

# **NSW Local Government Recovery Grant Program Guideline (AGRN 1030 and AGRN 1034)**

## **ADDENDUM SCHEDULE OF AMENDMENT/S**

|  |  |                                       |
|--|--|---------------------------------------|
| <b><u>Schedule A</u></b><br><b>Program<br/>Guideline<br/>Variation</b> | Changes to these guidelines as below are <b>effective 24 March 2025</b><br><br>Variation to the program completion date (Allowable Time Limit (ATL)) as approved by the Australian Government on 24 March 2025.<br><br>Revised program completion date to 30 June 2026 as listed in Part 1: Program completion | <b>Changed to: ATL - 30 June 2026</b> |
|  | Version update number  | V2.0                                  |

## Part 1: Overview

|                            |   |
|----------------------------|---|
| Funding Assistance Measure | Disaster Recovery Funding Arrangements (DRFA)<br>Category of assistance: Category D   |
| Eligible Disaster Events   | Australian Government Reference Number (AGRN): <ul style="list-style-type: none"> <li><b>AGRN 1030</b> Southern &amp; Central West NSW Flooding: 4 August 2022 Onwards</li> <li><b>AGRN 1034</b> NSW Flooding: 14 September 2022 Onwards</li> </ul>   |
| Program Name               | Local Government Recovery Grant   |
| Program Completion         | 30 June 2026  |
| Purpose                    | The grant provides financial assistance to general purpose councils impacted by disaster events AGRN 1030 and AGRN 1034. Councils may use funding to facilitate relief, recovery and resilience activities that support the impacted built, social, economic, and natural environment domains in their communities. |
| Available Funding          | \$1 million (excluding GST) grant per general purpose council.  |
| Eligibility                | The recovery grant will be available for each general purpose council declared as disaster impacted under disaster events AGRN 1030 and/ or AGRN 1034 <u>and</u> who have not received a grant under AGRN 1012 and/or AGRN 1025 Local Government Recovery Grant programs.   |
| Administering agency       | Department of Planning and Environment,<br>Office of Local Government (OLG)   |
| Further Information        | Email: <a href="mailto:grants@olg.nsw.gov.au">grants@olg.nsw.gov.au</a> , Phone: 02 4428 4100   |

## Part 2: Purpose

The Australian Government and NSW Government are supporting the recovery of communities impacted by August and September 2022 NSW flooding events, AGRN 1030 and AGRN 1034. Funding is available to general purpose councils to support the emerging relief and recovery needs within impacted communities and contribute to building disaster resilience and reducing the impact of future disaster events.

All approved projects delivered under the Local Government Recovery Grants will be jointly funded by the Australian and NSW Governments and will support local recovery needs across the economic, social, built, and natural environment domains.

### Objective

The objective of the Local Government Recovery Grant is to support eligible councils to:

- facilitate community relief and recovery following eligible disaster events AGRN 1030 and AGRN 1034; and
- promote projects that increase disaster resilience to reduce the impact of future disaster events

In recognition that the impact of these flooding events has been diverse, council can apply the funding to a range of activities that best meet their local community's recovery needs. Council will be responsible for working with the Office of Local Government (OLG) to ensure funding for nominated projects complements (rather than duplicates) any other sources of assistance being delivered.

### Part 3: Funding

The Local Government Recovery Grant program is a component of a jointly funded, exceptional circumstance Category D package approved under the *Disaster Recovery Funding Arrangements 2018* (DRFA) in response to NSW Flood events AGRN 1030 and AGRN 1034.

#### Payment to councils

Eligible general purpose councils will initially be required to submit an overview of the projects or works proposed to be funded under the recovery grant of up to \$1 million (excluding GST).

OLG will review the proposed outline of works and confirm that a need for funding assistance has been demonstrated and that basic funding eligibility is met. OLG may request changes if required.

Once agreed, transfer of funds to the eligible council as a single upfront payment will occur and the council will be asked to sign a grant acknowledgement schedule.

