

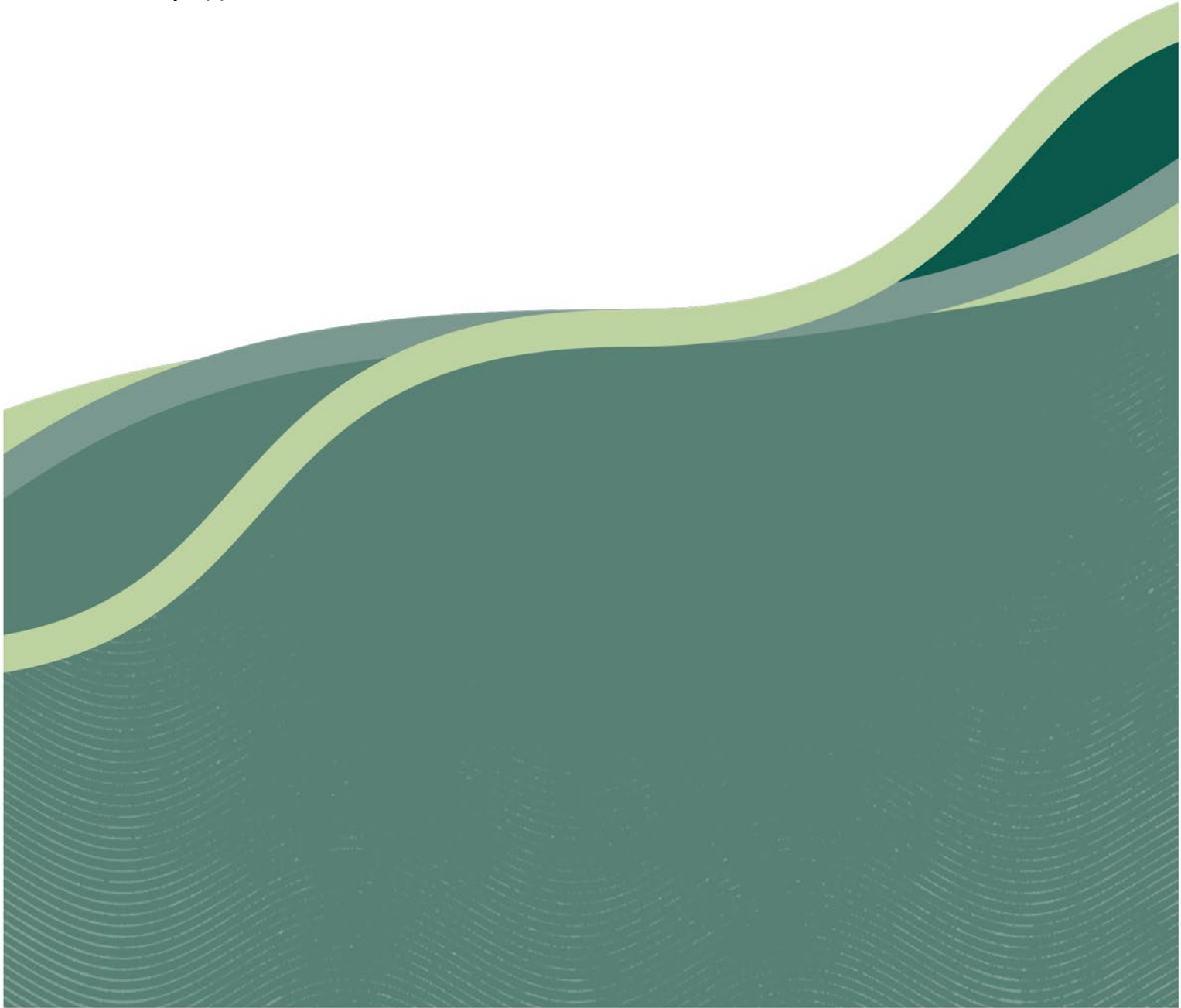


## Aboriginal Governance and Leadership Development Program Stream: Building Better Aboriginal Business

# Native Seeds and Nursery Development Grant

### Guidelines

This guideline contains information for applicants and should be read prior to proceeding with any application



