

SES Support Grant 2027-28

Funding Guidelines



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Introduction

This guide helps local governments apply for the SES Support Grant. It explains:

- what the SES Support Grant is
- what it can be used for
- how to apply
- when the application must be submitted
- what applicants can expect.

What is the SES Support Grant?

The SES Support Grant is a Queensland Government grant program administered by the Queensland State Emergency Service (SES). The program provides financial support to local governments to allocate resources to SES groups or units, helping them respond effectively to emergencies in their communities.

Aim

The aim of the SES Support Grant program is to support the partnership between local governments and SES, enabling an effective local response to disasters and emergencies.

Objectives

The program objectives are:

- encouraging local governments to work collaboratively with the Queensland Government to support the SES to effectively and efficiently respond to disasters and emergencies
- assisting in the provision of facilities for training, operations and safe storage of SES equipment
- encouraging local governments to contribute additional resources for disaster and emergency management in support of the SES
- encouraging the development of the local SES with the skills and resources needed to carry out their approved activities
- helping ensure SES resources are allocated where they're needed to meet local needs.

How does it work?

The SES Support Grant program provides funding opportunities for local governments to undertake eligible projects. Here's a summary of how the program operates:

- Local governments can apply for grants through a single annual funding round.
- The Queensland Government will fund:
 - 100% of approved project costs, up to \$150,000 for facilities.
 - 100% of approved project costs, up to \$75,000 for vehicles.
 - No co-contribution is required from local governments.
- For vehicle replacement projects:
 - Local governments are not required to contribute proceeds from the sale or auction of the replaced vehicle.
 - The estimated value of the vehicle must, however, be disclosed in section 4.3 of the application form.
- All procurement processes must comply with the current Queensland Procurement Policy.
- Important: Grants are paid only after the project is completed and acquitted. This means local governments must initially fund the project themselves.

What can the funds be used for?

Local governments can apply for funds under the SES Support Grant program to:

- provide suitable facilities for SES groups or units in their area
- acquire suitable new and second-hand vehicles for local SES groups or units.

In some cases, funding may be approved for projects that do not fall within these categories. See Funding for special consideration projects for more information.

What's the timeframe?

Applications open in early October each year and close in late November. Successful and unsuccessful applicants are notified from April the following year.

Funded projects may commence from 1 July 2027, once funding has been confirmed, and must be completed by 30 June 2028.

Projects must not commence before the official start of the program on 1 July 2027 unless the SES has provided a written exemption.

See the key dates and Timeline for the 2027-28 round for details.

How do I apply?

Download this year's application form from www.ses.qld.gov.au/support-grant. Complete the application form, attach all required supporting documents, and email the completed application to grants@ses.qld.gov.au once finalised.

Read these funding guidelines carefully before applying, as they are updated each year.

What happens after that?

The SES Support Grant Assessment Panel assesses and prioritises applications from across Queensland, with input from SES regional directors as part of the assessment process. The panel then makes a recommendation to the Chief Officer SES for endorsement.

All applicants are advised of the outcome of their application in writing.

Before you apply

Who can apply?

All local governments in Queensland with SES groups or units in their area are eligible to apply for the SES Support Grant.

Can local governments apply for funding for a project that's already started?

Projects are not eligible for funding if they have commenced or been completed before formal notification of grant approval, unless prior written approval has been provided by the SES.

Can local governments apply for funding for an inactive SES group?

Local governments may apply for a grant on behalf of an inactive SES group, provided the group is expected to be re-established within 12 months of the application being submitted. Written approval from the relevant SES regional director must be included with the application.

Consult with stakeholders

Before applying, applicants should consult relevant stakeholders, including:

- Developing the application in consultation with the unit's local controller to ensure the proposed project meets the unit's capability needs. The local controller must provide their endorsement in the application form.
- Obtaining endorsement from the local government's chief executive officer, chief financial officer, or authorised delegate.
- If applying for funding for a facility, consulting:
 - any other groups or parties that use the facility
 - the landowner, if the land is not owned by the applicant local government.