Under the grant acknowledgement schedule, Council will be required to:

- Complete and submit a detailed Program of Works template within 3 months of receiving funds, which will cover:
  - how the works meet eligibility and project criteria as outlined in the program guidelines; and
  - the timeline for delivery, including any relevant milestones and budget.
- Complete mandatory financial project progress reporting, on a quarterly basis, to show how funds are being spent and how projects are being implemented.
- Return any unused funds as of 30 June 2026

It is noted that the Program of Works may be varied, by agreement between the Council and OLG, if required to address emerging recovery needs in response to AGRN 1030 and/or 1034 during the period to 30 June 2026, **only where** council can demonstrate that these works otherwise meet the eligibility criteria. Any variations must be approved in writing by OLG.

(See Section 5 for details outlining the Program of Works and reporting requirements)

#### How funding may be used

- Funding may be used for recovery works or projects which are required due to the impacts of AGRN 1030 and/or AGRN 1034
- Council will be required to submit a Program of Works including a project budget defining estimated total project costs made up of *eligible project costs* (up to \$1m of grant funding), *ineligible project costs* (council contributions) and *other funding contributions*.
- Council will be responsible for all ineligible costs, and any actual costs incurred over and above the approved capped amount.
- Any funds which are not expended by 30 June 2026 must be returned.

Funds may be expended on eligible project costs prior to submission of Program of Works. Councils will be required to repurpose or pay back all expenditure found not to have been spent in accordance with these program guidelines. It is strongly recommended that council contact OLG should they require any advice or assistance regarding eligibility of project expenditure.

## Part 4: Eligibility Criteria

### Eligible applicants

Eligible applicants include NSW general purpose councils as listed in Appendix A.

The only circumstance where an organisation other than a general purpose council may be considered eligible is for the Unincorporated Area of NSW. Assistance provided to the Unincorporated Area through an eligible organisation must be in accordance with the guidelines for this program. Eligible organisations are listed in Appendix A.

### Ineligible applicants

Any Council declared under AGRN 1030 and/or AGRN 1034 which received a similar recovery grant in 2022 under disaster events AGRN 1012 and/or AGRN 1025 are ineligible for this program.

### Eligible projects or works

To be eligible nominated projects or works must:

- Meet all eligibility and project criteria outlined in Part 4 of these guidelines; and align to one or more of the project categories and project types as listed on pages 4 - 8.
- Facilitate community relief and recovery following disaster events AGRN 1030 and/or AGRN 1034; and promote disaster resilience to reduce the impact of future disaster events.
- Council or community owned infrastructure that is for reconstruction or enhancement, must have been directly impacted as a result of the eligible disaster (AGRN 1030 or AGRN 1034)
- Council infrastructure projects, must not be eligible for reimbursement under the DRFA Essential Public Asset program or claimable under insurance
- Community infrastructure projects, must play a demonstrated, critical role in providing one or more of the following:
  - basic social and recreational amenity to local residents and visitors;
  - help support and/or safeguard community cohesion;
  - support the delivery of social support networks;
  - support local and Indigenous-owned businesses through procurement.
- Ensure all actual/accrued expenditure is incurred at the council level in accordance with the DRFA, with sufficient supporting evidence by 30 June 2026.
- Align with relevant NSW Government policies and strategies including Council legislative and regulatory responsibilities.
- **Complete all works by 30 June 2026**

Nominated projects should contribute to relief, recovery and resilience initiatives that are not otherwise eligible for reimbursement under the *Disaster Recovery Funding Arrangements 2018* (DRFA) or *NSW Disaster Assistance Guidelines* (NSW DAG). In instances where council nominates projects which align to DRFA or NSW DAG initiatives (i.e., are similar to Category A or B measures), OLG will work with Council to determine project suitability and ensure funding complements (rather than duplicates) other sources of assistance available, where practical or readily ascertainable.

### Project location

Nominated projects must be delivered in an eligible local government area (LGA) as listed in Appendix A. Projects that provide benefit across multiple eligible LGAs are considered eligible (i.e., LGAs can combine funds for eligible projects).

Where the Council/s is not the owner of the land on which the project will be delivered, landowner's consent will be required as part of the Program of Works.

