

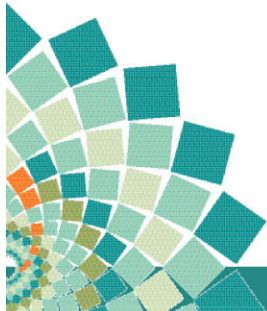


Grants information session

Gambling Community Benefit Fund

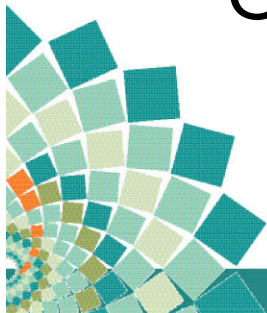
Introduction

- Overview of the fund
- Steps in the process
- New grants portal
- Registration
- Apply for your grant
- Managing your grant
- Tips and tricks



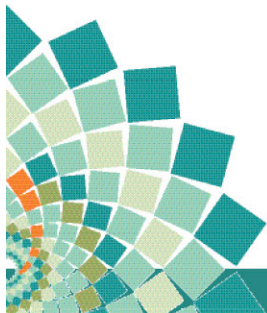
Overview of the fund

- Gambling Community Benefit Fund
- Established under *Gaming Machine Act 1991*
- Administered by the Office of Liquor and Gaming Regulation in the Department of Justice
- Community Benefit Funds Unit supports the Gambling Community Benefit Committee



Overview of the fund

- Gambling Community Benefit Committee
 - Independent community and industry representatives
 - Meet in four regions of Queensland each year
 - Consider all eligible applications each round
 - Make recommendations about which applications should be funded



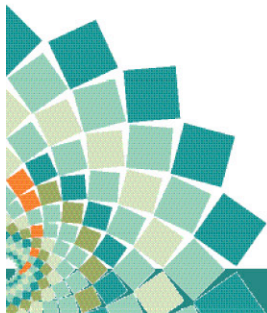
Overview of the fund

- Approximately \$53 million per year split in four rounds
- Apply for between \$500 and \$35,000 (excluding GST)
- Closing dates: 28 February, 31 May, 31 August and 30 November
- One application per round from legal or sponsored organisations
- Funding is competitive: ~600 out of ~1400 are funded



Overview of the fund

- Steps in the process:
 - Read the current funding guidelines
 - Register your organisation
 - bank account verified before grant is paid
 - Apply for funding on the portal
 - Checks for eligibility by CBFU (organisation and application)
 - Applications are prioritised
 - Minister approves applications recommended for funding by the Committee and announces successful applicants



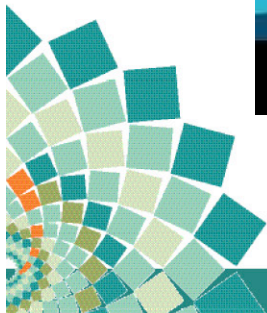
New grants portal

- A new user-friendly online grants portal was launched in November 2016
- Access the portal from most devices and operating systems
- Use your unique organisation number or name and password to login
- Register, apply, check applications and acquit all online



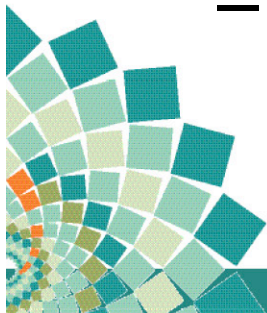
New grants portal

- Watch this video to give you an overview of the portal...



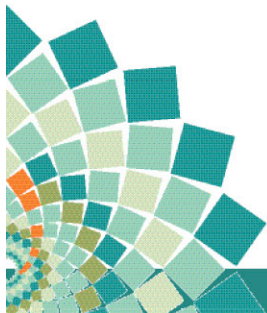
Registration

- Organisations must :
 - Have not for profit objectives
 - Be community based
 - Offer a service in Queensland
- Register as either a legal or sponsored entity
 - Legal – responsibility for the grant and be able to enter into a contract by law
 - Sponsor – authorised by a legal entity to apply for the grant



