



# Extraordinary Disaster Assistance Recovery Grants Guidelines Primary Producers

Ex-Tropical Cyclone Seth, 29 December 2021 - 10 January  
2022

## 1. About the program

The objective of this assistance measure, provided under the *Disaster Recovery Funding Arrangements*, is to support communities to recover after an *eligible disaster*.

The Extraordinary Disaster Assistance Grants Scheme (Scheme) provides an **exceptional circumstances grant** to *primary producers* to help pay for the costs of clean-up and *reinstatement of primary production enterprises* that have suffered direct damage as a result of an *eligible disaster*.

## 2. Available funding

2.1 The maximum **exceptional circumstances grant** amount is **\$50,000**.

- a) An **initial amount of up to \$10,000** is available (an **initial claim**). To support an initial claim evidence of the direct damage such as photographs, quotations, tax invoices and official receipts is required.
- b) A **subsequent amount of up to \$40,000** is available (a **subsequent claim**). To support subsequent claims full *evidence of payment* is required. (This evidence must also cover any amounts claimed under the initial claim if not already provided).

Note: **prior to the Closing Day**, multiple applications can be made up to the maximum amount available under the grant.

## 3. How funding may be used

3.1 Grants are provided to help pay for the costs of clean-up and *reinstatement of the primary production enterprise*. This includes:

- a) engaging a tradesperson to conduct a safety inspection of damage to a property, premises or equipment;
- b) hiring or leasing equipment or materials to clean a property, premises or equipment;
- c) purchasing equipment or materials to clean a property, premises or equipment if QRIDA is satisfied:
  - i. the equipment or materials are not ordinarily available for hire or lease (Examples - cleaning chemicals, gloves, masks, brooms, mops, shovels or buckets); or
  - ii. if the above does not apply:
    - A. the equipment is, or the materials are, reasonably necessary for cleaning the property, premises or equipment; and
    - B. the equipment is, or the materials are, not readily available for hire or lease at a cost that is equal to or less than the cost of purchasing the equipment or materials.



- d) employing a person to clean a property, premises or equipment if –
  - i. the cost would not ordinarily have been incurred in the absence of the *eligible disaster*; or
  - ii. the cost exceeds the cost of employing a person to clean the property, premises or equipment that would ordinarily have been incurred in the absence of the *eligible disaster*;
- e) removing and disposing of debris or damaged goods and material;
- f) repairing a building or repairing or replacing fittings in a building, if the repair or replacement is essential for resuming operation of the *primary production enterprise*. (Funding is not available for repairs to a building that is used as a dwelling, unless it is used for carrying on the *primary production enterprise*, for example staff accommodation);
- g) purchasing, hiring or leasing equipment or materials that are essential for immediately resuming operation of the *primary production enterprise*; and
- h) any of the following –
  - i. repairing or reconditioning essential plant or equipment;
  - ii. repairing or replacing fencing on a property, other than to the extent, the cost may be recovered under other assistance\* from the Commonwealth or State;
  - iii. purchasing fodder, other than to the extent, the cost may be recovered under other assistance\* from the Commonwealth or State;
  - iv. maintaining the health of livestock;
  - v. replacing the dead livestock;
  - vi. repairing or restoring fields;
  - vii. salvaging crops, grain or feed;
  - viii. replacing lost or damaged plants if the replacement is essential for immediately resuming operation of the *primary production enterprise*;
  - ix. replacing essential water that has been used for firefighting; and
  - x. carting water.

**\*Examples of other assistance**

- Under the *Disaster Recovery funding Arrangements*:
  - a freight subsidy for transporting fencing materials; or
  - a fodder subsidy for carting emergency fodder; or
  - a concessional loan under the Disaster Assistance (Primary Producers) Loans Scheme for paying for fodder or repair or replacement of fencing.

**3.2** An applicant is **not eligible** for assistance under the scheme:

- a) for loss of income as a result of the *eligible disaster*;
- b) if the *primary producer* is entitled to receive an amount under a policy of insurance for the relevant costs claimed.

