KENNA Allison

From:
Sent: Tuesday, 19 May 2020 1:44 AM
To: 'vietnamesewa@gmail.com'
Subject: CDG1040 - Community Development Grants Programme - Vietnamese Community Centre - Request for information [SEC=OFFICIAL]

OFFICIAL

Hello 47F

I hope this email finds you well. My name is Teresa and I am the new project officer for the Vietnamese Community Centre project.

I’d just like to follow up on the status of the land acquisition and if this has been finalised. If so, could you please provide the address for the project.

I look forward to hearing from you soon.

Kind regards,

[signature]

Contract Manager
Community Development
Grants
Regional Programs Branch | Regional Development and Local Government
Department of Infrastructure, Transport, Regional Development and Communications

GPO Box 594, Canberra ACT 2601

Australian Government
Department of Infrastructure, Transport, Regional Development and Communications

The department proudly acknowledges the Traditional Owners and Custodians of Australia, and their continuing connections to the land, waters and communities. We pay our respects to them and to their Elders past, present and emerging.

OFFICIAL

From: [redacted]
Sent: Friday, 20 March 2020 9:02 AM
To: 'testing new computer' <vietnamesewa@gmail.com>
Subject: RE: CDG1040 - Proposed Vietnamese Cultural Centre - Perth [SEC=OFFICIAL]

OFFICIAL
Hello

Thank you for providing the additional information regarding the Vietnamese Cultural Centre, including the letters of support and the artist impressions of the proposed project. We will progress the assessment of the project funding once we receive confirmation of the land acquisition and the address for the project.

Kind regards

Project Officer | Community Development Grants Program Regional Programs | Regional Development & Local Government | Local Government Division Department of Infrastructure, Transport, Regional Development and Communications

GPO Box 394, Canberra ACT 2601

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OFFICIAL

From: testing new computer <vietnamesewa@gmail.com>
Sent: Wednesday, 18 March 2020 1:28 PM
To: 47F
Subject: Proposed Vietnamese Cultural Centre - Perth

Dear 

Apologise for this lateness
I have been struggling to cope with the Corona...hysteria
Please find enclosed various letters from both Liberal and Labor, and our vision how the Cultural Centre would look like once the land is acquired.
Modification of the artist impression will be updated to you if available.
I have met with Senator Dean Smith (Lib) and Patrick Gorman MP (Lab), Dr David Honey MLA (Lib), Simon Millman MLA (Lab) and will meet Leader of the Opposition Hon Liza Harvey (Lib) soon.
Ms Margaret Quirk MLA (Lab) is working on our behalf.
Premier M McGowan office and offices of Ministers Papalia (OMI, Lab) and Minister Sue Ellery MLC are overseeing the whole process for the land.
You will be updated and from now in our loop at all times.

Best regards

President
WA Chapter of Vietnamese Community in Australia

Sent from Mail for Windows 10
KENNA Allison

From:
Sent: Thursday, 26 March 2020 3:11 PM
To: 'vietnamesewa@gmail.com'
Subject: CDG1040 - Vietnamese Community Centre (WA) - change of Project Officer [SEC=OFFICIAL]

OFFICIAL

Good afternoon

I would like to advise that as of Friday 27 March 2020 I will be leaving the Department and the CDG Team.

You will be contacted shortly by a new Project Officer who will manage your project going forward on behalf of the Department.

I would like to thank you for all your help in progressing the project to this stage and wish you all the best for the successful completion of your project.

To ensure any questions or information you may provide reaches the new Project Officer can you please ensure emails are sent to cdg@infrastructure.gov.au as this mailbox is monitored to make sure emails reach the intended recipient.

Kind regards

Project Officer | Community Development Grants Program Regional Programs | Regional Development & Local Government | Local Government Division Department of Infrastructure, Transport, Regional Development and Communications

GPO Box 594, Canberra ACT 2601

Australian Government Department of Infrastructure, Transport, Regional Development and Communications

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OFFICIAL
KENNA Allison

From:
Sent: Friday, 20 March 2020 9:02 AM
To: ‘testing new computer’
Subject: RE: CDG1040 - Proposed Vietnamese Cultural Centre - Perth [SEC=OFFICIAL]

OFFICIAL

Hello [redacted] 47F

Thank you for providing the additional information regarding the Vietnamese Cultural Centre, including the letters of support and the artist impressions of the proposed project. We will progress the assessment of the project funding once we receive confirmation of the land acquisition and the address for the project.

Kind regards

[redacted]

Project Officer | Community Development Grants Program
Regional Programs | Regional Development & Local Government
| Local Government Division
Department of Infrastructure, Transport, Regional Development and Communications

GPO Box 594, Canberra ACT 2601

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OFFICIAL

From: testing new computer <vietnamesewa@gmail.com>
Sent: Wednesday, 18 March 2020 1:28 PM

Subject: Proposed Vietnamese Cultural Centre - Perth

Dear [redacted]

Apologise for this lateness
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1
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You will be updated and from now in our loop at all times.
Best regards

President
WA Chapter of Vietnamese Community in Australia

Sent from Mail for Windows 10
Dear [Redacted]

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Ms Margaret Quirk MLA (Lab) is working on our behalf.
Premier M McGowan office and offices of Ministers Papalia (OMI, Lab) and Minister Sue Ellery MLC are overseeing the whole process for the land.
You will be updated and from now in our loop at all times.
Best regards

[Redacted]
47F

President
WA Chapter of Vietnamese Community in Australia

Sent from Mail for Windows 10
Your Ref: 113-2019
Our Ref: 61-18713

Ms Margaret Quirk MLA
Member for Girrawheen

Email: girrawheen@mp.wa.gov.au

Dear Ms Quirk

Thank you for your letter dated 3 October 2019 regarding building a Vietnamese cultural centre on a portion of Girrawheen Senior High School site.

