

# WORK IN PARADISE



## Work in Paradise Incentive Scheme

### Guidelines

July 2021



Queensland  
Government

# Contents

Overview.....	3
Objective.....	3
Available funding .....	3
Timeframes.....	4
Eligibility criteria .....	4
How to apply.....	4
Assessment process .....	5
Payments .....	6
Appeals .....	7
Definitions.....	7
Frequently asked questions .....	8
Further information .....	8
Privacy .....	8
Conflicts of interest.....	8
Disclaimer .....	9
Appendix 1.....	9

## Overview

The *Work in Paradise* Incentive Scheme (the Scheme) is part of the Queensland Government's *Work in Paradise* program. The Scheme targets jobseekers from across Australia to take up a job in the Queensland tourism industry.

This will help to stimulate regional economies and assist Queensland tourism businesses to rebuild in a COVID-safe environment.

The Queensland Rural and Industry Development Authority (QRIDA) will administer the Scheme on behalf of the Department of Tourism, Innovation and Sport.

## Objective

Key objectives of the Scheme include:

- attract talent to tourism jobs in regional Queensland
- help tourism readily rebound to meet recovering demand
- meet labour market conditions in the tourism and hospitality sectors.

The Scheme aims to attract and assist job seekers to take up a job opportunity in the regional Queensland tourism industry and consider many of the career possibilities the industry offers.

It will do this by providing a financial incentive to job seekers to take a job in regional tourism in Queensland by assisting with offsetting the costs to *relocate* for the employment.

It will support tourism businesses experiencing significant labour shortages due to a limited local workforce, thereby constraining their business growth.

The tourism industry offers a diverse range of jobs right across Queensland, offering people the opportunity to build exciting, long-term careers

## Available funding

The Scheme will provide a maximum payment of \$1,500 to jobseekers to take up eligible employment in an eligible business provided:

- they have been offered and commenced in eligible employment with an eligible business after 20 May 2021.

Payment of the \$1,500 will be made to jobseekers in three instalments provided certain conditions are met:

- an initial payment of \$500 after at least two continuous weeks of eligible employment in an eligible business with an offer of employment for a minimum period of eight weeks or more
- a second payment of \$500 after 12 continuous weeks of eligible employment in the same eligible business or with another eligible business
- a final payment of \$500 after 24 continuous weeks of eligible employment in the same eligible business or with another eligible business.

In addition, job seekers eligible for the first employment incentive payment under the Scheme and have relocated at least 100 kilometres from their principal place of residence to engage in eligible employment are eligible for the Job Start Travel Bonus of \$250.

*Refer to the Definitions section for definitions of Eligible employment, Eligible business and Continuous.*

## Timeframes

Once the Scheme is open for applications, no further applications accepted after 5.30pm AEST on 31 March 2022. If funds are exhausted before this date applications will be refused.

An incentive instalment is not payable for a continuous period of employment completed after 31 December 2022.

## Eligibility criteria

To be eligible for the first \$500 instalment of the \$1500 *Work in Paradise* Incentive payment, applicants must meet all of the following eligibility criteria:

- an applicant has not previously received assistance under the Scheme
- be an Australian citizen or permanent resident; or entitled, under a visa granted under the *Migration Act 1958* (Cwlth), to work in Australia
- be at least 18 years of age
- has been offered at least eight continuous weeks of eligible employment, starting after 20 May 2021, by an eligible business; and has completed two continuous weeks of the eligible employment.

Approved applicants are eligible for the second and third \$500 instalments of the \$1500 *Work in Paradise* Incentive payment if they:

- have completed 12 continuous weeks of eligible employment in an eligible business (for the second payment) or with another eligible business
- have completed 24 continuous weeks of eligible employment (for the final payment) with the same eligible business or with another eligible business.

## \$250 Job Start Travel Bonus

To be eligible for the \$250 Job Start Travel Bonus, applicants must meet all of the following eligibility criteria:

- be an approved applicant for the first incentive instalment of the \$1500 *Work in Paradise* Incentive
- have relocated by a distance of at least 100 kilometres from their principal place of residence to engage in eligible employment and that the relocation happened after 20 May 2021.

## How to apply

The *Work in Paradise* Incentive Scheme is an online application process. No further applications will be accepted after 5.30pm AEST on 31 March 2022. If funds are exhausted before this date applications will be refused.

The Scheme guidelines, frequently asked questions and a link to QRIDA's portal user account site, are available at [www.qld.gov.au/workinparadise](http://www.qld.gov.au/workinparadise).