Suitable projects

Facilities projects

What is and isn't included

Local governments may apply for funding to support the development of essential operational and training facilities for SES groups or units. Facility projects include fixed infrastructure works, such as shed construction, fit-outs, shelving, storage, or fencing.

Grant funds **can** be used for:

- ✓ purchasing land or a facility
- ✓ construction of a new facility
- ✓ modification, renovation or extension of an existing facility.

Grant funds **can't** be used for:

- ✗ preliminary analysis or review work including:
 - ✗ concept plans
 - ✗ designs
 - ✗ surveyance
 - ✗ assessments.

Facilities for SES must have space for:

- training
- administration
- an operations centre
- suitable amenities
- secure storage for resources and equipment.

Local governments are responsible for ensuring the project is covered by adequate insurance.

See the Ineligible items section below for a more comprehensive list of projects and items that are not eligible for funding.

What to do before applying

- Seek professional advice on the project's:
 - design
 - cost
 - construction
 - site requirements.
- Ensure the project can commence on or after 1 July 2027 and will be completed by 30 June 2028.
- Secure any additional financial contributions required for the project.
- Ensure appropriate insurance cover is in place.
- Comply with all applicable laws and regulations.
- Ensure all procurement activities comply with the current Queensland Procurement Policy.
- Obtain a quote for the project cost in accordance with the Quote requirements for all projects.

Vehicles projects

What is and isn't included

Local governments may apply for funding to purchase suitable vehicles to support the operations of SES groups or units in their area. Vehicle projects include the acquisition of land-based vehicles such as buses, four-wheel drive utilities and all-terrain vehicles.

Grant funds **can** be used for:

- ✓ purchasing a suitable new or second-hand vehicle
- ✓ modifications and additions to vehicles, such as ladder loaders and fixed canopies
- ✓ reasonable freight and delivery costs.

Grant funds **can't** be used for:

- ✗ leased vehicles.
- ✗ transferring ownership of a vehicle from the local government fleet
- ✗ trailers, unless they are specifically for all terrain vehicles.

See the Ineligible items section below for a more comprehensive list of projects and items that are not eligible for funding.

Vehicles purchased for SES must:

- be a 4WD (unless it is a bus)
- be suitable for SES activities
- be badged in accordance with SES requirements
- be registered and insured – either through the SES or the applicant local government. Queensland Government plates are optional but recommended.
- be allocated to the local SES group or unit as an official SES vehicle
- be maintained and serviced by the applicant local government
- be used for SES activities only
- be stored in a location that prolongs the vehicle's condition
- have any additional features needed for local conditions, such as off-road and cross-country capabilities

- where relevant, have sufficient towing and load capacity to safely and legally tow the trailers and vessels in the SES group or unit's fleet.

What to do before applying

- Obtain a quote for the project cost.
- If applicable, obtain an accurate estimate of the amount expected from the sale or trade-in of the vehicle being replaced, for example from an auctioneer or RedBook.
- Ensure the purchase can be completed within 12 months from 1 July 2027.
- Secure any additional financial contributions required for the project.
- Comply with all applicable laws and regulations.
- Ensure all procurement activities comply with the current Queensland Procurement Policy.

Ineligible items

The following projects and items are ineligible for funding:

- vessels and trailers, unless it is included as part of the Queensland Police Service approved all-terrain vehicle package
- operational equipment already supplied by the SES
- information and communication technology specific projects
- items ordered, committed to or purchased before funding approval, unless explicitly approved in writing by the SES
- equipment, services or activities that benefit individuals, including alcohol, vouchers, gifts, or prizes
- operating costs, including general recurring expenses such as insurance, rent, lease costs, travel, and events, unless travel is required for a contractor to complete project work
- income-generating activities, such as subsidies or sponsorships
- costs associated with preparing the grant application, including application fees and supporting documentation
- fees for services, preliminary analysis or review work, including concept plans, designs, surveys, or assessments
- consumables and administrative expenses, such as food, office supplies, petrol, or prepaid/store cards
- projects outside Queensland
- projects or items that do not directly support the SES in delivering high-quality emergency and disaster management services.

