



Government of **Western Australia**
Department of Transport

Empowering a
thriving *community*

WA Bicycle Network Grants

Grant Opportunity Guidelines



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Acknowledgement of Country

We acknowledge the Traditional Custodians throughout Western Australia and their continuing connection to the land, waters and community.

We acknowledge the lands on which all Western Australians live, work and play; we recognise the strong and invaluable connection that Aboriginal peoples have across this Country, from a cultural, social, environmental, spiritual and economic perspective.

Many of the paths, streets and trails where people walk, wheel and ride in Western Australia today, follow the song lines, trade routes and seasonal runs that Aboriginal peoples have followed for many thousands of years. Experiencing these actively, increases our sense of connection to place, and strengthens respect for the Traditional Custodians, their journeys and experiences, their place, their Country.

We pay our respects to all members of Western Australia's Aboriginal communities and their cultures; and to Elders past and present.



Image: *'Travelling through Country (Boodja)'*, a collaborative artwork by Deanne Tann, Sister Kate's Home Kids Aboriginal Corporation and Department of Transport (DoT) staff following Cultural Awareness Training workshops.

The connecting circles represent the different communities that DoT works with throughout Western Australia. The central meeting place depicts bringing metropolitan and regional communities closer together and respecting Boodja and culture.

Local Bike Planning Program

Grant Opportunity Guidelines

1. Overview

The Western Australian Bicycle Network (WABN) Grants Program (the Program) is the State Government's primary funding source to local government (LG) for the planning, design, delivery and activation of active transport infrastructure and related initiatives.

The Program is administered by the Department of Transport (DoT) and is a key initiative of the WABN Plan 2014-2031.

The Program supports LGs to deliver safe and comfortable active transport infrastructure that meets best practice and enables more people to walk, wheel and ride as part of their everyday journeys and experiences, more often. Hundreds of projects have been delivered, contributing to healthier, safer and more connected communities throughout Western Australia (WA).

These Grant Opportunity Guidelines (the Guidelines) are intended to assist LGs to submit high quality applications for funding towards local bike plans (LBPs). The Guidelines include details on available funding and criteria, and they are reviewed and updated periodically.

In 2021, the Office of the Auditor General (OAG) made key recommendations on local bike network planning and delivery as part of the Viable Cycling in the Perth Area – OAG Report. The OAG emphasised the need for guidance on local bike planning to assist LG entities to plan and deliver cycling infrastructure in a consistent and connected way. Bike planning, through LBPs, assists in the delivery of the network by increasing salience and decision making around strategic projects at the LG level, which is a priority for WABN infrastructure grants.

When preparing your application, we recommend you also review the 'WABN Grants Program Procedures 2024-2028' and the 'Addendum to WABN Grants Program Procedures 01' for comprehensive program information and guidance, available at www.transport.wa.gov.au/WABN

1.1. Program objectives

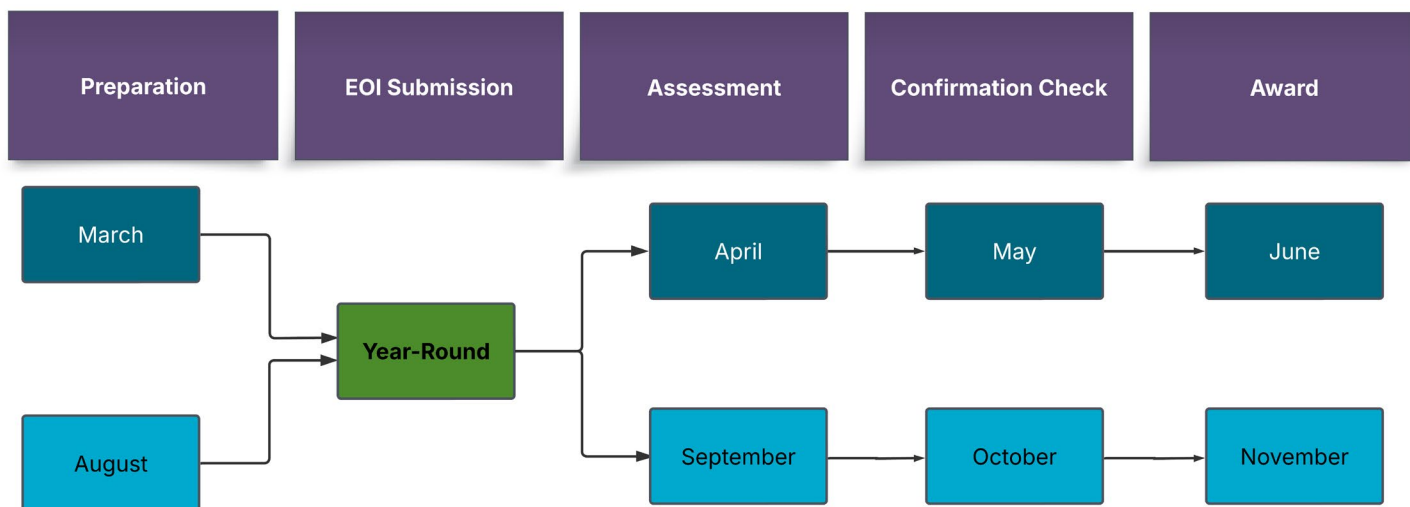
The Program aims to support LGs in the delivery of best practice active transport infrastructure and planning projects that:

- enable more people to walk, wheel and ride as part of their everyday journeys and experiences;
- contribute to continuous and connected active transport networks across WA;
- support multimodal journeys by integrating active and public transport (Perth Bike Network focus); and
- support safe active travel options for journeys to and from town centres, schools, places of recreation and/or tourism opportunities (Regional Bike Network focus).

2. Timeframes

The key timeframes (indicative only) are outlined in Figure 1.

Figure 1: Staging of local bike planning EOIs



2.1. Application and assessment

Applications for the LBP program intake will be received through an online expression of interest (EOI) form. This form will be available year-round. Assessment will occur twice per year (e.g. April and September) for one to two years, depending on funding availability and demand. Please note that the first assessment period will occur in May 2025, with confirmation in June and award in July.

Cut-off dates for EOI submissions will align with the start of each assessment period.

3. Grant funding information

Each financial year between 2025–26 to 2027–28, \$200,000 is allocated to local bike planning grants, split evenly between the Perth Bike Network and Regional Bike Network streams. Funds will be awarded to eligible projects until the three-year annual allocation is exhausted.

Grant funding is available for a set amount per project, according to the following tiers:

- Tier 1: basic support – \$15,000
- Tier 2: enhanced support – \$25,000.

Applicants will select and justify their level of support within the EOI form. Table 1 outlines basic criteria for each support package. Please note that payment of the granted amount must be exceeded by the total project cost as at final acquittal.

Table 1: Support options

Basic support	Enhanced support
<ul style="list-style-type: none"> • Bike plan within five years • Limited changes needed • Review/Update of existing bike plan • Adequate internal staffing capacity 	<ul style="list-style-type: none"> • Bike plan more than five years old • Extensive changes needed • New bike plan • Limited internal staffing capacity

Program budget will be allocated by year, with funds allocated in subsequent financial years termed 'pre-committed'. Funding may be applied for across up to two financial years to support high quality planning.

4. Criteria

The Program uses a staged, competitive process. There are three types of criteria applied to applications for funding:

- **General eligibility criteria** – Applicable to all WABN grants and grant categories, these are non-weighted criteria that all grant applications must meet. Refer to Section 5 of the 'WABN Grants Program Procedures' document for a detailed description.
- **Specific eligibility criteria** – Defined for individual grant intake rounds, these are non-weighted criteria that all grant applications within each category must meet (Section 4.1).
- **Assessment criteria** – Weighted criteria used in the competitive assessment process to score applications against specific Program and grant category priorities (Section 4.2).

Applications are evaluated against the criteria independent of each other. The intent of the assessment is to evaluate the merit of project proposals in alignment with program objectives (Section 1.1).

An additional confirmation stage has been included for this EOI process (Section 4.3).

4.1 Specific eligibility criteria

For the 2025 WABN local bike plan intake, the following specific eligibility criteria will be applied:

- **Eligibility and funding:** Confirm if the applicant is a local government or regional council in WA and if the project has secured funding or a clear path to securing it.

4.2 Assessment criteria

Once an application is deemed eligible, it moves on to the competitive assessment stage. Refer to Section 9 of the 'WABN Grants Program Procedures' document for more information.

Table 2 outlines the three assessment criteria. Most questions do not require a significantly detailed response. A more detailed response will not necessarily score higher than a shorter response.