The Department of Education has advised that Girrawheen Senior High School is located on a 9.9704 hectares Crown reserve. The school is currently projected to have stable student enrolments over the medium-to-long term and will have sufficient accommodation capacity for its student population.

The Western Australian Planning Commission’s Perth and Peel @3.5million strategy is proposing significant population growth across the metropolitan area. However, significant residential infill development is not anticipated within the Girrawheen locality.

While I understand the Principal has advised she does not have any objection to a portion of the school site being used, the Department needs to consider the strategic future educational requirements of the site. I have asked the Department to undertake this assessment.

As the site is a Crown reserve, if the Department determined that the site was surplus to requirements it would need to refer it to the Department of Planning, Lands and Heritage (DPLH), which would then manage the disposal process. In the first instance, DPLH would refer the land to other government agencies to identify whether they had a requirement for this land. If there is no interest in the site, it is then referred to the open market for sale.
It is noted in your letter that the City of Wanneroo rejected the previous location identified by the Vietnamese community. Prior to any further discussion regarding the site, the Department would need to seek some assurance that the City would support this potential location.

Thank you for your representations on behalf of the Vietnamese community.

Yours sincerely

SUE ELLERY MLC
MINISTER FOR EDUCATION AND TRAINING

25 NOV 2019
Dear [Name],

**RE: PROPOSED VIETNAMESE CULTURAL CENTRE**

Thank you for your email of 28 November 2019 in relation to a proposed Vietnamese community cultural centre in Girrawheen. I appreciate your bringing this proposal to my attention, and I apologise for the delay in responding to you.

I hope you know that I am a strong supporter of a new cultural centre for the local Vietnamese community. Last year, I wrote to the Hon Alan Tudge MP, Minister for Population, Cities and Urban Infrastructure, to inquire about the Government’s progress on the $750,000 commitment it made for a new Vietnamese community centre. I am yet to receive a reply from the Minister, but I would be more than happy to advise you once his reply arrives.

I understand from the letter sent by State Minister for Education and Training, the Hon Sue Ellery MLC, to Ms Margaret Quirk MLA, Member for Girrawheen, that there are several stages through which the Vietnamese community’s proposal would need to proceed before a cultural centre could be built on the proposed Girrawheen Senior High School site. In particular, I note that the site would first need a Departmental assessment, followed by a reference to the Department of Planning, Lands and Heritage. I encourage you to contact me again once those stages are complete, as I will have the capacity to assist after that point.

Thank you again for the email. Please feel free to get in touch again if you wish to discuss this matter further or have any other concerns.

Warm regards,

[Signature]

Dr Anne Aly MP
Federal Member for Cowan

cc  Ms Margaret Quirk MLA, Member for Girrawheen

21 FEB 2020
3 March 2020

Hon. Sue Ellery MLC
Minister for Education and Training
Level 13 Dumas House
2 Havelock Street
WEST PERTH WA 6005

By email: Minister.Ellery@dpc.wa.gov.au

Dear Minister,

A site for the Vietnamese Cultural Centre

I write to express my support for the WA Vietnamese Community to secure a Crown Reserve site adjacent to Girrawheen Senior High School on 39 Calvert Way, Girrawheen, for the construction of a new community centre.

As you will no doubt be aware, the Vietnamese Community in Australia – WA Chapter, established as a not-for-profit organisation in 1978, represents WA's Vietnamese Community and provides the following services:

- Promotes and preserves Vietnamese culture through cultural events including the Lantern Festival, Tet Festival, and the King Hung and Trung Sisters Commemoration;
- Supports Vietnamese migrants, refugees, and families to successfully integrate into Australian society;
- Develops a communal spirit among the different associations and members of the Vietnamese community; and
- Enhances cross-cultural understanding between the Vietnamese community and broader Australian society.

I was delighted to notify WA's Vietnamese Community of the Coalition Government's $750,000 commitment to a Vietnamese cultural centre at the commemoration of Black April on Sunday, 14 April 2019.
This announcement was a significant milestone for WA’s Vietnamese community in being able to realise this long held aspiration of the community.

Representatives from the WA Vietnamese Community expressed their desire to acquire a site at Girrawheen Senior High School, where Girrawheen Avenue intersects with Marangaroo Drive.

Girrawheen Senior High School is symbolic to WA’s Vietnamese Community due to its use as the Vietnamese School WA, and Girrawheen’s status as the epicentre of WA’s Vietnamese Community.

I understand that you have committed to the Department of Education undertaking an assessment of the High School site to consider the strategic future educational needs for the local area which will determine if there is land surplus to those requirements that can be released.

Following that I am advised that should surplus land be identified the Department would need to refer it to the Department of Planning, Lands and Infrastructure to manage the disposal process.

Given the $750,000 in Commonwealth funding is available immediately, I seek your advice on the likely timeframe for the Department’s assessment and any information you may be able to provide on previous experience with the Department of Planning, Lands and Heritage disposal of Department of Education land.

I look forward to your response.

Yours sincerely

Dean Smith
Good morning 47F

My name is s22 and I am writing to introduce myself as the new Project Officer responsible for progressing the assessment of your Community Development Grant Project: CDG1040 – Vietnamese Community Centre.

I note that in the Request for Information (RFI) you provided on 26 June 2019 and the Conceptual Plan, you stated that negotiations were under way for the acquisition of a suitable site from 47G. Could you please provide a status on the negotiations and if the purchase has been finalised. If so, could you please provide the address for the project as per Item 11 in the attached RFI.

