



REDEMABLE GRANT GUIDELINES – TELEVISION TRANSITION (VAST)

1. Purpose

These guidelines establish the framework for a redeemable grant program to support eligible residents of the Quilpie and Eromanga townships to transition from Council-provided television re-transmission services to Viewer Access Satellite Television (VAST) or an equivalent satellite-based free-to-air television service.

The program is intended to assist residents in preparing for the cessation of Council-operated television re-transmission services on the 04th of December 2026, by contributing to the cost of purchasing and installing necessary equipment such as set-top boxes and satellite dishes.

2. Background

Quilpie Shire Council currently operates legacy television re-transmission infrastructure in the townships of Quilpie and Eromanga. Due to aging assets, rising operational costs, and workplace health and safety considerations, Council has resolved to transition away from this service model, with many local government areas across the country already adopting the switch-off.

On 17 February 2026, Council resolved to allocate funding for a redeemable grant program, supported by guidelines, allowing residents to engage their own contractor and seek reimbursement for eligible changeover costs through an acquittal process.

3. Program Objectives

The objectives of the grant program are to:

- Ensure continued access to free-to-air television services for residents following service shutdown
 - Support a fair and orderly transition to satellite-based television services
 - Reduce operational, financial, and WHS risks associated with legacy infrastructure
 - Provide flexibility for residents to choose suitable and appropriately licensed contractors
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4. Grant Structure

- The grant is redeemable by reimbursement only.
 - Residents must pay for works upfront and submit an application with supporting documentation to be reimbursed.
 - Grants are subject to available funding within the approved Council budget.
 - Funding will be released only after successful acquittal.
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5. Eligibility Criteria

5.1 Eligible Applicants

Applicants must:

- Be a property owner; and
- Occupy a dwelling that currently relies on Council-provided free-to-air television re-transmission or has no suitable alternative service.
- Is a dwelling or accommodation located within the Quilpie or Eromanga Townships as per Council's current planning scheme.
- Only one (1) dwelling per rates assessment (primary dwelling) is eligible (rates notice number required).

5.2 Commercial, Community, and Institutional Premises

Commercial and community premises may be considered eligible on a limited and conditional basis, where continued access to free-to-air television is considered to provide a clear community benefit.

This may include, but is not limited to:

- Motels and hotels
- Aged care, residential care, or similar community service facilities

For these premises:

- Eligibility will be assessed case-by-case at Council's discretion
- Funding may be limited to a single shared system per premises (e.g. common areas only)
- Installations servicing individual guest rooms or commercial revenue-generating services may be excluded or partially funded only
- Applicants may be required to demonstrate community reliance or lack of viable alternatives

Council reserves the right to apply for different reimbursement caps, conditions, or exclusions for commercial or institutional applications. For commercial applications, the Council requests that applicants contact the Deputy Director of Community and Business Development to discuss funding options prior to undertaking works.

5.3 Ineligible Applicants

- Properties outside the Quilpie or Eromanga townships
- Stand-alone commercial retransmission facilities
- Claims for equipment already installed before Council approval of funding (unless otherwise approved by Council)

6. Eligible Works and Expenses

The grant may be used to offset reasonable costs associated with transitioning to VAST or an equivalent satellite television service, including:



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- Purchase and installation of satellite dishes by a qualified provider (i.e. electrician)
 - Supply and installation of VAST-compatible set-top boxes
 - Cabling, mounting hardware, and fittings required for installation
 - Reasonable electrical or signal upgrades directly related to the installation

Ineligible Expenses

- Ongoing subscription or service fees
 - Streaming equipment or internet services unrelated to satellite TV
 - Internal television upgrades (e.g. new TVs)
 - Works not compliant with relevant Australian Standards or licensing requirements
 - Works comp by own source labour won't be reimbursed (i.e. ineligible to charge own time out if installed by).
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7. Contractor Requirements

- Contractors must hold all relevant trade licences, insurances, and certifications
- All works must comply with applicable Australian Standards and regulatory requirements
- Council takes no responsibility for workmanship, scheduling, or disputes between residents and contractors

Buy Local Preference

Council encourages applicants to utilise local suppliers and contractors based within the Quilpie Shire wherever reasonably practicable to support the local economy.

Where a local supplier or contractor is:

- Unavailable;
- unable to complete the works within a reasonable timeframe; or
- unable to provide the required services or equipment,

applicants may engage a non-local supplier or contractor. In such cases, applicants must provide evidence with their application or acquittal that reasonable efforts were made to engage a local provider. This may include:

- written advice from a local contractor indicating unavailability or scheduling constraints;
- copies of emails or quotations demonstrating attempts to source local services; or
- a brief written statement outlining why local supply was not feasible.

Council reserves the right to request additional information to demonstrate compliance with this clause.



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8. Application Process

Step 1 – Application Submission

Property owners are advised to submit a grant application form before, or at the time of, undertaking works, including:

- Applicant details and property address
- Description of proposed works
- Indicative quotation or cost estimate (where available)

Step 2 – Approval

- Council will assess applications against these guidelines
- Written confirmation of eligibility will be provided, subject to funding availability

N/B: Application and approval process is not mandatory for acquittal/reimbursement; however, undertaking the application and approval process will ensure pre-approval for reimbursement and allocated funding prior to works being conducted.

9. Acquittal and Reimbursement Process

To claim reimbursement, applicants must submit:

- A completed acquittal form
- Itemised tax invoice(s) marked paid in full
- Proof of payment (receipt or bank record)
- Confirmation that works have been completed
- Completed Quilpie Shire New Supplier/Creditor Form

Council may request additional information or conduct inspections to verify completion. Reimbursement will be paid directly to the applicant via electronic funds transfer.

10. Grant Amount and Limits

- The maximum reimbursement amount per dwelling rated dwelling is \$1,000 and based on actuals and expenditure evidence.
 - Reimbursement will be limited to actual, reasonable costs incurred, up to the approved cap
 - Council is not obliged to fully fund all costs
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11. Timeframes

- The grant program will be open for applications from 1 July 2026 to 30 June 2027.



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- Council-operated television re-transmission services will be permanently switched off on Friday, 4 December 2026.
 - Eligible works may be undertaken at any time during the grant period; however, residents are strongly encouraged to complete installations before the service shutdown date to avoid disruption.
 - All acquittal documentation must be submitted by no later than 20 June 2027.
 - Failure to submit acquittal documentation by this date may result in ineligibility for grant approval and payment.
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12. Program Closure

The grant program will close when:

- Allocated funding is exhausted; or
- 30 June 2027, in line with these guidelines

Council reserves the right to amend, suspend, or terminate the program at any time.

13. Privacy and Records

Personal information will be managed in accordance with the Council's privacy obligations and applicable legislation.

14. Enquiries

For further information, residents may contact:

Quilpie Shire Council

Corey Richards

Deputy Director Community & Business Development

Phone: (07) 4656 0509

Email: coreyr@quilpie.qld.gov.au

These guidelines are issued by Quilpie Shire Council and should be read in conjunction with any associated application forms, fact sheets, or public notices.