

# Application guidelines

## Prescribed projects

Include the following with an application letter addressed to the Coordinator-General.

No.	Section	Required details
1.	Reason for application	<ul style="list-style-type: none"><li>Explain why a prescribed project declaration is sought under section 76E of the <i>State Development and Public Works Organisation Act 1971</i>.</li></ul>
2.	The proponent	<ul style="list-style-type: none"><li>Describe the relevant history, partnerships, corporate/joint-venture arrangements, relevant project experience, principal consultants and contact details of the proponent.</li></ul>
3.	Scope of the project	<ul style="list-style-type: none"><li>Describe the nature, scope and scale of the proposal (e.g. mine, transport infrastructure, pipeline, manufacturing facility, island resort).</li></ul>
4.	Location	<ul style="list-style-type: none"><li>Provide real property descriptions of all land parcels within the project area.</li><li>Provide project GIS data in ESRI shapefile format (Datum: GDA94).</li></ul>
5.	Land use and tenure	<ul style="list-style-type: none"><li>Describe the existing and intended land use of the project area.</li><li>Summarise key existing and intended tenures for key land parcels directly impacted by the project area.</li><li>Identify the local government planning scheme and any relevant regional plan designations.</li></ul>
6.	Timeframes for the project	<ul style="list-style-type: none"><li>Provide anticipated timeframes for the staging of the commencement and completion of key project phase e.g. final investment decision, early works, construction, commissioning, operation and (if relevant) rehabilitation.</li><li>Provide target timeframes for securing and finalising approvals through a prescribed project process.</li></ul>
7.	Workforce requirements during construction and operation	<ul style="list-style-type: none"><li>Provide direct construction and operational employment numbers. Describe workforce accommodation and transportation requirements if relevant to the approvals sought as a prescribed project.</li></ul>
8.	Economic indicators	<ul style="list-style-type: none"><li>Provide the project's capital expenditure.</li><li>Summarise revenue, exports, contribution to local/state/national economies, indirect employment generation.</li></ul>
9.	Community and stakeholder consultation	<ul style="list-style-type: none"><li>Describe consultations undertaken to date and intentions for advisory agency and community consultation and engagement.</li></ul>
10.	Project approvals	<ul style="list-style-type: none"><li>List the approvals and permits currently in place for the project. A suggested template is below.</li><li>List the remaining approvals and permits that the proponent would like the Coordinator-General to assist them in obtaining in the event of unreasonable delays. A suggested template is below.</li></ul>

## Approvals and permits obtained to date

Project component/ activity	Administering authority	Legislation	Relevant approval/s

## Remaining approvals and permits required for the project

Project component/ activity	Administering authority	Legislation	Relevant approval/s

## Further information

For further information please contact the Office of the Coordinator-General's Project Evaluation and Facilitation Division via

[prescribedprojects@coordinatorgeneral.qld.gov.au](mailto:prescribedprojects@coordinatorgeneral.qld.gov.au)

The Coordinator-General

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