## Examples of eligible projects

Projects should align to one or more of the project categories and project types below:

| Project Category                | Project Type   | Example  |
|---------------------------------|--|--|
| Social and/or economic recovery | <p><b>New activities or initiatives that facilitate the social and/or economic recovery of the community following the event and/or address an identified immediate or emerging recovery need.</b></p> <p><b>Social recovery may include</b> recovery activities or initiatives which support and promote community safety and wellbeing, social support, or social development.</p> <p><b>Economic recovery may include</b> activities or initiatives which support and promote sustainable local economic recovery, business continuity, business preparedness and business development.</p> <p>Nominated projects may include activities or initiatives that contribute to existing council programs, where it can be demonstrated that the nominated project adds value to the existing program or where an existing program has been significantly financially impacted by eligible disaster events</p> | <p>Activities, measures, events may include but are not limited to:</p> <ul style="list-style-type: none"> <li>• Community information initiatives</li> <li>• Activities aimed at restoring community safety and wellbeing</li> <li>• Commemorative events and/ or memorials</li> <li>• Heritage and cultural events and initiatives</li> <li>• Advocacy and monitoring services</li> <li>• Community wide mental health and support programs</li> <li>• Recovery outreach activities which support access to safety and security, shelter or health services, insurance, financial counselling and mentoring programs</li> <li>• Tourism and small business initiatives</li> <li>• Local economic development initiatives</li> <li>• Programs that add value and build on the local capacities of services that support economic activities (e.g. non-profit groups)</li> </ul> |
|                                 | <p><b>Employing additional local staff to take on fixed term temporary specialist recovery or planning roles to help coordinate and plan the rebuilding effort and to foster resilience-building within the LGA</b></p> <p>This includes employment of contractors, casual or fixed term temporary staff (or backfill staff when a staff member is deployed to these roles and backfill is fixed term temporary).</p> <p>Note: this should not include the additional hire of staff to project manage restoration works related to essential public assets under DRFA.</p>   | <p>Employment of additional local staff may include:</p> <ul style="list-style-type: none"> <li>• Additional local staff hired by Council to work directly in the delivery of an eligible project or to help coordinate and plan recovery and resilience efforts</li> </ul>  |

| Project Category                     | Project Type   | Example  |
|--------------------------------------|--|--|
| Built and/ or environmental recovery | <p><b>Evacuation and Relief Centres:</b></p> <p>Reconstruction or enhancement (disaster resilience) to evacuation and relief centres that were <b>directly impacted</b> as a result of an eligible disaster event.</p> <p>Nominated projects may include costs for works that were required to prepare for or respond to the eligible disaster event (e.g. sand bagging, signage).</p>   | <p>Including council or key community infrastructure owned/managed by non-council community groups. This may include not-for-profit organisations or non-government community social infrastructure assets which play a key role in social cohesion.</p>   |
|                                      | <p><b>Council or community owned infrastructure:</b></p> <p>Reconstruction or enhancement (disaster resilience) to <b>directly impacted</b> council or community owned infrastructure that is not otherwise eligible under the DRFA, including council damaged built, environmental, cultural, historic, or recreational assets; and the employment of additional staff to carry out these works.</p> <p>This may include:</p> <ul style="list-style-type: none"> <li>- Reconstruction or enhancement of key community infrastructure owned/managed by non-council community groups. This may include not-for-profit organisations or non-government community social infrastructure assets which play a key role in social cohesion.</li> <li>- Using funding for the purpose of enhancement or complementary works to Essential Public Assets, where the costs for enhancement or complementary works aren't covered by the DRFA.</li> </ul> <p>Note: Assets or infrastructure which meet the definition of an Essential Public Asset <u>and</u> are eligible for reimbursement under the DRFA are not eligible for funding under this program (see Part 6 Definitions).</p> | <p>Projects may include, but are not limited to, repair, replacement of disaster damaged council or community:</p> <ul style="list-style-type: none"> <li>• access roads and carparks</li> <li>• council cemeteries</li> <li>• playing field or court surfaces</li> <li>• retaining walls</li> <li>• war memorials</li> <li>• parks and playgrounds</li> <li>• walking trails and footpaths</li> <li>• pedestrian bridges</li> <li>• signage in public spaces</li> <li>• river/creek banks</li> <li>• youth and senior citizen facilities</li> <li>• tourism, arts and culture facilities</li> <li>• fixed sporting equipment</li> <li>• cultural heritage and identity of place assets</li> <li>• wharves, jetties, boat ramps</li> </ul> <p>Enhancement (disaster resilience) projects may include, but are not limited to:</p> <ul style="list-style-type: none"> <li>• increased flood immunity (e.g. additional or increased diameter of culverts)</li> <li>• realignment of roads</li> <li>• Provision of additional signage</li> <li>• Enhanced materials for reconstruction</li> </ul> |

