



Community Drought Support Program

2020-21

Grant Program Guidelines

Opening Date: 18 January 2021

Closing Date: 15 February – extended to 26 February 2021

1. Introduction

At 1 December 2020, there were 45 drought declared local government areas comprising 41 local government areas and four (4) part local government areas (published at www.longpaddock.qld.gov.au/drought/drought-declarations) representing 67.4% of the land area of Queensland.

Some local government areas, especially in western Queensland have been drought declared since mid-2013. Since the end of the 2018 wet season, much of Queensland and eastern Australia has received below average rainfall, with the exception of the recent monsoon in North West Queensland.

The \$5 million Community Drought Support Program (CDSP) is part of the Queensland Government's 2020-21 \$54.4 million Drought Assistance Package.

The Community Drought Support Program aims to strengthen the resilience of drought-affected Queenslanders by building on existing community support mechanisms to increase access and participation in the community. This will be done through contributing:

- Flexible Financial Hardship funding to alleviate cost of living pressures and hardship for individuals, households and communities impacted by the drought; and
- to the delivery of community events or activities in drought-affected local government areas.

Funding will be covered by the *Community Services Act 2007*.

Design of the 2020-21 Community Drought Support Program is informed by:

- previous experience in the delivery of the package
- the findings of an independent review of Queensland's drought response
- *Needs Assessment Report: Communities Affected by Drought in Australia October 2020*, Australian Red Cross
- consultation with organisations that delivered the 2019-20 Community Drought Support Package; and
- feedback from relevant government representatives.

The objectives of this grant funding activity are to deliver community drought support to:

- enable place-based responses in drought-affected communities that improve wellbeing, connectedness, build resilience and support the community to thrive
- enable drought-affected Queenslanders to access assistance that alleviates hardship and cost of living pressures
- invest in quality responsive services and supports that respond to the needs of drought-affected communities and
- encourage local and regional organisations to apply and to play a role in supporting individuals and communities to thrive.

2. Grant Purpose

There are two funding streams in the 2020-21 Community Drought Support Program:

- funding for Flexible Financial Hardship payments has been prioritised and represents 80% of the total available funding.
- funding for events or activities represents up to 20% of the total available funding. It is intended to revitalise existing community support mechanisms and utilise community events to increase access and participation in direct support services. It is anticipated that funding will increase the capacity of individuals and community groups in drought-declared local government areas to participate positively in their community, improve access to support and social connectedness.

Flexible Financial Hardship payments

You (the applicant) are expected to identify groups, individuals, households and families who require assistance with their cost of living pressures specific to each local government area. You will provide payments to individuals, households and families using sensitive and respectful mechanisms. Innovative payment mechanisms, such as direct payments, vouchers for local businesses, fuel and visa cards are encouraged so that the payments reach the most vulnerable people.

You will extend support to non-farming small business operators, such as tradespeople and retail operators that rely on regional economies and the agriculture that underpins these economies to earn an income. You will also provide support to Parent and Citizen's Associations.

Events or activities

You are expected to identify community and individual needs and conduct local community programs and activities, events, sporting and social support initiatives that enhance community connectedness and help participants to link with relevant support networks.

Any funding for events or activities will be provided as a contribution and will not cover the full costs of the event or activity.

This grant funding cannot be utilised for events or activities for which grant funds were provided in the previous round of the Community Drought Support Package i.e. for the period 1 August 2020 to 31 December 2021.

3. Eligibility Criteria

Only applications that meet the eligibility criteria will be considered for funding.

Eligible Organisations

- ✓ have an Australian Business Number (ABN)
- ✓ are registered in Queensland
- ✓ located in the drought declared local government area
- ✓ have no outstanding financial or reporting requirement with the department.

Eligible Costs (but not limited to)

1. Operating costs

You can use **up to 10%** of funding for operating costs directly related to delivery of the package including establishment costs, administration and coordination, salary-related costs for staff directly involved in the event or providing payments

2. Event or activities costs

- ✓ venue hire
- ✓ entertainment
- ✓ equipment hire

- ✓ catering

3. Flexible Funding Hardship payments

- ✓ school uniforms
- ✓ stationery/textbooks
- ✓ replacement of tuckshop equipment for school breakfast program
- ✓ other P&C's equipment
- ✓ bill assistance
- ✓ fuel cards
- ✓ vouchers.

All anticipated expenditure must be listed in the budget template included in the application form.

Eligible Events or Activities (but not limited to)

- ✓ existing events and subsidised entry fees
- ✓ comedy nights
- ✓ outdoor movies
- ✓ sporting events e.g. cricket or fun run
- ✓ arts performances
- ✓ campdraft and horse sports days
- ✓ Christmas events
- ✓ morning teas or high teas
- ✓ pamper day
- ✓ fishing trip/golf day
- ✓ family fun day.

Ineligible Costs include:

- ✗ major capital costs such as building and construction costs
- ✗ purchase of vehicles.

