



Our Ref: 05867-05

Ms Manisha Barthakur  
Chief Executive Officer  
Shire of Dowerin  
PO Box 111  
DOWERIN WA 6461

Dear Ms Barthakur

## **2025/26 LOCAL GOVERNMENT GRANTS SCHEME (LGGs) MANUAL AND CAPITAL AND OPERATING GRANTS**

I write to inform you about this year's LGGs application process.

The Department of Fire and Emergency Services (DFES) is committed to working with local governments to support you and your volunteer groups that provide emergency services to the community. Information regarding the 2025/26 LGGs Capital and Operating Grants and associated forms are provided in the primary email received. The LGGs Manual 2025/26 and associated forms can also be downloaded from the DFES website, excluding the pre-populated LGGs Forms 3a and 3b.

### **Operating Grants**

Operating Grant offers continue to be based on the average of your previous two year's completed acquittals (which demonstrates past expenditure trends) and the current year's actual allocation, then indexed with the prevailing cost escalation factor.

You have the option to accept the assessed allocation or apply for an alternative allocation. If you accept the offer, you will only need to make a submission for items between \$1,500 and \$5,000, that is, line item 9 requests using LGGs Form 7 'non-recurrent expenditure justification' which is now available online only.

If you wish to submit an alternative request, please apply using the LGGs Form 6 'Operating grant budget estimate – alternate allocation'). Justification to support the increases across line items 1-8 must be included.

### **Capital Grants**

#### **LGGs Form 3a Capital – Fleet**

This form details the proposed appliance/vehicle replacement schedule for 2025/26, along with the indicative program for 2026/27 to 2029/30. Please note that the program is subject to adjustments based on factors such as funding and cost variations, production capabilities and changes in regional resourcing plans and risk profiles. You may either accept the proposed 2025/26 replacement program or request an alternative program using Form 3a.

To enable effective planning of the appliance and vehicle build programs, you are encouraged to consider your requirements over the 4-out-year period and adjust the program where necessary. This will enable DFES to plan fleet replacements and assess supplier capacity compared with demand. This is important given the lingering impacts of the global pandemic. Should you wish to make additional fleet requests for 2025/26, please complete the relevant sections of the Form 3a. Justification to support the additional fleet request must be included.

### **LGGS Form 3b Capital – Facilities**

This form is used for capital grant requests for new facilities. Form 3b will be provided by DFES to Local Governments listing current facility records. Local governments are required to verify the facility listings and advise their 2025/26 facility requests at the 'Alternate Program' section of Form 3b together with the completed Form 5. Justification to support the facility request must be included.

Please verify and update the information where required in forms 3a and 3b and include the forms with your application.

### **Guiding Principles for Capital Grant Considerations**

Please note that in considering Capital Grant applications, the BFB and SES Capital Grants Committees adopt the following guiding principles:

- In the first instance, all DFES offers for fleet in the 2025/26 Replacement Program will be honoured.
- New facilities will not be considered unless the land is identified and acquired or assigned.
- Priority will be given to new facilities and facility modifications:
  - to house prescribed assets that are currently in the open or housed on private property;
  - where a replacement vehicle cannot be accommodated in existing garaging; and
  - where a fit for purpose assessment has been undertaken and has shown the existing facility is not fit for purpose and requires either replacement or upgrading.
- New and additional fleet requests will, as a general principal, be unlikely to be considered unless a risk-based assessment of capability requirements sufficiently supports the placement of additional appliances/vehicles.

### **Lodging your application**

Applications must include signed LGGS Forms 1, 2, 3a and 3b (together with any other/alternative requests and supporting documentation) and can be emailed to [lggs@dfes.wa.gov.au](mailto:lggs@dfes.wa.gov.au) or posted to:

Mr Peter Raykos  
Grants Funding Officer  
Department of Fire and Emergency Services  
PO Box P1174  
PERTH WA 6844

## **Closing Date**

2025/26 LGGs applications must be received at DFES Asset Planning and Services by **5pm Friday, 28 March 2025**. Applications received after this date/time will not be accepted. If an application is not received by this time, DFES will apply the assessed Capital and Operating Grant for 2025/26.