## 4. Eligibility criteria

**4.1** To be eligible for an **exceptional circumstances grant**, the applicant must:

- a) be a *primary producer*;
- b) hold an Australian Business Number (ABN) and have held that ABN at the time of the eligible disaster;
- c) have a *primary production enterprise* that is located in the *defined area* for the *eligible disaster* that has suffered direct damage as a result of the *eligible disaster*;

- d) have been engaged in carrying on the *primary production enterprise* when affected by the *eligible disaster*;
- e) be primarily responsible for meeting the costs claimed in the application;
- f) for costs relating to 3.1 h) (v), (vi) and (vii) provide satisfactory evidence of the loss of damage; and
- g) intend to re-establish the primary production enterprise in the *defined disaster area* for the *eligible disaster*.

4.2 An applicant may also be eligible for an **exceptional circumstances grant** if both of the following apply:

- a) The applicant's *primary production enterprise* is located outside the *defined disaster area* for the *eligible disaster* but is carried on at least sometime on a regular basis in the area.
- b) Plant or equipment of the *primary production enterprise* situated in the *defined disaster area* has been damaged as a result of the *eligible disaster*.

## 5. Eligible separate businesses

5.1 Applicants who operate more than one *primary production enterprise*, for example under a single ABN at separate locations, may apply for assistance for each *eligible separate business* up to the maximum amount of assistance available for the relevant *defined disaster area* and determined by the establishment notice.

5.2 When determining an application on this basis QRIDA may consider (but is not limited to):

- a) the staffing arrangements of the separate business;
- b) whether the business has its own plant equipment or stock;
- c) the accounting arrangements of the separate business;
- d) whether the separate business operates under its own trading name;
- e) the commercial viability and autonomy of each business.

## 6. How to apply

6.1 To be considered for an Extraordinary Disaster Assistance Grants please submit a completed application form, accompanied by the documentation stated on the application form before the application *closing day*.

6.2 Application forms and related information can be accessed at [www.qrida.qld.gov.au](http://www.qrida.qld.gov.au).

6.3 Complete applications are assessed in order of receipt and QRIDA may request further information to help assess an application.

## 7. Terms and conditions

7.1 Applicants are able to apply for assistance under the scheme in **only one** of the following capacities:

- a) *Primary producer*; or
- b) Small business owner; or
- c) Non-profit organisation.

7.2 Applicants must retain all tax invoices, *official receipts*, bank statements, quotations or other similar records for assistance received under the scheme until one year after the *closing day* for applications for the *eligible disaster*.

7.3 Applicants must consent to QRIDA conducting an audit of quotations, tax invoices, *official receipts*, bank statements or other similar records to verify the amounts given under the scheme have been used in accordance with the claim. Penalties may apply for false or misleading information.

7.4 Applicants must provide authorisation for QRIDA to contact their insurance company to confirm or verify entitlements, or the outcome of any claims made in relation to the *eligible disaster*.

## 8. Conflicts of interest

8.1 A conflict of interest may arise due to a business dealing with QRIDA, if the applicant's private interests' conflict with their obligations under the agreement. Conflicts of interest could affect the awarding or performance of the applicant's agreement. A conflict of interest can be:

- a) real (or actual);
- b) apparent (or perceived); or
- c) potential.

8.2 QRIDA will ask the applicant to declare, as part of the application, any business dealings that may be considered an actual, perceived or potential conflict of interest or that, to the best of the applicant's knowledge, there is no conflict of interest. If the applicant later identifies that there is an actual, apparent or potential conflict of interest or that one might arise in relation to the agreement, the applicant must inform QRIDA in writing immediately.