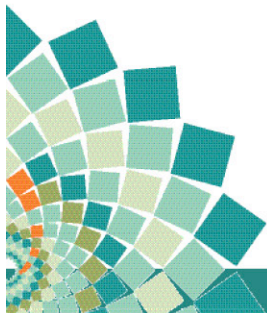
Registration

- Legal entities must
 - Be incorporated or registered by an Act of Parliament
 - Have an active ABN
 - Have a bank account in the name of the entity
 - A bank verification form must be stamped by your bank showing the correct details and provided before any funds can be paid
 - Agree to the terms and conditions
 - Accept legal responsibility for the grant (including for any entity sponsored)



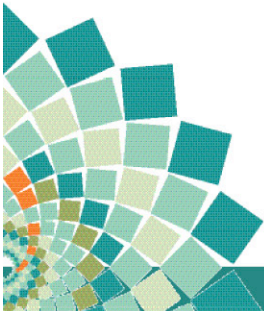
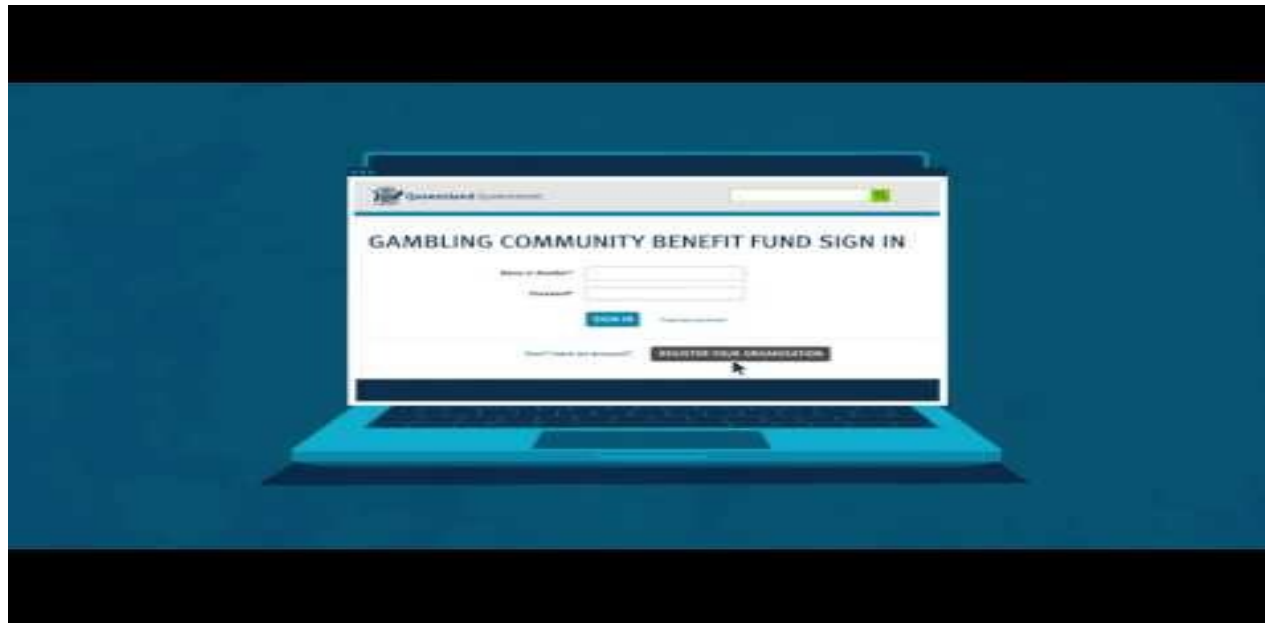
Registration

- Sponsored entities must :
 - apply through a legal entity with authority
 - Register separately to the legal entity
- Proprietary limited companies are generally ineligible unless owned by an eligible not-for-profit organisation



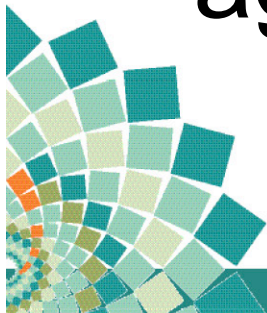
Registration

- Watch this video to give you an overview of how to register...