Please feel free to contact me in the meantime if you have any issues or concerns. I will be in touch again if we require any additional information and look forward to working with you on your project.

Kind regards

Project Officer | Community Development Grants Programme
Regional Programs | Regional Development & Local Government
Department of Infrastructure, Transport, Cities and Regional Development
GPO Box 594, Canberra ACT 2601

w www.infrastructure.gov.au

The Department proudly acknowledges the Traditional Owners and Custodians of Australia, and their continuing connections to the land, waters and communities. We pay our respects to them and to their Elders past, present and emerging.

KENNA Allison

From:  
Sent:  Wednesday, 18 December 2019 12:43 PM  
To:  'vietnamesewa@gmail.com'  
Subject:  CDG1040 - Vietnamese Community Centre project [SEC=UNOFFICIAL]

UNOFFICIAL

Good Afternoon

I would like to advise that as of Friday 20 December 2019 I will be leaving the Department and the CDG Team.

You will be contacted shortly by a new Project Officer who will manage your project going forward on behalf of the Department.

I would like to thank you for all your help in progressing the project to this stage and wish you all the best for the successful completion of your project.

To ensure any questions or information you may provide reaches the new Project Officer can you please ensure emails are sent to cdg@infrastructure.gov.au as this mailbox is monitored to make sure emails reach the intended recipient.

Project Officer | Contract Negotiations
Regional Programs | Regional Development and Local Government
Department of Infrastructure, Regional Development and Cities
GPO Box 594, Canberra ACT 2601

www.infrastructure.gov.au

UNOFFICIAL
KENNA Allison

From: [REDACTED]
Sent: Tuesday, 8 October 2019 3:13 PM
To: "Vietnamesewa@gmail.com"
Subject: CDG1040- Vietnamese Community Centre project [SEC=UNCLASSIFIED]

Good Afternoon

I have been assigned the Vietnamese Community Centre project to undertake a value for money assessment.

I note on the Request for Information form that you are negotiating with [REDACTED] to find a location/site for your project. Could you please advise if this has occurred and if so the address for your project.

Many thanks

[REDACTED]
Project Officer | Contract Negotiations
Regional Programs | Regional Development and Local Government
Department of Infrastructure, Regional Development and Cities
GPO Box 594, Canberra ACT 2601

www.infrastructure.gov.au
Good morning **47F**

Thank you for providing the RFI for your project. This project has been assigned to **s22** who will assess the project. **47F** will be in contact should she require further information to complete the assessment.

Regards

CDG Team

---

Dear Ms **s22**

Please find enclosed the Request for Information.

It's difficult to anticipate about design or footprint when the location/site is still not materialised yet.

Regards

**47F**

President

Vietnamese Community in Australia

WA Chapter Inc.

E: vietnamesewa@gmail.com
KENNA Allison

From: CDG
Sent: Tuesday, 13 August 2019 11:37 AM
To: s22
Subject: FW: CDG Programme - Vietnamese Community Centre [SEC=UNOFFICIAL]
Attachments: Conceptual Plan.pdf; ATT00001.htm; CDG_Request_for_Information.pdf; ATT00002.htm

RFI for your assessment please.
Thanks

From: <vietnamesewa@gmail.com>
Sent: Monday, 12 August 2019 1:39 AM
To: CDG <CDG@infrastructure.gov.au>
Cc: 47F
Subject: Re: CDG Programme - Vietnamese Community Centre

Dear 47F,

Please find enclose the Request for Information
It’s difficult to anticipate about design or footprint when the location / site is still not materialised yet

Regards

President
Vietnamese Community in Australia
WA Chapter Inc.
E: vietnamesewa@gmail.com
Australian Government
Department of Infrastructure, Regional Development and Cities

Request for Information
Community Development Grants Programme

Before you begin

The Department is asking for information about your project proposal so that we may commence developing a Funding Agreement should the Australian Government decide to approve funding for the project. Missing or unclear information may delay the development of the Funding Agreement.

Please note that information requested in this document may be provided to relevant Commonwealth, State and/or local government agencies, organisations and individuals, including those you identify in this proposal. The purpose of this process is to substantiate your claims and/or statements, and to verify the capacity of your organisation to manage Australian Government funds and deliver the project. It will also seek comment on the viability of the proposal and, if appropriate, identify if the proposal is eligible for funding through an alternative funding stream.

Information relating to individuals will be protected under the Privacy Act 1988. Requests for access to such information, where rejected by proponents, will be dealt with under the provisions of the Freedom of Information Act 1982.

You will need to complete Request for Information and submit with required supporting documentation to support your application.

This information enables the Department to undertake a value with relevant money assessment and provide advice to the Minister prior to an Agreement being negotiated and funding being released. The Department will contact proponents if further information is required.

Should you have any questions on how to answer any part of the Request for Information please submit your query to cdg@infrastructure.gov.au.

How do I submit my Request for Information?

Complete and submit this form and the necessary support documents via email to: cdg@infrastructure.gov.au as soon as possible.

