



Primary Producer Flood Management Grants Guidelines

1. About the Program

- 1.1 The Primary Producer Flood Management Planning Grants offer financial assistance to *primary producers* to offset the cost of *eligible professional advice* associated with developing a flood management plan. The objective of this assistance, provided under the Disaster Recovery Funding Arrangements (DRFA), is to support primary producers with the cost of obtaining *eligible professional advice* to improve flood and high rainfall mitigation and planning to their primary production enterprise.

2. Available Assistance

- 2.1. *Primary producers* can receive a grant of up to \$7,500 (excluding GST) to cover up to 100% of the cost(s) to receive *eligible professional advice* for flood and high rainfall mitigation planning.

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

3. Eligibility

- 3.1. To be eligible for the grant, applicants must:

- (a) be a primary producer;
- (b) have a *primary production enterprise* located in a defined disaster area for an eligible disaster;
- (c) have received *eligible professional advice* (e.g., accountancy advice, agronomic advice, financial planning, flood mapping, soil mapping and assessment) from a *suitably qualified professional adviser* (e.g. accountant, agronomist, farm irrigation consultant, financial planner, geographic information system technician, soil scientist) for the eligible *primary production enterprise* on or after 18 May 2022; and
- (d) have had the *eligible professional advice* for a flood management plan endorsed by an Industry Recovery Resilience Officer (IRRO).

- 3.2. Applicants will not be eligible for assistance if:

- (a) the applicant has previously received partial or full assistance from the State or Commonwealth for receiving eligible professional advice for the primary production enterprise;



- (b) the suitably qualified professional adviser providing the advice is:
 - i. the applicant; or
 - ii. employed by an entity owned wholly or partly by the applicant.
- (c) the service or advice has not been paid for;
- (d) costs are related to implementing measures identified in the *flood management plan*; or
- (e) costs for the service and developing of a *flood management plan* have already been undertaken or completed prior to the approval of the DRFA Category D package on 18 May 2022.

4. How to apply

- 4.1. To apply for a grant under the program please complete and submit your application form and supporting information via the QRIDA online portal:
<https://applyonline.qrida.qld.gov.au/>.
- 4.2. Applications submitted to QRIDA must be accompanied by:
 - (a) tax invoice(s) for the eligible professional advice;
 - (b) evidence of payment for the tax invoice(s), that include:
 - i. the name and address of the entity that issues the receipt; and
 - ii. the entity's Australian Business Number; and
 - iii. a description of each item to which the receipt relates; and
 - iv. the date the amount to which the receipt relates was paid.
 - (c) a copy of the *flood management plan*;
 - (d) a letter of endorsement from the IRRO confirming both the advice and the *flood management plan* (e.g. endorsement meaning a written statement from the IRRO confirming the resilience improvement to flooding and high rainfall as result from the professional advice); and
 - (e) any additional documents stated in the application form.

5. Terms and conditions

- 5.1. QRIDA may request further relevant information to help assess an application.
- 5.2. Upon receiving applications, QRIDA will acknowledge receipt by email or post and advise if any further information is required to commence assessment of the application.
- 5.3. QRIDA will assess complete applications in order of receipt. Incomplete applications will not be assessed until all required information is received.
- 5.4. Approved grant amounts will be deposited to your nominated bank account listed on your application.
- 5.5. The program will close to applications on 30 September 2024, or when available funds have been allocated, or on the extension date given by the Minister. QRIDA can only approve and fund applications subject to the availability of DRFA funding for this program. The Queensland Government is unable to fund applications after available DRFA funds have been exhausted.

6. Conflicts of interest

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

- real (or actual);
- apparent (or perceived); or
- potential.

6.2. We will ask you to declare, as part of your application, any business dealings that may be considered an actual, perceived or potential conflict of interest or that, to the best of your knowledge, there is no conflict of interest. If you later identify that there is an actual, apparent, or potential conflict of interest or that one might arise in relation to your agreement, you must inform us in writing immediately.

7. Fraudulent applications

7.1. QRIDA takes fraud and corruption seriously. Suspected fraud will be assessed and investigated, which may require involvement of external parties such as Queensland Police Service (QPS) or Crime and Corruption Commission (CCC).

7.2. In submitting an application to QRIDA, you acknowledge the information provided in the application form is true and accurate and agree to be bound by the scheme's guidelines and provisions.

7.3. Fraud and corruption is a criminal offence under Sections 408C, 408D and 87 of the Criminal Code 1899 (Qld). For corporations, directors and company officials, Sections 596 and 184 of the Australian Corporations Act 2001 (Clth) will also apply.

7.4. Providing false and misleading information or documents in the QRIDA application process is an offence. Penalties may apply under Sections 41 and 42 of the Rural and Regional Adjustment Act 1994.

7.5. QRIDA reserves the right to pursue and recover funding provided under fraudulent and dishonest circumstances.

8. Privacy

8.1. QRIDA's Privacy Policy, available at: www.qrida.qld.gov.au/privacy, sets out general information on how QRIDA collects, uses, and discloses individuals' personal information.

8.2. The application portal for this Scheme contains specific information on how personal information will be collected, used, and disclosed.

9. More information

9.1. For more information on the Disaster Planning Grant Program, contact us on Freecall 1800 623 946 or email contact_us@qrida.qld.gov.au.