Inclusion of staff wages

Local government staff wages, including project management costs, are eligible only where they are explicitly identified as a labour line item in a quote submitted with, and accepted as part of, the application. This does not include wages associated with:

- preparing the Support Grant application
- preliminary assessments and project scoping
- any other activities undertaken before project approval and the official program start date of 1 July 2027.

All other local government staff wages are ineligible.

Funding for special consideration projects

Funding may be approved for projects that do not fit clearly within either the vehicle or facility project category. To request special consideration, the local government must submit a written request on local government letterhead as part of the application.

Special consideration requests are assessed on a case-by-case basis. Factors considered in decision-making may include the local government's income and the expected benefit to the community.

Applicants are encouraged to contact SES Grants and Subsidies as early as possible if they wish to seek special consideration.

Are there application limits?

Local governments may submit multiple applications for each annual funding round. Applicants should rank their projects in order of priority in section 2 of the application form.

Local governments may also submit applications for SES groups or units that have an SES Support Grant-funded project still in progress from a previous funding round.



What are the key dates for this round?

Applications open: Wednesday 7 October 2026

Applications close: Wednesday 25 November 2026

Grant outcomes announced: From April 2027

Timeline

Severe weather events, emergencies and disasters are always the priority for the SES and may affect the indicative timeline below.

October 2026	Applications open for SES Support Grant - Local governments and authorities in Queensland receive an email invitation to apply. - The funding round is launched on the SES website at www.ses.qld.gov.au/support-grant.
November 2026	Applications close - Local governments submit applications to the SES. - The SES sends an email acknowledgement of applications received.
December 2026	First review - The SES reviews applications and may request further information from applicants if needed. - Regional directors have the opportunity to prioritise and comment on applications in their region.
January – March 2027	Applications assessed and prioritised - The SES Support Grant Assessment Panel appraises applications and recommends successful applicants. - Approval to award funding for the round is sought.
From April 2027	Grant outcome announced Applicants are notified in writing whether their application is successful or unsuccessful.
July 2027 – June 2028	Project commences Successful applicants have up to 12 months to complete the project.
April 2028	Last chance for variations Requests for variation must be submitted to the SES by 30 April 2028.
June 2028	Project complete and grant payment - All acquittal documents must be submitted to the SES by 30 June 2028. - Grant payments are made once the project is complete and the acquittal has been received, processed and approved.

How to apply

Prepare your documentation

Quote requirements for all projects

- Each project budget line must be supported by a corresponding quote.
- At a minimum, an acceptable quote must include:
 - business details such as the name, ABN, address, and contact information
 - the quote date and quote number
 - a detailed breakdown of itemised costs and the total cost, aligned to the relevant project budget item
 - a clear specification of the GST component
 - validity for at least 60 to 90 days from the application submission due date.
- All quotes must be written quotes issued by the potential supplier.
- Quotes from local governments for completing project works will be considered. However, applicants must ensure these quotes comply with the current Queensland Procurement Policy and the criteria outlined above.

Eligible contingency rate

Due to the period between obtaining quotes and the commencement of successful projects, applicants may include a contingency amount in the project budget.

The eligible contingency amount is up to 10% of the total project cost, subject to the relevant project funding limit.

Additional documentation for facilities

Documentation supporting applications for facility projects must include the following, where applicable:

- a letter of support from the landowner, unless the applicant local government owns the land
- section 3.2 of the application form, if there are multiple occupants
- an SES Support Entity Endorsement form, if the project is partly funded by an SES support entity, such as a Support Group or Social Club. The form is available at www.ses.qld.gov.au/support-grant.

Additional documentation for vehicles

Documentation supporting applications for vehicle purchase projects must include:

- evidence of the trade-in or sale valuation for any vehicle being replaced, to support the information provided in section 4.3 of the application form
- an SES Support Entity Endorsement form, if the project is partly funded by an SES support entity, such as a Support Group or Social Club. The form is available at www.ses.qld.gov.au/support-grant.

