

State Government Financial Aid

2016-17 Guidelines

June 2016



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Section 1 – Program overview

1.1 Introduction

The 2016-17 State Government Financial Aid (SGFA) is an allocation based program that is provided to Indigenous councils.

1.2 Aim

The aim of the 2016-17 SGFA is a financial contribution to assist Indigenous councils to deliver essential local government services.

1.3 Program objective

The objective of the 2016-17 SGFA is to assist Indigenous councils to meet the costs of providing essential and core local government services to their communities. Local government services include:

- General public services – council office operations and systems, governance, leadership, advocacy, information, community engagement;
- Public order and safety – public space control, including public nuisance, noise and litter management, street lighting, safety officers (e.g. lifeguards), control of declared pests/plants, animal management, fire services and hazard control, natural disaster relief and mitigation;
- Health – refuse services, waste management, vermin and vector control, food licensing/inspections, community health services;
- Essential services – water treatment and supply, waste water systems, gas, drainage, flood mitigation;
- Public amenity – land development, town planning, building control/certification, public conveniences, picnic areas, environmental protection, natural resource management, environmental acquisitions, beach control, environmental licensing, recycling, erosion control, cemeteries;
- Transport and communication – roads, footpaths, traffic control, parking, public transport, ferries, barge landings, jetties, airports;
- Recreation and culture – parks, playgrounds, sports fields and venues, swimming pools, libraries, public internet, halls, galleries, museums, heritage, festivals;
- Other economic affairs – economic development, tourism promotion, industrial estates, residential land, tourist facilities/venues, caravan or camping areas, other business activities, sale yards or quarries; and
- Public education – public awareness campaigns.

1.4 Eligible applicants

Recipient councils under the 2016-17 SGFA are:

- Aurukun Aboriginal Shire Council
- Cherbourg Aboriginal Shire Council
- Doomadgee Aboriginal Shire Council
- Hope Vale Aboriginal Shire Council
- Kowanyama Aboriginal Shire Council
- Lockhart River Aboriginal Shire Council
- Mapoon Aboriginal Shire Council
- Mornington Shire Council
- Napranum Aboriginal Shire Council
- Northern Peninsula Area Regional Council
- Palm Island Aboriginal Shire Council
- Pormpuraaw Aboriginal Shire Council
- Torres Strait Island Regional Council
- Woorabinda Aboriginal Shire Council
- Wujal Wujal Aboriginal Shire Council
- Yarrabah Aboriginal Shire Council

1.5 Funding details

Funding allocations are determined based on the size of the recipient council.

The funding period is for the 2016-17 financial year (1 July 2016 to 30 June 2017). The recipient council must expend its annual funding allocation within this time and cannot carry over its funding allocation to the following year.

1.6 Templates and forms

The 2016-17 SGFA guidelines and funding acquittal form can be downloaded from the Department's website at: www.dilgp.qld.gov.au.

1.7 Further information

For more information contact the Department of Infrastructure, Local Government and Planning:

Brisbane Program Office Phone: 07 3452 6725

Cairns Regional Office Phone: 07 4037 3400

Townsville Regional Office Phone: 07 4758 3420

Rockhampton Regional Office Phone: 07 4924 2908

Maryborough Regional Office Phone: 07 4122 0409

Email: lgfundingunit@dilgp.qld.gov.au

Further information is available on the Department's website www.dilgp.qld.gov.au

Section 2 – Eligibility

2.1 Eligible grant recipients

Eligible grant recipients under the 2016-17 SGFA are those councils listed under section 1.4 of the guidelines.

2.2 Eligible costs

Funding provided under the 2016-17 SGFA must be used towards the cost of delivering local government services.

Section 3 – General funding conditions for an Approved Project

3.1 Approved Funding payment

3.1.1 The Department agrees to pay the Organisation the Approved Funding as detailed in the formal advice of funding approval, as per the following payment schedule:

Payment Schedule	
Bi-annual payments	<p>The first half of the approved SGFA funding allocation will be paid to the recipient council within 10 working days of the Department receiving:</p> <ul style="list-style-type: none"> a completed Certificate of Expenditure for the 2015-16 SGFA funding, if not already submitted. <p>The second half of the funding allocation will be paid in January 2017.</p>
Quarterly Payments	<p>The first quarter of the approved SGFA funding allocation will be paid to the recipient council within 10 working days of the Department receiving:</p> <ul style="list-style-type: none"> a completed Certificate of Expenditure for the 2015-16 SGFA, if not already submitted. <p>Subsequent quarterly instalments will be paid in October 2016, January 2017 and April 2017.</p>

3.1.2 Subject to the terms of the formal advice of funding approval, the Organisation agrees that the Approved Funding is a subsidy only, and the Organisation will meet all other associated costs.

3.1.3 The Approved Funding amount will not exceed the total detailed in the formal advice of funding approval.

3.1.4 Payments will be paid by electronic transfer. Payment by way of electronic transfer is subject to the Organisation completing the payment by electronic funds transfer form provided by the Department.

3.1.5 The Organisation agrees to return any unspent funding for the financial year, or an agreed proportion of the Approved Funding, to the Department if the conditions outlined in the Head Agreement, the formal advice of funding approval and these Funding Program Guidelines are not met to the satisfaction of the Department.

3.2 Acknowledgement requirements

3.2.1 The Organisation agrees to, at the Organisation's cost, recognise the contribution of the State of Queensland as set out in the acknowledgement guidelines on the Department's website at <http://www.dilgp.qld.gov.au/local-government/grants/acknowledgement-requirements.html>

3.3 Buy local

- 3.3.1 The Organisation acknowledges that the Department is providing the Approved Funding for the public benefit, which includes supporting greater employment opportunities for members of the local community.
- 3.3.2 When conducting procurement processes, the Organisation agrees to use its best endeavours to ensure that competitive local firms (that comply with relevant legislation) are given a full, fair and reasonable opportunity. For larger, more complex purchases, 'local' may be interpreted as the whole of Queensland.

3.4 Approved Project acquittal and reporting

- 3.4.1 The Organisation must provide to the Department by 31 July 2017 the following:
 - 3.4.1.1 A certificate of expenditure form. The form is to be emailed to lqfundingunit@dilgp.qld.gov.au
 - 3.4.1.2 Verification the Approved Project complies with all relevant legislation affecting the purpose, use and benefit to the community and has achieved the objectives of the SGFA.
 - 3.4.1.3 Verification the Approved Funding has been used for the public benefit
 - 3.4.1.4 Verification all the conditions of the formal advice of funding approval have been met.

Section 4 - Glossary

approved or approval	the approval by the Minister or executive council
date of formal advice of funding approval	the date which a proposed project receives approval by the Minister or executive council
Department	the State Government Department responsible for administering the local government portfolio, unless otherwise explicitly stated. At the time of publishing these guidelines this is the Department of Infrastructure, Local Government and Planning
formal advice of funding approval	the letter from the Minister (or the person delegated to exercise the power) advising the project/s is/are approved and providing details of the approved subsidy for the Approved Project/s
Head Agreement	provides the framework of standard terms and conditions under which the Department will offer and the Organisation will accept Approved Funding
Minister	the Queensland Government Minister responsible for the local government portfolio
Organisation	the funding recipient
prescribed form	a form issued by the Department
project	a discrete set of activities, producing a defined range of infrastructure or other defined outputs, within a specified timeframe