[Initiative title]

| Initiative details |
| --- |
| Type of initiative | [ ]  Asset and Output | [ ]  Output only | [ ]  Output with Asset |
| Responsible Minister and portfolio | [Enter minister’s name] |
| Coordinating Minister’s ranking | [x of y] |
| *Labor Financial Statement* (LFS) commitment? | ☐ No | [ ]  Yes |
| Is this a lapsing program seeking further funding? | [ ]  No | [ ]  Yes ► Has an Evaluation been provided? | [ ]  Yes [ ]  No |
| Is this an HVHR initiative? | [ ]  No | [ ]  Yes |  |
| Part of whole of Government submission? | [ ]  No | [ ]  Yes ► Submission title: | [Enter submission title] |
| Budget priority category | Choose a category  |
| Has a gender impact assessment been undertaken? | [ ]  No | [ ]  Yes  |  |
| Has a Climate Action Screening and Assessment Template been completed? | [ ]  No | [ ]  Yes ► Was a Climate Action Assessment (in Part 2 of the Template) required? | [ ]  Yes [ ]  No |
| Has the Carbon Estimation Tool and questionnaire been completed for asset initiatives of $50 million TEI or greater?  | [ ]  No | [ ]  Yes  |  |

| Funding sought | 2024-25  | 2025-26 | 2026-27 | 2027-28 | 2028-29 | 5-year total | Ongoing/ TEI |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Net output funding sought ($ million) | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 |
| Net asset funding sought ($ million) | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | TEI |

| Location of initiative |
| --- |
| Region | [ ]  Metropolitan | [ ]  Regional | [ ]  Statewide |
| Area of service | [Select an area of service]If ‘various’, specify all areas impacted: [Areas of service] |
| Local government area (LGA) | [Select local government area]If more than one, specify other LGA(s): [LGA(s)] |
|  |  |  |  |

| Other |
| --- |
| Is the initiative eligible for funding from another source/fund/levy? | [ ]  No | [ ]  Yes ► Source: | Specify name of source/fund/levy:[Funding source] |
| Does the initiative support an Infrastructure Victoria recommendation? | [ ]  No | [ ]  Yes ► Recommendation: | Specify supported recommendation:[Supported recommendation]If more than one, list each one below:[Other recommendations] |
| Is it seeking consideration under the Early Intervention Investment Framework? | [ ]  No | [ ]  Yes  |  |
| Will this initiative have any substantive impact on First Peoples? | [ ]  No | [ ]  Yes  |  |
| Has this initiative been developed in partnership with First Peoples? | [ ]  No | [ ]  Yes  |  |
| Will the initiative be delivered in partnership with First Peoples? | [ ]  No | [ ]  Yes  |  |

# Guidance notes

|  |  |
| --- | --- |
| Topic / field | Description |
| Initiative title | Should be short, succinct, clearly describe the initiative and be suitable for publication in *Budget Paper 3: Service Delivery.* |
| Type of initiative | Output with Asset applies to predominately output initiatives with a smaller asset component. |
| Responsible Minister | Minister(s) submitting the business case. |
| Coordinating Minister’s ranking | Order of priority against all other portfolio initiatives. |
| LFS commitment  | If this initiative is associated with acquittal of a LFS commitment. A copy of the LFS is available at [this link](https://static.pbo.vic.gov.au/files/DTF_Labors-Financial-Statement-2022.pdf).  |
| Is this a lapsing program seeking further funding? | This applies where funding expires in the current financial year. If *Yes*, an evaluation should also be provided. Please refer to the *Resource Management Framework* for further details. |
| High Value High Risk (HVHR) | Please refer to the HVHR webpage for information on the criteria:[www.dtf.vic.gov.au/infrastructure-investment/high-value-high-risk-framework](https://www.dtf.vic.gov.au/infrastructure-investment/high-value-high-risk-framework) |
| Part of whole of Government submission? | A whole of Government submission may include where a single business case provides funding to multiple Departments, or where separate business cases form part of a coordinated cross-portfolio package.  |
| Is this a budget priority? | The Treasurer’s budget priorities are outlined in a letter sent to coordinating Ministers ahead of the budget process. For further information on the priorities, please contact your DTF Relationship Manager.  |
| Gender impact assessments | If a gender impact assessment has been undertaken, please attach this to the business case. Refer to *Attachment E: Additional guidance* for further information. |
| Funding sought | Costings must be agreed with DTF prior to lodgement. |
| Location of initiative  | If an initiative will be implemented in multiple locations, please list all of these (e.g. a new road should include all suburbs, towns, regions, etc. it will run through). |
| Area of service | The area where the project or program will be delivered. Select from the drop-down menu of eight regions – five rural and three metropolitan. For projects or programs to be delivered across multiple regions, *Metropolitan various*, *Regional various* or *Statewide* may be selected. |
| LGA | The Local Government Area (i.e. council) where the project or program will be delivered. Select one from the drop-down menu (there are 79 councils).Maps of councils can be found on the Victorian Electoral Commission website:[www.vec.vic.gov.au/electoral-boundaries/local-councils](https://www.vec.vic.gov.au/electoral-boundaries/local-councils) |
| Is the initiative eligible for funding from other source/fund/levy? | If you are nominating a funding source outside your department it is expected that you have consulted with the relevant entity to ensure that the initiative meets eligibility criteria and that there is available capacity. |
| Does the initiative support an Infrastructure Victoria recommendation? | Infrastructure Victoria (IV) released a 30 Year Infrastructure Strategy in 2020 outlining 94 recommendations for improving the provision, operation and use of the state's infrastructure. Please note if the initiative will support, either in part or in full, an IV recommendation. If there is more than one, please include these in the text field. |
| Early Intervention Investment Framework (EIIF) | Refer to [www.dtf.vic.gov.au/funds-programs-and-policies/early-intervention-investment-framework](https://www.dtf.vic.gov.au/funds-programs-and-policies/early-intervention-investment-framework) for further information. |
| Climate Action Screening and Assessment | A Climate Action Screening and Assessment Template needs to be completed for all initiatives and attached to the business case. See Attachment G: Climate Action Screening and Assessment. For assistance completing the Template please refer to the Guidelines (Attachment H). A new requirement is use of the Carbon Estimate Tool at Attachment J to provide an estimate of a project’s upfront carbon emissions and which applies to asset proposals above $50 million. |
| First Peoples engagement | If an initiative will have any substantive impact on First Peoples, please consider:* If the initiative contains a component relevant to First Peoples
* If First Peoples have a stake or interest in programs or services under the initiative
* If the initiative has been developed in consultation or partnership with First Peoples
* How First Peoples will be engaged in implementation and evaluation of the initiative.
* If the initiative involves land and resource uses or governance arrangements that would ordinarily require engagement with First Peoples
* If the initiative is in line with Victoria’s Treaty obligations and Treaty process for Statewide Treaty and local Traditional Owner Treaties
 |