Table 2: Local bike planning EOI assessment criteria

Criteria	Question	Applicant guidance
1. Achievability (20%)	Management and budget: Outline the project's internal management plan (team and/or consultant) and confirm the status of funding approval or provide details on the expected timeline for approval.	The proposed management structure and the likelihood of securing funding based on the provided budget details are evaluated.
2. Plan status (30%)	Current plan status: Provide details on whether the LG currently has an existing bike plan and outline any identified priorities for updating or creating a new plan.	Assessment is based on whether the applicant has an existing bike plan and the need and readiness for creating or updating the plan.

Criteria	Question	Applicant guidance
3. Readiness (50%)	Implementation readiness: Outline the next steps, timeframes, and how ready the project is to begin.	The project's readiness to proceed is evaluated based on clear next steps, timelines and available internal or consultant resources.

4.3 Confirmation check

Applicants whose projects are scored highly during assessment will be approached to provide specific information not included within the EOI form. Table 3 outlines the information that will be requested.

Table 3: Confirmation stage information

Information	Description
<p>Long-Term Cycle Network (LTCN) alignment: The plan aligns with a relevant LTCN strategy, or with other relevant strategic documentation for areas without an LTCN strategy.</p> <p>This will ensure clear understanding of the relationship between LTCN and LBP.</p> <p>Checking after the EOI stage is intended to make it clear that LGs without an LTCN are eligible to apply.</p>	<p>The LG has confirmed that the plan aligns with the relevant LTCN strategy or other strategic documentation.</p> <p>Includes intent to update their LTCN in line with consultation and outcomes of the LBP.</p>
<p>Internal strategic support: The plan aligns with and is supported by internal strategic documents (e.g. transport strategy, strategic community plan).</p>	<p>The LG has confirmed that the plan is supported by internal strategic documents.</p>
<p>DoT guidance alignment: The project will align with published DoT planning and design guidance for LBPs.</p>	<p>The LG has confirmed the plan will align with published DoT planning and design for active transport guidance.</p>
<p>Required support: Support from CEO and/or Council and other relevant authorities have been, or will be, obtained before project commencement.</p>	<p>The LG has confirmed that confirmation of support has been, or will be, obtained before the project starts.</p> <p>Opportunity to attach Council minutes or similar documentation.</p>

5. Projects suitable for funding

Funding is available for plans focusing on all active transport, micromobility or bike riding only. Walking only plans are not suitable. All applicants are strongly encouraged to be familiar with the published [Local Bike Planning Guidance](#).

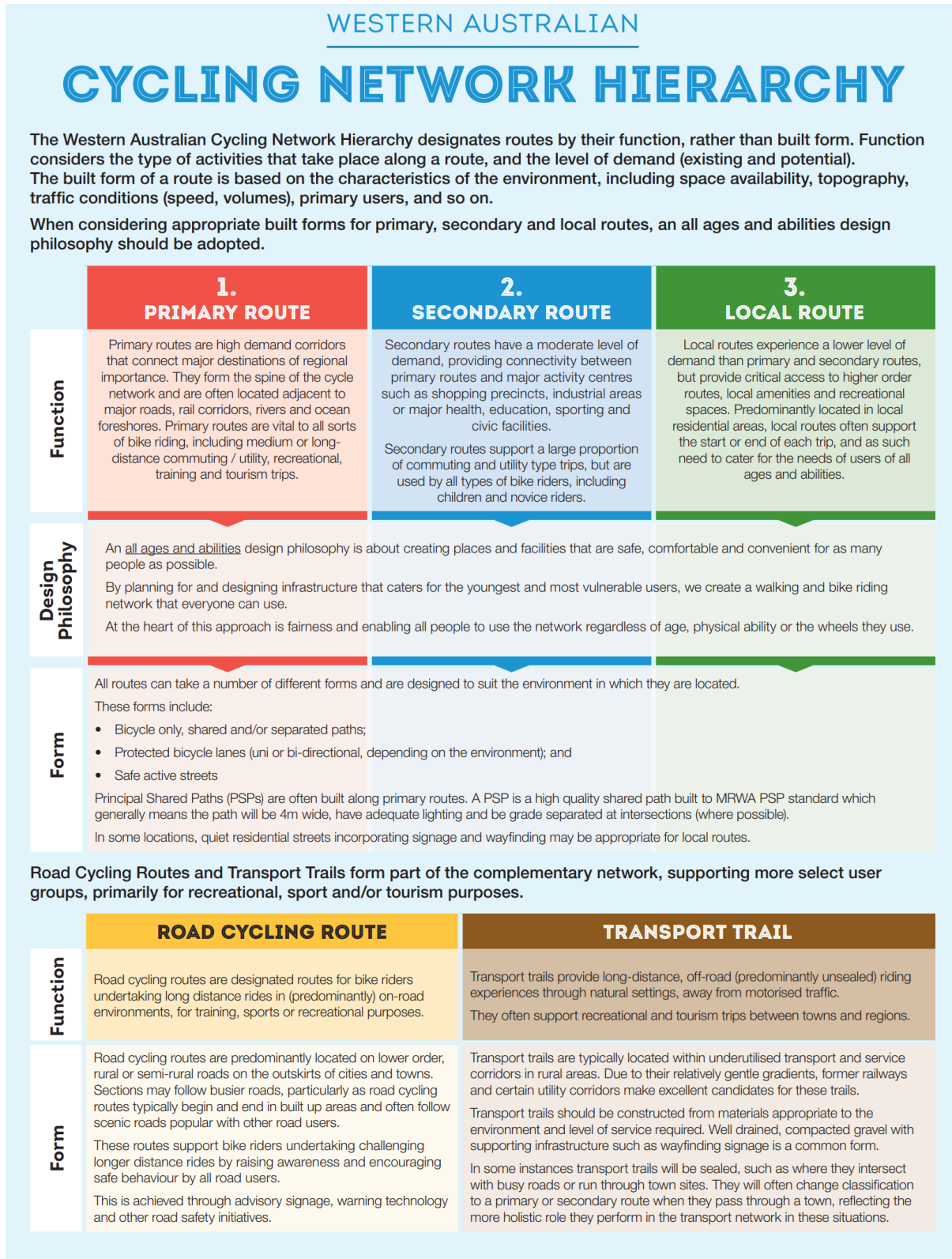
5.1 Alignment to LTCN and route function