## Contents

1.	Program Overview .....	3
1.1	Who can apply for funding? .....	3
1.2	Eligible Activities .....	4
1.3	Ineligible Activities .....	4
1.4	Funding limits and timeframes .....	4
2.	Eligibility Requirements .....	5
2.1	Application eligibility requirements .....	5
2.2	Applicant eligibility criteria .....	5
2.3	Applicants who are specifically NOT eligible .....	6
2.4	Applicant additional information required .....	6
2.5	Applicant funding contribution .....	6
3.	Assessment Criteria .....	6
3.1	Funding Need .....	6
3.2	Level of impact .....	6
3.3	Capacity and Economic Participation .....	6
3.4	Influence and Role in Regional WA .....	6
3.5	Financial Viability and Risk .....	6
4.	Application - How to apply for funding .....	6
5.	Assessment – How will the applications be assessed .....	7
5.1	Assessment process .....	7
6.	Conflict of interest .....	7
7.	Notification of application outcomes .....	7
8.	Contract Arrangements .....	7
9.	Payment arrangements .....	7
10.	Tax information .....	7
11.	Reporting and monitoring requirements .....	8
12.	Personal Information and disclosure of information .....	8
13.	Intellectual Property .....	8
14.	Contact Information .....	8
15.	Glossary of Terms .....	9

## 1. Program Overview

The Aboriginal Governance and Leadership Development Program (AGLDP) aims to increase economic participation of Aboriginal people and provide net economic benefits through increased employment, sustainability, and increased wealth.

This grant round is offered under the AGLDP Stream 1: Building Better Aboriginal Business (BBAB) – competitive Aboriginal business governance foundation grants to assist eligible Aboriginal businesses in regional and remote locations to grow and build better businesses and business opportunities.

More information on the AGLDP can be found [here](#).

BBAB - Native Seeds and Nursery Development Grant program was announced by the Hon. Alannah MacTiernan MLC, Minister for Regional Development; Agriculture and Food; Hydrogen Industry, following the Seed and Nursery Industry Forum for Aboriginal Organisations. The Forum was held on 9 September, coordinated by the Department of Primary Industries and Regional Development (DPIRD) and the Wheatbelt Development Commission.

The BBAB - Native Seeds and Nursery Development Grant program delivered by DPIRD Aboriginal Economic Development Unit, has been launched to assist emerging and established Aboriginal businesses to establish efficient, sustainable, and good governance practices to become more competitive and increase business income in Western Australia's native seed and nursery industries.

With the growing trends in climate change action, land restoration and regenerative agriculture, there is timely opportunity to increase Aboriginal participation in the growing demand for supply of native seeds and seedlings across the agricultural region.

The **objective** of this grant program is **to increase and grow Aboriginal economic participation in the supply of native seeds and seedlings** to meet this growing demand.

### 1.1 Who can apply for funding?

Emerging or established Aboriginal Corporations, businesses, or enterprises, interested or engaged in the supply of native seeds and seedlings across the agricultural region (Reference map can [found here](#)).

Refer to Section 2 - Eligibility Requirements for further detail.

## 1.2 Eligible Activities

The funding is to be used for building capacity and the development of Aboriginal businesses with a focus on the four strategic themes outlined below, (example activities provided below though not limited to):

- **Accelerating nursery business development and native seed supply e.g.**
  - Feasibility studies
  - Strategic and Business planning
- **Workforce development needs e.g.**
  - Supporting certification/qualification in relevant field
  - Provision of accredited training
- **Procurement support to secure partnerships between Aboriginal entities and key market players e.g.**
  - Legal advice on procurement governance
  - Development of template contracts
- **Business coaching and mentoring e.g.**
  - Attendance of industry conferences/forums
  - Support to link with industry experts

## 1.3 Ineligible Activities

The funding cannot be used for “business as usual” expenses which includes but is not limited to:

- Administration and Start-up costs
- Staffing salaries and wages
- Capital expenditure (Including nursery equipment, tools, and vehicles)
- International travel.

## 1.4 Funding limits and timeframes

Applications can be made for a minimum of \$5,000 and up to a maximum of \$50,000 for each applicant.

Only one application per applicant will be considered.

Approved projects must be carried out within an agreed time frame to be set out in the Financial Assistance Agreement.

