



COVID-19 ECONOMIC RECOVERY

Growing Tourism Infrastructure Fund 2020/21

Frequently Asked Questions

June 2020



**Queensland
Government**

GROWING TOURISM INFRASTRUCTURE (GTI) FUND 2020/21 – Frequently Asked Questions

The \$25 million Growing Tourism Infrastructure (GTI) Fund 2020/21 is a key element of Queensland's Economic Recovery Strategy: *Unite and Recover for Queensland Jobs*, to help accelerate the State's recovery from COVID-19. This GTI Fund 2020/21 will be managed by the Department of State Development, Tourism and Innovation (the Department).

The Fund will be open for Project Registrations for two weeks in June 2020 and then eligible applicants will be required to submit a Full Business Cases by 31 July 2020 for assessment.

The Fund complements existing State and Federal support measures currently being rolled out to ensure maximum direct benefit for the tourism sector.

What are the objectives of the Fund?

This Fund aims to fast-track the development of new and enhanced tourism infrastructure projects to help strengthen the State's tourism industry and deliver economic benefits for Queensland.

The key objectives of the Fund are to:

- fast-track shovel-ready projects that can commence within two-three months of approval
- create new jobs in both construction and on-going operational phases
- build sustainable new and improved infrastructure and products that enhance tourism experiences
- increase overnight visitor numbers and expenditure
- deliver regional economic benefits.

How much funding is available?

- A total of \$25 million is available for tourism infrastructure projects that are shovel-ready (can commence within two-three months of approval).
- The minimum funding that can be requested is \$500,000 (excluding GST) and the maximum is \$5 million (excluding GST).
- Due to the significant impact COVID-19 has placed on tourism businesses, a funding contribution is not mandatory. However, priority may be given to applicants who are able to demonstrate a project funding contribution.

What is meant by shovel-ready?

- Shovel-ready projects must have all the necessary approvals in place or be able to demonstrate that all necessary approvals will be in place within two-three months of approval), including building / development / environmental approvals; permits where applicable; land ownership; cultural heritage duty of care etc.
- Projects must be able to commence physical construction within two-three months of receiving project approval.
- Projects where there are known impediments, such as Native Title agreement or development approval, that will not be resolved within the required commencement period of two-three months from funding approval, would not be considered shovel-ready.

How are shovel-ready projects identified?

- The applicant is required to self-determine whether their project is shovel-ready. It is important to provide evidence that can validate shovel-readiness.

- A number of shovel-ready projects have been identified through previous Queensland Government grant assessment processes or by nomination from a Queensland Government agency, a Queensland Regional Tourism Organisation (RTO) or the Queensland Tourism Industry Council.
- Priority projects previously identified or nominated may be fast-tracked for consideration if they are deemed to meet the Fund's objectives. However, all projects for consideration must submit a Project Registration and demonstrate they can commence construction within two-three months of approval.
- For more information on shovel-readiness and eligibility, please refer to the GTI Fund 2020/21 Industry Guidelines.

How can my new project be considered?

- To be considered under this Fund, all shovel-ready projects that can commence within two-three months of approval will be required to have a Project Registration submitted by an applicant between 10 and 24 June 2020.
- All project applicants are encouraged to discuss their projects with the relevant RTO.
- Details on how to submit a Project Registration can be found on the Department's website – www.ditid.qld.gov.au

How do I know if I am eligible to apply?

To be eligible to apply for funding an organisation must:

- have an established operating base in Queensland with a tourism-related focus
- have an Australian Business Number (ABN), an Australian Company Number (ACN) or exemption from these, and
- be registered for GST.

In addition, an organisation must be one of the following categories:

- a local government authority
- a not-for-profit organisation (e.g. a regional tourism organisation, economic development organisation, community organisation)
- a private sector business (e.g. a for-profit)
- a state government agency, state government owned corporation, or statutory authority (certain conditions apply – state entities must contact the Department of State Development, Tourism and Innovation prior to submitting an application).

What sort of projects are eligible?

- Eligible projects involve the construction of shovel-ready new and improved tourism infrastructure which will deliver sustainable tourism benefits to Queensland.
- Please refer to the Industry Guidelines for a description of eligible and ineligible project activities.

How do I submit an application?

- All applications must be submitted electronically through the SmartyGrants portal.
- Details on how to apply can be found on the Department's website – www.ditid.qld.gov.au

How much information is required for the Full Business Case?

- Applicants are required to provide all relevant material to enable the State to consider which projects will generate sustainable tourism benefits for Queensland.
- Please refer to the GTI Fund 2020/21 Industry Guidelines for a description of what needs to be submitted for the Full Business Case.