If you require any assistance or further information, please contact Ms Natasha Dudarz, A/Manager Asset Services on 0438 920 382.

I take this opportunity to acknowledge the support that you and your volunteers provide to help keep our communities safe, it is appreciated.

Yours sincerely

A handwritten signature in black ink, appearing to read 'P. Leach', written in a cursive style.

**PATRICK LEACH  
EXECUTIVE DIRECTOR CORPORATE SERVICES**

10 January 2025

**Bush Fire Brigades  
Local Government Grant Scheme 2025/26  
Operating Grant Offer Assessed Allocation**

<b>Local Government</b>	Dowerin
<b>Region</b>	Goldfields/Midlands

<b>Total Gross Offer 2025/26 Operational Grant (Line Items 1-8)</b>	\$39,450
<b>Less</b> Unexpended funds carried over from 2023/24	TBA
<b>Net Cash Grant Offer - 2025/26 (Line Items 1-8)</b>	\$39,450

\* TBA – To be advised on completion of 2023/24 Annual Operating Grant Acquittal (Form 8) assessment.

**State Emergency Service  
Local Government Grant Scheme 2025/26  
Operating Grant Offer Assessed Allocation**

<b>Local Government</b>	Dowerin
<b>Region</b>	Goldfields/Midlands

<b>Total Gross Offer 2025/26 Operational Grant (Line Items 1-8)</b>	
<b>Less</b> Unexpended funds carried over from 2023/24	
<b>Net Cash Grant Offer - 2025/26 (Line Items 1-8)</b>	

\* TBA – To be advised on completion of 2023/24 Annual Operating Grant Acquittal (Form 8) assessment.

**2025/26  
LGGS  
APPLICATION  
FORMS  
(EXCEL)**

<b>LGGS Grant Certification</b>		<b>FORM 1</b>	
Pursuant to Section 36A for Emergency Services Levy purposes <i>Fire and Emergency Services Act 1998</i>			
<b>Local Government Name:</b> Shire of Dowerin			
<b>Local Government Address:</b> 13 Cottrell Street, Dowerin WA			
			<b>Post Code:</b> 6461
<b>Local Government CEO:</b> Manisha Barthaur			
<b>Alternate Local Government Contact</b>			
<b>Name:</b> Kahli Rose			
<b>Telephone:</b> 9631 1202 / 0411 430 111			
2025/26 CAPITAL AND OPERATING GRANT SUMMARY			
LGGS Grant Type	Forms	BFB	SES
<b>CAPITAL</b>		Please Circle	Please Circle
Appliances/Vehicles	Form 3a	No	N/A
Facilities	Form 3b	No	N/A
Equipment	Form 4	No	N/A
Buildings	Form 5	No	N/A
<b>OPERATING</b>		Please Circle	Please Circle
I accept DFES's Assessed Allocation (Items 1 - 8)	N/A	No	N/A
<b>OR</b>			
I Request an Alternate Allocation (Items 1 - 8)	Form 6	Yes	N/A
Purchase of Plant & Equipment (\$1,500 - \$5,000)	Form 7	No	N/A
<b>In establishing this Capital/Operating Grant application, did you consult your:</b>			
Please Tick: Bush Fire Brigade(s) <input checked="" type="checkbox"/> SES Unit(s) <input type="checkbox"/> ES Superintendent/District Manager <input type="checkbox"/>			
CAPITAL AND OPERATING GRANT BUDGET CERTIFICATION			
I hereby certify that the attached operating and capital requests are expected to be incurred in relation to the provision of fire and emergency services in accordance with the <i>Fire and Emergency Services Act 1998 and the LGGS Manual</i> for the financial year 01 July 2025 to 30 June 2026.			
<b>CEO Signature:</b>			
<b>Date:</b>			