## 2. Eligibility Requirements

### 2.1 Application eligibility requirements

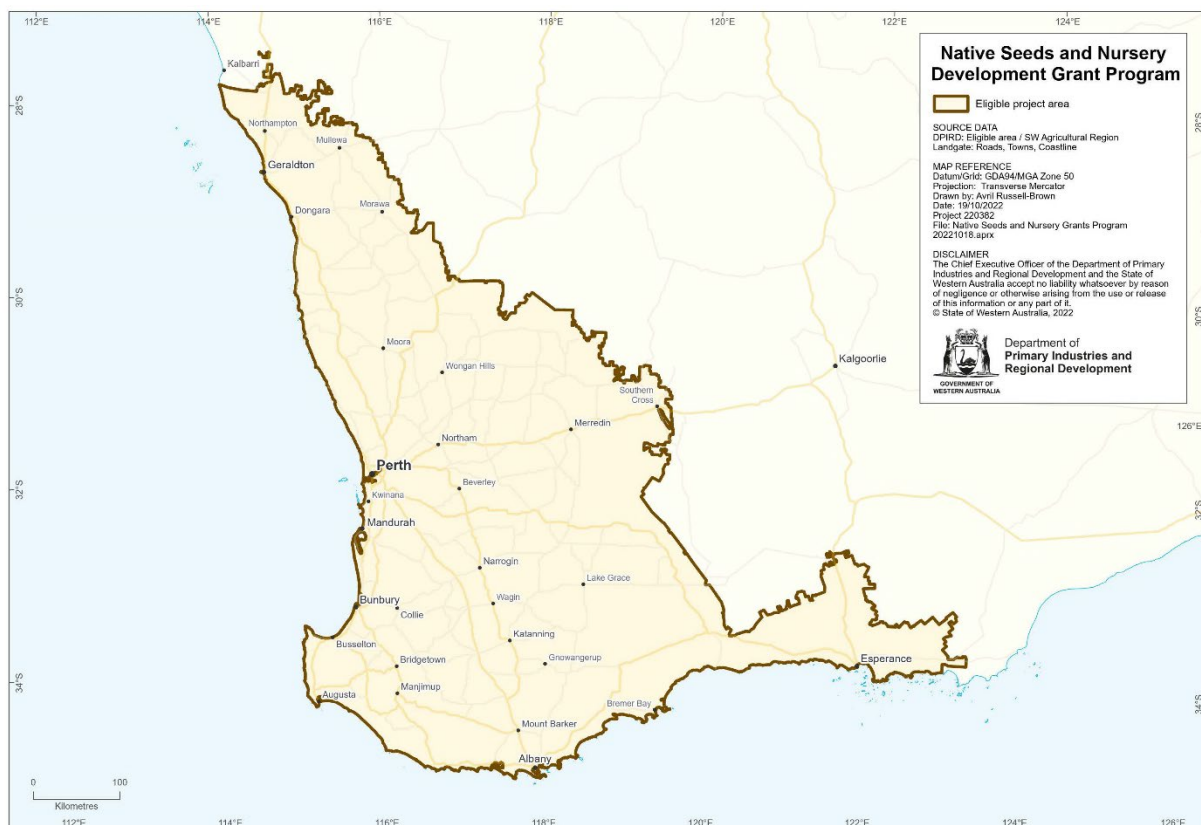
To be considered for funding through this program, applicants must complete the online application form and submit before **5pm (AWST) on Friday 9 December 2022**.

Refer to Section 4 – How to Apply for further information.

### 2.2 Applicant eligibility criteria

To be eligible to applicants must:

- be an Aboriginal organisation, registered with one of the following:
  - Office of Registrar of Indigenous Corporations <https://www.oric.gov.au>,
  - Australian Charities Not-for-Profit Commission <https://www.acnc.gov.au>,
  - Australian Securities and Investments Commission <https://asic.gov.au>
  - Aboriginal Business Directory WA – ICN <https://abdwa.icn.org.au>
  - Supply Nation <https://supplynation.org.au>
- have a valid ICN, ACN and/or ABN (provide evidence through online application process)
- have an account with an Authorised deposit-taking Australian financial institution (Australian Bank Account)
- be solvent (provide financial records evidence through online application process)
- be capable of becoming a commercial entity – (note: Not-for-Profit organisations and charities may be eligible if they are deemed to undertake commercial activities)
- Proposed projects must be delivered within the Western Australian agricultural region (Reference map can [found here](#) or image)



## **2.3 Applicants who are specifically NOT eligible**

Applicants will **not** be eligible for funding if they do not meet the above criteria.

## **2.4 Applicant additional information required**

Applicants may be asked to supply further information after close of applications within a specific timeframe to further inform the assessment phase.

Information must be supplied by requested date to enable the application to progress to next stages.

Failure to supply requested information by the nominated date, may result in the application being declined.

## **2.5 Applicant funding contribution**

Applications that demonstrate a cash contribution to the project or activity will be considered favourably.

## **3. Assessment Criteria**

Applicants must address the assessment criteria in the application.

### **3.1 Funding Need**

- Identify barriers or challenges the business currently faces and how these will be addressed by activities undertaken as part of this grant

### **3.2 Level of impact**

- How will the funding directly assist the organisation?

### **3.3 Capacity and Economic Participation**

- Is the organisation able to carry out all activities described in the project description, or are other external resources required?
- Outline potential future increases in productivity and economic participation because of the funding?

### **3.4 Influence and Role in Regional WA**

- Identify how the project outcomes will influence Aboriginal Economic participation in the supply of native seeds and seedlings in the regions

### **3.5 Financial Viability and Risk**

- Demonstrate solvency through provision of last two years financial information (2020-21 and 2021-22)

## **4. Application - How to apply for funding**

Applications must be submitted online at: [www.agric.smartygrants.com.au/BBAB-NativeSeeds](http://www.agric.smartygrants.com.au/BBAB-NativeSeeds)

Applicants will receive a confirmation email once the application is submitted.

