



Australian Government

**Community
Grants Hub**
Improving your grant experience



Future Drought Fund: Drought Resilience Leaders - Competitive Grant

Questions and Answers

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

The application form must be submitted by **11.00pm AEST on 25 September 2020**. Late applications will not be accepted.

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

Late applications will not be accepted.

3. How much funding is available for this grant opportunity?

Applicants can apply for a grant, which includes administrative funding, up to a maximum of \$7.45 million (exclusive of GST). Please refer to section 4 in the Grant Opportunity Guidelines for grant funding details.

4. Who is eligible to apply for funding?

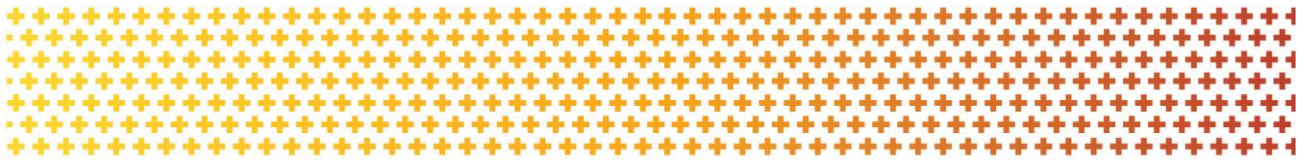
To be eligible to apply you must be a legal entity with an Australian Business Number (ABN), have an account with an Australian financial institution and be capable of entering into a legally binding and enforceable Grant Agreement with the Commonwealth. Please refer to section 5 in the Grant Opportunity Guidelines.

5. Can I apply for funding if I am receiving funding or have received funding for the same activity?

The Department of Agriculture, Water and the Environment cannot provide grant funding if you are or have received funding from the Commonwealth or another source (such as state, territory or local government) to undertake the same activity. Please refer to section 6 of the Grant Opportunity Guidelines.

6. What can the grant funding be used for and what can't it be used for?

Please refer to of the Grant Opportunity Guidelines regarding the requirements of this grant program.



7. How much funding can be used for management costs associated to deliver the project's activities?

Applicants can apply for a grant, which includes administrative funding, up to a maximum of \$7.45 million (exclusive of GST). Administrative funding is capped at a maximum of 10 per cent of the actual grant value sought. Please refer to section 4 of the Grant Opportunity Guidelines.

8. Is sourcing additional cash and in-kind contributions required?

No, there are no requirements for applicants to provide additional cash and/or in-kind contributions.

9. What is a consortium?

For the purposes of this grant opportunity, a consortium is two or more organisations who are working together to combine their capabilities to design and deliver the project.

All members of the consortium must be eligible entities, and only the lead organisation of a consortium can submit the application form. The application must identify all members of the proposed consortium.

The lead organisation of a consortium will, if successful, sign the grant agreement, receive the funding and take legal responsibility for performing the activities and meeting the outcomes of the grant agreement. Further information on consortium applications is contained in section 5 of the Grant Opportunity Guidelines.

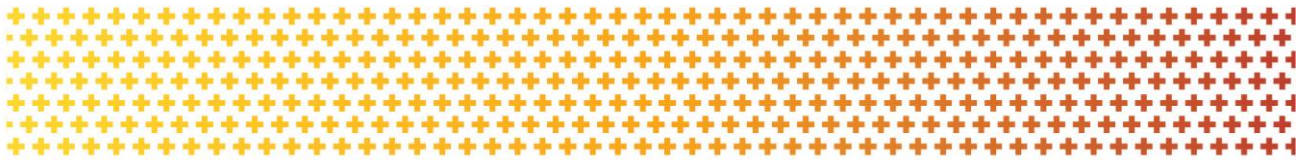
10. If I'm applying to lead a consortium, does my consortium application require a letter of support from each of the consortium members?

Yes, please refer to sections 5.2 and 8.1 of the Grant Opportunity Guidelines for further information.

11. What is the Registration of Interest?

The Registration of Interest is intended to help facilitate eligible organisations contacting each other, if they have limited capability or capacity to deliver the project nationally and would like to examine the possibility of forming a consortium with other interested eligible organisations.

Seven days after the grant opportunity opens, each organisation that has submitted a Registration of Interest form, will receive a copy of all the Registration of Interest forms that were submitted.



12. When does the Registration of Interest process close?

This Registration of Interest process closes seven days after the grant opportunity opens. Registration of Interest forms must be returned by **(5:00pm AEST on 4 September 2020)** to the email address on the Registration of Interest form.

13. How do I know if my application has been received?

You will receive an acknowledgement email when you submit your application, to confirm your submission has been received.

Please wait for the acknowledgement email before closing your browser. This may take a few minutes, depending on your internet connection.

