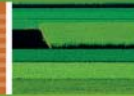




Australian Government
Department of Agriculture,
Fisheries and Forestry



A U S T R A L I A ' S F A R M I N G F U T U R E

Recognising Women Farmers Grants

INFORMATION

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For further information:

Telephone:

1800 638 746

Email:

recognisingwomenfarmers@daff.gov.au

Fax:

02 6272 4772

Post:

Recognising Women Farmers
Department of Agriculture, Fisheries & Forestry
GPO Box 858 Canberra ACT 2601

Street address:

18 Marcus Clarke Street Canberra City ACT 2601

Program information, guidelines and related forms are available at

www.daff.gov.au/recognisingwomenfarmers

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Recognising Women Farmers grants round

1. Overview

Australia's Farming Future (AFF) is the Australian Government's initiative to improve productivity and help farmers manage climate change and climate variability. The initiative comprises a number of elements:

- The Climate Change Research Program provides funding for research projects and on-farm demonstration activities.
- FarmReady helps industry and primary producers develop skills and strategies to help them deal with the impacts of climate change.
- Climate Change Adjustment Program assists farmers in financial difficulty to manage the impacts of climate change.
- Transitional income support is linked to the climate change adaptation program and provides short-term income support and advice and training opportunities to farmers in serious financial difficulty, while they adapt their farm to changing circumstances, including climate change.
- Community Networks and Capacity Building (CNCB) activities focus on increasing the leadership and representative capacity of specific target groups including women, youth, Indigenous Australians and people from culturally and linguistically diverse backgrounds.

Primary production is increasingly reliant on the knowledge, innovation, skills and attitudes of its workforce, with climate change one of the greatest threats facing Australia's primary industries.

2. Purpose of the Community Networks & Capacity Building Component

The CNCB component of Australia's Farming Future focuses primarily on increasing the leadership and representative capacity of specific target groups to strengthen primary industry productivity and build rural, regional and remote community resilience to a changing climate.

CNCB seeks outcomes for target groups as follows:

- Increased awareness of the challenges and opportunities facing agriculture, fisheries and forestry industries due to a changing climate.
- Development of leadership and management skills among individuals and groups living in rural, regional and remote Australia to strengthen industry productivity and community resilience.
- Improved engagement with target groups and increase participation in government and industry policy development (including industry boards and organisations).
- Improved networks among individuals and groups in rural, regional and remote Australia using a range of mediums.

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CNCB offers support to develop activities for the target groups that:

- Build and share knowledge and experience.
- Increase access to planning tools and resources.
- Develop leadership and management skills.
- Develop programs to increase participation in agriculture, fisheries and forestry industries.
- Develop skills to contribute more effectively to government and industry decision making.
- Build networks among rural, regional and remote Australians.
- Increase knowledge of how to effectively engage with and build the capacity of target groups.

CNCB outcomes will be supported through partnering with primary industry bodies, organisations and other government programs. Funds may be provided for a broad range of activities, including, but not limited to workshops, information sessions, leadership forums, training, mentoring activities and sponsorships.

3. CNCB Target groups

The target groups may come from a variety of backgrounds, characteristics, beliefs, attitudes, languages, social circumstances, sexual orientation, gender history and age of those engaged in the agriculture, fisheries and forestry industries.

More specifically women, youth, Indigenous Australians, and people from culturally and linguistically diverse (CALD) backgrounds will be the key focus of the CNCB policy. Other target groups may be supported at the minister's discretion.

Individuals and organisations that participate in CNCB activities will be asked to:

- Take-back their learning to the community—how they will communicate their learning to industry and community members.
- Contribute to industry decision making—how they can take opportunities to engage in industry decision making.
- Contribute to government decision making and the policy process—may be called upon on a needs basis to provide advice to government.

4. Purpose of the Recognising Women Farmers grants

As part of Australian Government's Australia's Farming Future, the Recognising Women Farmers grants round offers support to develop activities that will build the leadership and representative capacity of women in primary industries—to strengthen primary industry productivity and build rural, regional and remote community resilience to a changing climate.

Under the Recognising Women Farmers grants round, the Australian Government will provide funding of up to \$50 000 (GST exclusive) for eligible activities. For example, previous CNCB grants have been approved between \$3,862 and \$50,000. Activities should be completed no later than 16 May 2011.