Scheme applicants must provide the following documentation as part of their application:

1. Proof of identity as the person submitting the application and that you have the right to work in Australia. At least two of the following eligible documents must be provided:
  - current Australian driver's licence
  - adult proof of age card (e.g., 18+ card)
  - Australian visa
  - Medicare card/ImmiCard
  - passport.

2. Evidence of your principal home address or where you usually live as an owner, tenant, boarder or with your family. At least one of the following eligible documents must be provided:
  - current Australian driver's licence or adult proof of age card (e.g., 18+ card)
  - recent bank statement showing name and address
  - rental agreement
  - local government rates notice.
3. Evidence of employment from an eligible business. The following eligible documents must be provided:
  - letter of offer from an employer which includes the terms of employment for the initial payment or an item other than a letter that satisfies the Authority; and
  - payslips to demonstrate paid employment over the required periods for the first, second and final payments, noting that for the second and final payments payslips will be required only for the beginning and end of the period.

To claim the \$250 Job Start Travel Bonus, the following eligible documents must be provided:

- letter of offer from an eligible business which demonstrates the applicant has relocated by a distance of at least 100 kilometres from the applicant's principal place of residence to engage in eligible employment. The letter of offer from the employer must include ABN and GST registration
- evidence of the applicant's principal home address or where you usually live as an owner, tenant, boarder or with your family
- evidence that the relocation happened after 20 May 2021. At least one of the following eligible documents must be provided:
  - current Australian driver's licence or adult proof of age card (e.g. 18+ card)
  - recent bank statement showing name and address
  - rental agreement
  - local government rates notice.

By signing the Scheme application form, applicants are declaring that the information provided in the application form and supporting documentation are true and accurate. Providing inaccurate, untrue or misleading information may be a breach of criminal law for which penalties may apply. If any information provided in an application or supporting documentation is found to be inaccurate, untrue or misleading, legal action may be taken, including action to recover the subsidy.

## Assessment process

Applications will be assessed against the items listed in the eligibility criteria and will include:

- eligible employment
- eligible business
- continuous employment
- completion of the first and subsequent periods of employment.

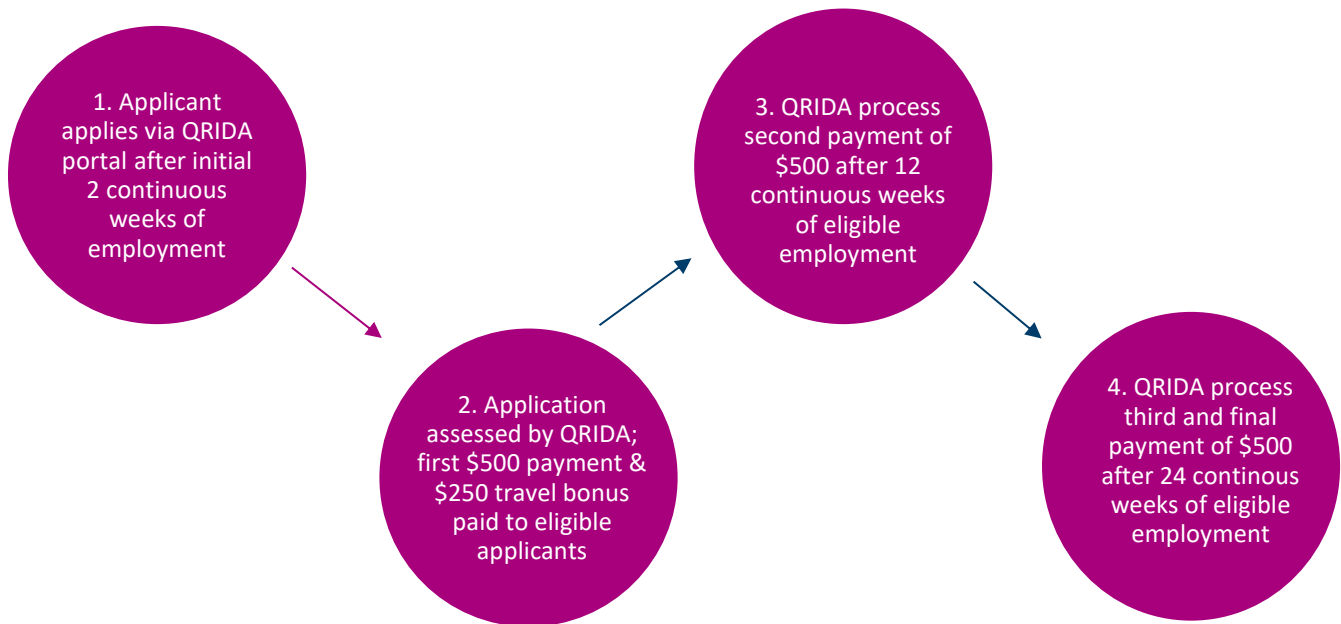
If successful, funding will be paid into the applicant's nominated bank account.

