

From: Lithgow City Council
Sent: Thu, 28 Mar 2019 08:18:07 +1100
To: Technology One Connect
Subject: FW: Drought Communities Programme Extension - Grant opportunity guidelines for Light Regional Council
Attachments: Accounts-Payable-Supplier-Details-Form Nov 2018.docx, Drought Community Programme - FAQs.docx

#ECMBODY

| Trainee Records Officer

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From: Drought Communities Programme [mailto:DCP@industry.gov.au]
Sent: Wednesday, 27 March 2019 5:09 PM
To: Lithgow City Council
Cc: Drought Communities Programme
Subject: Drought Communities Programme Extension - Grant opportunity guidelines for Light Regional Council

Dear Mr Faulkner,

On 19 August 2018, the Australian Government announced the Drought Communities Programme to support communities impacted by drought. In March 2019, this support was extended to include a further 15 drought-affected regions bringing the Programme to \$96 million. Each Eligible Council can receive funding for projects up to \$1 million.

I encourage you to familiarise yourself with the program guidelines which you can find [here](#)

All projects need to be completed by **31 December 2019**. Accordingly, it is advisable to make contact with contractors/service providers who you intend to carry out the work to confirm their availability and timings early to avoid missing out. Do not submit multiple applications for individual projects, but rather bundle the projects up and submit together in one application. Please be aware there will be no opportunity to extend projects and grant funding beyond 31 December 2019.

Please note when a Federal Election is called the Australian Government enters a caretaker period which lasts until the election result is clear. Until then the Government refrains from implementing major decisions. As the caretaker period has not yet started, we can only provide preliminary advice. It is likely that the implications for this program is that we will continue to take enquires and will continue to receive and assess applications. However, during caretaker the Programme Delegate will not approve

any new grants until after the outcome of the election is known and any impact on the program determined.

A Frequently Asked Questions document has been attached to this email to provide assistance and guidance for you around the range of projects and activities that this program will support.

To expedite the process I have also attached an **Accounts Payable form** for you to complete with the Council's bank account details. The earliest possible return of the form will ensure grant payments can be made in a timely manner.

Who can apply?	Only Lithgow City Council is eligible to submit an application. Businesses or individuals from your region are not eligible to apply directly. Note: we can only accept applications where it is submitted by the Chief Executive Officer of the Council or another Council Officer authorised to sign a grant agreement.
What does it offer?	The Council can receive funding for projects up to \$1 million. The grant amount will be up to 100% of eligible project costs. The minimum grant amount per application is \$25,000.
How does it work?	Drought-relief projects must be <i>in addition</i> to the normal planned activities of the Council. Funding will target infrastructure and other projects that: <ul style="list-style-type: none"> provide employment for people whose work opportunities have been impacted by drought stimulate local community spending use local resources, businesses and suppliers provide a long-lasting benefit to communities and the agricultural industries on which they depend Projects activities must be undertaken in the region of the Council and must be completed by 31 December 2019.
What activities are eligible?	Eligible expenditure items may include the cost of: <ul style="list-style-type: none"> ▪ suppliers, consultants and contracted labour undertaking eligible project activities ▪ materials required to deliver eligible project activities ▪ purchasing, leasing or hiring equipment required to deliver eligible project activities ▪ holding events and ▪ other drought relief activities (including water carting for human consumption). We may also approve other activities.
Project period	Recently completed projects and current projects may be eligible, the earliest possible start date and eligible expenditure claim date is 19 August 2018 . All project activities

	must be completed by 31 December 2019.
How to apply	Please note you must complete and submit an online application. You will need to set up a user account to access our online https://portal.business.gov.au/ . The portal allows you to apply for and manage your grant application/s in a secure online environment.

In the meantime, please do not hesitate to contact us on 13 28 46 if you require further information or have any questions.

Kind Regards

Saby Bakshi
02 9226 6073
Program Management and Delivery
National Outreach and Grants Hub
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The department acknowledges the traditional owners of the country throughout Australia and their continuing connection to land, sea and community. We pay our respect to them and their cultures and to the elders past and present

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Sensitive –When Complete

Authority of Payment Details, Payment by Direct Credit into Nominated Bank Account

This form must be completed by the supplier or an individual requiring payment

*Australian Business Register is retiring Trading Names within ABN Lookup, please instead use the Registered Business Name.
For further information please click [here](#).

General Details: (details are mandatory)			
Registered Business Name*			
Legal Entity Name			
ABN			
Individual First Name <i>(if payment to an individual)</i>		Individual Surname <i>(if payment to an individual)</i>	
Contact and Postal Address: (details are mandatory)			
Contact First Name		Contact Surname	
Address Line 1			
Address Line 2			
Address Line 3			
City		State	
Post Code			
Phone Number		Fax Number	
Email Address <i>For remittance advice</i>			
Additional Details: (details are mandatory)			
Is this supplier a Small to Medium Business? <i>(less than 200 full time employees)</i>	Click here for options	Is this supplier a Small to Medium Business with at least 50% Indigenous ownership? <i>(less than 200 full time employees)</i>	Click here for options
Is this supplier a Commonwealth Department or Agency	Click here for options		
Grant / Programme / Procurement Details: (if required, to be completed by Dept. Grant / Programme Officer)			
Does this supplier relate to a unique Grant or Programme?	Click here for options	** If 'Yes' - this supplier will always retain the provided details to assure its link to a specific Grant or Programme. ** If "No" - this supplier may have contact details updated for future payments.	
Grant / Programme Reference <i>(if known)</i>			
Bank Details: (details are mandatory)			
BSB <i>(must be six digits)</i>		Account Number	
Account Name			
Confirmation/Authorisation			
Signature of Company Representative or individual requiring payment	_____ Date _____		
** A Signature is not required if this form is emailed as an attachment, and the email address displays the business/individual's full name (eg. Persons.Name@BusinessName.com)			