| Project Category                            | Project Type  | Example   |
|---|---|---|
| <b>Built and/ or environmental recovery</b> | <b>Waste clean-up of assets and infrastructure:</b><br>Clean-up of built or environmental assets not covered under the DRFA, other government assistance or insurance claims.   | Projects may include but are not limited to: <ul style="list-style-type: none"> <li>Debris clean-up and removal, including green waste, trees, sediment, silt, mud, and flood deposited waste items (that are not already funded under other clean-up assistance or waste disposal assistance measures).</li> </ul>   |
|   | <b>New projects or initiatives related to assets and infrastructure that support disaster resilience in response to disaster events.</b><br>Projects or initiatives which have been identified following the flood events (AGRN 1030 and/or AGRN 1034) that: <ul style="list-style-type: none"> <li>address the causes of risk to hazards; and</li> <li>implement disaster reduction initiatives across the built and natural environment.</li> </ul> | Projects may include, but are not limited to, initiatives related to: <ul style="list-style-type: none"> <li>Protection of existing structures</li> <li>Sensitive ecosystems</li> <li>Critical infrastructure</li> <li>Education and awareness about hazard and risk</li> <li>Investigation, feasibility and design</li> <li>Research</li> <li>Upgrades to existing infrastructure critical to the community during disasters</li> <li>Building new infrastructure to mitigate/reduce the risk of future disasters (see Part 6 for definition of new infrastructure)</li> </ul> |
| <b>Resilience</b>                           | <b>Community capacity recovery building and resilience</b><br>Projects or initiatives aimed at supporting the ongoing productivity, sustainability, preparedness and disaster resilience of the impacted community.   | Projects or initiatives may include but are not limited to: <ul style="list-style-type: none"> <li>Re-building or establishing new community networks</li> <li>Workshops and forums which provide awareness for disaster implications and developing risk mitigation plans</li> <li>Programs that assist affected people and groups to explore alternative opportunities through learning new skills</li> <li>Research</li> <li>Purchasing equipment critical during disasters</li> </ul>   |



### Project criteria

Council will need to demonstrate in their Program of Works how nominated project/s meet each project criteria outlined below:

| Project Criteria                                 | Description  |
|--|--|
| <b>Diverse local recovery needs are balanced</b> | The community has a need for the project and its outcomes. This need can either be demonstrated through data analysis or through community driven interest in the project and its outcome.   |
| <b>Alignment</b>                                 | The project contributes to the objective of the Local Government Recovery Grant by: <ul style="list-style-type: none"> <li>• facilitating community relief and recovery following eligible exceptional disaster events AGRN 1030 and/ or AGRN 1034; and</li> <li>• promotes projects that increase disaster resilience to reduce the impact of future disaster events</li> </ul>   |
| <b>Local support and delivery</b>                | <ul style="list-style-type: none"> <li>• The community supports the project and participate where possible, in planning and development processes.</li> <li>• The project should aim to optimise local and Indigenous employment and procurement opportunities, including opportunities for local trades, services and other input-supplying businesses.</li> </ul>  |
| <b>Feasibility</b>                               | <ul style="list-style-type: none"> <li>• The project is feasible, risks and consequences are acceptable, and appropriate mitigation strategies are identified.</li> <li>• Project proponents can demonstrate delivery capacity and experience, and project readiness supports commencement and completion within program timeframes.</li> <li>• Cost demonstrates an effective, efficient, and ethical use of resources.</li> <li>• For infrastructure projects, council should demonstrate how any infrastructure is to be maintained and that future operating and maintenance costs of the project can be continued.</li> </ul> |

