

Claiming on-costs

In Queensland, the *Natural Disaster Relief and Recovery Arrangements (NDRRA)* for eligible events up to and including **31 October 2018** are administered by the Queensland Reconstruction Authority (QRA).

The NDRRA Determination 2017 requires eligible applicants to be able to demonstrate expenditure claimed as actual costs incurred that are related directly to approved NDRRA works.

If an applicant's General Ledger includes percentage on-costs, it must show that this represents reasonable actual eligible expenditure, directly related to approved NDRRA works.

As each applicant's cost structure is different, the QRA does not apply on-cost eligibility benchmarking and performs an assessment on a case-by-case basis.

The table below details the four most common areas when claiming on-costs.

Claiming on-costs			
The following advice applies to events activated under the Natural Disaster Relief and Recovery Arrangements Determination 2017.			
	Eligible on-costs	Evidence required	Ineligible on-costs
Ordinary Payroll/Wages	Includes reasonable actual eligible extraordinary direct (ordinary payroll) on-costs associated with eligible wages, such as: <ul style="list-style-type: none"> ✓ superannuation ✓ leave loading ✓ floating plant and loose tools ✓ uniform/protective clothing ✓ safety equipment. 	Evidence of the actual on-cost expenditure such as: <ul style="list-style-type: none"> ✓ invoices ✓ detailed transaction ✓ general ledger ✓ Service Level Agreement etc. 	<ul style="list-style-type: none"> ✗ payroll on-costs associated with ineligible wages ✗ costs which should be charged as direct, such as supervision, and contract labour ✗ unsupported on-costs claimed.
Plant	Eligible costs include reasonable actual eligible extraordinary costs associated with operating plant on approved NDRRA works such as: <ul style="list-style-type: none"> ✓ fuels ✓ oils ✓ maintenance. 	Evidence of the actual expenditure such as: <ul style="list-style-type: none"> ✓ invoices ✓ general ledger ✓ detailed transaction report ✓ internal costing report. 	<ul style="list-style-type: none"> ✗ operational risk allowance ✗ profit.
Stores	✗ all stores on-costs are ineligible.		
Creditor	✗ all creditor on-costs are ineligible.		
Note: creditors such as contract engineers/supervisors are considered direct job costs.			

For more information visit www.qra.qld.gov.au/funding.

Where there are (unintended) inconsistencies between these tip sheets, the Australia Government NDRRA Determination 2017 and the Queensland Disaster Relief and Recovery Guidelines, the Australia Government NDRRA Determination will prevail.