (LGA)	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	30/08/2025
Aboriginal Heritage Act?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	TBA
Department of Biodiversity, Conservation and Attractions? (Environmental, Swan River)	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	Not Relevant

Native Vegetation Clearing Permit?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	Not Relevant
Please list any other approvals that are required?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	TBA
Do you share your facility with other groups? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> If so, who: Geraldton Basketball Association NetballWA Dynamic Tennis Coaching Walking Ladies Oceanic Taekwon – Do Academy Midwest Indian Cultural (MICS)		

List the main sport and recreation activities (maximum of 3) which will benefit from your proposal. Please indicate the approximate % usage of the facility (or part of the facility relating to this proposal) which must total 100%.

Sport/community organisation	% use of the facility	Hours per week
Geraldton Netball Association	85%	17.25
Netball WA	4%	0.88
Geraldton Basketball Association	3%	0.57
Other Groups	8%	1.69
TOTAL	100%	

Activity/sport membership numbers over the past three years relevant to your project. For example, if a bowls project, golf members and not relevant and social membership numbers not applicable.

Note: if membership is not applicable, ie recreation facility or aquatic centre, then enter the number of users of the facility.

2022/2023	1615	2023/2024	2009	2024/2025	2026
------------------	------	------------------	------	------------------	------

State Sporting Associations are involved in the assessment of applications and may be able to provide valuable information when planning your project, particularly in relation to technical design issues. They should be consulted as part of the application process. A complete list of State Sporting Associations and their contact details are available on the department's website: <https://www.dlgsc.wa.gov.au/sport-and-recreation/state-sporting-associations>

What is the name of the State Sporting Association for your activity/sport?	
Netball WA Inc	
Have you discussed your project with your State Sporting Association?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Contact Name: Jo Smith & Matt Hansen	Date of contact: June 2024 and August 2024

PROJECT DELIVERY

Please indicate key milestones of your project. The key milestones need to be realistic and demonstrate that the project can be delivered in the timeframe. Please consider extended delivery times due to the pandemic.

Task	Date
Attainment of Council approvals	30/08/2025
Preparation of tender/quotes for the major works contract	30/09/2025
Issuing of tender for major works	31/10/2025
Signing of major works contract	30/11/2025
Site works commence	01/01/2026
Construction of project starts	01/01/2026
Project 50% complete	01/02/2026
Project Completed	01/03/2026
Project hand over and acquittal	10/04/2026

Are there any operational constraints that would impact the construction phase of your project? (such as your sporting season, major annual event or inclement weather) – provide details. Projects that are delayed due to undeclared known constraints are not eligible for a deferral.

Netball Winter Season (March – September):

- **Impact on Construction Scheduling:** The GNA Netball winter season runs from March to September, so any construction or work that affects the lighting and playing fields or facilities used by the league during this period would need to be managed carefully. Disruptions to access or use of the courts during these months could negatively impact teams and the competition.
- **Proposed Mitigation:** Work could be scheduled to minimize overlap with active playing seasons. If disruptions do occur, the social competition that runs from Jan - Dec could be adapted or temporarily relocated to alternative venues to reduce the impact on participants.

GST

Grant payments are payable to the applicant/grantee only. This may have taxation implications for grantees. If grantees wish specific advice relating to their grant, this can be obtained from the Australian Taxation Office (ATO). Please note depending upon the value of the project and/or grant, the ATO may require an organisation be registered for GST. If the applicant is registered for GST, the grant is grossed up with the GST amount.

PRIVACY STATEMENT AND STATEMENT OF DISCLOSURE

The Organisation acknowledges and agrees that this Application and information regarding it is subject to the *Freedom of Information Act 1992* and that the Grantor may publicly disclose information in relation to this Application, including its terms and the details of the Organisation.

Any information provided by you to DLGSC can be accessed by you during standard office hours and updated by writing to DLGSC or calling (08) 9492 9870. All information provided on this form and gathered throughout the assessment process will be stored on a database that will only be accessed by authorised departmental personnel and is subject to privacy restrictions.

DLGSC may wish to provide certain information to the media for promotional purposes. The information will only include the applicant's club name, sport, location, grant purpose and grant amount.