Ineligible Organisations:

- ✗ state or federal departments
- ✗ partnerships
- ✗ trusts.

4. Insurance Requirements

Funded organisations must maintain public liability insurance for a sum of not less than \$10 million.

5. Funding Distribution

The value of funding available for Flexible Financial Hardship payments and events or activities in **each** local government area is indicated in the below table (this funding has been allocated based on a rating system which takes into account the total length of time that the local government area has been in drought and indicators of vulnerability).

The funding split within each local government area is indicative, and the final allocation will be approved by the departmental delegate after considering the quantity and quality of applications, with regard to prioritisation of Flexible Financial Hardship assistance.

If there are insufficient suitable applications for funding for a local government area, funding will be redirected to an organisation identified by the department as being suitable to deliver Flexible Financial Hardship payments in that local government area.

Funding available to each drought-declared local government area

Rating category	Drought-declared local government areas*	Indicative Funding Amounts for each grant type:		Total funding amount per local government area
		Flexible Financial Hardship payments	Events or activities	
Rating 1	Boulia (S)	\$160,000	\$40,000	\$200,000
	Paroo (S)	\$160,000	\$40,000	\$200,000
	Quilpie (S)	\$160,000	\$40,000	\$200,000
	Winton (S)	\$160,000	\$40,000	\$200,000
	Flinders (S) (Qld)	\$160,000	\$40,000	\$200,000
	Diamantina (S)	\$160,000	\$40,000	\$200,000
Rating 2	Blackall-Tambo (R)	\$144,000	\$36,000	\$180,000
	Murweh (S)	\$144,000	\$36,000	\$180,000
	Barcoo (S)	\$144,000	\$36,000	\$180,000
	Balonne (S)	\$144,000	\$36,000	\$180,000
	Richmond (S)	\$144,000	\$36,000	\$180,000
	McKinlay (S)	\$144,000	\$36,000	\$180,000
	Barcaldine (R)	\$144,000	\$36,000	\$180,000
Rating 3	Bulloo (S)	\$132,000	\$33,000	\$165,000
	Maranoa (R)	\$132,000	\$33,000	\$165,000
	Longreach (R)	\$132,000	\$33,000	\$165,000
	Charters Towers (R)	\$132,000	\$33,000	\$165,000
Rating 4	Isaac (R)	\$120,800	\$30,200	\$151,000
	Goondiwindi (R)	\$120,800	\$30,200	\$151,000
	Banana (S)	\$120,800	\$30,200	\$151,000
Rating 5	Toowoomba (R)	\$104,000	\$26,000	\$130,000
	Whitsunday (R)	\$104,000	\$26,000	\$130,000
	Woorabinda (S)	\$104,000	\$26,000	\$130,000
	South Burnett (R)	\$104,000	\$26,000	\$130,000
	Cherbourg (S)	\$104,000	\$26,000	\$130,000
	Somerset (R)	\$104,000	\$26,000	\$130,000

Rating 6	North Burnett (R)	\$60,000	\$15,000	\$75,000
	Western Downs (R)	\$60,000	\$15,000	\$75,000
	Southern Downs (R)	\$60,000	\$15,000	\$75,000
	Lockyer Valley (R)	\$60,000	\$15,000	\$75,000
	Central Highlands (R) (Qld)	\$60,000	\$15,000	\$75,000
Rating 7	Bundaberg (R)	\$20,000	\$5,000	\$25,000
	Gympie (R)	\$20,000	\$5,000	\$25,000
	Fraser Coast (R)	\$20,000	\$5,000	\$25,000
	Scenic Rim (R)	\$20,000	\$5,000	\$25,000
	Rockhampton (R)	\$20,000	\$5,000	\$25,000
	Ipswich (C)	\$20,000	\$5,000	\$25,000
	Gladstone (R)	\$20,000	\$5,000	\$25,000
	Livingstone (S)	\$20,000	\$5,000	\$25,000
Rating 8	Logan (C)	\$9,600	\$2,400	\$12,000
	Moreton Bay (R)	\$9,600	\$2,400	\$12,000
	Sunshine Coast (R)	\$9,600	\$2,400	\$12,000
	Redland (C)	\$9,600	\$2,400	\$12,000
	Gold Coast (C)	\$9,600	\$2,400	\$12,000
	Noosa (S)	\$9,600	\$2,400	\$12,000

*Drought-declared local government areas are as published at 1 December 2020 at www.longpaddock.qld.gov.au/drought/drought-declarations/. The local government area boundaries are as defined by the Queensland Government at: <https://www.dlgrma.qld.gov.au/resources-ilgp/maps/local-government-maps.html>.

