

Application for Safe Night Precinct board grant funding



V14 June 2024

<p>Instructions</p>	<p>Attach extra pages if needed.</p> <p>If you need help completing this form contact the Office of Liquor and Gaming Regulation (OLGR), Community Benefit Funds Unit on 1800 633 619 or email snp-grants@justice.qld.gov.au</p> <p>Applications will be accepted only from Safe Night Precinct (SNP) local boards that have been prescribed in the Liquor Regulation 2002 and incorporated under the <i>Associations Incorporation Act 1981</i>. Applications will be considered from local boards that have no outstanding SNP reporting requirements.</p>
<p>Part A—All applicants complete every section</p>	
<p>Section 1 Local board details</p>	<p>Which grant are you applying for? <input type="checkbox"/> Administration grant <input type="checkbox"/> Operational grant</p> <p>Name of local board (as shown on your incorporation certificate)</p> <p>Postal address</p> <p>Suburb State <input type="checkbox"/><input type="checkbox"/><input type="checkbox"/> Postcode <input type="checkbox"/><input type="checkbox"/><input type="checkbox"/><input type="checkbox"/></p> <p>Incorporation no. ABN</p>
<p>Section 2 Local board management committee details</p>	<p>President name</p> <p>Address</p> <p>Suburb State <input type="checkbox"/><input type="checkbox"/><input type="checkbox"/> Postcode <input type="checkbox"/><input type="checkbox"/><input type="checkbox"/><input type="checkbox"/></p> <p>Phone</p> <p>Email</p> <p>Secretary name</p> <p>Address</p> <p>Suburb State <input type="checkbox"/><input type="checkbox"/><input type="checkbox"/> Postcode <input type="checkbox"/><input type="checkbox"/><input type="checkbox"/><input type="checkbox"/></p> <p>Phone</p> <p>Email</p> <p>Treasurer name</p> <p>Address</p> <p>Suburb State <input type="checkbox"/><input type="checkbox"/><input type="checkbox"/> Postcode <input type="checkbox"/><input type="checkbox"/><input type="checkbox"/><input type="checkbox"/></p> <p>Phone</p> <p>Email</p> <p>Contact person name (for enquiries about the funding submission)</p> <p>Address</p> <p>Suburb State <input type="checkbox"/><input type="checkbox"/><input type="checkbox"/> Postcode <input type="checkbox"/><input type="checkbox"/><input type="checkbox"/><input type="checkbox"/></p> <p>Phone</p> <p>Email</p>

<p>Section 3 Application description</p>	<p>Briefly outline what the local board is seeking funding towards</p>																										
<p>Section 4 Benefit to local board</p> <p>To be completed if applying for operational grant only</p>	<p>Outline how the approval of this grant application will assist the local board to attain the objective of ensuring a safer environment in and around venues.</p> <p>Is this initiative:</p> <p><input type="checkbox"/> New – Go to Section 5</p> <p><input type="checkbox"/> Extension of existing initiative—please advise:</p> <p>Do you have existing SNP Funding?</p> <p><input type="checkbox"/> No</p> <p><input type="checkbox"/> Yes. If yes, when will the existing SNP funding be exhausted?</p>																										
<p>Section 5 Requested items in order of priority</p> <p>e.g. taxi rank, security</p>	<table border="1"> <thead> <tr> <th data-bbox="336 1384 1102 1485">Item from the preferred supplier</th> <th data-bbox="1106 1384 1310 1485">Column A Amount (GST excluded)</th> <th data-bbox="1313 1384 1520 1485">Column B Amount (GST included)</th> </tr> </thead> <tbody> <tr> <td data-bbox="336 1489 1102 1581"><i>Security (example only)</i></td> <td data-bbox="1106 1489 1310 1581">\$1000</td> <td data-bbox="1313 1489 1520 1581">\$1100</td> </tr> <tr> <td data-bbox="336 1585 1102 1677"></td> <td data-bbox="1106 1585 1310 1677"></td> <td data-bbox="1313 1585 1520 1677"></td> </tr> <tr> <td data-bbox="336 1682 1102 1774"></td> <td data-bbox="1106 1682 1310 1774"></td> <td data-bbox="1313 1682 1520 1774"></td> </tr> <tr> <td data-bbox="336 1778 1102 1870"></td> <td data-bbox="1106 1778 1310 1870"></td> <td data-bbox="1313 1778 1520 1870"></td> </tr> <tr> <td data-bbox="336 1874 1102 1966"></td> <td data-bbox="1106 1874 1310 1966"></td> <td data-bbox="1313 1874 1520 1966"></td> </tr> <tr> <td data-bbox="336 1971 1102 2063"></td> <td data-bbox="1106 1971 1310 2063"></td> <td data-bbox="1313 1971 1520 2063"></td> </tr> <tr> <td data-bbox="336 2067 1102 2141"></td> <td data-bbox="1106 2067 1310 2141"></td> <td data-bbox="1313 2067 1520 2141"></td> </tr> </tbody> </table>	Item from the preferred supplier	Column A Amount (GST excluded)	Column B Amount (GST included)	<i>Security (example only)</i>	\$1000	\$1100																				
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Section 6 Funding budget	Sub total of items in Section 5 (excluding GST) – Column A	\$
	Less local board contribution	-\$
	Less contribution from other sources	-\$
	Total funding sought from SNP grant (excluding GST)	\$
Section 7 Managing conflict of interest	<p>Has the local board identified a conflict of interest for the supplier/s of the service listed in Section 5 e.g. supplier is an associate of a member of the local board/management committee?</p> <p><input type="checkbox"/> No</p> <p><input type="checkbox"/> Yes—how has/will the conflict of interest be managed?</p>	
Section 8 Value for money	<p>Consideration should be given to both cost-related factors (up-front price—can the same goods or services be supplied at a cheaper price by another supplier, whole-of-life costs and transaction costs) and non-cost factors (fit for purpose, quality, risk exposures, service, support and sustainability). Any purchasing decision should be soundly based.</p> <p>Has the local board taken into account value for money when selecting the preferred supplier quotes?</p> <p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p>	

