

Indigenous Economic Development Grant 2015-16

Funding Program Guidelines

August 2015

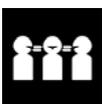
© State of Queensland, August 2015. Published by the Department of Infrastructure, Local Government and Planning, 100 George Street, Brisbane Qld 4000, Australia.



Licence: This work is licensed under the Creative Commons CC BY 3.0 Australia licence. To view a copy of the licence, visit www.creativecommons.org/licenses/by/3.0/au/deed.en. Enquiries about this licence or any copyright issues can be directed to the Senior Advisor, Governance on telephone (07) 3224 2085 or in writing to PO Box 15009, City East Qld 4002.

Attribution: The State of Queensland, Department of Infrastructure, Local Government and Planning.

The Queensland Government supports and encourages the dissemination and exchange of information. However, copyright protects this publication. The State of Queensland has no objection to this material being reproduced, made available online or electronically but only if it is recognised as the owner of the copyright and this material remains unaltered.



The Queensland Government is committed to providing accessible services to Queenslanders of all cultural and linguistic backgrounds. If you have difficulty understanding this publication and need a translator, please call the Translating and Interpreting Service (TIS National) on 131 450 and ask them to telephone the Queensland Department of Infrastructure, Local Government, and Planning on 13 QGOV (13 74 68).

Disclaimer: While every care has been taken in preparing this publication, the State of Queensland accepts no responsibility for decisions or actions taken as a result of any data, information, statement or advice, expressed or implied, contained within. To the best of our knowledge, the content was correct at the time of publishing.

An electronic copy of this report is available on the Department of Infrastructure, Local Government and Planning's website at www.dilgp.qld.gov.au

Contents

2015-16 Indigenous Economic Development Grant Funding Program	
Guidelines	1
Overview	1
Funding available	1
Objective	1
Eligibility	1
Eligible costs/activities.....	2
Ineligible costs	2
Funding details	2
Important timeframes	2
Right to Information	2
Payments	3
Forms	3
Contact information	3
Conditions of funding.....	4
Head Funding Deed of Agreement.....	4
Acknowledgement of Funding Acceptance Form.....	4
Relationship between Head Agreement, the Funding Program Guidelines and Acknowledgement of Funding Acceptance Form.....	4
Payment schedule.....	4
Funding payment and acquittal	5
Reporting requirements.....	5
Acknowledgement requirements	5
Project acquittal.....	6
Buy Local.....	6

2015-16 Indigenous Economic Development Grant Funding Program Guidelines

Overview

The 2015-16 Indigenous Economic Development Grant (IEDG) contributes funding towards service positions within councils to support permanent jobs that deliver local government services (the Funding Program). The Funding Program assists Indigenous councils with the loss of Community Development Employment Projects (CDEP).

Funding available

The 2015-16 IEDG has a funding allocation of \$1.44 million.

Objective

The objectives of the Funding Program are:

- to enable Indigenous councils to deliver municipal services efficiently and sustainably; and
- to support the employment of staff in order to maintain an effective council workforce for services to the community.

Eligibility

Recipient councils under the Funding Program 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
- Woorabinda Aboriginal Shire Council
- Wujal Wujal Aboriginal Shire Council
- Yarrabah Aboriginal Shire Council

Eligible costs/activities

IEDG funding must be used to assist with the employment costs of local government service positions.

Ineligible costs

Costs that are not directly associated with the Funding Program will be deemed ineligible, such as:

- operation and maintenance items;
- general overhead charges;
- services/support provided by other funding bodies; and
- capital works.

Funding details

Funding allocations are established under two tiers (\$80,000 and \$160,000), and are based on the size of the recipient council.

The funding period is for the 2015-16 financial year (1 July 2015 to 30 June 2016). The recipient council must expend its annual funding allocation within this time and cannot carry over its funding allocation to the following year.

Important timeframes

The funding allocations will be made to the recipient council following approval by the Deputy Premier, Minister for Transport, Minister for Infrastructure, Local Government and Planning, and Minister for Trade.

A Funding Program Certificate of Expenditure is due to the Department of Infrastructure, Local Government and Planning by 31 July 2016.

Right to Information

The Queensland Government has made a commitment to provide access to information held by the Government. For further information, please refer to the following Acts:

- *Right to Information Act 2009*
- *Information Privacy Act 2009*

Payments

Payment of the first 50 per cent of the approved funding allocation will be made to the recipient council following the execution of the Acknowledgement of Funding Acceptance form and acquittal of the recipient council's funding allocation for the 2014-15 Indigenous Economic Development Grant.

