Smart Farming Partnerships Grant Opportunity Guidelines

1. What is the closing time and date for applications?

Application Forms must be submitted by **2.00 pm AEDT on Thursday, 21 December 2017**. It is recommended that you submit your application/s **well before the closing time and date**.

2. If I am not able to submit my application by the due time and date, can I be granted an extension?

No, extensions will not be given. If an application is late or the Community Grants Hub is requested to approve a lodgement after the closing date, the late application policy available on the Community Grants Hub website will apply.

3. Can an applicant make changes to the application after it has been submitted?

If you find a mistake in your application after it has been submitted, you should contact the Community Grants Hub by phone on 1800 020 283 or by email at support@communitygrants.gov.au straight away. The Community Grants Hub may ask you for more information, as long as it does not change the substance of your application. The Community Grants Hub does not have to accept any additional information, nor requests from applicants to correct applications after the closing time.

4. How do I know that my application has been received?

When you submit your application you should receive an acknowledgement email, so that you know that your submission has been received. This may take a few moments, depending on your internet connection. Please wait for the acknowledgement email before closing the application form.

5. Are not for profit organisations eligible to apply?

Yes, not for profit organisations are eligible to apply. Please refer to section 4.2 of the guidelines for further information about who is eligible to apply for a grant.

6. What attachments do I need to include in my application?

The following documents must be included with your application (using the mandatory templates available as part of the grant opportunity documents available on GrantConnect and Community Grants Hub websites):

- A project budget
- A plan to deliver:
  - a communications strategy
  - an implementation plan that extends beyond the life of the project
  - a strategy for community capacity building.
  (Note: You are not being asked for a detailed communication strategy, implementation plan or strategy for community capacity building: these will all be early deliverables through the grant agreement if you are a successful applicant. What you are asked to

deliver through the application form templates is an overview of how and when you will prepare these strategies/plans).

There are instructions in the application form to help you. Only attach the documents you have been asked to include.

If you do not attach these documents using the specified templates in the application form your application **will not** be assessed.

7. How much funding is available for this Program?

Smart Farming Partnerships is offering up to $60 million over six years (2017–18 to 2022–23) through two rounds (the first in 2017–18 with a second expected in 2018–19). This first round is expected to contribute up to $30 million to support projects. Funding between $250 000 to $4 million (GST exclusive) per grant is available.

8. Are research projects eligible for funding?

No. The purposes of the Smart Farming Partnerships are to develop, trial and implement new and innovative tools (not undertake blue-sky research) that support industry practice changes that will deliver more productive and profitable agriculture, fishing, aquaculture and farm forestry industries; protect Australia's biodiversity; protect and improve the condition of natural resources (in particular soils and vegetation); and assist Australia to meet its obligations under relevant international treaties.

9. What is a partnership/consortium?

A partnership/consortium is two or more organisations who are working together to combine their capabilities when developing and delivering a grant activity.

All Smart Farming Partnerships grant must involve consortia (commonly referred to as partnerships). When you submit a grant application on behalf of a consortium, a member organisation or a newly created organisation must be appointed as the 'lead organisation'. Only the lead organisation will enter into a grant agreement with the Commonwealth and will be responsible for the grant. The lead organisation must complete the application form and identify all other members of the proposed consortium in the application.

10. Would the Department prefer a consortium (joint) arrangement?

All Smart Farming Partnerships grants <u>must</u> involve consortia (commonly referred to as partnerships).

11. Is there a limit to the number of applications that applicants can submit?

No. There is no limit to the number of applications that an applicant can submit before the closing date for applications. Applicants must complete a new application form for each project. Applicants should keep a copy of each submitted application.

12. I have an idea for a project for the Smart Farming Partnerships grants round. Can the department provide me with advice about my planned activities whether they meet the grants objectives?

During the application process, the department cannot provide advice to potential applicants about specific project ideas. This includes making any comments about the merit of a project or

any of the planned activities and whether they meet the grants objectives. This is to ensure that the process remains fair and impartial, not advantaging one applicant above another.