If your response is likely to include documents that cannot be sent electronically, please submit this form and all necessary documents in hard copy to:

Community Development Grants Programme
Regional Programs Branch
Department of Infrastructure, Regional Development and Cities
GPO Box 594
CANBERRA ACT 2601
# Request for Information

## Organisation Details

1. **Organisation details**

<table>
<thead>
<tr>
<th>Legal Name</th>
<th>Vietnamese Community in Australia – WA Chapter Inc.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>ABN</strong></td>
<td><strong>78 936 522 494</strong></td>
</tr>
<tr>
<td><strong>Trading Name</strong></td>
<td></td>
</tr>
<tr>
<td><strong>ACN</strong></td>
<td></td>
</tr>
<tr>
<td><strong>GST Status</strong></td>
<td>Registered</td>
</tr>
</tbody>
</table>

2. **What is your Business Structure?**

- **Local Government**
- **Incorporated Association**: Incorporated
- **Sole Trader**
- **Partnership**
- **Company**
- **Trust – provide a copy of the trust deed**
- **Other, please specify**

3. **Your bank account details. Provide details of the bank account where project funding will be deposited**

<table>
<thead>
<tr>
<th>Bank Name</th>
<th>[Redacted]</th>
</tr>
</thead>
<tbody>
<tr>
<td>BSB</td>
<td>[Redacted]</td>
</tr>
<tr>
<td>Account Name</td>
<td>[Redacted]</td>
</tr>
<tr>
<td>Account Number</td>
<td>47G</td>
</tr>
</tbody>
</table>

4. **Your Organisation’s Physical (registered) Address**

<table>
<thead>
<tr>
<th>Street Address Line 1</th>
<th>Units 4 and 5</th>
</tr>
</thead>
<tbody>
<tr>
<td>Street Address Line 2</td>
<td>151 Brisbane Street</td>
</tr>
<tr>
<td>Suburb/Town</td>
<td>Perth</td>
</tr>
<tr>
<td>State/Territory</td>
<td>WA</td>
</tr>
<tr>
<td>Postcode</td>
<td>6000</td>
</tr>
<tr>
<td>Organisational Email</td>
<td><a href="mailto:Vietnamesewa@gmail.com">Vietnamesewa@gmail.com</a></td>
</tr>
<tr>
<td>Organisational Website</td>
<td>Vietnamesewa.org.au</td>
</tr>
</tbody>
</table>

5. **Your Organisation’s Postal Address**

<table>
<thead>
<tr>
<th>Postal Address Line 1</th>
<th>167 Palmerston Street</th>
</tr>
</thead>
<tbody>
<tr>
<td>Postal Address Line 2</td>
<td></td>
</tr>
<tr>
<td>Suburb/Town</td>
<td>Perth</td>
</tr>
<tr>
<td>State/Territory</td>
<td>WA</td>
</tr>
<tr>
<td>Postcode</td>
<td>6000</td>
</tr>
</tbody>
</table>
6. **Authorised Person Contact Details**  
(e.g. CEO or the person authorised to sign Deed of Agreements)  
<table>
<thead>
<tr>
<th>Title (eg. Mr/Mrs/Ms/Dr)</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>First Name</td>
<td></td>
</tr>
<tr>
<td>Surname</td>
<td></td>
</tr>
<tr>
<td>Position</td>
<td>President</td>
</tr>
<tr>
<td>Telephone</td>
<td></td>
</tr>
<tr>
<td>Email Address</td>
<td><a href="mailto:Vietnamesewa@gmail.com">Vietnamesewa@gmail.com</a></td>
</tr>
</tbody>
</table>

7. **Project Manager Contact Details**  
(e.g. the person who will lead the implementation of your project)  
<table>
<thead>
<tr>
<th>Title (eg. Mr/Mrs/Ms/Dr)</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>First Name</td>
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</tr>
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<td></td>
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<td>Position</td>
<td>President</td>
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<td>Telephone</td>
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</tr>
<tr>
<td>Email Address</td>
<td><a href="mailto:Vietnamesewa@gmail.com">Vietnamesewa@gmail.com</a></td>
</tr>
</tbody>
</table>

8. **Key Personnel within the Organisation**  
who will be involved in the project delivery, other than the authorised person or project manager  
<table>
<thead>
<tr>
<th>Title (eg. Mr/Mrs/Ms/Dr)</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>First Name</td>
<td></td>
</tr>
<tr>
<td>Surname</td>
<td></td>
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<tr>
<td>Position</td>
<td></td>
</tr>
<tr>
<td>Telephone</td>
<td></td>
</tr>
<tr>
<td>Email Address</td>
<td></td>
</tr>
</tbody>
</table>
| Additional Details       | Building / real Estate Partner  
                          | Experienced in building construction  
                          | Property Developer |

9. **Within the last five (5) years, has your Organisation been subject to an event such as a**  
Government investigation, liquidation, litigation or significant change of financial position

<table>
<thead>
<tr>
<th>No</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>If Yes, please note which of the following events occurred and provide details below</td>
<td></td>
</tr>
<tr>
<td>Government Investigation on your organisation or related entities</td>
<td></td>
</tr>
<tr>
<td>Litigation or liquidation proceedings</td>
<td></td>
</tr>
<tr>
<td>Significant (adverse) change of financial position not reflected in Financial statements provided</td>
<td></td>
</tr>
<tr>
<td>Any other particulars likely to adversely affect your capacity to undertake this project</td>
<td></td>
</tr>
</tbody>
</table>
Project Details

10. Project Title – Use the title from the confirmation of the election commitment. If proposing an alternative project title, provide reasons why.

| Vietnamese Cultural Centre |

11. Project location. If a street number is not known, please provide the Lot number.

<table>
<thead>
<tr>
<th>Street Address Line 1</th>
<th>To be provided once negotiation successful</th>
</tr>
</thead>
<tbody>
<tr>
<td>Street Address Line 2</td>
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<tr>
<td>Postcode</td>
<td></td>
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<tr>
<td>Longitude</td>
<td></td>
</tr>
<tr>
<td>Latitude</td>
<td></td>
</tr>
<tr>
<td>Federal Electorate</td>
<td></td>
</tr>
</tbody>
</table>

12. Detailed Project Description (Describe in less than 150 words what the project is doing, ie construction of sport precinct including two Rugby League fields, six netball courts and amenities block including change rooms, public facilities, meeting rooms and cafeteria; upgrade of swimming pool to include new grandstand and children’s waterpark; or installation of lighting at sports field including purchase and installation of four poles and footings, 16 x 15000W MZ lights and 16 shields and upgrade of existing power supply on site.). **PROJECT BENEFITS ARE TO BE INCLUDED AT Q14 BELOW**.