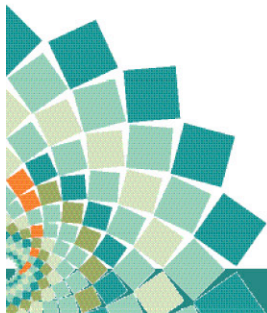
Apply for your grant

- Apply using the portal
- Application must demonstrate a benefit to Queensland communities
- Not eligible with an open agreement (one not acquitted)



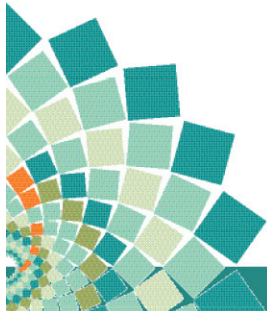
Apply for your grant

- Apply for anything except ineligible items
- Applications are prioritised:
 - Priority 1 – Organisation affected by natural disaster
 - Priority 2 – Facility improvements or equipment
 - Priority 3 – Vehicles: bus, cars, caravans, boats, trailers, tractors, motorbikes etc.
 - Priority 4 – Community events, training, workshops, programs and festivals
 - Priority 5 – organisations that received GCBF funding of \$15,000 or more in the last 2 years



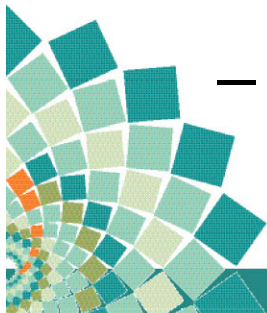
Apply for your grant

- Ineligible items
 - Items purchased before the grant is approved
 - Grant writer and project management fees
 - Repayment of debts
 - Overseas travel
 - Goods or services that benefit an individual
 - Funding for staff or a social event
 - Gifts



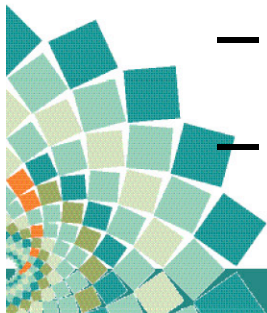
Apply for your grant

- Unlikely to be funded items
 - Salaries and wages
 - Rent and lease costs
 - Administration expenses
 - Consumable items
 - Uniforms
 - Catering
 - In house training
 - Sponsorship



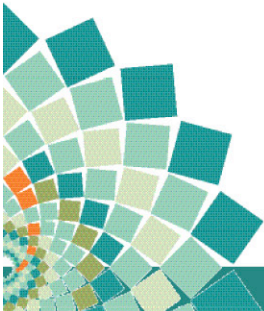
Apply for your grant

- Determining factors
 - Financial position and age of organisation
 - Value for money of the grant
 - Contributions toward project
 - Ability to generate income
 - Benefits to more than one organisation
 - Geographic location and benefit to region
 - Target group being assisted
 - Government priorities



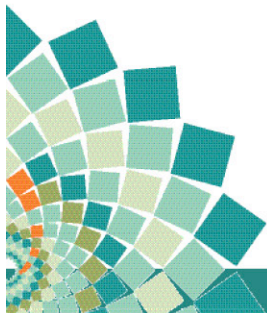
Apply for your grant

- Watch this video to give you an overview of how to apply...



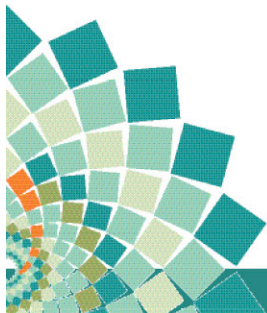
Managing your grant

- If you are not approved, review the reason and consider reapplying next round
- If you are approved
 - Minister announces successful applications
 - Money goes into accounts
 - Portal is updated with the outcomes – check the portal for what was approved
 - Sometimes only part of what was applied for will be funded



