

DOUGLAS SHIRE COUNCIL

North Queensland Resilience Program (NQRP)

Community Resilience, Arts and Wellbeing Community Funding Program Guidelines

JUNE 2026 – JUNE 2027



Australian Government



Queensland
Government

DOUGLAS
SHIRE COUNCIL



**DOUGLAS DISASTER
MANAGEMENT UNIT**

Disaster Management is everybody's business

Overview

This document outlines the intent and decision-making processes in the allocation of funding under the North Queensland Resilience Program (NQRP), more specifically, funding available under the *Community Resilience, Arts and Wellbeing*, including *Indigenous Interpretation Project*.

This project initiative is jointly funded by the Australian and Queensland Governments under the Disaster Recovery Funding Arrangements. Douglas Shire Council's Disaster Management Unit is administering the allocation of these funds to eligible community projects as a one-off seeding opportunity in building community resilience.

“Arts, wellbeing and cultural programs have a unique capacity to build social cohesion – an essential tool that helps communities be prepared for disasters and supports them to respond and recover better when they occur, by strengthening emotional and psychological bonds.....”

Community Recovery Network

Funding Program Guidelines aim to ensure an accessible, inclusive and equitable allocation of funds throughout Douglas Shire communities. Supporting projects that have high levels of impact within community, engage a diverse range of participants, foster a sense of ownership and responsibility, and create long term sustainable outcomes, will be prioritised.

The aim is to support communities to create locally owned initiatives, that capture local voices, build on local strengths and promotes collaboration across individuals and organisations. Funds available are to provide a seeding opportunity for new initiatives.

Allocation of funding to projects will be guided by the following 5 priorities:

1. Ideas are based on community needs and interests
2. Promotes positive strategies for disaster recovery and preparedness
3. Demonstrates participatory processes whereby community members are included, so diverse voices are considered
4. Celebrates local custodians of the land and the cultural diversity of community
5. Creates legacies for long-term, sustainable opportunities that strengthen community connection and individual resilience



Who Can Apply?

1. Eligible groups or organisations based in and operating in the Douglas Shire.
2. An individual, a not-for-profit organisation, businesses or collective/artist/wellness run initiative with an active Australian Business Number (ABN).

A not-for-profit organisation is generally an organisation that does not operate for the profit, or personal gain. For further information please refer to [Not-for-profit | ACNC](#).

An individual can apply, under the auspice of a not-for-profit organisation. To 'auspice' means to provide support, sponsorship or guidance to a person or organisation. The auspicee will be carrying out the project 'under the auspices of' the incorporated organisation. It's the auspicee that receives the project funding and enters into relevant agreements for the auspicee.

[Auspicing | Not-for-profit Law](#).

If applying as an individual, be over 18 years of age or have their application co-signed by their legal guardian confirming they will take responsibility for managing the grant.

All applicants will be required to have a valid public liability certificate of currency with a minimum \$20 million coverage.

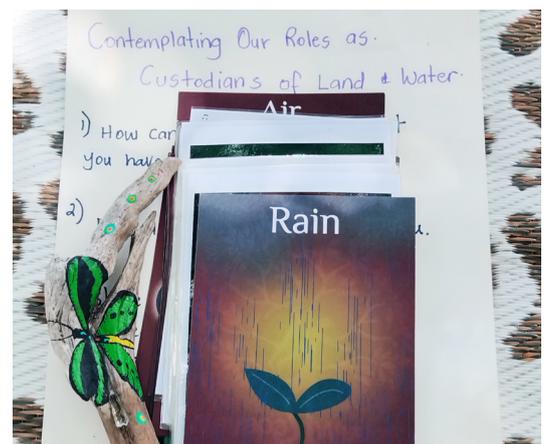
Project Management and Financial Responsibility

It is important that applicants have considered how they will manage and deliver the project within the required time-frames (all projects will need to be fully acquitted by end of May 2027).