The Cultural Centre will serve as the hub for all cultural and social activities of all age groups within the Vietnamese Community and also can be shared with the public if deemed suitable by both parties.

13. If the CDG funded project is part of a larger project, please provide details below (ie CDG is funding one stage of a multi-stage project).

This CDG funding is the first step of building the Cultural Centre

14. Detail/list the economic and community benefits of the proposal (and the larger project if applicable), and how it contributes to programme outcomes.

(See Guidelines - Section 1.1 Programme Outcomes).

**Economic Benefits**: The Centre can bring vibrancy to the local business, adding value to the cultural and economic contributions to the multicultural fabrics. More Vietnamese will tend to live nearby so housing demands will increase.

**Community Benefits**
The Centre will attract all age groups because it intends to provide headquarters to each group (via an office inside the centre). This will enhance the harmony and cohesiveness of the whole Vietnamese Community in a healthy environment.
15. How do you propose to measure the economic and/or social benefit outcomes, which will be achieved as a result of the completed project.

The Vietnamese dynamic business spirit has been well proven all over the world: if we have a “home” we can be united in harmony to enrich the local public. The centre will be the hub for all Australians of Vietnamese heritage. Example in NSW, VIC, QLD, Orange County in California, Europe...have proven that when the Vietnamese gather they will boom the local business community.

16. Has your organisation prepared a Business Case/Plan, or undertaken a Feasibility Study, Market Research or Community Consultation process within the last two years in relation to this project?

<table>
<thead>
<tr>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>If Yes, please supply details below. If documents have been developed please supply as evidence with your proposal.</td>
</tr>
<tr>
<td>Preliminary survey shows that if each of 22 sub-organisations has their office in The Centre, the Vietnamese public will flock to the Centre and intends to live nearby</td>
</tr>
</tbody>
</table>

17. How many full-time equivalent employee construction jobs and how many full-time equivalent employee ongoing jobs will be created by this project? Please note a full-time equivalent employee (FTE) is based on an average of 1,800 hours over a 48 week period.

| Total number of FTE jobs created during the project period (construction) | ? | Total number of FTE jobs created long term (on-going) | 1 |
| Number of jobs that are Indigenous | 0 | Number of these jobs that are Indigenous | 0 |

18. Please provide the following project dates:

| Estimated Project Start Date: | Only start once the CDG contract is in place and land acquired |
| Estimated Project Finish Date: | Estimated within 2 years from official construction date |
| Estimated Construction Start Date: | Once the Funding is within reach |
| Estimated Construction Finish Date: | Within 2 years of construction |

19. Indicate the current stage of development of your proposal. Provide any supporting documents if available (i.e. concept or preliminary designs, final designs, independent cost estimates, ready to commence tender/procurement process or preferred contractor selected and contracted for the project.)

<table>
<thead>
<tr>
<th>Document</th>
<th>Stage of development</th>
</tr>
</thead>
<tbody>
<tr>
<td>Concept</td>
<td>1 (attached)</td>
</tr>
<tr>
<td>Preliminary design</td>
<td>2 (pending)</td>
</tr>
<tr>
<td>Final Design</td>
<td>3 (pending)</td>
</tr>
</tbody>
</table>
Request to sell current office (Lotterwest) 4 (pending)

20. Identify and provide details of who will own the asset on completion. Where land and buildings are owned by a Third Party, have leasing arrangements been confirmed and secured? (Written evidence must be provided).

<table>
<thead>
<tr>
<th>Organisation</th>
<th>Vietnamese Community in Australia- WA Chapter Inc.</th>
</tr>
</thead>
<tbody>
<tr>
<td>ABN / ACN</td>
<td>78 936 522 494</td>
</tr>
<tr>
<td>Street Address Line 1</td>
<td>To be acquired</td>
</tr>
<tr>
<td>Street Address Line 2</td>
<td></td>
</tr>
<tr>
<td>Suburb/Town</td>
<td>(w)</td>
</tr>
<tr>
<td>State/Territory</td>
<td>(m)</td>
</tr>
<tr>
<td>Postcode</td>
<td>(f)</td>
</tr>
<tr>
<td>Leasing arrangements</td>
<td>Working with local government to acquire land</td>
</tr>
</tbody>
</table>

21. Provide details of who will manage and maintain the project after completion and who will provide the funding.

The Executive Committee of Vietnamese Community in Australia – WA Chapter Inc. and its own funding

22. Provide information on at least three projects your organisation has managed in the past five years which have received funds from either the Commonwealth, state government or local government authority (local government authority funded projects do not apply for applicants who are a local government authority).

<table>
<thead>
<tr>
<th>Jurisdiction and managing Department Name</th>
<th>Project Name</th>
<th>Funding Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Office of Multicultural Interests</td>
<td>Tet New Year Celebrations</td>
<td></td>
</tr>
<tr>
<td>LotteryWest</td>
<td>Tet New Year Celebrations</td>
<td></td>
</tr>
<tr>
<td>Heathway</td>
<td>Tet New Year Celebration</td>
<td></td>
</tr>
<tr>
<td>Vietnamese Language School</td>
<td>Community Language Program</td>
<td></td>
</tr>
</tbody>
</table>

Financial Details

23. What is the total project cost? (Use GST exclusive amounts) 47G

24. What is the amount of funding committed by the Australian Government? (Use GST exclusive amounts) $750,000

25. Partner funding. Complete the table with details of all confirmed funding to this project, and the status of the funding.