Score your own application

Check the application against the assessment criteria in Appendix II: Assessment Criteria. These are the same criteria used by the panel to assess applications. See Appendix I: How projects are assessed for details on the panel's assessment process.

Application checklist

Before emailing your application to grants@ses.qld.gov.au, check:

- ☐ You have downloaded the current round application form from www.ses.qld.gov.au/support-grant
- ☐ You are submitting an application form for each project

- ☐ You have read and understood the terms and conditions in the application form, as well as the requirements in these funding guidelines
- ☐ The project is eligible
- ☐ The SES group or unit is active, or expected to be active within one year
- ☐ The project has been sufficiently scoped, including relevant stakeholder consultation
- ☐ All required fields have been completed
- ☐ The project has not already started, as this may affect eligibility
- ☐ The project can be completed within 12 months from 1 July 2027
- ☐ The funding amounts have been recorded correctly and exclude GST
- ☐ If the project will cost more than the grant amount, you have explained in section 5.2 of the application form how the additional cost will be covered
- ☐ Quotes are included for all line items in the project budget
- ☐ Both the local government chief executive officer and chief financial officer have approved the application
- ☐ The SES local controller has endorsed the application
- ☐ All supporting documents are included

Submit the application on time

Email the application form and supporting documents to grants@ses.qld.gov.au by midnight 25 November 2026. Ensure all supporting documents are clearly named and attached to the email.

What happens after that?

Applications go through a formal assessment and approval process, as outlined in the next section.



Application assessment and approvals

First review

SES Grants and Subsidies reviews applications to ensure that:

- the application form has been completed correctly
- all required supporting documents are attached
- the proposed project is eligible for funding.

Applications that are incorrect, contain errors, or ineligible will be returned to the applicant.

If an application is returned after the preliminary assessment, applicants may resubmit it with amendments or additional information and documentation. Any requested changes must be provided within 10 business days of the initial request, or within another timeframe determined by the SES.

Regional director recommendations

The SES regional directors review applications for their region and make recommendations to the SES Support Grant Assessment Panel (the Panel).

Formal assessment

The Panel reviews all applications and assesses them against the criteria. Based on SES priorities, the assessment criteria, and available funding, the Panel recommends successful applications to the chief officer.

Panel members are selected from a range of roles to ensure a breadth of expertise relevant to the aims and objectives of the SES Support Grant. Panel members must also demonstrate:

- the ability to assess applications objectively and impartially
- the ability to critically assess applications for authenticity and compliance, including identifying potential fraud
- strong business acumen and understanding of the SES structure, operations, and framework to support effective decision making
- a commitment to transparency and accountability, ensuring decisions align with the program's objectives and principles of fair governance
- strong communication and collaboration skills to engage effectively with other panel members and stakeholders.

Chief Officer endorsement

The Chief Officer considers the Panel's recommendations and, if satisfied, endorses them. In making a funding decision, the Chief Officer considers:

- the disaster and emergency profile of the area
- the proposed use of the funds
- how the project meets community needs
- whether the project is financially viable
- the financial position of the local government.

The Deputy Commissioner, Disaster and Emergency Management (DC DEM) approves the allocation funding for the round.

Outcomes formally announced

All local government applicants will be advised of the outcome of their application in writing. Refer to the timeline for when outcomes will be announced.

Funding agreement signed

Successful applicants will receive a funding agreement, which must be signed and returned by the due date specified in the outcome letter.

What if an application is unsuccessful?

If an application is unsuccessful, the applicant will be notified in writing and may lodge an appeal and request feedback from the Chief Officer. This must be done within 28 days of receiving the notification letter.

If the applicant is not satisfied with the feedback from the Chief Officer, they may submit a letter to the DC DEM, requesting a review of the decision.

The letter to the DC DEM must:

- be on local government letterhead
- be signed by the Chief Executive Officer, or equivalent
- explain why a review of the decision is being sought.

The DC DEM, or delegate, will review the request and respond to the applicant within 28 days.