Codes indicated in the table are: * Cities (C), Shires (S), Towns (T) and Regional Councils (R)

6. Assessment Criteria

Applications will be evaluated based on the following criteria:

FLEXIBLE FINANCIAL HARDSHIP Payments

1. Describe your capability and capacity to deliver Flexible Financial Hardship payments

Outline your:

- Experience in delivering assistance of a like nature
- Capacity to manage finance and governance requirements
- Capacity to report on the outcomes achieved for community
- Capacity to commence delivery from May 2021.

2. Describe how the Flexible Financial Hardship payments will be distributed in the local government area and who is your target demographic.

Provide details of your strategy to disseminate funding to affected individuals, households and families.

3. Describe your capacity to work collaboratively with relevant stakeholders

Provide evidence of your capacity and capability to collaborate with key service suppliers including small business and other local support.

4. **Describe the benefits** to the local community that flexible financial hardship payments will deliver.

COMMUNITY EVENTS OR ACTIVITIES

1. **Describe your capability and capacity to deliver the proposed community events or activities**

Outline your:

- Ability to coordinate events or activities with other community groups
- Evidence of capacity to deliver events or activities that strengthen the resilience of drought affected Queenslanders by revitalising existing community support mechanisms and utilising community events to increase access and participation in direct support services
- Capacity to commence delivery from May 2021.

2. **Describe what events or activities are planned to be delivered in the local government area and who is your target demographic.**

Provide the total amount of funding required for each event.

3. **Describe your organisation's capacity to work collaboratively with relevant stakeholders**

Provide evidence of your organisation's capacity and capability to collaborate with key service suppliers including small business and other local support.

4. **Describe the benefits** to the local community that community events or activities will deliver.

7. Application Process

Online application

Applications will be managed through an online grants administration system **SmartyGrants**.

Before applying, you must read and understand these guidelines.

To apply you must:

- ✓ Complete the online application form
- ✓ Identify the local government area(s) in which the organisation will deliver events or activities and/or Flexible Financial Hardship payments
- ✓ Address all assessment criteria
- ✓ List all eligible costs, including the operational costs, associated with the project in the budget template provided in the application form
- ✓ Submit your application by the closing date and time.

Late applications will not be accepted.

You can apply to deliver one or both flexible financial hardship payments and/or community events or activities, in one or more drought-declared local government areas. You are not required to deliver both parts of the package.

A separate application is required for funding in each local government area. More than one organisation can be awarded grant funding allocation in a local government area.

If you have any technical difficulties with logging in, progressing or submitting your application, please contact SmartyGrants on 03 9320 6888 or by email service@smartygrants.com.au

Proposed dates are outlined below:

Applications open: 9:00am Monday 18 January 2021

Applications close: 2:00pm Friday 26 February 2021

8. Assessment of Applications

Your application will be considered on its merits, based on:

1. whether it meets the objectives of this grant funding activity
2. how well it meets the criteria
3. how it compares to other applications
4. proportion of the operational costs directly related to the delivery of the project.

We will establish one or more assessment panels to assess all applications within each local government areas and each funding stream. The final funding decision is undertaken by the departmental Delegate. The decision made by the Delegate is final. You will be informed in writing of the outcome of the assessment process.

9. Reporting

All grant recipients are required to register and report through our online reporting portal Procure to Invest (P2i). The final report is due by **31 July 2022**.

For Flexible Financial Hardship payments

Reports could include:

- Milestone activities: number of people receiving payments or goods, reason/purpose for people receiving payments or goods, method of payment, amount of payment, how the payment was accessed
- Case studies (de-identified): impact or outcome for the individual, household or family.

For Events or Activities

Reports could include:

- Milestone activities: date of event/activity; type of event/activity, local government area, location and duration of event/activity, purpose of event/activity, benefits and outcomes for the community and individuals participating, expected community participation
- Case studies (de-identified): including a summary of impacts or outcomes for the community.

10. Acknowledgement of Funding

You must ensure the Queensland Government is acknowledged in your organisation's Annual Report and in any promotional materials including on your website. This applies to projects funded through the Community Drought Support Program.

Any acknowledgement in promotion material must use an acknowledgement logo which you must obtain from us.

11. Agreement Term

If you are successful, we will enter into a funding agreement with you. You can view our funding agreement templates on our website <https://www.communities.qld.gov.au/industry-partners/funding-grants/streamlined-agreements>

12. Complaints

Complaints should be directed to grantqueries@communities.qld.gov.au

We are committed to effective complaints management and will deal with all complaints against our actions, decisions or officers' conduct in a responsive, confidential and fair manner. Please refer to the Customer service compliments and complaints section of our website <https://www.communities.qld.gov.au/about-us/customer-service-compliments-complaints>

Further information and assistance

Questions about the program can be directed to: grantqueries@communities.qld.gov.au

Questions about SmartyGrants can be directed to: Service@smartygrants.com.au

Please refer to the *SmartyGrants—HelpGuideforApplicants*
<https://applicanthehelp.smartygrants.com.au/help-guide-for-applicants/> for assistance on completing your application form