

APPENDIX C – PRO-FORMA REQUEST FOR COSTING AN ELECTION COMMITMENT¹

Name of policy	Digitalisation of all Second World War Service Records
Person requesting costing (Prime Minister/Leader of the Opposition/Leader of a minority party):	Prime Minister
Date of public release of policy:	24 April 2019
Date of request to cost the policy:	9 May 2019
Summary of policy (please attach copies of relevant policy documents):	The Coalition will provide \$10 million to the National Archives of Australia to digitise all Second World War service records that are yet to be digitised.
Intention of policy:	This will enable all Australians to discover the as yet untold stories of their relatives and how they defended our nation during times of war.
Certification that this, or a substantially similar costing request, has not been submitted to the Parliamentary Budget Office	This, or a substantially similar costing request, has not been submitted to the Parliamentary Budget Office
Description of policy (please note that, where the request to cost a proposal differs from the announced policy, the costing will be on the basis of information provided in the costing request)	
What are the key assumptions that have been made in the policy including:	
Is the policy part of a package? If yes, list and outline components and interactions with proposed or existing policies.	No
Where relevant, is funding for the policy to be demand driven or a capped amount?	Capped
Will third parties (for instance the States/Territories) have a role in funding or delivering the policy? If yes, is the Australian Government contribution capped, with additional costs to be met by third parties, or is another funding formula envisaged?	No

¹ An electronic version of this pro-forma can be found at www.electioncostings.gov.au/templates.

Are there associated savings, offsets or expenses? If yes, please provide details.	No
Description of policy (please note that, where the request to cost a proposal differs from the announced policy, the costing will be on the basis of information provided in the costing request) What are the key assumptions that have been made in the policy including: (continued)	
Does the policy relate to a previous budget measure? If yes, which measure?	No
If the proposal would change an existing measure, are savings expected from the departmental costs of implementing the program? Will funding/cost require indexation? If yes, list factors used.	Not applicable
What are the estimated costs each year? Are these provided on a cash or fiscal basis?	\$2.5 million in 2019-20 \$2.5 million in 2020-21 \$2.5 million in 2021-22 \$2.5 million in 2022-23 Cash basis
Are the revenue and/or expense costs likely to be significantly different beyond the forward estimates period? If yes, why?	No
What assumptions have been made in deriving the expected financial impact in the party costing (please provide information on the data sources used to develop the policy)?	Not applicable
Has the policy been costed by a third party? If yes, can you provide a copy of this costing and its assumptions?	No
What is the expected community impact of the policy? How many people or businesses will be affected by the policy? What is the likely take up? What is the basis for these impact assessments/assumptions?	The digitised records will be freely available to all Australians wherever they live and will provide a comprehensive and authoritative source of information for students, journalists, authors, academics and families.
NOTE: it will be up to the professional judgment of the relevant Secretary as to whether these assumptions are adopted in a Treasury or Finance costing of the policy.	

Administration of policy	
Who will administer the policy (for example, Australian Government entity, the States, non-government organisation, etc.)?	National Archives of Australia
Should departmental expenses associated with this policy be included in this costing? If no, will the Australian Government Entity be expected to absorb expenses associated with this policy? If yes, please specify the key assumptions, including whether departmental costs are expected with respect to program management (by policy agencies) and additional transactions/processing (by service delivery agencies).	No National Archives of Australia to absorb any associated departmental operating or capital expenses.
Intended date of implementation.	1 July 2019
Are there transitional arrangements associated with policy implementation?	No
Will the policy be ongoing or terminating*?	Terminating
If terminating: What is the intended date of termination? Are there any transitional arrangements associated with the conclusion of the policy?	30 June 2023
List major data sources utilised to develop policy (for example, ABS cat. no. 3201.0).	Not applicable
Are there any other assumptions that need to be considered?	No

* Ongoing policies continue indefinitely (until a decision is made to cease or alter the program). Terminating measures end on a date set out in the initial policy and a further decision is required to continue the program beyond this date.