APPLICANT'S CERTIFICATION

I certify that the information supplied is to the best of my knowledge, true and correct.

Name: Adelle Auld

Position Held: President

Signature: A Auld

Date: 18.02.2025

LODGE MENT OF YOUR APPLICATION

- Applications including all attachments are to be received electronically and officially submitted to the [CSRFF application webpage](#) by the cut off time and date. A hard copy can also be provided and should be clipped at the top left-hand corner, please do not bind.
- It is recommended that you **retain your completed application form**, including attachments for your own records and future audit purposes.
- All **attachments** and supporting documentation (see next section) should be **clearly named and identified** and submitted with the application form.
- **Applications must be submitted to your Local Government Authority** by the Local Government's advertised cut-off date to ensure inclusion at the relevant Council Meeting.

The following documentation **must** be included with your application. Applicants may wish to supply additional RELEVANT information.

<input type="checkbox"/>	Completed application form.
<input checked="" type="checkbox"/>	Incorporation Certificate.
<input checked="" type="checkbox"/>	Confirmation of Public Liability Insurance cover to \$10 million
<input checked="" type="checkbox"/>	Two written quotes. Quantity Surveyor costings will be accepted, however the responsibility lies with the applicant to ensure the validity of the information. DLGSC accepts no responsibility for cost variations to projects that were provided a grant based on submitted Quantity Surveyor costs.
<input type="checkbox"/>	If your project involves the upgrade of an existing facility, include photograph/s of this facility.
<input checked="" type="checkbox"/>	Locality map and/or site map , including where the proposed facility is located in relation to other sport and recreation infrastructure.
<input checked="" type="checkbox"/>	Income and expenditure statements for the current year and budget for the next financial years. (LGAs exempted).
<input type="checkbox"/>	Written confirmation of financial commitments from other sources including copies of Council minutes or extract from endorsed Council budget . If a club is contributing financially, then evidence of their cash at hand must be provided.
<input checked="" type="checkbox"/>	Itemised project cost for components and identified on the relevant quote for each (including cost escalation).
<input checked="" type="checkbox"/>	A lighting design plan must be supplied showing lux, configuration and sufficient power supply

Your application will be considered not eligible if:

- You have not discussed your project with the Department of Local Government, Sport and Cultural Industries and your State Sporting Association.
- You do not meet the eligibility criteria for the grant category to which you are applying.
- You have not included with your application all the relevant required supporting documentation. **There is no onus on Department staff to pursue missing documentation.**
- Applicants/projects that have received a CSRFF or CNLP grant in the past and have not satisfactorily acquitted that grant. In some cases, this may apply to localities where other significant projects have not been progressed or have not completed a previous project in accordance with the conditions of the grant provided. An assessment will be made in April and if no physical progress has occurred, new applications may not be recommended.
- It is not on the correct application form.
- The project for which application is made is specifically excluded from receiving CNLP support.

DEVELOPMENT BONUS APPLICANTS ONLY

If you applied for a CNLP grant for more than one third of the cost of the project, please provide evidence of meeting at least one of the following criteria.

You MUST contact your local DLGSC office to determine eligibility before applying.

Category		Details
Geographical location	<input checked="" type="checkbox"/> Regional/remote location <input type="checkbox"/> Growth local government	Geraldton Netball Association (GNA) is the largest Netball Association in the North of Western Australia. GNA provides an avenue for the community to participate, socialise and be involved.
Co-location	<input type="checkbox"/> New <input type="checkbox"/> Existing	
Sustainability initiative	<input type="checkbox"/> Water saving <input checked="" type="checkbox"/> Energy reduction <input type="checkbox"/> Other	<p>Implementing LED lights can significantly reduce energy consumption and costs in various settings.</p> <p>By switching to LED lighting, not only do we reduce energy consumption and lower electricity bills, but we will also contribute to environmental sustainability by reducing the carbon footprint.</p>
Increased participation	<input checked="" type="checkbox"/> New participants <input checked="" type="checkbox"/> Existing participants – higher level <input checked="" type="checkbox"/> Special interest <input type="checkbox"/> Other	<p>Improving the Lighting at GNA will be a powerful way to increase participation, where engagement is key. People are more likely to participate in environments that are welcoming, functional, and tailored to their needs. LED Lighting will increase the opportunity of being actively involved, across more frequent times.</p> <p>Existing participants will be able to utilise the facilities more throughout the evening as the lights will be improved.</p> <p>GNA will be able to encourage other sporting groups to utilise the upgrade space and use the LED Lighting.</p>