<table>
<thead>
<tr>
<th>Partner name</th>
<th>ABN</th>
<th>Amount (GST Excl)</th>
<th>Cash / In Kind</th>
<th>Received, Confirmed, To be confirmed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sale of current (2) unit office</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

26. Provide details of the arrangements in place to provide for any cost overruns or funding
shortfalls on your proposed project.

Any cost overrun will be covered by Fundraising Concerts of which the Music Clubs and many Groups have expressed the commitment to help this important project.

27. Have you completed a tender/procurement process and appointed a preferred contractor or do you have a cost estimate which has been independently developed/assessed?

Please provide details below:
Not yet

28. Are there any parts of the project that have already commenced?

No

If Yes, please provide details below:

29. Budget Table (this is a summary of either the contracted Budget or quantity surveyor cost estimate)

<table>
<thead>
<tr>
<th>Cost Item</th>
<th>Description of Cost Item</th>
<th>Total Estimated Cost ($) (GST exclusive)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Research Development</td>
<td>Pending</td>
<td>In Kind</td>
</tr>
<tr>
<td>Land acquisition</td>
<td>Pending</td>
<td></td>
</tr>
<tr>
<td>Planning/Designs</td>
<td>Pending</td>
<td>In Kind</td>
</tr>
<tr>
<td>Project management</td>
<td>Project Management</td>
<td>In Kind</td>
</tr>
<tr>
<td>Building</td>
<td>Multiple Vietnamese professional Traders</td>
<td>In Kind</td>
</tr>
<tr>
<td>Materials</td>
<td>Pending</td>
<td>$</td>
</tr>
<tr>
<td>Operating cost</td>
<td>Pending design and market cost estimation</td>
<td>$</td>
</tr>
</tbody>
</table>

List of Cost Items
Planning/Design
Construction/Fit-out
Research and Development
Plant/Equipment Hire
Plant/Equipment Purchase
Government Approvals
Operating Costs (e.g. rent, computers, etc)
Wages, salary and superannuation

Consultants/contractors
Project Management
Materials
Training
Marketing/Promotion
Legal/accounting
Other Costs

NOTE1: Evidence of these costs are to be provided as a required supporting document (e.g. cost estimate, quotes, market comparisons, valuations, contracted cost, etc)

NOTE2: Australian Government Funding will not be provided for ongoing operation and maintenance costs or for salaries for existing staff members of the funding proponent organisation.
REQUIRED SUPPORTING INFORMATION

- Audited financial statements for the last two (2) years (only required for projects with a total project cost over $80,000);
- Cash flow forecasts for the next five (5) years (only required for projects with a total project cost in excess of $1.5 million for state or local government authorities or $1 million for other organisations);
- Business Plan and/or Feasibility Study (if applicable);
- Project Management Plan (if applicable);
- Market research/community consultation (if applicable)
- Asset Operations Management Plan (if applicable);
- Confirmation of partnership funding including evidence of bank borrowings (if applicable)
- Evidence of third party leasing arrangements (if applicable)
- Designs
- Cost estimate or contracted cost
Legal Authorisation

I, [Full Name of Authorised Officer], 47F

as President

of Vietnamese Community in Australia – WA Chapter Inc.

167 Palmerston street

Perth WA 6000

confirm that:

- I am a person authorised to make this declaration on behalf of my organisation and all relevant persons have made a full disclosure of information.
- The information provided in this form and all appended documents is complete and correct. I understand that information provided in this Request for Information will form the basis of the funding agreement and that giving false or misleading information is a serious offence.
- The Department of Infrastructure, Regional Development and Cities (the Department) is authorised to undertake the necessary steps to assess the proposal from my organisation by checking the information provided in this proposal, or by obtaining additional information from:
  - Departmental databases and records, including information related to previous funding provided to my organisation;
  - Other Australian Government agencies such as the Australian Taxation Office and the Australian Securities and Investments Commission;
  - State, Territory or Local Government agencies;
  - Law enforcement agencies;
  - Credit reference agencies;
  - Courts or Tribunals; and
  - Any other appropriate organisation, information source or person as reasonably required to perform background checks.

- I agree that the Department may arrange for an Independent Viability Assessment (IVA) of my project by an external adviser or consultant to the Department. Where applicable, the Department may request a yearly breakdown of costs for on-going operational and maintenance of the complete project for a minimum of five (5) years.
- To the best of my knowledge, I have disclosed (Part A Declaration of Conflict of Interest) all actual, apparent or potential conflicts of interest that would prevent my organisation from proceeding with the proposal outlined in this Request for Information or from entering into a Funding Agreement with the Australian Government to deliver a project which relates to this Request for Information.

Signed: [Signature]

Date: 20 / 6 / 2019
Declaration of Conflict of Interest

Please complete either Part I or Part II of the Declaration of Conflict of Interest

Part I – No Known Conflict

I confirm that at the time of signing, to the best of my knowledge I am unaware of any actual, apparent or potential conflicts of interest that would prevent my organisation from proceeding with the proposal outlined in this Request for Information or from entering into a Funding Agreement with the Australian Government to deliver a project which relates to this Request for Information.