<p>Section 9 Funding from other sources</p>	<p>Has the local board sought funding from alternative sources for the initiative outlined in Section 3?</p> <p><input type="checkbox"/> Yes—from which sources are you securing funding, and when is the approval or receipt of funding anticipated? Please provide a copy of funding approval.</p> <p><input type="checkbox"/> No—Please explain why the local board has opted to not seek funding from other source/s.</p> <p>If funding is being provided from other sources, has it been approved?</p> <p><input type="checkbox"/> Yes—provide copy of contribution approval</p> <p><input type="checkbox"/> No—where are you seeking funding from? —when will the funding be approved?</p>
<p>Section 10 Contribution</p>	<p>Will your organisation be providing a financial contribution towards the proposed project/initiative?</p> <p><input type="checkbox"/> Yes—please specify the amount and provide evidence (e.g. copy of bank statement).</p> <p><input type="checkbox"/> No—please provide a brief explanation for the absence of a financial contribution.</p>

<p>Section 11 Future funding</p>	<p>Will the initiative as described in Section 3 require ongoing funding?</p> <p><input type="checkbox"/> No</p> <p><input type="checkbox"/> Yes—how will it be funded in the future?</p>
<p>Section 12 Payment for administration services</p>	<p>If funding is being sought to pay for administration services (usually performed by a secretary), the pay rate is to be commensurate with relevant industry pay rates for comparable services. Accordingly, the local board is to consider industry pay rates as set out in: https://calculate.fairwork.gov.au/findyouraward</p> <p>Does the pay rate for administrative services align with industry pay rates?</p> <p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No—Outline why the pay rate is higher or lower with respect to services provided.</p> <p>Is the provider for which funding is sought an employee or associate of a licensee?</p> <p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p> <p>(Note: in accordance with the funding guidelines, funding cannot be provided for administration/secretarial staff where the person is an employee or associate of a licensee, local board or management committee member.</p>
<p>Section 13 Financial statement</p>	<p>What was the date of the last annual general meeting held by the local board? <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/></p> <p>If an annual general meeting hasn't been held, provide reasons.</p> <p><input type="checkbox"/> A copy of the last financial statement tabled by the local board at the annual general meeting is attached to this application.</p>
<p>Section 14 Quarterly reporting</p>	<p>The Liquor Regulation 2002 under which all SNPs are established requires that the association must submit a quarterly report detailing the progress and outcomes achieved during the quarter. This data is utilised by the OLGR assessment committee to inform their decision making process.</p> <p>Have all required quarterly reports been submitted for the financial year?</p> <p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No— please provide copies with this application</p>

Section 15 Financial Institution account details	Account name Financial institution branch BSB Account no.
Section 16 Declaration and authorisation	<p>By submitting this application for an SNP grant we confirm that we have read and understood the current round funding guidelines and agree to the terms and conditions attached to the grant.</p> <p>SNP grants may be audited by the OLGR Audit Unit and documents should be retained for a minimum of seven years after the grant has been acquitted.</p> <p>We certify that we are duly authorised to make the application on behalf of the local board.</p> <p>President signature..... Date <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/></p> <p>Secretary/treasurer signature Date <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/></p> <p>Executed under the common seal of (if applicable, common seal to be placed over signatures)</p>
Part B—Checklist	
Section 17 Checklist	<p>For both administration and operational grants:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Copy of last financial statement tabled with the local board <input type="checkbox"/> Copy of the local board's most recent bank statement <input type="checkbox"/> Submission of quarterly reports to OLGR. <p>For administration grants only:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Copy of the most recent proposed annual budget <input type="checkbox"/> Copies of quotes for major budget items from the preferred supplier <input type="checkbox"/> Position description for administration/secretarial staff including the hourly rate of pay and estimated hours per week. <p>For operational grants only:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Evidence of consultation with Public Safety Consultative Committee members, (e.g. minutes of meeting which clearly indicates the PSCC member). <input type="checkbox"/> Copy of approval for funding from another source/s (if applicable) <input type="checkbox"/> Copy of your preferred quote to include start and end dates for all budget items.
Part C—Lodgement	
Section 18 Lodgement	By email: snp-grants@justice.qld.gov.au

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OLGR is collecting personal information on this form to assist in the assessment and management of grant funding. This information may be disclosed to other Departments for the purposes of notification, marketing and promotional activities. Your information will not be disclosed to any other parties unless authorised or required by law.

Details of successful applications may be provided to Members of Parliament and used in the fund's promotional material including media releases, annual reports, and brochures and on the Business and Industry Portal: www.business.qld.gov.au