**This form must be completed and submitted with all other forms by 5.00pm 28 March 2025 to:**  
**Asset Planning & Services, Department of Fire and Emergency Services, PO Box P1174, Perth WA 6844**  
**or via email to [lggs@dfes.wa.gov.au](mailto:lggs@dfes.wa.gov.au)**

**DO NOT CHANGE THE LAYOUT OF THIS FORM**

<b>BRIGADE/UNIT DETAILS</b>				<b>FORM 2</b>	
<b>Local Government Name: Shire of Dowerin</b>					
<b>Financial Year: 2025/26 THIS FORM MUST BE COMPLETED AND RETURNED WITH YOUR GRANT APPLICATION</b>					
<b>Legal Name of Registered Brigades/Units</b>	<b>Profile of Brigade (See Appendix 1 for brigade classification)</b>	<b>No. Incidents Previous Financial Year 2023/24</b>	<b>No. of Registered Members <sup>(a)</sup></b>	<b>No. of Buildings <sup>(b)</sup></b>	
<b>Bush Fire Brigades</b>					
1	Dowerin Bush Fire Brigade	Rural	7	32	1
2	Minnivale Bush Fire Brigade	Rural	4	24	1
3	Dowerin Farmer Response Brigade	Farmer Response	0	43	0
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					
19					
20					
21					
22					
23					
<b>TOTAL</b>			<b>11</b>	<b>99</b>	<b>2</b>
<b>State Emergency Service Units</b>					
1					
2					
<b>TOTAL</b>				<b>0</b>	<b>0</b>
<b>Notes:</b>					
(a) Registered members are members of a brigade/unit as defined by the relevant legislation.					
(b) Buildings mean brigade/unit premises for operational purposes that are either owned or controlled by the Local Government or brigade/unit.					
If insufficient space, please provide information in above format on a separate attachment.					
<b>DO NOT CHANGE THE LAYOUT OF THIS FORM</b>					

**OPERATING GRANT BUDGET ESTIMATE - ALTERNATE ALLOCATION**

**FORM 6**

(Line Items 1 - 8, 10)

**ONLY TO BE COMPLETED IF THE DFES ASSESSED ALLOCATION IS NOT ACCEPTED**

**Local Government Name:** .....

Please Tick Box: Bush Fire Brigade(s)  State Emergency Service Unit(s)

(Complete one form for BFB in AGGREGATE and a separate form for SES in AGGREGATE.)

**OPERATING GRANT BUDGET**

<b>Expenditure Items</b>	<b>2024/25 Projected (\$)</b>	<b>2025/26 Budget (\$)</b>
<b>RECURRENT EXPENDITURE</b>	BUDGET	
1. Purchase of Plant & Equipment <\$1,500 per item	3,000	3,000
2. Maintenance of Plant and Equipment	6,504	6,500
3. Maintenance of Vehicles/Trailers/Boats	3,500	3,500
4. Maintenance of Land and Buildings	4,872	5,000
5. Clothing and Accessories <sup>(a)</sup>	14,000	20,000
6. Utilities, Rates and Taxes	4,367	4,400
7. Other Goods and Services	9,452	9,500
8. Insurances	12,381	12,500
<b>NON-RECURRENT EXPENDITURE</b>		
<b>Total Line Items 1 - 8</b>	<b>\$58,076</b>	<b>\$64,400</b>
9. Purchase of Plant and Equipment from \$1,500 to \$5,000 per item <sup>(b)</sup>		<b>PLEASE COMPLETE ONLINE</b>

**All figures are to be GST EXCLUSIVE.**

**NOTES:**

- (a) Not applicable for SES.
- (b) Items greater than \$5,000 are to be requested as a capital item.

As a separate attachment, please provide an explanation of any significant variations between years. DFES reserves the right to seek clarification or additional details supporting the information above.

**DO NOT CHANGE THE LAYOUT OF THIS FORM**