10. Farm Management Grants Program

The Farm Management Grants Program provides a rebate of up to \$2,500 (50 per cent) for the professional costs associated with developing Individual Farm Business Resilience Plans. These plans are intended to support the producer identify and manage risks to the farm such as drought and disaster.

An applicant cannot receive payment under the Primary Producer Flood Management Planning Grants Program for an invoice if they have already received payment for that invoice under the Farm Management Grant Program.

11. Defined disaster area

2021-2022 storm-flooding event	Defined disaster areas
Southern Queensland Flooding, 6 – 20 May 2022	<ul style="list-style-type: none"> • Balonne Shire Council • Bundaberg Regional Council • Gympie Regional Council • Lockyer Valley Regional Council • Moreton Bay Regional Council • North Burnett Regional Council • Scenic Rim Regional Council • Somerset Regional Council • South Burnett Regional Council • Southern Downs Regional Council • Toowoomba Regional Council • Western Downs Regional Council
South East Queensland Rainfall and Flooding, 22 February – 5 April 2022	<ul style="list-style-type: none"> • Brisbane City Council • Bundaberg Regional Council • Cherbourg Aboriginal Shire Council • Fraser Coast Regional Council • Gladstone Regional Council • Gold Coast City Council • Goondiwindi Regional Council • Gympie Regional Council • Ipswich City Council • Lockyer Valley Regional Council • Logan City Council • Moreton Bay Regional Council • Noosa Shire Council • North Burnett Regional Council • Redland City Council • Scenic Rim Regional Council • Somerset Regional Council • South Burnett Regional Council • Southern Downs Regional Council • Sunshine Coast Regional Council • Toowoomba Regional Council • Western Downs Regional Council
Ex-Tropical Cyclone Seth, 29 December 2021 - 10 January 2022	<ul style="list-style-type: none"> • Bundaberg Regional Council • Fraser Coast Regional Council • Gympie Regional Council • North Burnett Regional Council • South Burnett Regional Council
Central, Southern and Western Queensland Rainfall and Flooding, 10 November - 3 December 2021	<ul style="list-style-type: none"> • Balonne Shire Council • Banana Shire Council • Bundaberg Regional Council • Goondiwindi Regional Council • Lockyer Valley Regional Council • Scenic Rim Regional Council • Somerset Regional Council • South Burnett Regional Council • Southern Downs Regional Council • Toowoomba Regional Council • Western Downs Regional Council

12. Definitions

Applicant means an entity applying for financial assistance under the Scheme.

Application means an application for assistance under the Scheme.

Burnett Mary Regional Group means Burnett Mary Regional Groups for Natural Resource Management Ltd CAN 144 005 229.

Closing day means 30 September 2024 unless announced otherwise.

Defined disaster area means a local government area identified in a *disaster activation document* as:

- a DRFA Activated Area; and
- an area eligible for DRFA assistance measure (Disaster Assistance Primary Producer Loans).

Disaster activation document means each of the following documents published on the Queensland Reconstruction Authority's website:

- Disaster Recovery Funding Arrangements event: Central, Southern and Western Queensland Rainfall and Flooding, 10 November - 3 December 2021;
- Disaster Recovery Funding Arrangements event: Ex-Tropical Cyclone Seth, 29 December 2021 - 10 January 2022;
- Disaster Recovery Funding Arrangements event: South East Queensland Rainfall and Flooding, 22 February - 5 April 2022;
- Disaster Recovery Funding Arrangements event: Southern Queensland Flooding, 06 - 20 May 2022.

Eligible professional advice for a primary production enterprise, is advice or a service provided by a suitably qualified professional adviser to an applicant about improving the resilience to flooding and high rainfall of the applicant's primary production enterprise. However, it does not include a service provided in relation to implementing actions detailed in a flood management plan an applicant may take to manage risks to a primary production enterprise.

Flood management plan for a primary production enterprise, is a plan that:

- has been prepared in accordance with eligible professional advice for the primary production enterprise;
- addresses risks of from flooding or high rainfall to the primary production enterprise; and
- details the actions the applicant may take to manage risks to the primary production enterprise to improve the resilience of the primary production enterprise.

Industry recovery and resilience officer (IRRO) means a person who is employed or otherwise engaged by the Queensland Farmers Federation or the Burnett Mary Regional Group as an industry recovery and resilience officer.

Official receipt means a receipt which includes the name, address, 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 sole trader who spends the majority of their labour on, and derives the majority of their income from, a primary production enterprise; or

a partnership, company or trust that carries on a primary production enterprise, for which the partners, shareholders or beneficiaries spend the majority of their labour on, and derive the majority of their income from, the primary production enterprise.

Primary production enterprise means a business:

- that involves primary production, including, for example, agricultural, apicultural, aquacultural, commercial wild-catch fishing, forestry, grazing and horticultural industries; and for which an entity holds an Australian Business Number (ABN).

Queensland Farmers' Federation means Queensland Farmers' Federation Ltd ACN 055 764 488

Suitably qualified professional adviser, for *eligible professional advice*, means a person who is an owner or employee of a business that holds an ABN and provides professional advice or services of a type relevant to improving the resilience to flooding and high rainfall of primary production enterprises, and who has the relevant qualifications and experience to provide the advice or service.