I undertake that if at any time I become aware that I, or any other employees or persons associated with the Vietnamese Community in Australia – WA Chapter Inc. have an actual, apparent or potential conflict of interest, then I will:

a) immediately notify the Department of Infrastructure, Regional Development and Cities of all relevant information relating to the Conflict; and

b) take such steps as the Department of Infrastructure, Regional Development and Cities may, if they choose to, reasonably require to resolve or otherwise deal with that Conflict.

I understand that if I fail to notify the Department of any actual, apparent or potential conflicts of interest or am unable or unwilling to resolve or deal with the Conflict as required by the terms noted above, the Department of Infrastructure, Regional Development and Cities may seek to terminate any Funding Agreement established in relation to a project which relates to this Request for Information.

(signature)

20/6/2019
Part II - Disclosure of Interests

I disclose the following interests: No interests

I undertake that if at any time I have an actual, apparent or potential conflict of interest, then I will:

a) immediately notify the Department of Infrastructure, Regional Development and Cities in writing of that Conflict and of the steps the Vietnamese Community in Australia – WA Chapter Inc. propose to take to resolve or otherwise deal with the Conflict;
b) make full disclosure to the Department Infrastructure and Regional Development of all relevant information relating to the Conflict; and
c) take such steps as the Department of Infrastructure, Regional Development and Cities may, if they choose to, reasonably require to resolve or otherwise deal with that Conflict.

I understand that if I fail to notify the Department of Infrastructure, Regional Development and Cities of any actual, apparent or potential conflicts of interest or am unable or unwilling to resolve or deal with the Conflict as required by the terms noted above, the Department of Infrastructure, Regional Development and Cities may seek to terminate any Funding Agreement established in relation to a project which relates to this Request for Information.

(signature)

20/6/2019

(printed name of witness)

Any information disclosed in this form will only be used by the Australian Government for the purposes of assessing CDG proposals and will be maintained in accordance with the Privacy Act 1988.
STATEMENT OF COMPLIANCE

I, President of the Vietnamese Community in Australia - WA Chapter Inc., make the following statement for the benefit of the Department of Infrastructure, Regional Development and Cities:

Having made diligent inquiries, I have reasonable grounds to believe the organisation itself, and staff working with children on behalf of my organisation in relation to the Department of Infrastructure, Regional Development and Cities grant activity:

- comply with relevant legislation relating to requirements for working with children in the jurisdiction in which they work; and

- have complied with relevant legislation in their jurisdictions relating to mandatory reporting or suspected child abuse and neglect as required or otherwise defined by state or territory legislation.

I undertake to ensure that all staff will continue to comply for the duration of any grant agreement Vietnamese Community in Australia - WA Chapter Inc. hold with the Department of Infrastructure, Regional Development and Cities.

Signed: 47F

Date: 20/6/2019
Date: 20/6/2019

CONCEPTUAL PLAN
Vietnamese Cultural Centre (The Centre)
Western Australia

Vision:
1. Land area preferably at least 10,000m² to house The Centre complex
2. Overall floor area of The Centre must be at least 1,200m² to 1,500m²
3. The architecture is preferably Vietnamese
4. Parking facility around The Centre with landscape and water features
5. Ecofriendly construction design

Aims:
1. to create a place to call HOME for the Australians of Vietnamese heritage,
2. To provide a hub for various physical and mental activities: indoor sports, exercise activities for the elderly, contemporary and traditional cultural practice, language studies, training place, meeting place etc...to promote healthy lifestyle, harmony and cohesiveness between different Vietnamese groups and general public
3. To create a place of unity, peace and harmony for most sub-organisations
4. To offer social functions of various nature with or without catering.

The Centre construction plan/layout must include:
1. an assembly area to accommodate 500 patrons at any one time, with stage and ceiling high enough for indoor sports (badminton, volleyball, basketball...)
2. a commercial kitchen
3. a small bar
4. Storage facilities for chairs and tables
5. Restrooms
6. Accessibility for the invalids to all areas
7. Exhibition areas for permanent and temporary artifacts
8. Small offices will be offered to most sub-organisations or associations as their headquarters
9. Onsite Caretaker living quarter if feasible

This conceptual plan relies upon the acquisition of a suitable site from the local government or state government. The negotiation is under way.

MD MBBS
President and Project Leader
# Project Handover Worksheet

<table>
<thead>
<tr>
<th>Programme Name:</th>
<th>Community Development Grants Programme</th>
</tr>
</thead>
<tbody>
<tr>
<td>Proponent:</td>
<td>Vietnamese Community in Australia- WA Chapter Inc.</td>
</tr>
<tr>
<td>Project:</td>
<td>Vietnamese Community Centre project</td>
</tr>
<tr>
<td>Project ID:</td>
<td>CDG1040</td>
</tr>
<tr>
<td>Proponent Contact Name:</td>
<td></td>
</tr>
<tr>
<td>Proponent Contact Phone Number/email:</td>
<td></td>
</tr>
</tbody>
</table>

### New Project Officer:

### Project Status/comments and issues *(issues relating to payments, reports and variations)*

- Acquisition of a suitable site from Negotiation underway.

### Proponent issues - risk/s *(Proponent’s relationship/responsiveness to/with the Department)*

### Sensitivities *(If applicable)*

### Action Required

- Follow up with proponent.

### Handover officer

<table>
<thead>
<tr>
<th>Name:</th>
<th>Signature:</th>
<th>Date:</th>
</tr>
</thead>
<tbody>
<tr>
<td>47F</td>
<td></td>
<td>18 December 2019</td>
</tr>
</tbody>
</table>

### Please ensure the following has been completed:

- File/s have been folioed.

