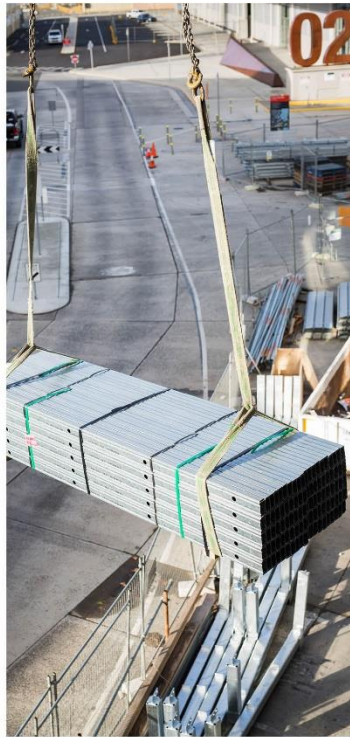


Program Guidelines



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Residential Land Rebate

I. Aim

The Tasmanian Government is committed to a range of initiatives to increase housing supply in Tasmania. The Residential Land Rebate will assist and incentivise developers in bringing new residential land to market by providing rebates to assist with the cost of installing power, water and sewerage infrastructure.

Rebates will be for amounts up to \$10 000 per lot, up to a maximum of 40 lots per subdivision, comprised of two components:

- Power infrastructure (maximum \$5 000 per lot)
- Water and sewerage infrastructure (maximum \$5 000 per lot)

A total of \$30 million is available, with applications open until 30 June 2024, or when the funding is expired, whichever is the soonest.

Applications will be assessed in the order in which they are received. Incomplete applications or applications that do not include all requested supporting evidence will not be accepted. If this occurs, applicants will be notified that they are unsuccessful and will forfeit their place in the queue. Unsuccessful applicants may submit a new application. If the required information is provided, however, clarifications are required, the applicant may be contacted as part of the assessment process.

To receive the rebate, applicants will need to sign an agreement in which they confirm their intention to bring the land to market within 12 months of the rebate being paid. Recipients may be subject to audit, and those who do not comply with this requirement will be liable to repay the full rebate amount.

Applicants should ensure they receive an email notification when they submit their application as confirmation that their application has been submitted. Please contact us on RLrebate@stategrowth.tas.gov.au if this automated confirmation is not received.

2. Eligibility criteria

Please contact us if you are unsure about your ability to meet all aspects of the eligibility criteria.

You may be asked to supply documentation to support your eligibility claims as part of the application process, or as part of an audit process to confirm your claims were true and correct.

Eligibility criteria

Ownership

1. Applicants must be the owner(s) of the land which is the subject of the rebate application and their name must be on the title (please note, a contract of sale or any evidence other than a property search by the Land Titles Office will **not** be accepted as evidence of ownership).
2. All interested parties (i.e. all title holders) must be named as applicants.
3. Applicants that are natural persons must be aged over 18 years.

Eligible developments

4. 'Lots' are vacant parcels of land for which there is a single title arising from a subdivision, which does not include strata titles. The maximum number of lots that the rebate can be claimed for is 40.
5. A rebate may relate to multiple stages and/or developments, but cumulative funding may not exceed the maximum rebate allocation based on 40 lots.
6. Applicants are eligible for one rebate each under the program.
7. Only one rebate will be issued per development approval (i.e. per council permit).
8. The development must be on Tasmanian land zoned residential, which is land where residential use is classed as Permitted or No Permit Required.

Eligible costs

9. There are two 'eligible utilities' for which the rebate can be claimed:
 - a. Tasmania's electrical distribution network
 - b. Reticulated water and sewerage infrastructure
10. Applicants will be required to identify the lots which are the subject of the rebate in their application, which will hereafter be referred to as 'rebate lots'.
11. 'Eligible costs' are those costs which have already been incurred and paid in full, and were:
 - a. incurred on or after 16 March 2021; and
 - b. directly related to design, construction or installation of infrastructure connecting rebate lots to eligible utilities. These include, but are not limited to, costs levied by TasNetworks and TasWater. Infrastructure on the rebate lots is not included – only connections up to the boundaries of the lots can be claimed.
12. Applicants can apply for rebates of up to \$5 000 (ex GST) of eligible costs per eligible utility, per rebate lot, up to a maximum of 40 lots.

Program administration

13. Developers will be required to apply for their entire rebate for all rebate lots in one application. Once submitted, no additional claims can be made.
14. To be eligible, the applicant must provide all information and evidence reasonably requested by the Department of State Growth (the Department). This will include evidence of a valid planning permit for each development from the appropriate local council/s.
15. Applications will only be accepted when they are complete and made using the approved form made available by the Department.
16. The program will close on 30 June 2024 or when the programs funding allocation has been expired, whichever occurs first. No further applications will be accepted after this time. Applications will be assessed on a first come, first served basis.