13. What are the contract conditions for this grant?

A copy of the Terms and Conditions for the Grant Agreement is included as part of the grant opportunity documents available on GrantConnect and Community Grants Hub websites.

14. When will I know the outcome of my application?

You will be advised of the outcomes of your application in writing, at the end of the selection process. For probity reasons, to treat all applicants fairly and equally, it is not possible to give you information about the status of individual applications during the assessment process.

15. Where should I go for further information?

If you have any questions, please call 1800 020 283 or Text Telephone / Teletype Terminal / TeleTyperwriter (TTY) 1800 555 677 or email support@communitygrants.gov.au. The Community Grants Hub will respond to emailed questions within five working days.

16. What Feedback will be available for this funding round?

General feedback summaries for open funding rounds will be published on the Community Grants Hub website to provide all organisations with easy to access information about the assessment process overall and the main strengths and areas for improving future applications.

Individual feedback will be available upon written request.

17. What is a co-contribution?

A co-contribution is the provision of cash or in-kind resources to the project by an applicant or other entities. All co-contributions are in addition to grant funding. For more information on co-contributions, please refer to Part 5.5 of the guidelines.

Cash and/or in-kind contributions must be included in the project budget.

18. What is the difference between a cash contribution and an in-kind contribution?

Collectively, cash and in-kind contributions are known as co-contributions.

Cash contributions: A cash contribution is the actual money that an individual, group or organisation provides to the project. Cash contributions should be able to be seen as entries into a bank account. This needs to be included as part of the project budget.

In-kind contributions: In-kind contributions are goods, services, equipment loans or labour that others provide to the project. An in-kind contribution may include, for example, contributed 'time' for a project manager, availability of office space, trial land, equipment that would otherwise need to be hired. Applicants should substantiate the value of the in-kind contributions based on reasonable market value of the resources brought to the project. This will need to be included as part of the project budget.

19. Is a co-contribution compulsory?

Activities on private land must include contributions. The option to include a co-contribution to the project is to balance any private benefit of a project. Please refer to sections 5.5 and 6.1.1 of the guidelines.

20. How long will it take for applications to be assessed?

Please refer to Part 7.2 of the guidelines regarding application process timing. All applicants will be informed of the outcome of their applications.

21. What are the tax implications of receiving a grant?

If you receive a grant, you should consider speaking to a tax advisor about the effect of receiving a grant before you enter into a grant agreement. You can also visit the Australian Taxation Office website for more information.

22. When can I start my project?

A recipient must not commence work on the Project before a funding agreement is executed with the Department. Payment will not be backdated for activities that commenced before the execution of the funding agreement, and no payments will be made unless a funding agreement has been executed. Please refer to section 7.2 of the guidelines for application process timing.

New question and answer added 26 October

23. I have clicked the imbedded hyperlink in point 2.5 of the Grant Opportunity Guidelines and am unable to locate the government's priorities report and background reports on regional priorities that are specified to be available on at the Australian Government's natural resource management website.

The government's priorities are now discussed in the Regional Land Partnerships Consultation Paper. This draws upon the information in the government's priorities reports and background reports that are not yet publically available. The Regional Land Partnerships Consultation Paper can be accessed at the National Landcare Program page.

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New question and answer added 2 November

24. Would my service be eligible to apply if we wanted to implement our project on public land opposed to private land?

You are eligible to apply for funding for projects conducted on public or private land. However, Government funding will be guided by a set of principles governing the use of public funding for public versus private benefit. Please refer to sections 5 and 6 of the guidelines in particular section 6.1.1.

New question and answer added 15 December

25.Could you please clarify when projects must be completed? The Grant Opportunity Guidelines appear to contain two different dates – 30 April 2022 for project completion and 30 April 2023 for completing of granting activities.

Projects must be completed by 30 April 2022. The granting activity, in addition to the project itself, also includes reporting, evaluation and acquittal, which must be completed by 30 April 2023.