Submit completed form to your Department of Industry Innovation and Science Contact

All details are strictly confidential and will only be used for the purpose stated on this form or as required by law



Frequently Asked Questions

Drought Communities Programme - Extension

1. What types of local community infrastructure/facilities/spaces will the programme support?

Examples of local community infrastructure/facilities/spaces include:

- bike paths
- skate parks
- foot paths
- street scapes
- community centres
- health centres
- recreational facilities
- parks
- sporting facilities
- stadiums, arenas
- libraries
- showgrounds
- caravan parks
- men's sheds
- roads.

This list is not exhaustive.

2. What types of projects could be undertaken at these local community infrastructure/facilities/spaces?

Example activities to repair, maintain, upgrade, construct and fit-out local community infrastructure/facilities/spaces include:

- lighting upgrades or new lighting
- fencing - around facilities, swimming pools
- solar panels
- drainage and watering systems
- amenities - drinking fountains, BBQs areas, park furniture, shelters, footpath renewal
- sport and recreational facilities - tennis courts, gymnasiums, scoreboards, medical equipment, golf clubs
- kitchen upgrades and/or repairs
- power connections at caravan sites
- improved disability access
- purchase of equipment - computers, televisions, furniture, fixture and fittings
- purchase of vehicles and trailers for community transport services, surf lifesaving, medical
- purchase of equipment for local State Emergency Service
- foot path renewal and beautification.

This list is not exhaustive.

Projects are expected to lead to the employment of locals.



Frequently Asked Questions

3. What types of community events are supported under the programme?

A community event brings the community together in some way. For this programme the emphasis is around how locals will benefit from the event especially through employment opportunities and supporting mental health.

4. Can an eligible council work together with another eligible council to complete a project?

Yes. Provided both councils are eligible for the program. Each council would submit a separate application and reference the other council/s in their application. A project could be undertaken in partnership where each council would specify in their application their role in the project and their requested funding. If successful, each council would be contracted separately and required to report on their project.

The guidelines do not allow for joint applications (i.e. one application from multiple councils).

5. Are councils required to follow standard tendering and procurement processes?

Yes. Councils are required to be compliant with all relevant laws and regulations under this programme.

If the project requires a tender process to be completed, councils must adhere to that process. The timing available for the programme may restrict the types of projects that can be submitted.

6. Can councils replenish water tanks on private properties for human consumption?

No. Projects under this program are to provide relief and benefits to the wider community, not just individuals. Councils seeking funding for water carting or other water related projects would need to devise a strategy to allow the whole community to benefit - for example, a plan to allow a group of community members to replenish their water tanks.

7. Can councils establish new and/or expand bore holes on public properties?

Yes. This activity would be considered eligible. The bores holes would provide a benefit to the local community and locals/contractors can be employment and equipment sourced from local businesses to complete the work. An example would be the construction of a new bore water hole for the local park's amenities block.

8. Can councils use the grant funding to refurbish and/or revamp shop fronts located in the main town centre with the work being carried out by local workers?

Yes. This would be eligible. This project would lead to the employment of local people in the area and could encourage more visitors to the town to contribute to the economic activity of the region.



Frequently Asked Questions

9. Can grant funds be used towards an Undergraduate Scholarship Programme? For example, targeting talented students from rural / farm backgrounds who otherwise will not be able to pursue their academic studies as a consequence of the drought.

Maybe. This activity does not meet project requirements unless it: leads to the employment of locals, contributes to the economic activity of the community, and/or leads to the retention of businesses, services and facilities. Councils would need to put forward a detailed description as to how the project benefits the broader community.

10. What is covered in the definition “community facilities”, would employee or community housing be classed a community facilities? For example, a remote council that provides housing to in order to attract new employees or provide community housing for rent to community members.

No. This activity does not meet project requirements unless it: leads to the employment of locals, contributes to the economic activity of the community, and/or leads to the retention of businesses, services and facilities.

The programme will not fund the purchase of existing buildings. The programme will not fund projects that benefit the council and not the community.

11. The impact of the drought has caused additional sedimentation loads resulting in water treatment issues, with existing filtration equipment being unable to cope. Would a project to improve the filtration process be considered eligible?

Maybe. Councils would need to put forward a detailed description on how the project benefits the broader community. This activity does not meet project requirements unless it; leads to employment of locals, contribute to the economic activity of the community, and/or lead to the retention of businesses, services and facilities.

12. Can councils, through a planned community initiative, provide `voucher/gift cards' to spend within the local region? These programs allow cards (e.g. eftpos or other types of cards) to be loaded with funds and then utilised solely within the local community/shire?

No. The intent of the Drought Communities Programme - Extension is to support local community infrastructure and other drought relief projects.

Support of this type (vouchers/gift cards) for communities impacted by drought is being delivered through the Drought Community Support Initiative Programme. More information can be found [here](#).

13. Can councils provide funding to the local community to subsidise payment of council and water rates?

No. Providing rate relief is not eligible under the programme. The intent of the programme is to provide funding for projects expected to: lead to the employment of locals, contribute to the economic activity of communities/regions, or lead to the retention of business, services and facilities.



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Frequently Asked Questions