

Sport and Recreation Disaster Assistance Program Guidelines



Call 1300 656 191 

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Minister's Message



The recent floods in Queensland have impacted on a number of communities throughout the State and caused damage to personal and community infrastructure.

Some of this damage has been to local sport and recreation facilities, and this round of the Sport and Recreation Disaster Assistance Program has been released to assist these organisations in repairing and replacing damaged equipment and facilities to ensure affected clubs recover as quickly as possible.

As part of the Towards Q2 ambition to make Queenslanders Australia's healthiest people, this Program will help organisations re-establish facilities and services to continue to provide access to sport and recreation activities in local clubs.

This round of the Program will concentrate efforts in the flood and cyclone damaged communities in the northern regions of Queensland and I invite all organisations that are in the declared areas to seek support from the Department.

A handwritten signature in black ink that reads "Judy Spence". The signature is written in a cursive, flowing style.

The Honourable Judy Spence MP
Minister for Police, Corrective Services and Sport

Sport and Recreation Disaster Assistance Program

1.0 What is the program about?

The recent strong winds and floods faced by communities throughout Queensland have caused considerable damage across the region. To assist sport and recreation organisations, the Sport and Recreation Disaster Assistance Program has been developed. This program provides \$1.5million to support the recovery of sport and recreation organisations that are within areas declared under the Queensland Government Natural Disaster Relief and Recovery Arrangements (NDRRA).

The program acknowledges the financial burden required to re-establish sport and recreation services, redevelop infrastructure and replace equipment, all being essential for participation in sport and recreation in local communities.

1.1 Objective

The Program will provide one-off funding to assist organisations within affected areas to re-establish sport and recreation services to support local participation.

1.2 What assistance is available?

The program provides two categories of assistance.

- (i) Grants of up to \$5 000 for replacement of operational items such as sport and recreation equipment, white goods and canteen items.
- (ii) Grants of up to \$20 000 to assist with capital works projects to repair sport and recreation infrastructure which was damaged as a result of recent winds or flooding.

Organisations can apply once in each category and receive a maximum of \$25 000.

Not all applications may be successful. Projects demonstrating the highest need in terms of re-establishing sport and recreation activity will take precedence.

1.3 Important Dates

19 March 2009 - applications open

20 April 2009 - applications close

27 November 2009 - completion of program and final acquittal

2.0 Eligibility Requirements

2.1 Who is eligible to apply?

To be eligible, your organisation must:

- be located in an area declared under the Queensland Government NDRRA within Queensland as at 31 January and 3 February 2009;
- be able to demonstrate tenure over a facility that has suffered damage as a direct result of floods and winds in the declared areas;
- have suffered damage to sport and recreation equipment or infrastructure as a direct result of flood and wind damage which is the subject of the disaster declaration area;

- be an incorporated not-for-profit sport or recreation organisation; and
- not be eligible to receive or have already received assistance for the items claimed or have appropriate insurance that would cover the damage caused.

3.0 How to apply

An application form is available from your nearest Department of Local Government, Sport and Recreation office or from www.sportrec.qld.gov.au.

Visual inspection by a Departmental Officer and/or the supply of photographic evidence of damage will be required as part of the assessment process, along with estimates for the replacement or repair of damage.

Applications are required to be submitted to your nearest Departmental office by **5:00pm Monday 20 April 2009**.

Please contact the Department on 1300 656 191 if you have any enquiries.

Late applications may not be considered.

3.1 How is my application assessed?

Applications will be assessed on how well applicant organisations can demonstrate they meet the eligibility requirements and the degree to which the project will assist in re-establishing sport and recreation activity within communities.

3.2 What if my application is successful?

Once an application has been assessed and approved, you will be notified in writing by the Department. If funding is approved, you will receive the full amount of your grant in one up-front payment. It is essential you complete the Electronic Funds Transfer Form and Recipient Created Tax Invoice Agreement prior to submitting your application, in order for the Department to process your payment in a timely manner. These forms are included in this information pack or from www.sportrec.qld.gov.au.

3.3 Acknowledgement Requirements

Organisations are required to acknowledge the Queensland Government's contribution to your project through:

- inclusion of the Departmental logo on any project related promotional material; and
- recognition of the Queensland Government in any media releases.

Further information on acknowledging the funding provided by the Queensland Government will be forwarded to you by the Department of Local Government, Sport and Recreation. You can also refer to the Department of Local Government, Sport and Recreation's Acknowledgement Guidelines under the Funding section of www.sportrec.qld.gov.au.