Recognising Women Farmers offers support to stage activities for women living and working in rural, regional and remote Australia that:

- build and share knowledge and experience
- increase access to planning tools and resources
- develop leadership and management skills
- develop programs to increase participation in agriculture, fisheries and forestry industries

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- develop skills to contribute more effectively to government and industry decision making
- build networks among rural, regional and remote Australians
- increase knowledge of how to effectively engage with and build the capacity of women.

Applicants should consider the type of event or activity that will achieve the best results for women involved in primary industries and living and working in rural, regional and remote Australia.

Funding could support an additional component to an existing event that focuses on building the leadership and representative capacity of women and increasing their awareness of a changing climate.

Applicants should consider:

- timing the event to fit in with family and work requirements
- providing child care
- targeting a range of skill levels

Recognising Women Farmers will not fund an applicant organisation's day-to-day operating costs.

5. Who is eligible to apply for Recognising Women Farmers Grants

Recognising Women Farmers grants are open to:

- Women's groups and organisations involved in agriculture, fisheries and forestry at the local, regional or national level that are incorporated under Commonwealth or state legislation.
- Applications will also be accepted from clusters of these organisations joining together to stage an event for women.
- If the Applicant Organisation is not incorporated, they must nominate a project sponsor that is incorporated and able to enter into a Funding Deed on their behalf.
- Applicants must seek the sponsoring organisation's agreement in writing before applying.

Applications that do not provide evidence of the above **will not** be accepted.

6. What qualifies for funding

Eligible activities may include, but are not limited to:

- Workshops to provide information and tools and build women's skills to support industry productivity and community resilience to a changing climate.
- Leadership training and mentoring programs to support women to gain greater representation on boards, and industry and government bodies
- Creation of networks to improve communications within and between women
- Sponsorship for industry events, conferences or publications focusing on the role of women in strengthening primary industry productivity and supporting community resilience in a changing climate

This should not be regarded as an exhaustive list. Consideration will be given to all proposals (within the context of these Guidelines) that have the potential to provide tangible outcomes for Australia's Farming Future.

Grant funding will **not** be available for activities such as:

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- Retrospective activities (i.e. anything commenced before a Funding Deed has been signed by the department).
- Working capital (the money that a business has available for use) for existing or ongoing operations.
- Remuneration and costs of personnel not directly engaged in project activity
- Government funded agencies' salaries, overheads or other costs – except where a fee for service is normally charged.
- Ongoing training, mentoring programs, workshops and forums which can be supported by other programs.
- Activities not related to portfolio responsibilities (i.e. activities that do not relate to the agriculture, fisheries or forestry).
- Lobbying of government.
- Hospitality, which is defined as the provision of entertainment, food and beverages for existing and potential clients in expectation of commercial return.
- Activities that would normally be funded by a state, territory or local government.
- Any other activities which are assessed as inappropriate upon application.

7. How to apply for a Recognising Women Farmers Grant

You will need to submit a completed Application Form, including supporting documentation that is prepared in accordance with these guidelines, to the department by the closing date. The application form is available on the Recognising Women Farmers website (www.daff.gov.au/recognisingwomenfarmers). Applicants will be sent an acknowledgment within 10 working days of the receipt of a completed application by the department.

Total project costs should be calculated as the cost of all eligible project activities undertaken or commissioned by project partners. Cash and in-kind contributions to be made by the proponent over and above the grant funding sought will need to be detailed in your application as part of the total project costs. All costs should be GST exclusive.

Information on other grants or funding your organisation has applied for or received should be included.

8. How are applications assessed

Applicants must demonstrate how the proposed project will build the leadership and representative capacity of women in primary industries – to strengthen primary industry productivity and build rural, regional and remote community resilience to a changing climate. An assessment panel will assess applications and will recommend suitable projects for funding to the decision maker. When considering projects the assessment panel may take into account:

- The outcomes (results) that will be achieved (including the ongoing benefits to participants, their industries and communities).
- Consistency under the CNCB Guidelines including projects that reach other CNCB target groups
- Demonstrated industry and community support for the project
- Project viability and the applicants' viability and capacity
- Ability to partner with other programs within and outside the department

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- Value for money
- Appropriateness of funding under the CNCB component of Australia's Farming Future (i.e. whether the activities are more appropriately funded under another program)
- Broader links to Australia's Farming Future.
- Consistency with the Australian Government's agriculture, fisheries and forestry policy objectives.

