



## Paroo Shire Council

### COMMUNITY DROUGHT SUPPORT PACKAGE GUIDELINES 2019

#### Events between January 2019 – December 2019

#### Important Information about your Community Drought Support Package Acquittal:

The Community Drought Support Package is a State Government initiative to support drought affected Queenslanders. This program aims to support local community organisations within the Paroo Shire by allocating funds to organisations who demonstrate the ability to deliver local community events and activities which support connectedness, social wellbeing and increased access to support services.

<p><b>LODGING YOUR APPLICATION</b></p>	<p><b>All applications must be addressed to:</b>                  Chief Executive Officer                  Community Drought Support Packages                  Paroo Shire Council                  PO Box 75                  CUNNAMULLA QLD 4490</p> <p><b>Applications open 1<sup>st</sup> February and close 28<sup>th</sup> February 2018.</b>  <b>Organisations are able to submit one application per "Community Event / Activity".</b>  <b>No applicant can be guaranteed funds nor can any applicant be guaranteed to receive the full amount requested, as the level of assistance available is depended on number of applications received.</b></p>
<p><b>INFORMATION ABOUT FINANCIAL SUPPORT</b></p>	<ul style="list-style-type: none"> <li>• The decision of Council on funding applications is final.</li> <li>• All funds must be expended and acquitted within three weeks after the event. No further funds will be considered until previous outstanding funds are acquitted.</li> <li>• The Department of Communities, Disability Services and Seniors and the Paroo Shire Council expects relevant acknowledgement of financial support.</li> <li>• All successful recipients will be recorded in a drought grants register which Council will have the right to publish as they see fit.</li> <li>• All funds are GST Free</li> </ul>
<p><b>ELIGIBILITY CRITERIA</b></p>	<p><b>Groups/Organisations must:</b></p> <ul style="list-style-type: none"> <li>• Be a Community Organisation/Group within the Paroo Shire Local Government area.</li> <li>• Be an incorporated non-profit organisation / club or charity consisting of people having common interests. Includes sport and recreation clubs, social clubs, school P&amp;F / P&amp;C associations, arts and cultural groups, hospital foundations, religious orders and service organisations.</li> <li>• Host a "Community Event / Activity" for the whole of community within the Paroo Shire Council Local Government Area.</li> </ul>

	<ul style="list-style-type: none"> <li>• Host their event / activity during the period of the required funding.</li> <li>• The funding request directly supports a “Community Event / Activity” that promotes connectedness and social wellbeing within the community and also provides access to support services for drought affected community members.</li> <li>• Provide a copy of recent Audited Financial Statements and Annual General Meeting (AGM) Minutes.</li> <li>• Have current public liability to the value of \$20m.</li> <li>• All eligibility criteria have been met.</li> <li>• Have the majority of members of the organisation residents in the Paroo Shire Council area.</li> </ul>
<b>INELIGIBLE APPLICANTS</b>	<p>Organisations are ineligible if previous Community Drought Support funds have not been satisfactorily acquitted. Example: completion of Project Performance Reports.</p> <ul style="list-style-type: none"> <li>• Organisations / Clubs that have an outstanding payment owed to Council.</li> <li>• Organisations that are outside of the Paroo Shire Council Local Government Area.</li> <li>• Individuals, unincorporated groups, political, businesses and for-profit groups.</li> </ul>
<b>SELECTION CRITERIA</b>	<p><b>Applications must demonstrate:</b></p> <ul style="list-style-type: none"> <li>• The funding request directly supports a “Community Event / Activity” that promotes connectedness and social wellbeing within the community</li> <li>• provides access to support services for drought affected community members.</li> <li>• Provide a copy of recent Audited Financial Statements and Annual General Meeting (AGM) Minutes.</li> <li>• Have current public liability to the value of \$20m.</li> <li>• All eligibility criteria have been met</li> </ul>
<b>INELIGIBLE ITEMS</b>	<p><b>The following will not be considered for funding:</b></p> <ul style="list-style-type: none"> <li>• General operating costs (eg electricity, rates, phone, rent, meals, accommodation, and maintenance).</li> <li>• Purchase of Equipment</li> <li>• Repairs or maintenance to buildings or facilities.</li> <li>• Private/commercial ventures.</li> <li>• Support for an individual pursuit.</li> <li>• Commercial activities.</li> <li>• Ongoing salaries/wages for staff (a position created for the length of a project is considered eligible).</li> <li>• Projects that do not involve the Paroo Shire community.</li> </ul>
<b>THE APPLICATION</b>	<p>Application forms for consideration by Council for the Community Drought Support Package are to be made in writing. All applications should be typed or neatly handwritten on the form provided with support documentation attached at the back.</p>
<b>HOW AND WHEN WILL I BE NOTIFIED</b>	<p><b>In determining the level of assistance required, Council shall:</b></p> <ul style="list-style-type: none"> <li>• Assess application against the Selection Criteria</li> <li>• Establish the level of funding available depending on number of applications received;</li> <li>• Apportion such funding across each application eligible for funding.</li> </ul> <p><b>Successful applicants:</b></p> <p>You will receive an Approval Letter and a purchase order for the funding amount within two weeks of approval. Your Community Organisation will be required to submit an invoice for payment.</p> <p>All funds must be expended and acquitted within three weeks after the event. No further funds will be considered until previous outstanding funds are acquitted.</p>

	<p><b>Unsuccessful applicants:</b> Failure to receive funding is not necessarily due to a poor application but may be the result of the demand for funds. For feedback on your application, please refer to the contact phone number given in your notification letter.</p>
<b>FUNDING ROUND</b>	Applications must be received by close of business of the advertised closing date. Advertising will be through the local Paper, Paroo Shire Website, Facebook Page and Community Review.
<b>FOR FURTHER INFORMATION</b>	<p><b>Contact:</b> Community Services Project Officer Paroo Shire Council PO Box 75 CUNNAMULLA QLD 4490 P 0487 558 422 E <a href="mailto:toni.pender@paroo.qld.gov.au">toni.pender@paroo.qld.gov.au</a></p>