

DairyTas Small Project Grants Program -A Guide to Applicants

1. Introduction

DairyTas Board Inc is one of eight regional development programs around Australia established by the Dairy Australia. It is responsible for setting, implementing and reviewing RD&E priorities in Tasmania, for delivering programs to dairy farmers and supporting industry development.

The DairyTas Small Project Grants Program is one initiative that enables dairy farmer groups and other organisations in any of the regions of the State to apply for funding to undertake initiatives to help the dairy industry and to help develop local solutions to local problems.

In common with other grants programs, the DairyTas application and evaluation process is a competitive one. Applicants are therefore urged to submit an application with sufficient detail to enable the Board to make an informed decision about their project. Where supporting attachments are included, they should be relevant and concise.

Recipients of grants should have an ABN or be able to nominate an arrangement acceptable to DairyTas for disbursement of grant funds.

2. Strategic Plan

Applications for projects must address priorities identified in the Dairy Industry Strategic Plan 2016-2021 and have direct value to the dairy industry or local farmers. Priority areas under the Plan fit into 3 main sections:

- Profitable and competitive dairy farms
- Protect and promote the industry
- Grow capability and skills

3. Grant

The maximum grant available is \$10,000 per grant excluding GST.

A grant amount will usually comprise three components:

- Salaries; project staff, contractors, consultants etc
- Operating costs; materials for field trials, hire of venues, photocopying, printing, telephone, stationery etc
- travel; vehicle hire, travel expenses etc

Any variation should be notified to DairyTas prior to costs being incurred.

The grant will in the normal situation provide the full funds for the project. If there other funding contributors to the project then these contributors need to be confirmed in writing prior to any DairyTas funds being expended.

4. Funding Period

The funding period is generally 12 months only, unless negotiated prior to the commencement of a project.

Arrangements for progressive drawdowns will be negotiated and should be linked to achievement of milestones.

5. Project Outcomes and Evaluation

The project outcomes reflect the major activities for which the project has been funded. Factors taken into account in the evaluation process include:

- The capacity of the project team to achieve stated outcomes
- Demonstrated priority and support for the issue being addressed in a local region
- Innovation and creativity evident in proposed methodology
- Linkage(s) with the Dairy Industry Strategic Plan
- Number of farmers who potentially stand to benefit from implementation of the project
- Value for money
- General standard of application

6. Reporting Requirements

Reports should be provided to DairyTas at strategic intervals during the project and linked to project indicators/milestones nominated in the application.

Since projects are diverse, there is no standard format for project reports. A project report must be submitted upon completion of the project. A signed letter must accompany the project report from the applicant organisation.

7. Acknowledgement of Funding

DairyTas Board and the Dairy Australia must be acknowledged as the funding source on all publicity or promotional materials associated with the project.

8. Agreement

Approved applicants will be required to enter into a formal agreement with DairyTas Board Inc.

9. Application Forms

Application forms are available from DairyTas Board. Application forms can be made available electronically. Hand-written applications will be accepted.

10. Unexpended Grant Funds

All unexpended grant funds remaining after the completion of a project must be returned to DairyTas Board.

11. Further Assistance

Groups requiring assistance to complete the application form or develop project management and reporting procedures are encouraged to contact the Executive Officer Jonathan Price of DairyTas, as follows:

Telephone 64322233 Mobile 0427 896 942

Email admin@dairytas.net.au Address PO Box 1352, Burnie 7320