3. Ineligible applicants

Applicants who cannot apply:

- applicants who are not the owner(s) of the land for which the application is made;
- applicants that are natural persons aged under 18 years; and

- applicants who are otherwise unable to meet the eligibility criteria.

4. Assessment

Applications that meet the eligibility criteria will be funded up to the limit of the grant funds available.

The program will be open until 30 June 2024 or until the funding limit has been exhausted, whichever comes first.

Once the funding limit has been reached, no further applications will be accepted. Those applicants who were unsuccessful at that point will be notified.

During the assessment process, the Department may, at its discretion, require further information to support or clarify an application. This information must be provided within 3 working days, unless otherwise advised. Failure to provide further requested information within the timeframe may result in the application being refused.

5. Timeframes

To ensure everyone has an equal opportunity to apply for a rebate, no late applications will be accepted after the closing date and time.

Applicants are advised to submit applications well before the closing date and time. This will allow time for the Department to request any additional information which might be required to make an application complete.

All potential applicants must read the Program Guidelines carefully to determine their eligibility for funding under the program.

Description	Date
Program Guidelines - published for preview	24 August 2021
Program opens	7 September 2021 3:00 pm
Program closes	30 June 2024 3:00 pm*
Applications assessed	Within 21 days of receipt of a complete application
Applicants notified (estimated date)	Within 21 days of receipt of a complete application

* Or when the program's funding allocation is exhausted, whichever occurs first.

During the assessment process the department may, at its discretion, require further information to support or clarify an application, this information must be provided within 3 working days, unless otherwise advised. Failure to provide further requested information within the timeframe may result in the application being unsuccessful.

All applicants will receive a notification on the progress of their application and, where possible, the outcome of the application by the estimated date above.

6. Application process

The Department of State Growth uses an online grants management system called SmartyGrants. This system is easy to use and accessible via mobile phones, tablets, laptops and personal computers.

The online platform allows you to apply for a grant at any time while the program is open. It also allows us to send you notifications throughout the grant application and funding process.

If you do not have internet access please contact us to discuss alternate options.

Instructions on how to apply have been made available on the Department's website.

- 6.1 Applicants should read the guidelines and any frequently asked questions carefully before starting an application. The application form will help structure applicant's responses.
- 6.2 Applications are assessed in order of receipt against a limited fund. For this reason, applicants should keep a copy of the automatic confirmation of receipt. Meeting the eligibility criteria will not automatically result in a successful grant.
- 6.3 There will be no opportunity to change an application or upload missing information once it has been submitted. Applicants should, therefore, ensure that all supporting documentation provided is accurate and has been attached correctly before submitting. Applicants will not be able to reserve a grant allocation by submitting an incomplete application.
- 6.4 Applicants should complete and lodge their application online via SmartyGrants, accessed via the Department of State Growth website (https://www.stategrowth.tas.gov.au/grants_and_funding_opportunities). Applicants who are unable to apply online via SmartyGrants can access a manual application by emailing RLrebate@stategrowth.tas.gov.au.
- 6.5 Following the submission of your application via SmartyGrants you will receive an automatic receipt of your application. This receipt will include details of the application and a unique application ID.
- 6.6 Applications will be assessed by departmental assessment team.
- 6.7 Applicants will be advised of the outcome of their application by email.

7. Appealing a decision

State Growth may reconsider a decision if the applicant can demonstrate a proven conflict of interest, error in process or discrimination.

If applicants have reason to believe that the proper process was not followed in assessment of an application, a request for review may be submitted.

Grounds for appeal are:

1. The persons making the decision had a direct or indirect financial interest in the outcome of the application.
2. The preparation of the application was affected adversely by incorrect advice provided by a staff member of the Department of State Growth.

3. The persons making the recommendations discriminated against the applicant on irrelevant grounds, such as cultural, religious or linguistic background; race; gender; marital status; sexual orientation; or disability.

All requests must be in writing and should be addressed to the Director or Manager of the business unit where the application was assessed.

Your request must be received within 28 days from the date of the Department of State Growth notifying you of the decision about your application

8. Acquittal

What is an acquittal?

An acquittal is a statement that is required to be made by the successful grant recipient, confirming that the grant funding provided was used as it was intended and as per the statements made on the application form and funding agreement.

How to acquit for a grant

Successful applicants will be required to provide some information about the activities and purchases made along with providing evidence such as any quotes, invoices, receipts, statements, reports, etc. as evidence to support the acquittal. This requirement may be at various stages of the grant term and will be issued to you electronically as a link to an acquittal form. The form will clearly define what is required of you to complete the acquittal process.

The acquittal form

In addition to ensuring the funding provided was used as intended the questions on the acquittal form help us determine how successful the grant funding program was.

This success is determined by understanding what the project was able to achieve and, how well we were able to deliver the program to our clients. This helps us improve our client service and determine the best place to invest grant funding in the future.

Failure to complete an acquittal.