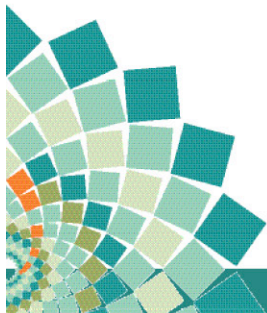
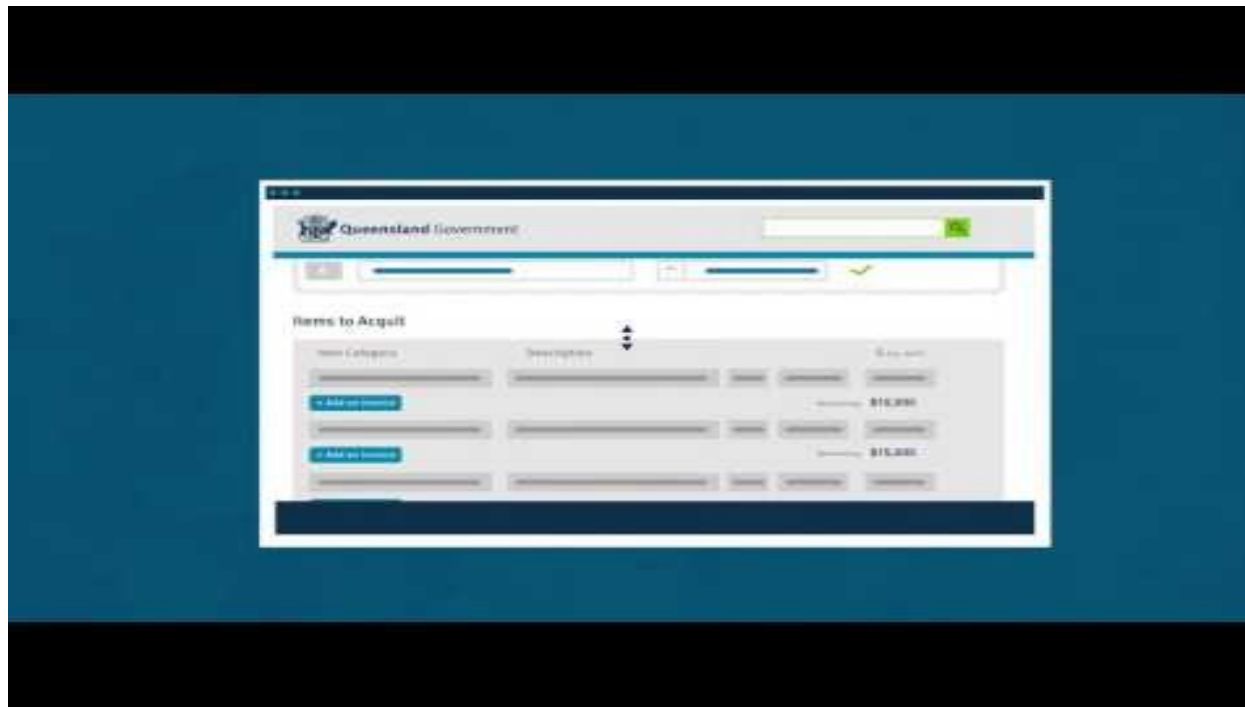
Managing your grant

- You can vary your grant on the portal
 - Some variations are automatic
 - If you want to vary the purpose you may need approval – wait for the change to be approved
- You can extend your date to acquit on the portal
- Acquit your grant in 6 months except for facility improvements which have 12 months
 - Attach invoices and provide details of how you spent the grant funds



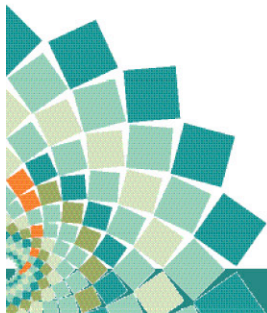
Managing your grant

- Watch this video to give you an overview of how to manage your grant...



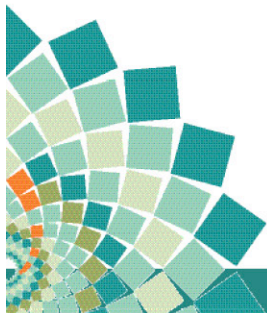
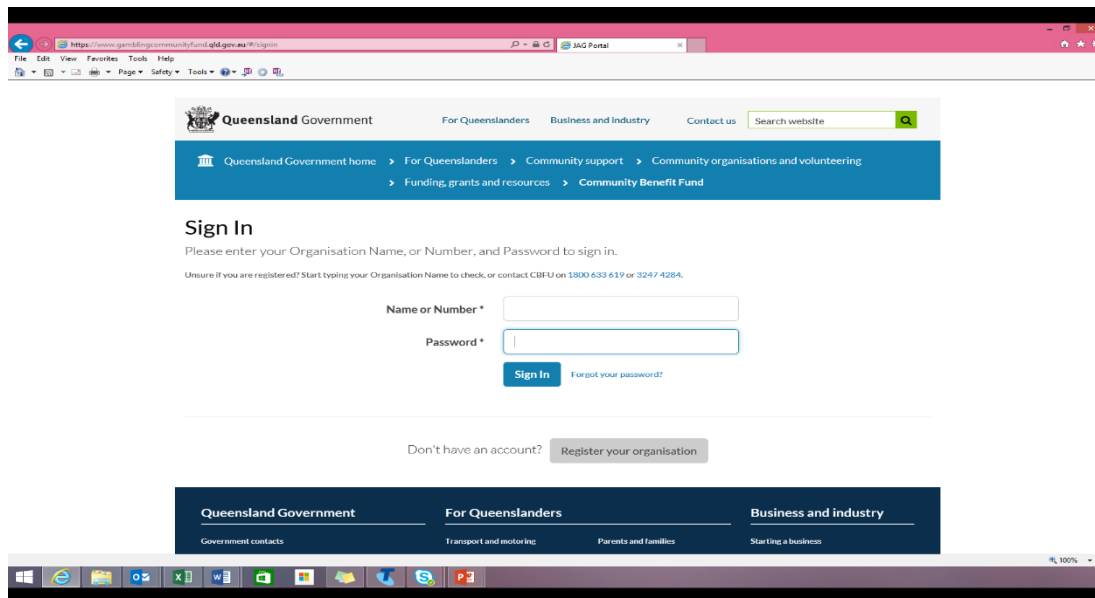
Managing your grant