SmartyGrants is the DPIRD online grant making platform. Applicants will be required to register as a user to submit their application.

For assistance and guidance, please email [aed@dpird.wa.gov.au](mailto:aed@dpird.wa.gov.au)

## **5. Assessment – How will the applications be assessed**

The assessment process aims to objectively identify eligible applicants to whom funding could be awarded.

Applications will be assessed against the criteria above; and applicants will be informed of the outcome of the selection/decision process.

### **5.1 Assessment process**

Applications will be assessed by an Assessment Panel on close of applications.

Applicants may be contacted during the assessment stage to provide supplementary information. Refer 2.4 - Applicant additional information required

## **6. Conflict of interest**

Assessment Panel members will complete a Conflict of Interest (COI) declaration as part of the assessment process.

An Assessor will not participate in the Panel where there is a perceived conflict of interest.

The Panel Chair will be responsible for making judgements regarding conflicts of interest.

## **7. Notification of application outcomes**

Applicants will be advised of the outcome of their application by email, in early 2023.

In addition, successful applications may be announced in a media release or published on the Government's website.

Unsuccessful applicants will be informed by email.

## **8. Contract Arrangements**

All successful applicants will be required to enter into a Financial Assistance Agreement (FAA) with DPIRD.

This FFA will set out terms and conditions and guide the project budget, timeframes, and deliverables.

## **9. Payment arrangements**

The payment policy for approved projects are as follows:

- Payments are made by DPIRD.
- Payments are made in accordance with milestones set out in the Financial Assistance Agreement.
- Payments are made electronically to nominated Australian bank accounts.

## **10. Tax information**

Funding provided to recipients is regarded as payment for a supply. GST-registered grant recipients will therefore be liable for GST in connection with the grant.

The grant will be increased by the amount of GST payable. Recipients must provide a tax invoice for the GST inclusive value of the grant.

Applicants are encouraged to seek tax advice on the potential implications of obtaining funding.

## **11. Reporting and monitoring requirements**

Successful applicants will be required to provide milestone reports set out in the Financial Assistance Agreement; templates will be provided by DPIRD.

A Final Report will be required to be completed online through the SmartyGrants system.

## **12. Personal Information and disclosure of information**

Applicants are informed that DPIRD is subject to the *Freedom of Information Act 1992 (WA)*, which provides a general right of access to records held by the State Government agencies and local governments.

## **13. Intellectual Property**

Any intellectual property rights that may exist in an application will remain the property of the applicant or the rightful owner of those intellectual property rights.

Any part of an application considered to contain any intellectual property rights should be clearly identified by the applicant. The applicant grants to the State (and will ensure that relevant third parties grant) a non-exclusive, irrevocable licence to use and reproduce the intellectual property for the purpose of administering the fund.

## **14. Contact Information**

For further information on the program please contact Gary Bonney, Project Officer – Aboriginal Economic Development on 0428 234 427 or email via [aed@dpird.wa.gov.au](mailto:aed@dpird.wa.gov.au)



## 15. Glossary of Terms

**AED** – Aboriginal Economic Development Business unit within DPIRD

**Agricultural region** – the eligible area as defined by DPIRD, demonstrated on the map which can be found the document panel on the right-hand side of the AED [webpage](#),

**Applicant** - the entity who makes the application for funding.

**Application** - an application (or relevant part of an application) made to the State of Western Australia for funding under the Fund.

**AWST** - Australian Western Standard Time.

**DPIRD** - Department of Primary Industries and Regional Development.

**Grant** – Building Better Aboriginal Business - Native Seeds and Nursery Development Grant

**Guidelines** – are the guidelines for the program, this document.

**Key Contact** - the person to contact if there are any queries or information required in relation to the program.

**Program Manager** - the person responsible for managing the grant program.

**Program Owner** - the Director of the operational area responsible for the implementation of the program on behalf of DPIRD (the fund provider).

**Project Partners** - are other entities, apart from the primary applicant named in the proposal or in the full application.

**Program Provider** - The program provider is (generally) DPIRD; the policy owner that establishes the program and is ultimately responsible for the program's underlying policy and program deliverables

**SmartyGrants** – is the grant management software tool used by DPIRD.

### Important Disclaimer

The Chief Executive Officer of the Department of Primary Industries and Regional Development and the State of Western Australia accept no liability whatsoever by reason of negligence or otherwise arising from the use or release of this information or any part of it.

Copyright © State of Western Australia (Department of Primary Industries and Regional Development), 2022.