Applicants who are assessed as meeting the requirements for the Scheme and are relocating to take up eligible employment that is at least 100 kilometres from their principal place of residence and the relocation occurs after 20 May 2021 will automatically be assessed against the eligibility criteria for the \$250 Job Start Travel Bonus.

If you are eligible for the Job Start Travel Bonus the payment will be made at the same time as the first \$500 payment under the \$1,500 Work in Paradise Incentive.

QRIDA will assess claims in order of receipt. Incomplete claims or claims submitted without the correct supporting documentation will not be processed. Applicants who are not successful will be advised in writing.

Application assessors may contact employers to verify work claims and applicants must provide correct contact details and a valid ABN for their employer/s as part of their application.



## Payments

Applications will be assessed in the order they are received until all funds have been exhausted or the program closes to applications.

- The first payment of \$500 can be claimed by the applicant upon providing evidence of completing two continuous weeks of eligible employment in an eligible business or with another eligible business after 20 May 2021.
- The second payment of \$500 can be claimed by the applicant upon providing evidence of completing 12 continuous weeks of eligible employment in an eligible business or with another eligible business.
- The final payment of \$500 can be claimed by the applicant upon providing evidence of completing 24 continuous weeks of eligible employment in an eligible business or with another eligible business.
- For applicants eligible to claim the \$250 Job Start Travel Bonus, payment will be made in conjunction with the first incentive payment of \$500.

Applicants should allow up to 4 weeks for assessment and processing of claims.

Payments will be made electronically to the applicant's nominated bank account.

All applicants will receive formal notification of the outcome of their application as soon as possible following assessment. Successful applicants will receive a notification via email advising the application has been approved.

Payments	Amounts	Evidence required
First payment	\$500 after completing two weeks of continuous eligible employment	Payslip Letter of offer
Second payment	\$500 after completing 12 weeks of continuous eligible employment with the same eligible business or with another eligible business	Payslips for the beginning and end of this 12-week period
Third payment	\$500 after completing six months of continuous eligible employment with the same eligible business or with another eligible business	Payslips for the beginning and end of this 24-week period
Jobs Start Cash bonus	\$250 paid once approved for the first \$500 incentive payment	Copy of your letter of offer from an employer which shows the place of your employment is with an eligible business and is at least 100 kilometres from your principal place of residence; evidence of principal place of residence prior to receiving the job offer; and that the relocation happened after 20 May.

## Appeals

Applicants may request a review of a decision made by QRIDA. Please refer to QRIDA for further information.

## Definitions

### Eligible business

Eligible business means for which an entity holds an Australian Business Number; and that is registered for GST; and that operates primarily for the tourism market and whose primary activity is:

- art gallery operation; souvenirs retailing, other than by direct selling; or duty free store operation; or travel goods retailing, other than by direct selling

Or an activity listed in the following ANZSIC (Australian and New Zealand Standard Industrial Classification) as published by the Australian Bureau of Statistics:

- accommodation providers (ANZSIC code 4400)
- food and beverage services including cafes, restaurants, taverns and clubs (ANZSIC codes 4511, 4513, 4520, 4530)
- road and water transport, including sightseeing (ANZSIC codes 4623, 4820, 5010)
- rental and hiring services in relation to vehicles (ANZSIC code 6611)
- event management (ANZSIC code 7299)
- travel agencies (ANZSIC code 7220)
- heritage activities including museums, parks and gardens (ANZSIC codes 8910, 8921, 8922)
- performing arts venues (ANZSIC code 9003)
- amusement and other recreational services (ANZSIC codes 9131, 9139)

## Eligible employment

Eligible employment means:

- employment that is with an eligible business for at least 20 hours per week
- in a Queensland local government area other than the City of Brisbane, Bundaberg, Central Highlands, Fraser Coast, Gladstone, Gold Coast, Gympie, Ipswich, Livingstone, Lockyer Valley, Logan, Moreton Bay, Noosa, North Burnett, Redland, Rockhampton, Scenic Rim, Somerset, Sunshine Coast or Toowoomba local government area. (See Appendix 1 for detail on eligible employment Local Government Areas).

## Continuous

Means without interruption, other than:

- an interruption of up to six months because of illness or injury; or a seasonal or environmental event (examples— cyclone, flood); a workplace closure in compliance with a public health direction under the Queensland *Public Health Act 2005*, section 362B
- another interruption of up to two weeks.