Payment of grant funds

Successful applicants will receive grant funding after the project is completed. Funds will be released once the SES has received and approved:

- the acquittal form
- all required supporting documents, including photographs of completed facility works or purchased vehicles.

The SES must receive the acquittal documentation by the due date to avoid withdrawal of the grant funding. If it is not possible to complete the acquittal by the due date, local governments may request a variation.

Requests for variation

Any request to changes the project, including its timeframe or scope, must be submitted to SES Grants and Subsidies using the variation request form. The form is available at www.ses.qld.gov.au/support-grant. Variation requests must be submitted by 30 April 2028.

Invoices

All invoices associated with the project must be addressed to the local government. The local government is responsible for managing and paying all invoices.

Project acquittal

Local government grant recipients must provide acquittal documents to the SES. The SES cannot accept unpaid invoices from local governments for the funded amount.

All acquittal forms are available at www.ses.qld.gov.au/support-grant.

Facilities

For facility projects, provide:

- a completed Facility Acquittal Form, signed by the appropriate officers
- copies of tax invoices and/or transaction reports for all project expenditure
- photographs of the completed project that clearly show all items and services purchased under the grant
- nominated bank account details for payment of the approved funds.

Vehicles

For vehicles projects, provide:

- a completed Vehicle Acquittal Form, signed by the appropriate office
- a valid tax invoice
- photographs of the delivered vehicle, including badging, Queensland Government plates (if applicable), red and blue lights (if appropriate), and any additional items purchased under the grant
- nominated bank account details for the payment of the approved funds.

Payment of funds

Grant funding is paid retrospectively once all acquittal documents have been submitted and approved by the relevant delegate. The SES will then process the payment and issue a Recipient Created Tax Invoice.

Finalising the agreement

Once payment has been processed, the SES will notify the relevant local government by email that the payment process for the project has been finalised. The Recipient Created Tax Invoice will be included in the email for the local government's records.

Media announcements

Local governments planning to announce or promote a successful grant application through council or local media channels should acknowledge:

- the key points in the Queensland Government announcement.
- funding support from the Queensland Government through the SES Support Grant program.

Near-final drafts of media releases and similar communication material may be sent to grants@ses.qld.gov.au before publication, for the SES's information. Approval is not required, but SES can review drafts on request.

Policies and provisions

Administration

The Chief Officer may make any decisions and take any actions the Chief Officer considers appropriate for:

- furthering or more effectively achieving the objectives and purposes of the SES Support Grant
- obtaining documents relating to an approved project
- extending timeframes
- remedying irregularities
- determining grant entitlements.

Delegation

The Chief Officer may delegate the powers and duties of the Chief Officer under the SES Support Grant, either generally or in specific cases, on terms decided by the Chief Officer.

Accountability

The SES is legally responsible for fully accounting for public money, including any funds provided through a grant. By accepting grant funding from the SES, local governments also become legally responsible for ensuring that public money is spent appropriately and properly recorded.

Funding acknowledgement

Applicants must make reasonable efforts to acknowledge funding received from the Queensland Government through the SES Support Grant.

This applies to all publications, articles, signs, posters and promotional materials prepared in relation to projects funded under the program. It also applies to relevant forums, conferences and project opening events.

Goods and Services Tax (GST)

Grant payments **exclude GST**. Under the *A New Tax System (Goods and Services Tax) Act 1999 (Cth)* and associated tax rulings, grant funding paid to the local government is treated as **not subject to GST**.

The local government must advise the SES of:

- the total project cost **excluding** GST
- the total amount requested **excluding** GST.

The SES will generate a Recipient Created Tax Invoice (RCTI) on behalf of the local government. The RCTI will show the GST-exclusive amount deposited into the nominated bank account following completion and acquittal of the approved grant project.

Where to go for more information

For more information about the SES Support Grant, including frequently asked questions and forms, visit www.ses.qld.gov.au/support-grant or email grants@ses.qld.gov.au.

Appendix I: How projects are assessed

When reviewing applications, the SES Support Grant Assessment Panel (the Panel) considers the following factors:

- whether the project is eligible for funding
- whether the project meets the criteria laid out in this document
- SES regional director comments and ranking of projects in their area
- emergent SES priorities
- the quality of the information provided
- total funds available within the program.

