

What I Need to Know

- The Gambling Community Benefit Fund (the Fund) has been established to develop, strengthen and enhance the capacity of non-government organisations to provide community services and activities through the provision of financial assistance.
- Each application, once received by the Fund, is active for 12 months. If not successful in the first round of considerations, then the application will be considered in each of the next three rounds.
- All brigades are eligible to apply to the Fund. The Fund requires brigades to forward applications through QFRS Rural Operations, with the support of the Assistant Commissioner, Rural Operations, as sponsor. Distribution of grants is made on a quarterly basis, from applications received by the closing date of the previous quarter.
- Successful grants from the previous quarter are usually announced one or two weeks before the next closing date.
- QFRS Rural Operations is required to take an overall view of all applications to ensure that the maximum number of brigades receive assistance. The overall view will consider the total number of applications current (both State wide and within each of the Fund's regions) and the priority of the project (as assessed by QFRS Rural Operations), as well as any other factors relevant to the application or brigade.

Support Principles

- QFRS Rural Operations has developed some general principles regarding project support:
 - Priority is given to those brigades seeking to purchase a QFRS Rural Operations produced appliance.
 - Preference will usually be given to brigades without a secure income or the financial means to otherwise undertake the project.
 - Preference will also be given to brigades willing to make a financial contribution to the project.
- Each brigade application will be assessed on its merits.

Process

- The Fund advises QFRS Rural Operations of successful/unsuccessful applications. Grant cheques are sent directly to the QFRS Rural Operations which then notifies applicants of the result. In the case of successful applications, QFRS Rural Operations:
 - arranges for the requested equipment to be forwarded; or
 - raises a cheque to the brigade for a project that requires a local payment.
- If an application is unsuccessful, the Fund will again give it consideration in the next quarter. Each application will receive a maximum of four considerations, after which time it shall lapse.

Multiple Applications

- The Fund does not permit a brigade to have more than one application current at any time. The Fund does permit a successful brigade to reapply until a reasonable period (usually 12 months) has elapsed.

How I do it

- Access application forms and guidelines from the Fund Secretariat. Phone 1800 633 619 or (07) 3247 4284 or obtain through www.gcbf.qld.gov.au
- Complete the forms, adhering to the Fund's guidelines.

- Send the application to the Area Office where the Area Director, Rural Operations will ensure that the application is correctly compiled and assess the project. (If the ADRO's support is given, QFRS Rural Operations will consider the submission, submitting a letter supporting approved applications signed by the Assistant Commissioner, Rural Operations.)
- Ensure that your application is forwarded to the Area Office at least six weeks before the closing dates of 31 March, 30 June, 30 September or 31 December.

Successful grants

- You have six months from the approval date on the grant to finalise your projects. QFRS Rural Operations advice to a successful brigade will include details of the acquittal procedures and requirements. You have a further three months to forward acquittal documentation to the Rural Operations, Central Office.

Reference Materials

- Area Reference Manual – Business Rule: D3.5 Manage Community Grant Applications
- www.gcbf.qld.gov.au