## Letter of offer

Evidence of the employment offer in the form of a letter or email or evidence that is satisfactory to the authority, which is QRIDA.

# Frequently asked questions

Please refer to Frequently Asked Questions available at [www.qld.gov.au/workinparadise](http://www.qld.gov.au/workinparadise).

# Further information

For further information on the Scheme please contact [workinparadise@dtis.qld.gov.au](mailto:workinparadise@dtis.qld.gov.au).

# Privacy

QRIDA's Privacy Policy, available at [www.qrida.qld.gov.au/privacy](http://www.qrida.qld.gov.au/privacy), sets out general information on how QRIDA collects, uses, and discloses individuals' personal information. The application form for this program contains specific information on how personal information will be collected, used, and disclosed. Applicants should note that broad details of successful applications, agreed outcomes, progress and the level of funding awarded may be published by the Queensland Government. Some information may be used to promote funded activities. Personal information will not be disclosed to any other third party without consent, unless required by law or for the purposes of *Information Privacy Act 2009*.

# Conflicts of interest

A conflict of interest may arise due to a business dealing with QRIDA, if the applicant's private interests conflict with their obligations under the agreement. Conflicts of interest could affect the awarding or performance of the applicant's agreement. A conflict of interest can be:

- real (or actual)
- apparent (or perceived)
- potential.



QRIDA will ask the applicant to declare, as part of the application, any business dealings that may be considered an actual, perceived or potential conflict of interest or that, to the best of the applicant's knowledge, there is no conflict of interest. If the applicant later identifies that there is an actual, apparent, or potential conflict of interest or that one might arise in relation to the agreement, the applicant must inform QRIDA in writing immediately.

## Disclaimer

This publication has been prepared as a guide only and all reasonable steps have been taken to ensure the information contained in this publication is accurate at the time of publication. The State of Queensland accepts no responsibility and gives no warranty, guarantee or representation about the accuracy, reliability, timeliness or otherwise of the information contained within the publication. No warranties or assurances can be given about the suitability of this information for any particular purpose. The State of Queensland expressly excludes legal liability in all jurisdictions in relation to the use or reliance of any information contained in this publication. Any direct or consequential loss or damage suffered as a result of reliance on this information is the sole responsibility of the user. Persons using this information should conduct their own enquiries and rely on their own independent professional advice. This exclusion shall extend to both the user and to any other person who may suffer loss as a result of the use of material, and shall apply notwithstanding any negligence by the State of Queensland.

## Appendix 1

For the \$1500 Scheme and the \$250 travel bonus, eligible businesses must be in the following local government areas:

Local Government Areas	
<b>Mackay-Whitsundays:</b>  Isaac Regional Council Mackay Regional Council Whitsunday Regional Council	<b>North Queensland:</b>  Burdekin Shire Council Charters Towers Regional Council Hinchinbrook Shire Council Palm Island Aboriginal Shire Council Townsville City Council

Local Government Areas	
<p><b>Far North Queensland:</b></p> <p>Aurukun Shire Council            Burke Shire Council            Cairns Regional Council            Carpentaria Shire Council            Cassowary Coast Regional Council            Cook Shire Council            Croydon Shire Council            Doomadgee Aboriginal Shire Council            Douglas Shire Council            Etheridge Shire Council            Hope Vale Aboriginal Shire Council            Kowanyama Aboriginal Shire Council            Lockhart River Aboriginal Shire Council            Mapoon Aboriginal Shire Council            Mareeba Shire Council            Mornington Shire Council            Napranum Aboriginal Shire Council            Northern Peninsula Area Regional Council            Pormpuraaw Aboriginal Shire Council            Tablelands Regional Council            Torres Shire Council            Torres Strait Island Regional Council            Weipa Town Authority            Woorabinda Aboriginal Shire Council            Wujal Wujal Aboriginal Shire Council            Yarrabah Aboriginal Shire Council</p>	<p><b>Outback:</b></p> <p>Balonne Shire Council            Banana Shire Council            Barcaldine Regional Council            Barcoo Shire Council            Blackall-Tambo Regional Council            Boulia Shire Council            Bulloo Shire Council            Cherbourg Aboriginal Shire Council            Cloncurry Shire Council            Diamantina Shire Council            Flinders Shire Council            Goondiwindi Regional Council            Longreach Regional Council            Maranoa Regional Council            McKinlay Shire Council            Mount Isa City Council            Murweh Shire Council            Paroo Shire Council            Quilpie Shire Council            Richmond Shire Council            South Burnett Regional Council            Southern Downs Regional Council            Western Downs Regional Council            Winton Shire Council</p>