- Funds may have to be returned if:
 - organisation is found ineligible after approval
 - funds were not all spent on the approved purpose
 - misleading information was provided on the registration or application
 - funds were misspent



Tips and tricks

- Portal sign in page
 - Passwords can be easily updated but can't be changed by you
 - Accountable officer can be emailed a new password
 - Call CBFU for help if your accountable officer has changed



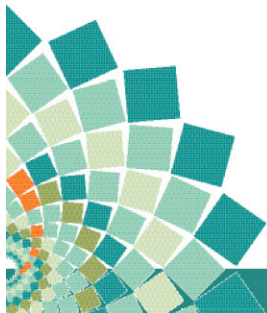
Tips and tricks

- When logging in select your organisation name before you add your password

The screenshot shows a web browser window displaying the login page for the Queensland Government's Community Benefit Fund. The URL in the address bar is <https://www.gamblingcommunityfund.qld.gov.au/#/signin>. The page has a blue header with navigation links: "Queensland Government home", "For Queenslanders", "Community support", "Community organisations and volunteering", "Funding, grants and resources", and "Community Benefit Fund".

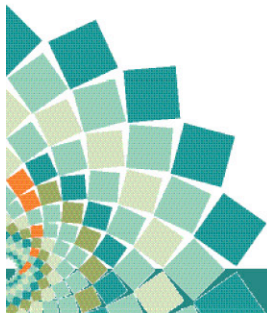
The main content area is titled "Sign In" and includes the instruction: "Please enter your Organisation Name, or Number, and Password to sign in." Below this, there is a note: "Unsure if you are registered? Start typing your Organisation Name to check, or contact CBFU on 1800 633 619 or 3247 4284." The "Name or Number" field is active, and a dropdown menu is open, showing a list of organizations including: "Queensland", "Cerebral Palsy League of Queensland", "THE ROYAL AGRICULTURAL SOCIETY OF QUEENSLAND", "THE QUEENSLAND COUNTRY WOMEN'S ASSOCIATION", "THE ETHNIC SCHOOLS ASSOCIATION OF QUEENSLAND INC.", "CANCER COUNCIL QUEENSLAND", "Cystic Fibrosis Queensland Limited", "Inala Branch - Queensland Police Citizens Youth Welfare Association", "THE SCOUT ASSOCIATION OF AUSTRALIA QUEENSLAND BRANCH INC.", "LIFE EDUCATION CENTRE FOUNDATION QUEENSLAND INC.", and "The Sail Training Association of Queensland Inc." The "Password" field is currently empty.

At the bottom of the page, there are three main navigation sections: "Queensland Government", "For Queenslanders", and "Business and industry". Each section contains several sub-links related to its category.



Tips and tricks

- If you've saved your application in draft make sure you hit 'submit' before the close date or it will not be eligible
- Upload your bank verification form before your grant can be paid



Contact details and Question time

- www.justice.qld.gov.au/grants (videos)
- Brisbane: 3247 4284
- Free call outside Brisbane: 1800 633 619
- cbf@justice.qld.gov.au

Questions....