The panel then uses the Assessment Criteria to score each application – see Appendix II: Assessment Criteria. They give a score of between 1-3 using this scoring scale:

1	2	3
Barely complies with the funding requirements and assessment criteria	Mostly complies with the funding requirements and assessment criteria	Fully complies with the funding requirements and assessment criteria

Scores are weighted against the percentage allocated for each criterion, shown here:

Criteria	Explanatory remarks	Weighting
Rationale and activity	Does the project contribute to the delivery of the SES operations in terms of effective and efficient response to disasters and emergencies?	30%
Return on investment	Does the potential benefit to the community warrant the cost of the project?	30%
Project outcomes	Will the project ultimately help the community prepare for and respond to severe weather and emergencies?	40%

Appendix II: Assessment Criteria

Rationale and activity

Measure	Considerations
Guiding principles	- Does the project align with the principles and objectives of the SES and the SES Support Grant? - Does the project support local government in delivering high-quality emergency and disaster services while contributing to effective and efficient SES operations in response to disasters and emergencies? - Does the project identify and address specific capability needs while reducing risks to communities through risk assessment and management principles?
Function of the unit or group	- What capability functions does the unit or group hold and do they align with the project? - Does the unit or group provide primary or secondary support response? - How far away is the support from other agencies?
Disaster and emergency events risk profile	- Is the geographic location particularly prone to specific hazards such as cyclones, storm surges, flooding, or earthquakes? - Do the climatic conditions in the area, such as monsoonal activity, suggest increased exposure to hazards? - How frequently do disasters and emergency events occur in the area, and does this suggest that the community is particularly prone to such occurrences? - What is the nature of the disaster and emergency hazards, and what is the associated risk level? - What have been the impacts of past disaster and emergency events on the community? - Have applications been previously submitted and awarded for this natural disaster and/or emergency hazard or risk?
Existing measures	- Are there any existing works, measures, or related activities in place that support the delivery of high-quality emergency and disaster management? - How effective are these measures in achieving their intended objectives?
Community considerations	- Is the population size low, medium, or high? Is the population growing, decreasing, or stable? - What is the geographic distribution of the population? - Is the local economy particularly sensitive to disaster or emergency impacts due to the dominance of a single industry or a marginal economic situation? - Does the community face any unique risks or challenges related to disasters or emergencies?



Return on investment

Measure	Considerations
Guiding principles	• Does the community benefit justify the project cost? • Is the project ready to proceed within the proposed timeframe? • Will effective project management be in place (if applicable)? • Is the project adequately scoped, or are there potential risks and additional costs? • What is the intended use of the facility or resource? • Does the project demonstrate merit from a cost-benefit analysis perspective?
Project feasibility	• Is the project technically sound? • Is the project well supported by the applicant local government? • Is the project ready to commence once funding is approved? • Does the project comply with relevant technical, environmental, planning, and legislative requirements?
Project costs and funding options	• Does the project represent value for money? Are the costs reasonable and appropriate for the project? • Does the potential benefit to the community justify the cost? • Have all funding sources been clearly identified? • What is the level of community support for the project? • Is the unit or group supported by a well-funded local government? • Can alternative funding sources be considered for this project?
Timeframe	• Is the timeframe for the completion of the project achievable and realistic?
Nature of use	• Is the facility for exclusive use of the SES? If shared, is there any cost/benefit for doing so? • For shared premises, has the percentage of SES use been identified? • Could the group or unit access other facilities outside of this project, potentially reducing the priority of this project?

Project outcomes

Measure	Considerations
Guiding principles	• Does the project fundamentally address the aims and objectives of the SES Support Grant? • Will the project ultimately help the community prepare for and respond to severe weather and emergencies? • Does the project demonstrate the need for the funding being sought?
Local government commitment	• Is there a commitment and capacity for the local government to fund ongoing maintenance and support for the project? • Will the local government fully support the project?

