

**GUIDELINES**  
**Community Road Safety Grants Program**  
**Child Car Restraint Grant Form 50**

**FORM 50** - Financial assistance for not-for-profit organisations to develop and implement a child car restraint project to increase the knowledge and use of correctly fitted child car restraints that will benefit the progression of the *Towards Zero* road safety strategy across Western Australia.

**Child car restraint grants**

The Community Road Safety Grants Program has partitioned funds to provide financial assistance for community-based organisations to establish child car restraint hire or loan schemes. The aim of these grants is to improve the access to child car restraints in the early stages of new WA rules for the safe carriage of passengers.

Funding for the Community Road Safety Grants Program is provided on behalf of the Road Safety Council through the Road Trauma Trust Fund.

Grants up to \$5,000 are being offered for not-for-profit organisations to access. The organisations must be able to administer funds and independently manage a child car restraint hire or loan scheme.

Upon the completion of the child car restraint project, successful applicants will be required to complete an evaluation report and financial acquittal.

**Applicants will need to:**

- Relate the project to the safe system approach to road safety as described in the *Towards Zero* road safety strategy for WA 2008-2020.
- Demonstrate how the hire or loan scheme will be administered and managed (refer to “General Points – Operation of Loan/Hire Scheme” on page 2), including risk management, for example:
  - Loan / hire agreement
  - Register of child car restraints loaned or hired
  - Maintenance inspection procedure
  - Documentation of processes and other administrative records.
- Have adequate public liability and other insurances required for the operation of the project.
- Demonstrate how the project will address community need and identify eligible clients.
- Demonstrate community support and participation.
- Demonstrate sustainability of the project after funding finishes

**Child Car Restraint grants supporting activities may include:**

- Promotion and education
- Child car restraint checking stations
- Enforcement activity
- Other activities for the project approved by the Community Road Safety Committee.

**Child Car Restraint Grants will not cover:**

- Wages or capital works projects
- Agencies or organizations with outstanding grant evaluations and/or acquittals may be deemed ineligible
- Agencies with a statutory responsibility for initiatives associated with the project

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- Projects that can be funded through Black Spot, road funding, the STEP Program, Country Pathways Grants Scheme or Road Safety Council Research Advisory Group Funding.

**General Points – Operation of Loan/Hire Scheme**

**Loan Records**

Maintain adequate records of each child car restraint with:

- Serial number
- Manufacture date
- Loan/hire date and details of usage (when, who and vehicle)
- Any reported faults or damage to the child car restraint
- Maintenance or repair required and confirmation of disposal destruction if applicable.

**Loan Terms and Conditions**

- Provide a form for hirer to sign with terms and conditions, also confirming the client has received the instruction manual for the child car restraint.
- Should also include an undertaking that the child car restraint has been inspected by the client; and
  - confirmed received in good order;
  - that they assume responsibility for correct fitting; and
  - they will use as intended and as the manufacturer has recommended.
- Confirm that should the child car restraint be damaged, involved in an accident or any faults noted it will be reported immediately, use will be ceased and arrangements made to return the child car restraint to the administrator of the scheme.
- No on-lending.
- Each child car restraint is loaned with the appropriate instruction manual and information handouts if appropriate.
- If the client is incapable of understanding/reading instructions they should be referred to an appropriate fitter or assisted by appropriately trained staff member.

**Inspection/Maintenance**

- Regular documented inspection and maintenance (at least on return from loan or upon reporting a fault).
- Ensure compliance with Australian Standard AS 1754.
- Any manufacturer involvement required (returned for inspection or repair).
- Vehicle age issues (appropriate anchor points refer to vehicle manufacturer) or refer to Type 2 Child Car Restraint Fitter.

Include provision to replace damaged as well as aged seats in budget.

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**How to apply:**

- All applications must be submitted using the *Application Form – Community Road Safety Child Car Restraint Grant Form 50* available on the RoadWise Program website [www.roadwise.asn.au](http://www.roadwise.asn.au) or by contacting RoadWise on 9213 2066 by the first Friday of the month.
- Send application and supporting materials to:  
Community Road Safety Grants Officer  
RoadWise Program  
PO Box 1544  
WEST PERTH WA 6872  
Email: [roadwise@walga.asn.au](mailto:roadwise@walga.asn.au)
- Community Road Safety Committee meets on the third Friday of the month and each application will be assessed on merit.
- Successful applicants will receive funds on presentation of a tax invoice.

**Applications close on the first Friday of each month.**