## 9. Defined disaster areas

<i>Eligible disaster</i>	<i>Defined disaster areas</i>	<i>Application closing day</i>
<ul style="list-style-type: none"> <li>• Ex-Tropical Cyclone Seth, 29 December 2021 - 10 January 2022</li> </ul>	<ul style="list-style-type: none"> <li>• Bundaberg Regional Council</li> <li>• Fraser Coast Regional Council</li> <li>• Gympie Regional Council</li> <li>• North Burnett Regional Council</li> <li>• South Burnett Regional Council</li> </ul>	<ul style="list-style-type: none"> <li>• 3 February 2023</li> </ul>

## 10. More information

For more information on the Extraordinary Disaster Assistance Grants Scheme contact QRIDA on **Freecall 1800 623 946** or email [contact\\_us@qrda.qld.gov.au](mailto:contact_us@qrda.qld.gov.au).

QRIDA also has [Regional Area Managers \(RAMs\)](#) who are available to assist:

Location	Phone	Mobile	Location	Phone	Mobile
<b>Brisbane</b>	07 3032 0118	0427 763 787	<b>Kingaroy</b>	07 4182 1816	0417 778 317
<b>Bundaberg</b>	07 4154 2874	0417 775 547	<b>Mackay</b>	07 4967 0728	0427 770 147
<b>Cloncurry</b>	1800 623 946	0427 007 240	<b>Rockhampton</b>	07 4936 1872	0417 775 245
<b>Emerald (with an office in Longreach)</b>	07 4987 5807	0417 775 345	<b>Roma</b>	07 4622 8527	0427 029 141
			<b>Toowoomba</b>	07 4634 8987	0427 690 448
<b>Innisfail</b>	07 4064 2824	0429 497 757	<b>Townsville</b>	1800 623 946	0408 180 644

## 11. Definitions

**Closing day** is the day defined in section 9 in which applications must be received by QRIDA.

**Defined disaster area** for an *eligible disaster* means the area that the appropriate Minister has defined for the purpose of activating the *Disaster Recovery Funding Arrangements*. These are published on QRIDA's website (also see section 9 above).

**Disaster Recovery Funding Arrangements** means the funding arrangements as agreed between the Commonwealth and the State for providing financial assistance to communities affected by an *eligible disaster* (available on the Australian Government Disaster Assist website).

**Eligible disaster** means a bushfire, cyclone, flood, earthquake, storm surge, landslide, meteorite strike, tornado, tsunami, storm – including hail, rain and/or wind event or terrorist act.

**Eligible separate business** means a *primary production enterprise* that would be a commercially viable and autonomous business if the other separate businesses carried on by the eligible entity ceased to operate.

**Evidence of payment** means:

- a) tax invoice(s) showing full details of the goods or services provided. The goods and services described on each invoice must be clearly identifiable having been paid by the applicant and being related to damage from the *eligible disaster*; and
- b) evidence of payment for these tax invoices. A copy must be provided of an applicant's bank transfer(s) and/or bank statement(s) with any relevant *official receipt(s)* from suppliers or contractors.

**Official receipt** means a receipt including the name and address and ABN (if applicable) of the entity that issued the receipt and a description of each item to which the receipt relates.

**Primary producer** means:

- a) a sole trader who -
  - a. spends the majority of their labour on a *primary production enterprise*; and
  - b. either –
    - i. derives the majority of their income from the *primary production enterprise*; or
    - ii. in the opinion of QRIDA, based on the demonstrated production potential of the *primary production enterprise*, will, within a reasonable period of time, derive the majority of their incomes from the *primary production enterprise*
- b) in relation to a partnership, company or trust that carries on a *primary production enterprise* for which the partners, shareholders or beneficiaries –
  - a. spend the majority of their labour on a *primary production enterprise*; and
  - b. either –
    - i. derive the majority of their income from the *primary production enterprise*; or
    - ii. in the opinion of QRIDA, based on the demonstrated production potential of the *primary production enterprise*, will, within a reasonable period of time, derive the majority of their incomes from the primary production enterprise.

**Primary production enterprise** means

- a) a business that is carried on by a *primary producer* and involves primary production, including the agricultural, apicultural, aqua-cultural, commercial wild-catch fishing, forestry, grazing and horticultural industries; and
- b) for which an entity holds an Australian Business Number (ABN)

**Reinstatement** means carrying out activities that are necessary to help the enterprise continue or resume production at a similar level as before the *eligible disaster*.