DoT recognises the need for consistent bicycle network planning across LG boundaries and works in collaboration with LGs to establish LTCN strategies across WA. The LTCN identifies an aspirational

blueprint to ensure state and local governments continue to work together towards the delivery of a continuous cycling network providing additional transport options, recreational opportunities and support for tourism and commercial activity.

The LTCN identifies the function of a route – primary, secondary, local, road cycling and transport trail – rather than the form it should take. For more information, refer to the [LTCN](#) project page on the DoT website.

Figure 2: Cycling Network Hierarchy for WA



5.2 Tiered support packages

Two support options will be offered, reflecting the extent of work required to develop the LBP. Applicants will be asked to select and briefly justify their selection in the EOI form. Case studies have been provided, with permission, to illustrate the respective support packages.

Basic support

Applicable to LGs that have recently published a bike plan (within five years), require more limited changes, or are an LG with adequate internal capacity. This tier can also be used to fund reviews of existing bike plans.

Case Study: Shire of Halls Creek Bike Plan

The Shire of Halls Creek Bike Plan was developed in 2016 to increase cycling within the community, specifically focusing on school children. Three years prior to this plan, there were growing concerns from the community regarding safety of people walking and riding in the town, leading to the creation of a '10-Year Shared Use Pathway Program' in 2013. The developed bike plan built upon this program, using a more holistic approach to the aspirations and potential for bike riding within the town, specifically for recreation facilities, a trail network and end of trip facilities. A significant portion of the network analysis, implementation and recommendations are derived directly from the 10-year program. The plan allows for additional community engagement, with previous community consultation feeding into new recommendations such as the townsite loop and BMX facility.

Case Study: Shire of Ravensthorpe Bike Plan

The Shire of Ravensthorpe Bike Plan (2022) was created with a vision to align with the WABN Plan, creating an environment where bike riding is safer, more connected and convenient. The plan used a range of objectives and reviewed a range of relevant strategic documents. Undertaking local context studies through census data, the plan also undertook a community survey and two workshops to help identify key issues and opportunities for new pathways.

The basic support package could be used by an LG that has recently completed a bike plan which is aligned to WABN and the LTCN. This package could see smaller updates to census data, additional engagement undertaken or an in-depth reflection on the plan's actions, how they were completed and their success.

Enhanced support

Applicable to LGs that have an older, existing bike plan (more than five years), where more extensive changes are required, or are an LG with more limited internal capacity. Funding in this tier may also be used for brand new bike plans.

Case Study: City of Vincent 2023-2028 Bike Plan

The City of Vincent developed their 2023-2028 Bike Plan with a vision for bike riding and walking to be safe, efficient and the preferred modes of transport for short trips to, from and within the locality. The outcomes of the plan were derived from community consultation, a saddle survey and Super Tuesday¹ data. Additionally, the plan undertook extensive work to further understand local context through assessment of traffic stress, current bicycle infrastructure and census data from the six differing neighbourhoods. Each neighbourhood had its own respective actions for the City to take, with levels of priority and the LTCN type that would be implemented (e.g. local route, secondary route). The City also evaluates the current network, community expectations, opportunities and potential improvements every 5-10 years.