### Project outcomes

Council will need to demonstrate in their Program of Works how nominated project/s aim to contribute to one or more recovery and resilience outcomes below:

| Recovery & Resilience                | Outcomes   |
|--------------------------------------|--|
| <b>Social and Economic</b>           | <ul style="list-style-type: none"> <li>• Community members receive access to appropriate and coordinated social services</li> <li>• The community has improved capacity and capability to respond to future disasters</li> <li>• The community strengthens its ability to withstand and recover from future disasters</li> <li>• Business and non-profit groups implement adequate mitigation practices for risks and threats</li> </ul>           |
| <b>Built and Natural Environment</b> | <ul style="list-style-type: none"> <li>• Infrastructure that delivers essential services to the community is repaired</li> <li>• Infrastructure is repaired in accord with changing recovery needs</li> <li>• Cultural or heritage sites or assets of importance are restored, where possible, in a way that provide these values to the community</li> <li>• The impact of future disasters on biodiversity and ecosystem in minimized</li> </ul> |

| Recovery & Resilience | Outcomes  |
|-----------------------|---|
| Resilience            | <ul style="list-style-type: none"> <li>The needs of vulnerable groups are addressed in the disaster recovery process</li> <li>The community can express its changing disaster recovery needs</li> <li>Community members are aware of the risks of future disasters</li> <li>Government, private sector, civil society and organisations are engaged in plans for preparedness and management of the recovery</li> <li>Infrastructure is built with regard to local disaster risks</li> <li>Infrastructure is built in accord with current knowledge and practices for mitigating disaster impact</li> </ul> |

### Eligible expenses

Eligible expenses must be directly related to delivering the approved project and may include:

- extraordinary local government labour costs for ongoing/budgeted staff directly associated with delivering the eligible project. Including base wage, overtime, plus on costs to a maximum of 32.19% (on-costs including superannuation, workers compensation, and long service leave, if applicable, etc).
- fixed-term temporary staff or casual staff
- hire of contractors
- travel and accommodation expenses (allowance or actuals)
- communications technology costs including extraordinary mobile plans or internet services
- project costs related to buying or upgrading capital items, equipment or supplies up to 5% of total grant value
- external plant hire/rental costs
- extraordinary local government owned plant operating costs (fuel only)
- extraordinary materials and consumables (e.g. stationery, catering, advertising, promotion)
- project delivery costs, including program and service development, project management, design, supervision, and inspection/superintendent costs
- temporary office accommodation costs (where required) that are not council owned

### Monitoring and Evaluation

Councils will be required to undertake monitoring (reporting) and evaluation of their projects over the course of the delivery of the Local Government Recovery Grant program.

Evaluation is best undertaken during and/or after completion of the project to determine the extent to which individual projects have contributed to the overall objectives of the program.

Councils will need to outline in their Program of Works the correlation between the nominated project, related outcome/s and measurement approaches.

OLG will provide council with a *Midterm Progress report* and a *Final Progress report* for council to complete. The evaluation will require Councils to provide evidence of how their projects have resulted in a measurable benefit to their community that is consistent with the objectives of the Local Government Recovery Grant program.

The reports will help to understand and measure the effectiveness of projects. Councils will need to demonstrate how their outcomes (selected from above) have been measured and the extent to which changes in outcomes can be attributed to the project. Measuring can include quantitative and qualitative approaches or a mixture of both.

### Examples of ineligible projects

Ineligible projects include those that:

- fund the day-to-day operations and/or business as usual activities of the organisation
- are council infrastructure assets that meet the definition of an *essential public asset* and are eligible for reimbursement under the DRFA
- are fully funded through other government grant(s), assistance and/or insurance claims
- duplicate other recovery initiatives already funded or underway
- are located outside of the eligible LGAs
- require ongoing funding from the NSW or Australian Government
- are not aligned to the objective and outcomes of the program
- provide exclusive private benefit or direct commercial benefit to an individual or business
- include improvements or repair to private residences

### Ineligible expenses

Expenses that cannot be claimed include, but are not limited to:

- Utilisation of funds as contributions for Disaster Recovery Funding Arrangements (e.g., co-contributions for Essential Public Asset thresholds)
- project costs related to buying or upgrading capital items, equipment or supplies (**greater than 5% of total grant value**)
- funding to a third party in the form of grant, sponsorship, cash prize, commercial gift or vouchers
- financing, including debt financing, or insurance
- legal costs
- project costs that are reimbursable under other approved/awarded funding sources
- additional hire of staff to project manage works related to essential public assets which are eligible for reimbursement under the DRFA
- site rental costs for infrastructure projects and environmental projects
- for community programs, rental costs not directly associated with the program
- costs relating to depreciation of plant and equipment
- business-as-usual operational costs and expenditure, including core business responsibilities and ordinary wages and plant costs of local / state government agencies
- in-kind contributions
- non-project related staff training and development costs
- ongoing costs / recurrent funding that is required beyond the stated timeframe of the project (e.g. administration, operation, maintenance or repairs)
- purchase of land
- loss of revenue on council owned buildings or any other building

## Part 5: Administrative Arrangements

### Timeframes and Key Dates

| Key Dates   |   |
|---|---|
| Project Outline:<br>initial overview of the projects/programs/works proposed under the recovery grant | Eligible Councils to provide as soon as possible once they have received Guidelines and Letter from Minister.<br><br>OLG will review immediately as a priority. |
| Payments provided to Councils   | Within 10 working days from receipt of initial overview, subject to approval  |
| Grant Acknowledgement Schedule  | To be signed and sent within 14 days of receipt of payment initial overview   |
| Program of Works submitted to OLG   | Within 3 months of receipt of funds   |
| Review of detailed Program of Works by administering agency   | Case by Case basis depending on submissions. OLG will work with Councils individually   |
| Program Reporting   | Reporting is required on a quarterly basis  |
| Final grant expenditure completion  | No later than 30 June 2026  |

### Program of Works

Eligible councils are required to complete a Program of Works form outlining nominated projects, outcomes, milestones and costs to be delivered under the eligible event. OLG will provide councils with a Program of Works template and be available to provide advice to councils when preparing and submitting their nominated projects.

Project information required as part of the Program of Works includes:

- **Project description:** including description of scope works and key milestones or outputs
- **Project outcomes and measurement:** demonstrating how each project aligns to one or more of the recovery and resilience outcomes, and outlining the approaches planned to measure nominated outcomes
- **Project criteria:** demonstrating the community has a need for the project and its outcomes, the project aligns to program objectives, and that the project is feasible
- **Project budget:** defining estimated total project costs made up of eligible project costs (up to \$1M ex gst), ineligible project costs (council contributions) and other funding contributions.
- **Project details:** including project start date and approximate project duration, proposed project plan including known risks and mitigation strategies

The Office of Local Government may request other **additional supporting information** from Councils and may include (but is not limited to):

- letter of offer / employment for temporary staff
- completed Vegetation Assessments, Environmental Management Plans, etc. as appropriate or evidence that these types of plans are not required.
- accurate GPS locations of proposed site/s (for infrastructure projects)
- cost estimates/quotes
- options analysis
- cost benefit analysis
- results of investigation/ consultation
- letters of support, as appropriate
- evidence confirming funding sources
- evidence of land ownership/tenure
- photographs and map locations

### Assessment and approval

When council submits their initial proposed outline of works, OLG will undertake an overview assessment to ensure that the projects proposed are compliant with the project guidelines. This will be at a high level only and detailed assessment of project compliance will occur with the submission of the detailed Program of Works at 3 months.

To accelerate the delivery of relief, recovery and resilience projects, funds may be expended on eligible project costs prior to submission of Program of Works. It is strongly recommended Council contact OLG should they require any advice or assistance regarding eligibility of project expenditure. Council will be required to repurpose or pay back all expenditure found not to have been spent in accordance with program guidelines. OLG will work with council to find substitute works or projects where ineligible expenditure has occurred to minimise need for return of funds.

Where there is uncertainty or unintended outcomes arising from the project eligibility requirements, a practical approach will be taken to resolve issues. Final determination will be made at the discretion of the OLG, with advice and recommendations from relevant government agencies. OLG may refer projects to other funding programs for consideration.

