

WHAT'S YOUR
WHAT-IF PLAN?

get
ready
QUEENSLAND

Get Ready Queensland funding 2021-22

Fact Sheet

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About the Get Ready Queensland funding program

Get Ready Queensland is an all-hazards, resilience building initiative that is helping Queensland be the most disaster resilient state in Australia.

Get Ready Queensland comprises a community campaign and an ongoing grants program distributed annually to councils. Get Ready funding supports councils to deliver activities that increase understanding of disaster preparedness and improve disaster resilience within their communities. These local activities are supported by a state-wide marketing campaign led by the Queensland Reconstruction Authority (QRA).

Information on the Get Ready Queensland 2021-22 grant allocations has been mailed to Council CEOs requesting a Plan of Activities be submitted by emailing submissions@qra.qld.gov.au by 30 June 2021. Grant allocations are based on census data and are the same as the 2020-21 allocations.

If you have not received advice on your allocation for 2021-22, please speak with your Queensland Reconstruction Authority (QRA) Recovery Officer or email the Get Ready Queensland team for a copy of your allocation letter.

What can be funded through Get Ready Queensland?

A range of activities can be funded through the Get Ready Queensland program to enhance community resilience and preparedness for natural disasters and pandemic. Types of activities include resilience building technology; community engagement; marketing and advertising; minor equipment and community infrastructure; community preparation; business continuity; education activities; diverse community activities and staff costs for specific Get Ready activities.

The Plan of Activities template includes drop-down categories to guide the selection of eligible Get Ready Queensland activities. If you would like to undertake an activity that does not fit into one of the specified categories, please contact the Get Ready team for advice.

Some successful Get Ready Queensland initiatives from councils in recent years have included: deepening community engagement with culturally and linguistically diverse (CALD) community groups and developing targeted Get Ready resources for CALD groups; holding a free micro-chip your pet event; school incursions; delivering emergency packs to households in a small community in Cape York before cyclone season; among many others.

Following approval of the Plan of Activities, councils will receive 90 per cent payment of their allocation with the final 10 per cent payable at program acquittal.

Changes to Get Ready Queensland 2021-22

Responding to feedback from the 2020 program evaluation, the Get Ready Queensland team aims to release the initial round of program funds in August 2021. This earlier release date will give council's more time to prepare activities to coincide with Get Ready Queensland week in October.

QRA's Recovery Officers work closely with councils across the state to build community resilience. From 2021, Recovery Officers will also support councils with the development and delivery of their Get Ready Queensland program. While the dedicated Get Ready Queensland team is still readily available to council officers for targeted advice and guidance, it is anticipated that Recovery Officers will become the primary contact for most council officers.

Contact the Get Ready Queensland Team

Queensland Reconstruction Authority's Recovery Officers work closely with council's across the state to support the development of more resilient communities. From 2021, QRA's Recovery Officers will also support council's with the development and delivery of the Get Ready Queensland program.

However, the Get Ready Queensland team is also available for dedicated program advice. Jill and Kate are happy to help answer your questions and provide you with ideas for your 2021-22 Get Ready Queensland activities plan. Contact us at getready@qra.qld.gov.au or call:

Jill Martin - 3008 7233

Kate Lavrencic - 3008 7223

A regional approach: collaborating with other councils

Councils are encouraged to combine their funding and resources to create a regional Get Ready Queensland program if this best suits their community and resourcing.

Councils are eligible to combine 2021-22 funding to create and share preparedness messages, resources, advertising, projects and collateral across regions.

If your council is planning to combine funding with another council or if you would like support in coordinating potential partners, please liaise with your QRA Recovery Officer or notify the Get Ready Queensland team via email to getready@qra.qld.gov.au by 18 June 2021. The team will work with you to manage the combined funding and acquittal process.

Submission and acquittal process

To receive your 2021-22 Get Ready Queensland funding follow these steps:

Step 1: Download the files received with your letter of application or go to getready.qld.gov.au/council-hub-funding and use the password get-ready-qld (no username required) to read and download the following:

- Get Ready Queensland 2020-21 Guidelines;
- 2021-22 Plan of Activities and Certification form

Step 2: complete your Plan of Activities and have the Certification forms in the excel workbook **and** the Project Funding Schedule signed, and submit the documents by emailing the file to submissions@gra.qld.gov.au by 30 June 2021. The Plan of Activities must be submitted as an excel workbook. Signed certification can be provided in the workbook or as a separate signed and scanned pdf.

This must be completed by or before 30 June 2021.

Collaborating with another council/group of councils: If you intend to partner with other councils to deliver a regional Get Ready Queensland program you must inform the Get Ready Queensland team prior to 18 June 2021 as the submissions process differs. The deadline for joint submissions is also 30 June 2021.

Step 3: QRA will assess the Plan of Activities' in July 2021 aiming to have the funding approved and released in August 2021. Councils will also need to have supplied their signed Project Funding Agreement at this stage, if not already provided, to enable payment.

Step 4: Funds will need to be acquitted in 2022 for Get Ready Queensland funds spent in the 2021/22 financial year (1 July 2021 – 30 June 2022). The Get Ready Queensland team will re-issue the approved Plan of Activities with an additional reporting template for completion by councils. This Plan of Activities will need to be updated by council and submitted via submissions@gra.qld.gov.au or through the MARS Portal **by or before 30 September 2022**. If you are submitting your Acquittal Report via email you must attach a signed Certification form.

Variations: if you need to vary your approved 2021-2022 Plan of Activities throughout the year liaise with your QRA Recovery Officer or contact the Get Ready Queensland team directly at getready@qld.gov.au

If you are using MARS for the first time:

- download the MARS user access request form on the QRA website at www.qra.qld.gov.au/funding-mars-disaster-funding-portal/mars-user-guides-and-forms;
- complete your details and select a user profile (refer to the user profiles tip sheet);
- get authorisation by your CEO or the approved MARS delegate for your organisation; and
- submit the signed user access request for via email to support@qra.qld.gov.au.

For more information on using MARS, read the MARS User Guide at www.qra.qld.gov.au/ or contact your QRA Recovery Officer.

Payments and Project Funding Schedule

QRA will endeavor to assess Council's 2021-22 Plan of Activities in July 2021. On approval of activities and receipt of the signed Project Funding Schedule, QRA will authorise an initial 90 per cent payment and issue a Recipient Created Tax Invoice. The final 10 per cent to be released on program acquittal against eligible project costs.

By signing the Project Funding Schedule, you are acknowledging that your organisation has read, understood and will abide by the conditions outlined in the Project Funding Schedule and the Get Ready Queensland Guidelines. The signed Project Funding Schedule must be returned to submissions@qra.qld.gov.au before any payments are made. When the signed version is returned and executed by both parties, a Project Funding Agreement will be formed in accordance with clause 2.3 of the QRA Head Agreement. Without this document, no payments can be made.

Get Ready Queensland Council Hub

The 2021-22 program guidelines, information and resources for councils are available on the Get Ready Queensland Council Hub.

Resources include marketing templates and supporting information.

To access the Council Hub:

Go to <https://www.getready.qld.gov.au/council-hub>.

Login using the password get-ready-qld

Get Ready Queensland Week

Get Ready Queensland Week 2021 is tentatively scheduled to take place from Monday 11 October 2021. Please note this date is subject to change.

Councils will be notified of the final dates for Get Ready Queensland Week 2021 through its elected primary contact for the program via the monthly Get Ready Queensland newsletter. If you or a member of your team would like to be added to receive Get Ready Queensland's monthly communications, please email getready@qra.qld.gov.au.