Bike riders using a shared path in the City of Vincent.

An enhanced support package for a plan older than five years may require similarly extensive community engagement and assessments, thoroughly breaking down the differing infrastructure and community elements that make up the LG area. Additionally, it would be imperative that a commitment to measuring progress is undertaken to ensure smaller updates over coming years, reflecting on the extensive changes that were made.

Case Study: Shire of Mingenew 10-Year Shared Pathways Plan

The Shire of Mingenew's 10-Year Shared Pathways Plan (2023–24 to 2033–34) was created to set clear priorities for upgrading networks and connectivity within the area to reach the Shire's overall vision of increasing bike riding and pathway use participation. Several community meetings were held to understand the community's preference for future pathway development. Consultation and a review of existing networks led to the creation of key themes ranging from helping kids get to school, developing tourism and recreational areas and improving residential connections.

¹ Super Tuesday is the annual collection of active travel data at intersections for local councils, including mode, gender, time and directional flow.

5.3 Joint applications

DoT strongly encourages collaboration between LGs. Shared resourcing and alignment of priorities across LG boundaries is essential to completing the LTCN for Perth and Peel and regional strategies.

LGs that want to submit a joint application for LBP funding can select this option on the EOI form.

Case Study: City of South Perth and Town of Victoria Park Joint Bike Plan

The City of South Perth and the Town of Victoria Park created a joint bike plan in 2018. This was funded through the Program and was the first example of a joint plan between LGs within WA. The plan had a desired outcome to increase the number of people riding within both LGs, specifically aiming to double it over the next five years. Both LGs undertook an analysis of crash data and locations, community engagement, and an audit on existing infrastructure.



Bike rider using a cargo bike, travelling on a shared path in Victoria Park.

By combining both plans, the LGs were more easily able to coordinate larger projects in line with their conjoined aspirational network and five-year plan that would service both areas. For example, South Perth's Canning Bridge to Curtin Link Project linked up with Victoria Park's Hayman Road Project, ensuring a consistent connectivity between both areas. Additionally, the Town of Victoria Park has since used the bike plan to inform their current Integrated Transport Strategy (2022). LGs wishing to improve larger strategic connections with neighbouring areas should consider the joint application package.

6. How to apply

Applications must be submitted using DoT Grants (OmniStar). Email applications are not available and will not be considered.

The application process is outlined below:

1. Go to the [WABN Grants Program webpage](#). From when the EOI form is made available, there is a link to sign in to DoT Grants. Follow the prompts to create an account. There is no cost associated with DoT Grants accounts.
2. Once signed in, all available grant rounds for DoT will appear. Select: '**WABN – Local Bike Planning Grants Intake**'.
3. Set aside enough time to complete the application. Save the application at any time and go back to it to complete.
4. All EOI forms will be reviewed by DoT to ensure consistency with the program eligibility criteria.
5. One EOI form must be submitted for each proposed project.

6.1 Notification of funding recommendations

6.1.1 Successful applicants

Successful applicants will be notified following approval of funding recommendations. Refer to Section 10 of the 'WABN Grants Program Procedures' document for a detailed description of the award process.

Successful applicants will be required to enter into a Grant Agreement Contract (GAC) with DoT. This is the legally enforceable agreement that sets out the terms and conditions regarding the establishment and administration of the grant. The WABN GAC details the obligations of both parties, including but not limited to funding and payment details, reporting requirements, communication protocols, agreed outcomes and acquittal conditions.

6.1.2 Unsuccessful applicants

Applicants are encouraged to seek feedback as to why the project was not successful for grant funding.

Projects that are assessed as suitable for funding but do not fall within the available funding allocation are placed on a reserve list. These projects are considered for funding on a case-by-case basis should funds become available.

6.1.3 Freedom of information

Should applicants seek information further to feedback received, the Western Australian *Freedom of Information Act 1992* provides the right to apply for access to documents held by DoT. For more information, visit DoT's [freedom of information webpage](#).

We welcome your feedback to ensure DoT continually improves processes. For further information, complaints or feedback please email wabngrants@transport.wa.gov.au

Further complaint escalation will be managed via DoT's complaint handling system.