When do Project Registrations open and close?

- Project Registrations open on 10 June and close on 24 June 2020.
- The Department expects that there will be high demand therefore late applications may not be accepted.

When do Full Business Case Applications open and close?

- The submission of a Project Registration does not mean that the project applicant will be invited to submit a Full Business Case.
- A selection panel will review the Project Registrations to decide on priority projects to proceed to Full Business Case.
- It is anticipated that this review will occur on a rolling basis.
- Projects that meet the Fund's objectives and are considered a priority may be invited by 1 July 2020 to submit a Full Business Case application.
- If invited, you will have four weeks to complete and submit a Full Business Case.
- Late applications may not be accepted.

When do projects need to be completed by?

- Projects must be fully completed by 30 June 2022. However, preference may be given to projects that can be delivered sooner than 30 June 2022.

What if I am successful in receiving a grant, however COVID-19 impacts my ability to complete the project?

- The Department recognises the on-going impacts of COVID-19 on the tourism industry. These impacts will be considered in the assessment process, including likely impacts to the project. If approved for funding, you will be assigned a case manager to work with you to progress your project. The case manager is available to work with you on all aspects relating to the delivery of your project.

Can I apply for additional funding if I am already receiving other Queensland or Federal Government support for this project?

- You may apply for additional funding if your project is currently receiving Queensland Government support, however priority is given to funding new initiatives or enhancing existing products.
- Funding from the Federal Government is permitted, however your application must clearly outline which parts of the project will be funded by the State and which parts will be funded by the Federal Government.

Do I need to provide a matched funding contribution to be considered for funding?

- Given the major impact COVID-19 has had on tourism businesses, a matched funding contribution under this Fund is not mandatory. However, priority may be given to projects where grant recipients are able to provide a funding contribution.

Can the applicant contribution be completely provided by another entity?

- Yes, third party contributions are acceptable.

Are In-kind contributions eligible?

- In-kind contributions are eligible.
- Some examples of in-kind contributions are:
 - existing plant, equipment or vehicles that will be used to deliver the new experience

- existing building and infrastructure (for example, re-purposing buildings and parts of buildings such as a function room)
- voluntary labour such as painting
- donated goods including kitchen equipment
- donated professional services such as an architect.

How the funding is paid?

- Payment terms are negotiated on a case by case basis.
- Payments may be made in advance or as a reimbursement of eligible capital costs incurred.

Are grant payments subject to GST?

- Yes. Applicants must be registered for GST and all grant payments will be paid inclusive of GST.

What information needs to be included in a Progress Report?

- Successful applicants will be required to complete a Progress Report for each Milestone of the project, including:
 - a description of the activities which have been completed
 - the number of jobs that have been created
 - evidence of expenditure of funds (comprising invoices and bank statements)
 - photos of works that have been undertaken
 - notification of any potential media opportunities.

What constitutes an established operating base in Queensland with a tourism-related focus?

- The lead applicant should have a shopfront or registered office within Queensland which has been trading for at least 12 months (not required for local government or state government agencies) and that provides tourism-related products or services. Evidence of this must be provided during the Project Registration process.

What sources of data are suitable to use for forecasting future visitation and expenditure?

Some examples of data sources that could be used as a basis to forecast overnight visitation and expenditure are:

- Tourism and Events Queensland regional profiles and destination summaries
- Tourism Research Australia Survey information
- Australian Bureau of Statistics data
- State, Council and other tourism operator visitor data

What documents should I include with my application?

Applicants are encouraged to provide additional information to support their application, including (but not limited to):

- letters of support from relevant associations, institutions, councils etc.
- products/services brochure
- development approval
- land use agreements
- feasibility study
- budget/financial plan
- operational plan
- capital expenditure
- marketing strategy
- other relevant supporting information available.

Will due diligence be undertaken as part of this Fund?

Yes. In the Full Business Case stage, financial due diligence and economic assessments of applications will be undertaken including:

- applicant history in completing similar projects
- viability of the project and applicant/organisation
- extent to which the project aligns with or delivers Queensland Government priorities
- confirmation of funding contributions
- applicant/organisation checks (status, corporate structure, ownership, review of directors)
- background and probity searches
- financial capability and viability
- business and project risks/mitigations.

What if I am having technical issues with the SmartyGrants application?

- If you need help using the SmartyGrants form, download the [Help Guide for Applicants](#) or check out [Applicant Frequently Asked Questions \(FAQ's\)](#)
- Please contact the Department if you continue to have issues with SmartyGrants, by emailing: growingti@ditid.qld.gov.au

How do I find more information about the Fund?

- Additional information can be found on the Department's website – www.ditid.qld.gov.au