As this is a competitive and discretionary grants program, each application is also assessed against the other applications for that round. This approach ensures that proposals are considered on merit against other proposals and determines priority for funding. As program funds are limited, meeting the assessment criteria does not guarantee funding.

Please note that in the course of assessing the project, the department may disclose some of the information in applicants' proposals to other Government Departments and Agencies (unless that information has been identified as confidential by the applicant).

9. Who approves the suitable Applications

Applications will be assessed by an assessment panel which will recommend suitable projects for funding.

The assessment panel will comprise representatives from the department and external assessors with relevant expertise. The panel will consider applications for each funding round in a competitive selection process and make recommendations based on merit to the decision maker.

The decision maker is the Minister for Agriculture, Fisheries and Forestry. The Minister has discretion in determining whether or not a particular application receives grant funding and under what conditions.

Applicants should be aware that the maximum amount of grant funding available for each project is \$50 000 (GST exclusive), and activities will need to be completed by 16 May 2011.

Applicants should note that it is possible that only partial funding of a project may be recommended or approved. All costs of the project above the approved grant amount will need to be met by the project proponents.

Details of the terms and conditions of the grant and the obligation of the grantee will be set out in a Funding Deed to be signed by the grantee and the Commonwealth.

Decisions on approval of Recognising Women Farmers grant projects by the decision maker are final.

10. Additional Information for successful applicants

Applicants should be aware that receiving funding from this program may result in your organisation being ineligible for support from some other government programs. Applicants should also seek professional advice on the taxation impacts on your business from receiving funding under this program.

Grant payments attract GST. Grantees should consider the taxation implications of accepting a government grant payment. If at all concerned how this additional income will affect you, it is recommended that you seek advice from a financial advisor/tax advisor. Grantees can also contact the Australian Tax Office Business Call Centre on 132 866.

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The terms and conditions in these guidelines are not exhaustive. Once an offer or grant is approved, a non-binding relationship exists until a Funding Deed is agreed and executed. The Funding Deed will contain all terms and conditions. A Funding Deed template is available on the department's website (www.daff.gov.au/recognisingwomenfarmers). Grantees should seek independent legal advice before entering into a Funding Deed.

Any project activity for which funding is sought must not commence until a Funding Deed has been signed by the grantee and the Commonwealth. Assistance for otherwise eligible project activities that have already commenced **will not** be considered.

Successful applicants will be required to sign a Funding Deed that sets out:

- The rights and obligations of the Commonwealth and the successful applicant
- The agreed activities and timetable for completion of the project
- Key Performance Indicators
- The conditions to be met to acquit the use of the funds
- Reporting obligations
- Requirements for recognising the Australian Government's contribution.

Grant recipients are required to establish a dedicated bank account which must only be used for the purpose of receiving and disbursing the grant funding.

In connection with the undertaking of the project, the grantee must have and maintain during the term of the project insurance policies for public liability on a per occurrence basis, which must provide coverage in respect of each occurrence for at least \$10 million, and workers compensation.

Grant recipients will have a four week period from receipt of Funding Deed in which to sign and return the agreement to the department. Inability to execute the Funding Deed within four weeks may result in the offer being withdrawn. Funds are based on the Funding Deed's terms and conditions. If these terms and conditions are not met, funding may be reduced, delayed or terminated.

The Funding Deed sets out the requirements for regular reports to the department on progress, proof of expenditure (including tax invoices and receipts) and proof of activity and achievement of outcomes. Where progress is not satisfactory the Funding Deed will be reviewed and funding maybe terminated. Non-compliance with the terms and conditions of the Funding Deed may result in an obligation to refund grant funds to the department.

A final report and audit report will be required at the end of the project to verify that expenditure of both the Australian Government's and the participant's contributions, where relevant, have occurred in accordance with the Funding Deed.

Under the Funding Deed any intellectual property developed during the project will remain the property of the applicant business. However, the Funding Deed will incorporate a provision that "the grantee grants to the Commonwealth a non-exclusive, perpetual, royalty free licence (including a right to sub-licence) to use and adapt the Project Material".

Applicants seeking further information should contact Recognising Women Farmers by email recognisingwomenfarmers@daff.gov.au or phone 1800 638 746.

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The Funding Deed will include an agreed work plan that will specify the objectives, Key Performance Indicators and the required outcomes that must be met before grant payments can be made.