To ensure success of the delivery of projects, applicants will be assessed on their capacity to demonstrate their project management capability, sound financial planning and partnership capacity.

Recommended rates of pay on the [National Association for the Visual Arts \(NAVA\)](#) website is a useful guide when considering artists' fees in your project budget.

Where a project engages with children and young people up to 18 years, *Working with Children* checks will need to be provided.



Funding Guidelines

The allocation of funding is for community resilience projects/initiatives within the Douglas Shire, carried out by and for the Douglas Shire community by May 2027.

- Funding is intended for new or enhanced community resilience arts and wellbeing initiatives.
- There are no funding caps under this program nor a requirement to provide a funding percentage (%) contribution, although it is encouraged to demonstrate any in-kind or financial support towards the project where possible.
- The full amount may not be provided/or available for projects, so please consider the scope of your project and what eligible resources are needed for its success.
- Multiple individual applications for the same overall project may be considered together for maximum funding levels. We encourage local community members to connect and communicate your ideas with others to maximise collaborative opportunities.
- Although Council is administering funding for community resilience building projects, Council will not accept any future financial or operational responsibilities associated with successful grant funded projects. Council may consider some maintenance support, in partnership with community depending on the project scale and impact of the initiative, and will be reviewed through the EOI phase.
- If a project is not able to progress, funding must be returned within 14 days of notification.
- Other funding for the project must be declared, even if it has been applied for but not yet awarded.
- Funding will not be given for aspects of a project already funded by other means.
- The proposed project must be feasible, with the applicant able to successfully complete the planned activities by May 2027.
- Project plans and realistic milestones will be developed with successful applicants to ensure projects succeed and are delivered on time.
- If a proposal intends to include a building/wall, is an installation or structure on land, written consent from the owner(s) will be required and included as part of the EOI.



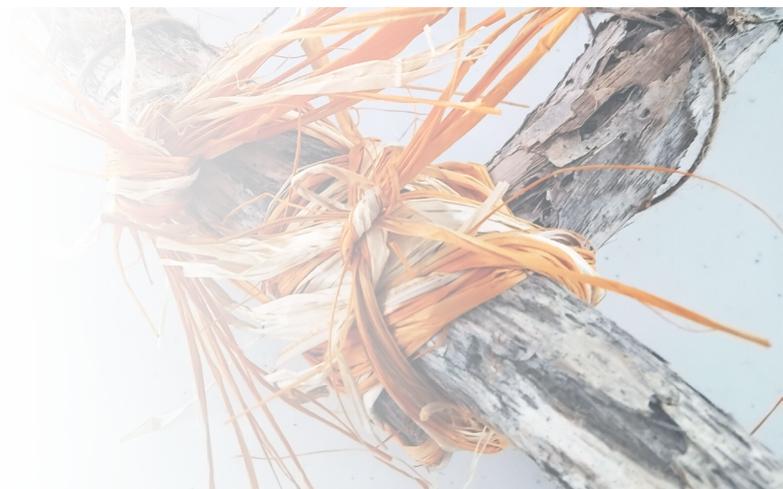
What you will need to provide:

- ✓ A brief **outcome report and financial acquittal** will be required at the conclusion of the project, giving evidence of how the funding was spent. The outcome report should also give a brief description of community participation, its effects, any works produced and participant feedback. Photographic images for use by the Douglas Shire Council will be appreciated, as they help to show the successes of the funded projects to the funding bodies and the wider community. Any images of people will require written media consent.
- ✓ Grant funding is intended to facilitate community resilience, arts and wellbeing projects, and therefore, arts and wellbeing practitioners at a demonstrated professional level may be paid a fee for planning and facilitating activities and workshops that are open to interested members of the Douglas Shire community, not only a specific group. The funding proposal (EOI) **must demonstrate a standard industry rate, the hours to be worked and a description of the work to be done**. Suggested standard industry rates (for artists) are available online from organisations such as The National Association for Visual Arts (NAVA) and the Australian Society of Authors (ASA).
- ✓ All facilitators/artists paid for their work will **need to hold an ABN and appropriate professional indemnity/public liability insurance**.
- ✓ Successful applicants will **need to recognise the funding bodies on correspondence, signage and publicity materials**. A kit with the appropriate logos and text will be provided if funding is awarded.
- ✓ Events and other public activities may require **pre-approvals from Douglas Shire Council departments**, such as Environmental Health, Sustainability, Property, Planning, Customer Service, Open Spaces, and Community Services/events. This process will occur in the assessment phase, once an applicant has submitted their EOI.
- ✓ Successful applicants are strongly encouraged to **support local businesses wherever possible by procuring goods and services locally/regionally**. Items purchased from overseas suppliers are ineligible (unless it is impossible to source them from Australian businesses).
- ✓ Environmental responsibility and impact – in keeping with the Douglas Shire Council's environmental priorities, project management and activities should **follow environmental sustainability best practice, minimise environmental harm and maximise environmental benefits**.



Projects and costs not supported by this funding:

- ✗ Projects that do not meet eligibility criteria and/or unable to adequately respond to the assessment criteria.
- ✗ Projects proposed already supported through other funding sources and/or the organisation has the financial capacity to fund the project through their existing funds.
- ✗ Projects started or costs incurred before the application for funding is approved.
- ✗ Core business of educational, medical, religious and political organisations.
- ✗ Activities exclusive to group members only and not open to broader community.
- ✗ Prizes, giveaways, trophies, gifts, merchandising.
- ✗ Repayment of debts.
- ✗ Hospitality, catering, food and beverages.
- ✗ Travel and accommodation unless for a facilitator delivering activities within the Douglas Shire.
- ✗ Infrastructure projects. New or extensions, for example; buildings, shade structures, community meeting spaces, fences or solar panels.
- ✗ Purchase of equipment, except if it is integral to the project and will remain available for community use*. (*The hiring of equipment could be considered under the guidelines).
- ✗ Any costs associated with insurance or compliance requirements.



Funding Application Process

Support will be available during the application process (EOI) through Council's Disaster Resilience Officer, Paula Clancy. E: recovery@douglas.qld.gov.au or M: **0419 867 280**.

For assistance with proposals for community events or festivals, contact Council's Events Officer. E: events@douglas.qld.gov.au.

Stage 1 – March 2026

A formal Expression of Interest (EOI) through submission of an online form and supporting documents. A paper-based form is available upon request.

Stage 2 – April 2026

A preliminary review of applications will be carried out by a Council Officer to ensure the application's eligibility and suitability under the funding Priorities and Guidelines. Also ensuring there is no conflict with other Douglas Shire Council protocols, priorities, local laws and regulations, or with Federal and State laws. If there are any concerns about an application, feedback will be given to the applicant and an opportunity will be given to provide further information to the application within an agreed timeframe.

Stage 3 – May 2026

Community Advisory Group reviews EOI applications, facilitated by Council Officer(s). Recommended applicants will be invited to submit detailed planning and budget. This documentation may vary, depending on the type and complexity of the project.

Stage 4 – June 2026

Final assessment of recommended applicants will be undertaken by a senior Council Officer, Disaster Management Unit and presented to Council for final endorsement.

Stage 5 – June 2026

Once recommendations have been endorsed, a formal letter/package of information will be provided to successful applicants, including an invitation extended to all for an introduction/orientation workshop from the Disaster Management Unit.

Stage 6 – June/July 2026

Upon signing Funding Agreement, projects to commence. A final report must be prepared at the conclusion of the project including an acquittal form detailing receipts for all expenditure incurred and/if any the return of unused grants.

For further information, please contact Council's Disaster Resilience Officer, Paula Clancy at recovery@douglas.qld.gov.au or 0419 867 280.

*Recovery,
we're in it
together*



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