The department has a requirement and responsibility to ensure that the public funding we administer is allocated fairly and spent responsibly. So, we must review the outcomes of grant funding to ensure it aligns to the intended original approved purpose.

Failure to lodge a valid acquittal by the due date will result in the grant funding being required to be repaid back to the department.

9. Taxation and financial implications

Grants under the program attract Goods and Services Tax (GST). Grant payments to successful applicants, who are registered for GST, are increased to compensate for the amount of GST payable. A valid tax invoice must be supplied, by the successful applicant, to the department where GST applies to the grant funding.

The receipt of funding from this program may be treated as income by the ATO. While grants are typically treated as assessable income for taxation purposes, how they are treated will depend on the recipient's particular circumstances.

It is strongly recommended that potential applicants seek independent advice about the possible tax implications for receiving the grant under the program from a tax advisor, financial advisor and/or the Australian Taxation Office (ATO), prior to submitting an application.

If you are an individual (not a business) or you do not have an Australian Business Number (ABN) you may be required to complete a 'Statement by a supplier not quoting an ABN'. Refer to the ATO website for more information:

<https://www.ato.gov.au/forms/statement-by-a-supplier-not-quoting-an-abn/>

Information on invoices can be found on our Business Tasmania website:

https://www.business.tas.gov.au/manage_a_business/invoices

10. Grant payments

Applicants will be asked for your bank account details so that we can process successful grant payments. This bank account must be in the same name of the person or business who applied for the grant. You may be asked to provide a copy of your bank statement or a letter from you bank to confirm your bank account details.

For any successful applicants who provides incorrect bank account details, this may result in funds being paid to an incorrect account and then these funds will need to be returned to us before we attempt another grant payment. This process may result in significant delays any funding being received. Additionally we cannot guarantee that funds paid to an incorrect bank account will be returned to us.

For applicant who are successful in being awarded a grant and:

1. their situation changes,
2. they do not complete the activities or tasks required under the funding agreement,
3. they do not use any or all of the funding provided, or
4. the information provided to us is found to be false or misleading,

the applicant will be required to return the funds to the department.

11. Confidentiality

The Tasmanian Government may use and disclose the information provided by applicants for the purposes of discharging its respective functions under the Program Guidelines and otherwise for the purposes of the program and related uses.

The department may also:

1. Use information received in applications for any other departmental business.
2. Use information received in applications and during the performance of the project for reporting.

12. Administration and contact details

The program will be administered by the Department of State Growth on behalf of the Crown in the Right of Tasmania. Contact with the department for any of the following reasons can be directed to:
RLrebate@stategrowth.tas.gov.au

- Further information or advice on the program
- Assistance in making an application
- Further feedback on the decision of the application
- Request a review of the decision

Important note

All applicants must take care to provide true and accurate information. Any information that is found to be false or misleading may result in action being taken and grant funds, if already provided, will be required to be repaid to the department.

13. Publicity of grant assistance

The Department of State Growth disburses public funds and is therefore accountable for the distribution of those funds. As part of the accountability process, the department may publicise the level of financial assistance, the identity of the recipient, the purpose of the financial assistance, and any other details considered by the department to be appropriate.

14. Right to information

Information provided to the Department of State Growth may be subject to disclosure in accordance with the *Right to Information Act 2009*.

15. Personal information protection

Personal information will be managed in accordance with the *Personal Information Protection Act 2004*. This information may be accessed by the individual to whom it related, on request to the Department of State Growth. A fee for this service may be charged.

16. Disclosure

The following applies to all successful applicants:

- Despite any confidentiality or intellectual property right subsisting in the grant funding agreement or deed, a party may publish all or any part of the grant funding agreement or deed without reference to another party.
- Nothing in this item 15. Disclosure, derogates from a party's obligations under the Personal Information Protection Act 2004 (Tas) or the Privacy Act 1988 (Cwlth).

17. Disclaimer

Although care has been taken in the preparation of this document, no warranty, express or implied, is given by the Crown in Right of Tasmania, as to the accuracy or completeness of the information it contains. The Crown in Right of Tasmania accepts no responsibility for any loss or damage that may arise from anything contained in or omitted from or that may arise from the use of this document, and any person relying on this document and the information it contains does so at their own risk absolutely. The Crown in Right of Tasmania does not accept liability or responsibility for any loss incurred by an applicant that are in any way related to the program.



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Web: www.stategrowth.tas.gov.au/grants_and_funding_opportunities

Version 2 – published 11 November 2021

Criterion 4 was amended to clarify the definition of 'lot' by making it consistent with the information set out in the program aim and application form, and to be clear that the reference to 'lot' is limited to those established through a subdivision development only.

Version 3 – published 19 May 2022

Section 1. Aim was amended to reflect the increase in total funding available from \$15 million to \$30 million.

Version 4 – published 12 April 2023

Sections 1, 2, 4 and 5 were amended to reflect an extension to the closing date from 30 June 2023 to 30 June 2024.