**Natural disaster relief and recovery arrangements**

**essential public assets approval form**

This form needs to be filled out by local councils should they:

* wish to seek a determination whether reimbursement of expenditure to restore a damaged asset is eligible under the Natural Disaster Financial Assistance (NDFA); and/or
* determine that natural disaster damage associated with an essential public asset is anticipated to cost in excess of $1 million to repair.

When the form is complete, please email to: **NDFA@dtf.vic.gov.au**

Checklist

The following checklist should be used as a guide to ensure that relevant information has been included and that the instructions have been followed.

🞎 Each question in this template has been answered and example text deleted.

🞎 Any supporting evidence and documents are attached (if applicable).

| **State/Territory** | **Victoria** |
| --- | --- |
| **Eligible event details** | **To be filled out by the Department of Treasury and Finance****Event name:** ^Name of event e.g. Southern Central Flooding March 2012^**Event date:** ^Date or approximate ranges when the event occurred^**AGRN:** ^Australian Government Reference Number^ |
| **Agreement sought for** | 🞎 Replacement 🞎 Restoration |
| **Name of Essential Public Asset** | **To be filled out by the Local government authority**^Name of the asset i.e.^ |
| **Estimated total cost of the project**  | **To be filled out by the Local government authority**$ ^Estimated total cost of the restoration/replacement project^ |
| **Proposed project start date**  | **To be filled out by the Local government authority**^dd/mm/yyyy^ |
| **Proposed project finish date**  | **To be filled out by the Local government authority**^dd/mm/yyyy^ |
| **Scope of project**  | **To be filled out by the Local government authority**^Brief description of the scope of the restoration or replacement works to be completed^ |
| **Name of eligible undertaking** | **To be filled out by the Local government authority**^Name of the entity who owns the asset^ |
| **Infrastructure Type** | **To be filled out by the Local government authority**🞎 Health 🞎 Transport🞎 Justice 🞎 Education🞎 Welfare 🞎 Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| **If ‘Other’ provide a description of why the asset is an integral and necessary part of the state’s infrastructure** |
| **To be filled out by the Local government authority** |

| **Describe how the loss of the asset has disrupted the normal functioning of the community** |
| --- |
| **To be filled out by the Local government authority** |
| **State/territory contact officer details** | **To be filled out by the Local Government Authority****Name:** ^Full name of the contact officer^**Title:** ^Job title of contact officer^**Email address:** ^Email address of the contact officer^**Phone number:** ^Contact phone no. incl area code, of the contact officer^**To be filled out by the Department of Treasury and Finance****Name:** ^Full name of the contact officer^**Title:** ^Job title of contact officer^**Email address:** ^Email address of the contact officer^**Phone number:** ^Contact phone no. incl area code, of the contact officer^ |
| **Commonwealth agreement (to be completed by AGD)** | **To be filled out by the Commonwealth****Name:** ^Full name of the contact officer^**Title:** ^Job title of contact officer^**Email address:** ^Email address of the contact officer^**Phone number:** ^Contact phone no. incl area code, of the contact officer^**Name**: ^Full name of Commonwealth approving officer^ **Title:** ^Job title of Commonwealth approving officer^**Email address:** ^email address of the Commonwealth approving officer^**Phone number:** ^contact phone no. including area code of the contact officer^Approved/Not approved (please circle)**Signature:**  **Date:** / / *[Please note that Commonwealth agreement does not deem all associated project costs as being eligible for reimbursement under the NDRRA—just that the asset/s identified satisfy the requirements of clause 3.6 of the NDRRA. In addition, this agreement does not preclude the Commonwealth from identifying ineligible costs upon completion and acquittal of the project.]* |