PROJECT BUDGET

ESTIMATED EXPENDITURE

Please itemise the components of your project in the table below, indicating their cost and which quote or part of quote was used to estimate this. Quantity Surveyor costs will be accepted however the responsibility lies with the applicant to ensure the validity of the information. A contingency allowance is considered an acceptable component. *PLEASE ITEMISE BY COMPONENT (e.g. floodlighting, power upgrade, additional lights to make it 100 lux) rather than materials (electrician, poles, lights, finishings).*

Project Description (detailed breakdown of project elements to be supplied)	\$ Cost ex GST	\$ Cost inc GST	Quote Used (list company name and quote number)
<i>ie Installation of four floodlighting poles and lights to 50 lux</i>			
QUOTE #1 Install LED Lighting Upgrade to 200 Lux – no removal of existing poles, Minimal Excavation required.	190,000	209,000	
QUOTE #2 Install LED Lighting Upgrade to 200 Lux– removal of current poles & install new poles, Major excavation required	186,204.15	204,766.76	
Donated materials (Please provide cost breakdown)			
Volunteer labour (Please provide cost breakdown)			
Sub Total	\$190,000	\$209,000	
2.5% Cost escalation	\$4,750	\$5,225	<i>Both companies listed above have advised of a possible price rise at the commencement time of the project. To allow for this, a 2.5% cost escalation has been included.</i>
a) Total project expenditure	\$194,750	\$214,225	

- At least **two written quotes or a QS estimate** are required for each component.
- Please ensure that the power supply is sufficient, and no upgrade will be required. If upgrade is required and not budgeted for, the grant will immediately be withdrawn. A **lighting design plan** must be supplied showing lux and configuration.
- Projects that do not meet **Australian Standards** are ineligible for funding.

PROJECT FUNDING

Source of funding	\$Amount ex GST	\$ Amount inc GST		Funding confirmed Y / N	Comments to support claim (please attach relevant support)
Local government	\$48,687.50	\$53,556.25	LGA cash and in-kind		
Applicant cash	\$48,687.50	\$53,556.25	Organisation's cash		
Volunteer labour			Cannot exceed applicant cash and LGA contribution – max \$50,000		
Donated materials			Cannot exceed applicant cash and LGA contribution		
Other State Government funding					
Federal Government funding					
Other funding – to be listed			Loans, sponsorship etc		
CNLP request	\$97,375	\$107,112.50	Up to ½ project cost but capped at \$200,000	N	
b) Total project funding	\$194,750	\$214,225	<i>This should equal project expenditure as listed on the previous page</i>		

REQUIRED: If the funding approved is less than funding requested for this project, or the project is more expensive than indicated, where would the extra funds be sourced from? Is this funding confirmed? If the project scope would be reduced, which components would be revisited?

GST

Grant payments are payable to the applicant/grantee only. This may have taxation implications for grantees. If grantees wish specific advice relating to their grant, this can be obtained from the Australian Taxation Office (ATO). Please note depending upon the value of the project and/or grant, the ATO may require an organisation be registered for GST. If the applicant is registered for GST, the grant is grossed up with the GST amount

LOCAL GOVERNMENT PROJECT ASSESSMENT SHEET

This page is for the use of the relevant Local Government Authority to be used for both community and LGA projects. Please **attach copies of council minutes** relevant to the project endorsement/approval.

Name of Local Government Authority: City of Greater Geraldton
Name of Applicant: Geraldton Netball Association

Note: The applicant's name cannot be changed once the application is lodged at DLGSC.