Requests for variations or changes to the project will only be considered by OLG in limited circumstances.

Council should be aware that information submitted in Program of Works and all related correspondence, attachments and other documents may be made publicly available under the Government Information (Public Access) Act 2009 (NSW). Information that is deemed to be commercially sensitive will be withheld.

### Complaints handling

Contact [grants@olg.nsw.gov.au](mailto:grants@olg.nsw.gov.au) in the first instance.

### Progress Reporting

Council will submit **financial project progress reports** to the administering agency on a quarterly basis, and may include information such as:

- actual expenditure reported against the approved capped amount (e.g. general ledger or transaction listing)
- percentage of scope of works completed
- delivery against project milestones and outcomes
- any variances in scope, cost or time
- Project acquittal report, which will include the final progress report and return of any unused funds.

**For the purpose of evaluation**, Council will need to submit two reports that capture program implementation and progress. These will be the Midterm Progress report and the Final Project acquittal report. These will be completed via SmartyGrants.

These reports will capture information on the project, outcome/s and measurement. This information will support monitoring and evaluation requirements for the Commonwealth. The template for each report will be provided by OLG.

The Australian Government or the OLG may request funding information and progress reports outside of the agreed reporting activity if required. Council may also be requested to provide a case study which may be published on NSW government agencies website and social media.

**Public acknowledgement of joint State and Australian Government assistance**

Council must acknowledge the joint Australian and NSW Governments support for their project/s as per the Disaster Recovery Funding Arrangements 2018. This includes but is not limited to:

- media releases regarding the approved project
- acknowledgement or statements in project publications and materials
- events that use or include reference to the approved project
- plaques and signage at construction sites or completed works

To comply with this requirement, all public advice and media releases should refer to the relevant funding source, as being “jointly funded by the Australian and New South Wales governments under the Disaster Recovery Funding Arrangements”

Operational messaging and advice, such as road closures and tender advertisements, are excluded from this requirement.

To obtain assistance and approval to public announcements, promotional materials or other publicity materials, councils must contact OLG in first instance via [grants@olg.nsw.gov.au](mailto:grants@olg.nsw.gov.au)

The NSW Government or Australian Government may use any information submitted by a Council for promotional material. Information may be used in the form of press releases, case studies, promotional material and in response to media enquires relevant to the Local Government Recovery grant program.

**Assurance and acquittal**

Council will maintain and make available accurate audit records consistent with the minimum evidentiary requirements outlined in clause 10.4 of the DRFA. DRFA records must be available for seven years from the end of the financial year the claim is acquitted by the Australian Government.

For assurance purposes, the Australian Government may at any time, via the OLG, request documentation to evidence the NSW Government’s compliance with any aspect of the DRFA.

Council must consent to NSW Reconstruction Authority conducting an audit of grant funding within a period seven years from the signing of the grant acknowledgement, and retain relevant documentary evidence to provide on request, should they be selected for audit. Documentary evidence may include:

- Financial acquittal report
- Payment receipts for completed works
- Bank records or ledgers
- Statutory Declaration from authorised delegate
- Site inspections
- Obtaining relevant documentary evidence to support estimated reconstruction costs and or value for money assessments
- Verification reviews on measures or projects.

Penalties apply where false or misleading information is provided.

The Adminstrating Agency will provide further advice to Councils outlining the due date and requirements for final acquittal of the grant funding.

## Part 6: Definitions

**Capital items** means direct costs incurred for the purchase or upgrade of items or equipment that are required to deliver an eligible project, and are items which council will retain beyond the life of the project (e.g. mobile phones, laptops, whitegoods, electronics, plant machinery or equipment, tools, office furniture). For this program the total amount claimable for all capital items is limited to a maximum of 5% of the total grant value.