*(Note all pages with text need to be folioed. Up to 400 double sided folios per file. Then order a new file part)*

- Project Index Sheet has been completed as much as possible and is retained as the top folio on the file.

- Sharepoint is up to date.
FILE NOTE

CDG1040 – Vietnamese Community Centre Project

I rang 47F President of the Vietnamese Community Centre in WA on 27/2 regarding progress on the RFI for the Vietnamese Community Centre project and my email of 24/1. He was not available but his secretary gave me an alternate contact number at the Vietnamese Community Centre – . I also left a message there for to call me.

47F returned my call on at 1.15 pm on 28/2 and provided the following advice:

• 47F is still the main contact person for the project – and email vietnamesewa@gmail.com;

• The project is supported by local MPs and MLAs, in particular Margaret Quirk, MLA, Member for Girrawheen (WA Labor) and will be meeting with the Minister soon on their behalf; and

• They have requested an architect’s impression for the project.

I asked 47F to confirm this information by way of an email and he asked me to re-send my email dated 24/1/20 to him which I did. I also told him that my initial assessment of the RFI they submitted on 26/6/19 needs some additional information and/or clarification and that I would follow this up asap with a further email.

Project Officer
CDG – Regional Programs

28 February 2020
# Project Handover Worksheet

<table>
<thead>
<tr>
<th>Program Name:</th>
<th>Community Development Grants Programme</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grantee:</td>
<td>Vietnamese Community in Australia Western Australia Chapter Inc</td>
</tr>
<tr>
<td>Project:</td>
<td>Construction of Vietnamese Community Centre</td>
</tr>
<tr>
<td>Project ID:</td>
<td>CDG1040</td>
</tr>
<tr>
<td>Grantee Contact Name:</td>
<td>President Vietnamese Community Centre WA</td>
</tr>
<tr>
<td>Grantee Contact Phone Number/email:</td>
<td><a href="mailto:vietnamesewa@gmail.com">vietnamesewa@gmail.com</a></td>
</tr>
<tr>
<td>RM Electronic File #:</td>
<td></td>
</tr>
<tr>
<td>New Project Officer:</td>
<td></td>
</tr>
</tbody>
</table>

## Project Status/comments and issues (issues relating to payments, reports and variations)

- **26/3/20** - Advised grantee is leaving the Department and CDG on 27/3 and new Project Officer will be appointed.
- **19/3/20** - Acknowledgment sent. Advised grantee Department is still waiting on confirmation of land acquisition before we can progress the funding assessment.
- **18/3/20** - Grantee provided supporting documents including letters of support and vision of how the Cultural Centre would look like once the land is acquired. Awaiting confirmation of land purchase for the project.
- **28/2/20** - Contacted grantee by phone - progress made on land acquisition. To confirm via email. See File Note.
- **27/1/20** - To follow up with grantee - no response to email.
- **24/1/20** - Sent intro email and requested RFI update re site for the project and the address.
- **13/1/20** - Project allocated to JG.

## Grantee issues - risk/s (Grantee’s relationship/responsiveness to/with the Department)

<table>
<thead>
<tr>
<th>Sensitivities (If applicable)</th>
<th></th>
</tr>
</thead>
</table>

## Action Required

Awaiting confirmation of land acquisition of the project. Ensure all relevant documents have been saved to RM.

## Handover officer

<table>
<thead>
<tr>
<th>Name:</th>
<th>Signature:</th>
<th>Date:</th>
</tr>
</thead>
<tbody>
<tr>
<td>s22</td>
<td></td>
<td>26/3/20</td>
</tr>
</tbody>
</table>

## Please ensure the following has been completed:

- ☒ All documents have been saved into G drive and RM.
- ☒ Sharepoint is up to date.
Hi s22

It appears the date of the signed letter is 9/04/2019. This was already in the SharePoint number showing all the current information on the project.

Thanks
Thomas

Hi s22

I am currently assessing the Request for Information from the Vietnamese Community in Australia – CDG1040. The attached letter from the Minister is undated and I have been unable to locate this document on PDMS.

Could you please let me know the date when the letter was signed.

Thanks

s22

Project Officer | Community Development Grants Program
Regional Programs | Regional Development & Local Government
| Local Government Division
Department of Infrastructure, Transport, Regional Development and Communications

GPO Box 594, Canberra ACT 2601

The department proudly acknowledges the Traditional Owners and Custodians of Australia, and their continuing connections to the land, waters and communities. We pay our respects to them and to their Elders past, present and emerging.
Mr Anh Nguyen
President
Vietnamese Community in Australia
Western Australia Chapter Inc.
Unit 4-5, 155 Brisbane Street
NORTHBRIDGE NSW 2063

Dear Mr Nguyen

I am writing to confirm the Australian Government’s commitment to provide up to $750,000 for the Vietnamese Community Centre project (the Project).

The commitment will be delivered by the Department of Infrastructure, Regional Development and Cities through the Community Development Grants Programme (CDG).

The Australian Government is committed to supporting local communities to prosper and grow. Local infrastructure projects are critical if we want to boost economic growth and improve local amenities and facilities.

A Departmental Officer will contact you shortly to discuss the next steps. This includes undertaking any final due diligence and preparing a Deed of Agreement. Whilst this letter confirms the commitment to your project, funding of $750,000 is contingent upon the execution of a Deed of Agreement.

I recommend that you do not enter into financial commitments or begin work on the project until such time a Deed of Agreement has been signed with the Australian Government. Please note that the contents of this letter should be kept confidential until a Deed of Agreement is signed with the Australian Government.

I wish you every success and look forward to seeing the project completed.

Yours sincerely

Michael McCormack