3.4 Acquittal Process

Organisations will be required to submit an acquittal form demonstrating that grant funds have been appropriately expended. Should the full grant amount be unexpended,

the unspent proportion of the grant (plus applicable GST) will need to be returned to the Department.

3.5 How does GST apply?

Under A New Tax System (Goods and Services Tax Act) 1999 (the legislation) and associated tax rulings, the grant paid to your organisation by the Department is deemed to be a 'taxable supply' of services. Your organisation is therefore known as 'the supplier' and the Department of Local Government, Sport and Recreation is known as 'the recipient'.

If your current or projected annual turnover for all revenue activities (including this project) is \$150,000 or more, you must be registered for GST.

Compliance with the legislation is a requirement of Federal Taxation Legislation. For more information visit the Australian Taxation Office (ATO) website www.ato.gov.au or phone 13 24 78.

Freedom of Information

Applications for funding and other written information provided to Department of Local Government, Sport and Recreation will generally be treated in confidence. However, documents held by the Queensland Government are subject to the *Freedom of Information Act 1992* and will be retained as required by the *Public Records Act 2002*.

Privacy

The information collected on the application form will be used by the Department of Local Government, Sport and Recreation to assess your application for funding. The Department of Local Government, Sport and Recreation may contact relevant persons or organisations in relation to the application. The Department of Local Government, Sport and Recreation may send information on its other products and services to the contact person nominated on your application form. Details of successful applicants and projects may also be provided to local Members of Parliament, local governments and/or relevant state sporting organisations, published on the Department's website or reported in the media. For further information on your privacy, contact the Privacy Contact Officer for the Department of Local Government, Sport and Recreation at LARS@dlgsr.qld.gov.au or phone (07) 3235 4303.

4.0 Queensland Damaged Areas Currently Declared Under Natural Disaster Relief & Recovery Arrangements (NDRRA) as at 31 January and 3 February 2009

- . Aurukun Shire Council
- . Barcaldine Shire Council
- . Barcoo Shire Council
- . Boulia Shire Council
- . Burdekin Shire Council
- . Burke Shire Council
- . Cairns Regional Council
- . Carpentaria Shire Council
- . Cassowary Coast Regional Council
- . Charters Towers Regional Council
- . Cloncurry Shire Council
- . Cook Shire Council
- . Croydon Shire Council
- . Diamantina Shire Council
- . Doomadgee Shire Council
- . Etheridge Shire Council
- . Flinders Shire Council
- . Hinchinbrook Shire Council
- . Hope Vale Aboriginal Shire Council
- . Isaac Regional Council
- . Kowanyama Aboriginal Shire Council
- . Lockhart River Aboriginal Shire Council
- . Mackay Regional Council
- . Mapoon Aboriginal Shire Council
- . McKinlay Shire Council
- . Mornington Shire Council
- . Mount Isa City Council
- . Northern Peninsula Area Regional Council
- . Pompuraaw Aboriginal Shire Council
- . Richmond Shire Council
- . Tablelands Regional Council
- . Townsville City Council
- . Whitsunday Regional Council
- . Winton Shire Council
- . Yarrabah Aboriginal Shire Council

5.0 Where do I get help?

Department of Local Government, Sport and Recreation staff members are located across the State and can offer advice and assistance in completing your application.

Any queries you have regarding your application can be directed to your nearest Department of Local Government, Sport and Recreation office or phone 1300 656 191 to contact your nearest office and arrange a time to meet with an Advisor.

Central Region

PO Box 822 Rockhampton Qld 4700
(Level 3, 130 Victoria Parade
Rockhampton Qld 4700)
Phone (07) 4938 4805

PO Box 346 Emerald Qld 4720
(14 Ruby Street Emerald Qld 4720)
Phone (07) 4982 1510

Far North Region

PO Box 2494 Cairns Qld 4870
(Level 9, Citi Central Building
46 - 48 Sheridan Street Cairns Qld
4870)
Phone (07) 4039 8299

PO Box 494 Atherton Qld 4883
(Professional Centre 53 Mabel
Street
Atherton Qld 4883)
Phone (07) 4091 2077

Northern Region

PO Box 239 Mackay Qld 4740
(Level 1 Post Office Square
69 Sydney Street Mackay Qld
4740)
Phone (07) 4967 0822

PO Box 871 Townsville Qld 4810
Townsville Sports House
(3-9 Redpath Street
North Ward Qld 4810)
Phone (07) 4799 7010

PO Box 1605 Mount Isa Qld 4825
(Suite 16 Mount Isa House
Mary Street Mount Isa Qld 4825)
Phone (07) 4747 2186