**Community Infrastructure** means key community infrastructure owned/managed by non-council community groups. It must be demonstrated that this infrastructure plays a key role in providing one or more of the following:

- basic social and recreational amenity to local residents and visitors
- help support and/or safeguard community cohesion
- support the delivery of social support networks
- support local and Indigenous-owned businesses through procurement

**Disaster Recovery Funding Arrangements 2018 (DRFA)** means the joint Commonwealth-State cost sharing arrangements, these can be viewed online via [disasterassist.gov.au/disaster-arrangements](https://disasterassist.gov.au/disaster-arrangements)

- **Eligible Disaster Events** means Natural Disaster Declarations that have been activated under the DRFA and for the purpose of this program guideline specifically include: **AGRN 1030** Southern & Central West NSW Flooding: 4 August 2022 Onwards; and
- **AGRN 1034** NSW Flooding: 14 September 2022 Onwards

**Essential Public Asset (under the DRFA)** means an asset that must be a transport or public infrastructure asset that is an integral part of a state infrastructure and normal functioning of a community. Examples of assets that are **not** considered to be essential public assets are:

Private roads, Roads on Crown Land that are not Crown Roads, Sporting or recreational or community facilities (for example, playgrounds and associated facilities), Beaches, coastal areas and riverbanks, Religious establishments, Cemeteries, Memorials

**Funding Assistance Measure** means financial relief or recovery measures that are available under the Disaster Recovery Funding Arrangements 2018 (i.e., Category A, B, C or D) and/or NSW Disaster Assistance Guidelines.

**New Infrastructure** means capital works including construction of new council/community infrastructure as well as refurbishment, repair, and betterment of existing council/community infrastructure, which did not exist prior to AGRN 1030 or AGRN 1034. Capital works are: improvements to the land or building, or freestanding equipment that will be fixed or installed to the land or building. For the purposes of this program, new infrastructure must have clear disaster resilience outcomes.

**NSW Disaster Assistance Guidelines** means the NSW financial and non-financial support measures to assist NSW communities to recover from the impacts of disasters. These can be viewed online via [nsw.gov.au/disaster-recovery/disaster-recovery-funding-arrangements](https://nsw.gov.au/disaster-recovery/disaster-recovery-funding-arrangements)

**Reconstruction** means the restoration or replacement of a damaged infrastructure asset.

**Resilience** for the purpose of this program guideline resilience means: a successful recovery process that “promotes practices that minimise the community’s risk to all hazards and strengthens its ability to withstand and recover from future disasters, which constitutes a community’s resilience” (FEMA 2011, National Disaster Recovery Framework, 11).



## Appendix A

### List of Eligible LGAs declared under AGRN 1030 and/or AGRN 1034

|                          |                                |
|--------------------------|--------------------------------|
| 1. Albury                | 24. Inverell                   |
| 2. Balranald             | 25. Junee                      |
| 3. Bathurst              | 26. Lachlan                    |
| 4. Berrigan              | 27. Leeton                     |
| 5. Bland                 | 28. Liverpool Plains           |
| 6. Blayney               | 29. Lockhart                   |
| 7. Bourke                | 30. Moree Plains               |
| 8. Carrathool            | 31. Murray River               |
| 9. Central Darling       | 32. Murrumbidgee               |
| 10. Cobar                | 33. Narrabri                   |
| 11. Coolamon             | 34. Narrandera                 |
| 12. Coonamble            | 35. Orange                     |
| 13. Cootamundra-Gundagai | 36. Snowy Valleys              |
| 14. Edward River         | 37. Tamworth                   |
| 15. Federation           | 38. Temora                     |
| 16. Forbes               | 39. Unincorporated Area of NSW |
| 17. Gilgandra            | 40. Uralla                     |
| 18. Greater Hume         | 41. Wagga Wagga                |
| 19. Griffith             | 42. Walcha                     |
| 20. Gunnedah             | 43. Warrumbungle               |
| 21. Gwydir               | 44. Weddin                     |
| 22. Hay                  | 45. Wenworth                   |
| 23. Hilltops             | 46. Yass Valley                |

Note: LGAs are subject to change pending any further extensions to disaster declarations.

### Unincorporated Area of NSW – agreed eligible organisations

NSW Department of Planning and Environment, Crown Lands.

Note: Eligible organisations are determined by agreement between NSW administering agencies.

### Change History

| Version | Issue Date | Details / Reason for Change          |
|---------|------------|--------------------------------------|
| V1.0    | June 2023  | Initial endorsement                  |
| V2.0    | July 2025  | Variation to program completion date |