14. Can I make changes to my application after it has been submitted?

You cannot change your application after the closing date and time. If you find a mistake in your application after it has been submitted, you should immediately contact the Community Grants Hub by phone on 1800 020 283 (option 1) or by email at support@communitygrants.gov.au.

15. What if we find there is an error or information missing from your application?

If we find an error or information that is missing in your application, we may ask for clarification or additional information from you that will not change the nature of your application. However, we can refuse to accept any additional information from you that would change your submission after the application closing time.

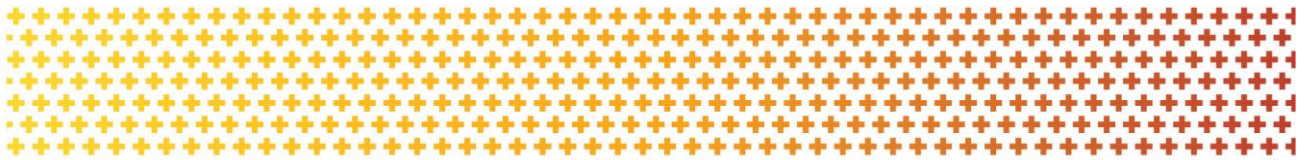
16. What if there is not enough room in the application form to describe my project proposal accurately?

The application form includes text limits of 4,000 characters (approximately 600 words) per criterion. The application form will not accept characters beyond this limit and therefore it is essential that criterion answers are clear and concise. Please note that spaces are included in the character limit.

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

Five attachments are required to be submitted as part of your application; see section 8.1 of the Grant Opportunity Guidelines for more detail. Templates for three of these required attachments are available on the [GrantConnect](#) website.

There are instructions in the application form to assist. Only attach the documents you have been asked to include. If the required documents are not attached, your application will not be eligible and will not be assessed.



18. My attachments will not upload to the application form because they exceed the 2 megabyte size limit, what should I do?

If your attachment(s) are too large to upload to the application form, please email them with an explanation (and your application reference number) to support@communitygrants.gov.au. Any such attachments must be received by the grant closing time of **11.00pm AEST on 25 September 2020**.

19. I have an idea for how to deliver the Drought Resilience Leaders' activities. Can the department provide me with advice about my planned activities and if they meet the grant project outcomes?

During the application process, the Department of Agriculture, Water and the Environment 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 equitable, fair and impartial, for all applicants.

20. What are the contract conditions for this grant?

The department is currently developing a tailored grant agreement to be used for this grant opportunity.

21. Who owns any intellectual property created in projects funded under this grant program?

The applicant owns the intellectual property rights in material created undertaking the grant activities. However, the applicant gives the Commonwealth non-exclusive, irrevocable, royalty-free licence to use, reproduce, publish and adapt reporting material for Commonwealth purposes.

22. How will my application be assessed and who is the decision maker?

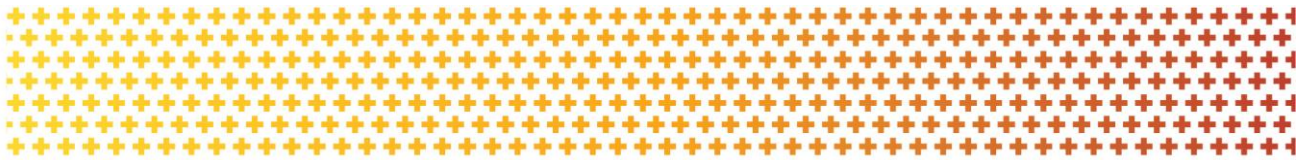
Please refer to section 9 of the Grant Opportunity Guidelines regarding the grant selection process. The Drought Minister, is responsible for approving applications for funding.

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

Please refer to section 8.2 of the Grant Opportunity Guidelines regarding application process timing. All applicants will be informed of the outcome of their application.

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

You will be notified of the outcome of your application in writing, at the end of the selection process. In order 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.



25. What feedback will be available for this funding round?

If you are unsuccessful, we will notify you and give you an opportunity for feedback on the outcome. If you are unsuccessful, you may email support@communitygrants.gov.au to request feedback within one month of being notified of the outcome, refer to section 10.

26. When can I start my project?

The Department of Agriculture, Water and the Environment is not responsible for any expenditure prior to a grant agreement being executed. You must not start any grant activities until a grant agreement is executed. Please refer to section 8.2 of the Grant Opportunity Guidelines for application process timing.

27. When does the grant program end?

All grant activities are required to be completed by 30 June 2022.