Section A

The CNLP principles have been considered and the following assessment is provided:
(Please include below your assessment of how the applicant has addressed the following criteria)

All applications

	Satisfactory	Unsatisfactory	Not relevant
Project justification	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Planned approach	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Community input	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Management planning	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Access and opportunity	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Design	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Financial viability	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Co-ordination	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Potential to increase Physical activity	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sustainability	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Section B

Priority ranking of applications received	1 of 1 CNLP applications received
Is this project consistent with the	<input type="checkbox"/> Local Plan <input checked="" type="checkbox"/> Regional Plan
Have all planning and building approvals been given for this project?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
If no, what approvals are still outstanding?	

Project Rating (Please tick the most appropriate box to describe the project)

- | | | |
|---|--|-------------------------------------|
| A | Well planned and needed by municipality | <input type="checkbox"/> |
| B | Well planned and needed by applicant | <input checked="" type="checkbox"/> |
| C | Needed by municipality, more planning required | <input type="checkbox"/> |
| D | Needed by applicant, more planning required | <input type="checkbox"/> |
| E | Idea has merit, more planning work needed | <input type="checkbox"/> |
| F | Not recommended | <input type="checkbox"/> |

Please complete the following questions. This assessment is an important part of the CNLP process and your answers to these questions assist the committee make their recommendations, even if you are the applicant. Please provide a summary of any attachments in your assessment, rather than referring to attachments or external documents such as Council minutes.

<p>1. Please confirm your contribution to the project, whether it has been formally approved (including financial year for which it is approved) and any conditions on the funding. If no funding has been provided, why not?</p>
<p>2. A) <i>If a community group application:</i> Do you believe the project is financially viable, including the applicant's ability to provide upfront contributions, ongoing payments and contributions to an asset replacement fund. Does council commit to underwriting any shortfalls as the ultimate asset owner?</p> <p>B) <i>If a council application:</i> Is Council fully aware of the ongoing cost of operating and maintaining this facility and does your organisation have the capacity to service it into the future? How are the user groups contributing to the ongoing cost of operating the facility?</p>
<p>3. Please provide any additional comments regarding this applications merit against the assessment criteria to support your project rating and ranking.</p>

Signed

Position

Date

Applications for CNLP funding must be submitted to the Department of Local Government, Sport and Cultural Industries by **5pm on 31 March 2025**. Late applications cannot be accepted in any circumstances.

DLGSC OFFICES

PERTH OFFICE

246 Vincent Street
Leederville WA 6007
GPO Box 8349
Perth Business Centre WA 6849
Tel: (08) 9492 9870
csrff@dlgsc.wa.gov.au

MID-WEST

Level 1, 268-270
Foreshore Drive
PO Box 135
Geraldton WA 6531
Tel: (08) 9956 2100
midwest@dlgsc.wa.gov.au

PILBARA

Karratha Leisureplex
Dampier Hwy, Karratha
PO Box 941
Karratha WA 6714
Tel: (08) 9182 2100
pilbara@dlgsc.wa.gov.au

GASCOYNE

4 Francis Street
PO Box 140
Carnarvon WA 6701
Tel: (08) 9941 0900
Gascoyne@dlgsc.wa.gov.au

KIMBERLEY – Broome

Unit 2, 23 Coghlan Street
PO Box 1476
Broome WA 6725
Telephone (08) 9195 5750
Mobile 0438 916 185
kimberley@dlgsc.wa.gov.au

SOUTH WEST

80A Blair Street
PO Box 2662
Bunbury WA 6230
Tel: (08) 9792 6900
southwest@dlgsc.wa.gov.au

GOLDFIELDS

106 Hannan Street
PO Box 1036
Kalgoorlie WA 6430
Tel: (08) 9022 5800
goldfields@dlgsc.wa.gov.au

KIMBERLEY – Kununurra

Telephone 08 9195 5750
Mobile 0427 357 774
kimberley@dlgsc.wa.gov.au

WHEATBELT - Northam

298 Fitzgerald Street
PO Box 55
Northam WA 6401
Tel: (08) 9690 2400
wheatbelt@dlgsc.wa.gov.au

GREAT SOUTHERN

22 Collie Street
Albany WA 6330
Tel: (08) 9892 0100
greatsouthern@dlgsc.wa.gov.au

PEEL

Suite 94, 16 Dolphin Drive
PO Box 1445
Mandurah WA 6210
Tel: (08) 9550 3100
peel@dlgsc.wa.gov.au