

# Emergency Assistance Grants

## Guidelines

### Purpose

The Tasmanian Government provides financial assistance to individuals and families who have been displaced from their residence due to an emergency event and require immediate support.

Eligible applicants can receive financial assistance as follows:

- \$250 per adult (18 years and over);
- \$125 per child (under 18 years); and
- up to a maximum of \$1,000 per family.

### Eligibility Criteria

Grants are available to those who are in need of financial support to obtain essential shelter, clothing, food, transport, and/or personal items due to the impact of the emergency event.

To be eligible for an Emergency Assistance Grant, applicants must have been affected by an emergency event and meet one or more of the following conditions:

- Directed or advised by a relevant authority (e.g. Fire, SES, or Police) to evacuate from their residence.
- Displaced from their residence due to the emergency event.
- Unable to return to their residence due to the emergency event.

#### NOTE:

- *Applicants must be located in an impacted area as noted in the application form and/or listed on the TASALERT website.*
- *Impacted applicants are only eligible for one grant under the program.*

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## Identification Requirements

To be eligible, applicants MUST provide a valid primary identification (ID) document.

Primary ID (must contain full name, date of birth, and current address):

- Drivers Licence
- Personal Information Card

*NOTE: Alternative ID may be used in exceptional circumstances if Primary ID is not available. However, they must still provide sufficient information to validate their full name, date of birth, and address.*

Alternative ID

- Passport
- Utility Bill\*
- Rates Notice\*
- Bank Statement\*
- Centrelink / Services Australia statement or notice.

*\* Where the applicant is claiming for a residence that is not listed on their Primary ID they will need to provide additional evidence showing their name and the address they are claiming for.*

Applicants must provide a Medicare Card that lists all family members they are claiming for. If a family member is not listed on the Medicare Card, the applicant must provide additional verification proving they reside at the same address.

## Guide to Applicants

Applicants must complete the online application form, available [here](#).

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If you are having difficulty accessing the application form, or have any questions regarding the application process, please contact Community Grants on 1800 204 224 or email at [eagrants@dpac.tas.gov.au](mailto:eagrants@dpac.tas.gov.au).

On submission of your application, you will receive a confirmation email with your application form in PDF format from SmartyGrants.

## Assessment

Grant applications will be assessed based on:

- The purpose of the grant.
- The eligibility criteria outlined in these guidelines.
- The accuracy and completeness of the application.

Providing false or misleading information may require repayment of funds and may lead to referral to the appropriate authorities.

## Timeframes and Communications

Emergency events can change quickly, and Community Grants aim to be responsive to support the immediate needs of impacted community members.

Although every effort is made to provide prompt assistance to eligible applicants, timeframes may be impacted by large volumes of applications and changing priorities during an emergency event.

You will be notified of the outcome (if you are successful or unsuccessful) of your application via an email generated from Smarty Grants.

## Provision of Grant Funding

If approved, the grant payment will be made by direct deposit into the applicant's nominated bank account.

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If the nominated bank supports OSKO payments, funds may be received within a few hours of approval.

To check if your bank uses OSKO search for your Bank [here](#).

*IMPORTANT: Applicants must ensure their bank account details are correct to receive payment successfully.*

## Reporting and Evaluation

Successful applicants may be required to validate their information and report on how the grant was used.

## Appealing a decision

Applicants may request a review if they can demonstrate:

- I. Conflict of Interest – A decision-maker had a financial interest in the outcome.
- II. Incorrect Advice – The application was impacted by incorrect guidance from DPAC staff.
- III. Discrimination – The decision was based on irrelevant factors (e.g., race, gender, disability, religion, etc.).

Appeals must be submitted in writing within 28 days of the decision notification.

Appeals should be directed to the Manager, Community Grants at [eagrants@dpac.tas.gov.au](mailto:eagrants@dpac.tas.gov.au).

## Administration and Contact Details

This program is administered by the Department of Premier and Cabinet (DPAC) on behalf of the Crown in the Right of Tasmania.

For any inquiries or assistance please contact us:

- Email: [eagrants@dpac.tas.gov.au](mailto:eagrants@dpac.tas.gov.au)

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- Phone: 1800 204 224.

## Taxation and Financial Implications

Applicants are advised to seek taxation advice from the Australian Taxation Office (ATO) on 13 28 66 or [www.ato.gov.au](http://www.ato.gov.au).

## Personal Information

Personal information will be managed under the Personal Information Protection Act 2004 and the Privacy Act 1988 (as amended by the Privacy Amendment Act 2012).

By applying, applicants acknowledge that:

- DPAC may share their information for the purposes of processing the application.
- Some details (e.g. applicant name, funding amount, location) may be publicly disclosed as part of the transparency process for government funding.

## Declaration Statement

All applicants will be required to make the following declaration when submitting an application.

"I certify that to the best of my knowledge the statements made within this application are true and correct, and I understand that if my request is approved for funding, this request and any subsequent documentation in relation to this funding will form the terms and conditions of the funding provided. I also agree to cooperate with the department to provide any additional information on request that relates to this emergency support.

I authorise officers of the Tasmanian State Service to make any enquiries thought necessary to verify the information I have provided.

I understand that if this claim is fraudulent, it will be reported to the relevant authorities."

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### Suspected Fraudulent Application?

If you suspect someone may have applied for this grant program fraudulently you can report this to [eagrants@dpac.tas.gov.au](mailto:eagrants@dpac.tas.gov.au).

Please note that to protect the privacy of individuals a response to your claim on specific individuals will not be provided. Claims of fraud will be reviewed by the department and may be referred to the relevant authority, such as the Tasmanian Police, Those referred on may result in criminal proceedings.

### Right to Information

Information provided to DPAC is subject to the Right to Information Act 2009. More details can be found on the Tasmanian Legislation website at [www.thelaw.tas.gov.au](http://www.thelaw.tas.gov.au).