

State Government Financial Aid

2015-16

Funding Program Guidelines

August 2015

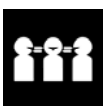
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2015-16 State Government Financial Aid Funding Program Guidelines

Overview

State Government Financial Aid (SGFA) funding is provided to Indigenous councils as a financial contribution to assist councils in meeting the costs of delivering essential local government services (the Funding Program).

Funding available

The 2015-16 SGFA program has a funding allocation of \$30.334 million.

Objective

The objective of 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, saleyards or quarries; and
- Public education – public awareness campaigns.

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
- Torres Strait Island Regional Council
- Woorabinda Aboriginal Shire Council
- Wujal Wujal Aboriginal Shire Council
- Yarrabah Aboriginal Shire Council

Eligible costs/activities

SGFA funds must be used towards the cost of delivering local government services.

Funding details

Funding allocations are determined 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

SGFA payments will be made as:

- Bi-annual payments to recipient councils that achieved unqualified 2013-14 financial audit results by 30 June 2015.
- Quarterly payments to the remaining recipient councils.

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

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

Conditions of Funding

Head Funding Deed of Agreement

Each 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	
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"> • the signed Acknowledgment of Funding Acceptance form; and • a completed Certificate of Expenditure for the 2014-15 SGFA funding, if not already submitted. <p>The second half of the funding allocation will be paid in</p>

	January 2016.
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"> • the signed Acknowledgment of Funding Acceptance Form; and • a completed Certificate of Expenditure for the 2014-15 SGFA, if not already submitted. <p>Subsequent quarterly instalments will be paid in October 2015, January 2016 and April 2016.</p>

Funding payment and acquittal

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

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.

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 Acknowledgement 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.

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 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 recipient council will manage the approved funding allocation 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, by 31 July 2016, as part of its acquittal documentation, a completed and signed Certificate of Expenditure form, as supplied by the Department.

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 the SGFA funding 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.