28. Will there be future funding rounds for this grant program?

At this time, no decisions to allocate funding beyond 2020-21 have been made for this or any other programs under the Future Drought Fund. You may like to regularly check the [department's website](#) or the [GrantConnect](#) website for further information about this and other relevant programs.

29. Where should I go for further information?

If you have any questions, please call 1800 020 283 (option 1) or email support@communitygrants.gov.au. The Community Grants Hub will respond to questions within five working days and will post an updated version of this Questions and Answers document. Final questions must be sent no later than 5.00PM AEST on 18 September 2020.

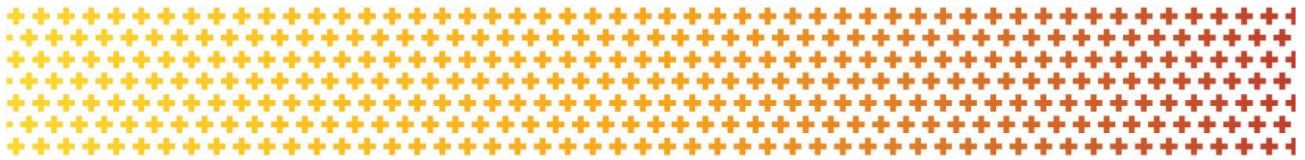
Please email your enquiries to support@communitygrants.gov.au

Question and Answers added on 3 September 2020

30. What if I want to change the information on my Registration of Interest or withdraw my Registration of Interest?

If an organisation wishes to change the information provided on a Registration of Interest form, or withdraw their Registration of Interest, the person submitting the Registration of Interest may submit a revised Registration of Interest form or an email requesting that their Registration of Interest form be withdrawn from the process.

The department will use the final correspondence received before the closing time of **5:00pm AEST on 4 September 2020** as the final instruction from an organisation regarding their interest in the Registration of Interest process.



31. What happens after I submit a Registration of Interest?

All completed Registration of Interest forms received prior to the closing time of **5:00pm AEST on 4 September 2020**, will be emailed out to other organisations who have similarly submitted a completed Registration of Interest form by the closing time. It is each organisation's responsibility to contact other organisations who have submitted a Registration of Interest to discuss a consortium application. The department will not facilitate contact between organisations beyond this process.

There is no requirement to submit a Registration of Interest to form a consortium. Organisations may submit a consortium application through contacting other organisations independently.

32. Can a university apply for this grant?

Yes, provided they meet the eligibility requirements as set out in the Grant Opportunity Guidelines.

Question and Answer added on 8 September 2020

33. I am an entity that is eligible to apply for a grant and the activity I am proposing is not supporting a private business or commercial activity. However the activity will not support a "not-for-profit social enterprise". Does the following dot point in section 6.2 of the Guidelines exclude me from providing that activity if it otherwise meets the eligible expenditure requirements?

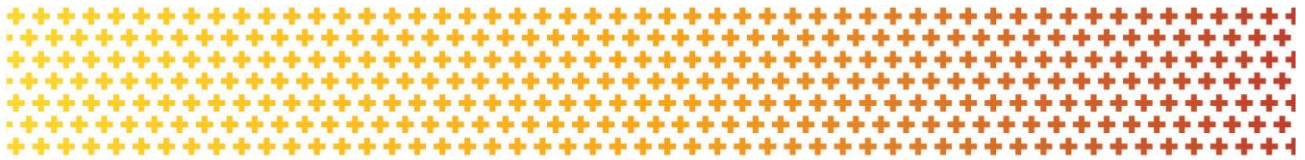
- "activities that support private businesses and/or commercial activities rather than not-for-profit social enterprises"

No, this dot point is not intended to, nor does it exclude you from providing eligible activities, even though the activity does not support a "not-for-profit" social enterprise", provided that your activity is not supporting private business and/or commercial activities and meets all of the other requirements.

Question and Answer added on 11 September 2020

34. Will the department facilitate arrangements between organisations that have registered an interest in the consortia process?

No, the department will not facilitate contact or negotiations between organisations who have registered an interest in the Registration of Interest process.



Question and Answer added on 17 September 2020

35. Can an organisation be a part of more than one application (e.g. as a member or leader of different consortium applications, as an applicant as a sole provider and as a manager of a consortium)?

Yes.

Question and Answer added on 18 September 2020

36. It is mentioned that \$4,000 will be provided to participants to extend their leadership skills and deliver a 'project'. Is there a target set for the number of community action projects? Is the \$4,000 project part of the \$7.45 million project budget or is there additional money for these undertakings?

There has been no target set for either the total funding available or for the total number of small competitive grants (up to \$4,000 per individual) to undertake public-good focussed activities.

The funding for these small competitive grants to undertake a public-good focussed activity is part of the total \$7.45 million available for the program.