Payment of the final 50 per cent will be made to the recipient council in January 2016.

Future funding allocations will be subject to the recipient council meeting the Funding Program acquittal requirements.

Forms

The Funding Program Certificate of Expenditure Form can be downloaded from the Department's website at: www.dilgp.qld.gov.au

Contact information

Email: lgfundingunit@dilgp.qld.gov.au

Finance and Funding
Department of Infrastructure, Local Government and Planning
PO Box 15009
City East QLD 4002
Australia

Tel +61 7 3452 6725

Cairns Phone: (07) 4037 3400

Townsville Phone: (07) 4758 3420

Rockhampton Phone: (07) 4924 2908

Maryborough Phone: (07) 4122 0409

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

Conditions of funding

Head Funding Deed of Agreement

The recipient council must have previously entered into a Head Funding Deed of Agreement ('Head Agreement') with the Department. The Head Agreement addresses the general conditions of funding.

Acknowledgement of Funding Acceptance Form

Recipient councils are required to sign and return to the Department the Acknowledgement of Funding Acceptance form before any approved funding allocation is made.

The form will provide details of any special conditions, if there are any, of the approved funding allocation associated with delivery of the Funding Program.

Signing this form confirms that the recipient council will abide by the Head Agreement, these funding guidelines and any special conditions.

Relationship between Head Agreement, the Funding Program Guidelines and Acknowledgement of Funding Acceptance Form

These Funding Program Guidelines and Acknowledgement of Funding Acceptance form are subordinate to the Head Agreement in all respects. The Head Agreement should be read in conjunction with these two documents.

Payment schedule

Payment Schedule Milestone	
First Payment 50%	The approved funding allocation will be paid to the recipient council within 10 working days of the Department receiving: <ul style="list-style-type: none"> the signed Acknowledgment of Funding Acceptance form; and a completed Certificate of Expenditure for the 2014-15 Indigenous Economic Development Grant, if not already submitted.
Final Payment 50%	Paid in January 2016

Funding payment and acquittal

The Department agrees to pay the recipient council the approved funding allocation.

The recipient council agrees that the approved funding allocation provided by the Department is a subsidy only, and the recipient council will meet all other associated costs.

Payments will be paid by electronic funds transfer (EFT). Payment by way of EFT is subject to the recipient council completing the Payment by Electronic Funds Transfer form, provided by the Department.

Payment of the approved funding allocation is further subject to the Department being satisfied with:

- the recipient council meeting any special conditions detailed in the Acknowledgment of Funding Acceptance Form;
- the general performance and accountability of the recipient council in relation to these funding guidelines and any other agreement between the Department and the recipient council; and
- the general performance and accountability of the recipient council in relation to any other grants and subsidies provided by the Department to the recipient council.

The recipient council agrees to expend the approved funding allocation to meet the Objectives of the Funding Program. The recipient council agrees to return any unspent funding for the financial year, or an agreed proportion of the approved funding allocation, to the Department if the conditions outlined in these guidelines and the Acknowledgment of Funding Acceptance Form are not met to the satisfaction of the Department.

Reporting requirements

The recipient council is required to provide the Department with the following documentation by the due date indicated:

Due Date	Reports due to Department
31 July 2016	Certificate of Expenditure acquitting the approved funding allocation for the Funding Program.

This information will enable the Department to acquit the approved funding allocation provided and assist in the processing of future funding allocations for the recipient council.

Acknowledgement requirements

The recipient council agrees to, at the recipient council's cost, recognise the contribution of the State of Queensland as set out in the Funding section's Acknowledgement Guidelines on the Department's website at:

<http://www.dilgp.qld.gov.au/local-government/grants/acknowledgement-requirements.html>

Project acquittal

The recipient council acknowledges that the Queensland Government is providing funding for the public benefit. The council recipient will manage the approved funding allocation under the Funding Program in such a way as to ensure this occurs and to achieve the Objectives of the Funding Program.

The recipient council agrees to provide to the Department as part of its acquittal documentation a completed and signed Certificate of Expenditure form, as supplied by the Department by 31 July 2016.

The recipient council agrees that the expenditure of the approved funding allocation complies with all relevant legislation affecting the purpose, use and benefit to the community.

Buy Local

The recipient council acknowledges that the Department is providing funding under the Funding Program for public benefit, which includes supporting greater employment opportunities for members of the local community.

When conducting procurement processes, the recipient council 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.