



Australian Government

**Community
Grants Hub**
Improving your grant experience



AgUP Program – 2022 (Round 1)

Questions and Answers

1. What is the aim of the AgUP Program?

The AgUP Program (the program) aims to encourage the development of innovative approaches to career progression and support the retention and sustainability of the agriculture, fisheries and forestry sector workforce.

Approaches that support jobs and retain the Australian workforce, no matter the stage of their career, by building skills, establishing and enhancing career progression pathways and mentoring opportunities. Initiatives are not intended to support workers who are temporary residents in Australia.

Application process

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

The application form must be submitted by **9.00 pm AEDT on 20 January 2022**. It is recommended that you submit your application well before the closing time and date.

3. 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.

4. How can I submit the application form?

The form is an online application form that you must submit electronically. The Community Grants Hub will not provide application forms or accept application forms for this grant opportunity by fax, email or through Australia Post unless otherwise stated in the grant opportunity documents.

5. Do character limits apply to my application?

Yes, the application form includes character limits – from 15,000 to 6,000 characters (approximately 2,250 to 900 words) per criterion. The application form will not accept characters beyond this limit. Please note spaces are included in the character limit.



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

You will need to complete and attach the mandatory templates provided with the grant opportunity documents under section 7.1 of the Grant Opportunity Guidelines.

7. I have already submitted an application, but I want to revise it. What can I do?

An application cannot be revised once it is submitted, but you can submit a new application before the closing date and time. Where more than one application is submitted, the latest accepted application form will progress.

Grant funding decisions

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

You will be notified of the outcome of your application at the end of the selection process. For probity reasons, and to treat all applicants fairly and equally, it is not possible to give you information about the status of your application during the selection process.

Timing for this grant opportunity is given in section 7.3 of the Grant Opportunity Guidelines, although in some instances due to volume and complexity of applications, this timing may be modified.

9. Who will approve AgUP Program grants?

The Minister for Agriculture and Northern Australia (the decision-maker) decides which grants to approve taking into account the recommendations made by the Selection Advisory Panel and the availability of grant funds for the purposes of the grant program. For more information, see section 8.2 of the Grant Opportunity Guidelines.

10. What feedback will I receive on my application?

A feedback summary will be published on the Community Grants Hub website to provide all organisations with easy access to information about the grant selection process and the main strengths and areas for improving applications.

Individual feedback will not be provided for this grant opportunity (section 9 of the Grant Opportunity Guidelines).

Grant funding

11. How much funding is available for this program?

Approximately \$7.323 million (GST exclusive) is available over 4 years for AgUP Program including \$1.5 million for AgUP 2022 (Round 1) (section 3.1 of the Grant Opportunity Guidelines).



12. How much funding can I apply for and for what period of time?

There is no minimum amount and the maximum amount of grant funding you may apply for will be 33% of the projects budget or \$350,000, whichever is the lesser amount.

The maximum grant period is 4 years. Each project should aim to conclude within a maximum of 30 months. The grant funding available must support projects commencing in 2022.

13. Can I apply for funding for multiple years?

Yes. Grant funding is available over 4 years, from 2021–22 until 2024–25.

Multi-year projects may be considered and should meet the maximum project 30 month timeline.

14. What can I use AgUP grant funding for?

AgUP funding must be used for approaches that support jobs and retain the Australian agriculture, fisheries and forestry workforce, no matter the stage of their career, by building skills, establishing and enhancing career progression pathways and mentoring opportunities. The types of activities that can be supported are outlined in section 5.1 of the Grant Opportunity Guidelines.

Eligible expenditure items are listed in section 5.2 of the Grant Opportunity Guidelines. Providers can only spend the grant on eligible expenditure incurred between the commencement date and completion date of their grant agreements.

15. What can I not use the AgUP grant for?

You cannot spend the grant on the items and activities listed in section 5.3 of the Grant Opportunity Guidelines.

16. Can I apply for other state-based funding in addition to AgUP funding?

Grant funding cannot be provided if your application includes funding that may be available under other government programs, projects, initiatives or schemes (section 4 of the Grant Opportunity Guidelines).

Additionally, grantees cannot use AgUP funding for activities that you receive funding from another government source for the same purpose. This includes subsidies, incentives, programs or schemes from Commonwealth, state, territory or local government bodies (section 5.3 of the Grant Opportunity Guidelines).



Eligible applicants

17. Who is eligible to apply for this AgUP grant opportunity?

You are eligible to apply for this grant opportunity if you can demonstrate you meet all of the criteria in sections 4.1 and 4.2 of the Grant Opportunity Guidelines.

18. Who is not eligible to apply for this AgUP grant opportunity?

You are not eligible to apply if you do not meet the eligibility criteria described in sections 4.1 and 4.2 of the Grant Opportunity Guidelines.

Individuals cannot directly apply for AgUP through the Community Grants Hub.

19. How do I confirm my legal entity type?

As part of entering into a grant agreement with the Commonwealth of Australia, an organisation may be asked to verify its legal entity status to make sure it has the legal capacity to enter into a legally binding agreement. This may involve a request for documentation, including proof of any name changes.

Information on the documentation which can confirm your legal entity status can be found at the [Community Grants Hub website](#).

20. Do I have to apply in a joint (consortia) arrangement?

Yes, you must apply as a consortium. A consortium application must identify a lead organisation. The lead organisation must submit the application form and, if successful, enter into a grant agreement with the Commonwealth. The lead organisation and all consortium members must meet the eligibility criteria described in sections 4.1 and 4.2 of the Grant Opportunity Guidelines.

As the consortium lead organisation, you cannot also apply as an independent applicant in your own right. Consortia are required to contribute towards the grant activities and project services.

This co-contribution can be from consortia partners such as:

- state and territory governments
- local governments
- local, regional or community groups
- universities, registered training organisations and schools
- not-for-profit organisations
- employment service providers or other such partners.

For further information on consortium applications, see section 7.2 of the Grant Opportunity Guidelines.



Assistance with the application process

21. Can someone from the Department of Agriculture, Water and the Environment or the Community Grants Hub help me with my application?

To maintain the fairness and integrity of the application process, the Community Grants Hub and the Department of Agriculture, Water and the Environment cannot directly assist with the writing of any application. However, to support organisations applying under this grant opportunity, the Community Grants Hub has published [a guide to supporting your grant application](#).

If you're having trouble using or submitting an application form on the Community Grants Hub website, please contact the Grants Hotline on 1800 020 283 (option 1) or TTY 1800 555 677.

22. Who do I contact if I'm having trouble using or submitting an application form?

Please contact the Community Grants Hub immediately on 1800 020 283 (option 1) or email support@communitygrants.gov.au.

23. Where should I go for further information?

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

Question and Answer added 22 December 2021

24. My query relates to section 4.2 of the guidelines (Additional Eligibility Requirements). Specifically the point that the applicant must 'be a national, state, regional or sectoral representative body that represents Australian agricultural, food and fibre industries.'

Could you please provide some additional detail on how 'representative body' is defined in this context?

For the purposes of the AgUp program, 'representative body' is intended to be interpreted more broadly than only peak bodies. A representative body is an organisation that undertakes activities on behalf of businesses or industry/ies at a national, state, regional or sectoral level within Australia's agricultural, food and fibre industries. These activities may include but are not limited to: supporting its businesses/industry, influencing policy or decisions, supplying information, discussing issues, developing standards, establishing rules or best practice.

