

+ Farm Management Grants Guidelines

1. About the Scheme

The purpose of the Farm Management Grants Scheme is to help *primary producers* offset the costs of *eligible professional advice* to produce a *Farm Business Resilience Plan*.

2. Amount of assistance

- 2.1 The amount of the rebate is 50 per cent of the amount paid for the *eligible professional advice* up to a maximum of \$2,500.
- 2.2 Applicants may only receive one rebate per *Farm Business Resilience Plan*.
- 2.3 The payment of rebates is subject to the availability of funding.

3. Eligibility criteria

- 3.1 To be eligible for assistance an applicant must:
 - (a) be a *primary producer*;
 - (b) have paid for *eligible professional advice*; and
 - (c) have received the *eligible professional advice* after [date to be inserted]; and
 - (d) have received the *eligible professional advice* from a *suitably qualified adviser(s)* who:
 - i. is not the applicant;
 - ii. does not have an actual or perceived conflict of interest with the applicant; and
 - iii. is not employed by an entity owned or partially owned by the applicant.

4. Farm Business Resilience Plan requirements

- 4.1 A *Farm Business Resilience Plan* should include content that addresses the following:
 - (a) **Production risks**
 - i. climate and weather
 - ii. natural resource management
 - iii. biosecurity
 - (b) **Business risks**
 - i. financial viability
 - ii. market
 - (d) **Personal risks**
 - i. workplace health and safety
 - ii. key people

- 4.2 A *Farm Business Resilience Plan* should identify if these risks need to be managed and if so, also include an Action and/or Implementation Plan for specific activities that have been identified to manage these risks.
- 4.3 A *Farm Business Resilience Plan* may reference other supplementary material that support the plan, for example, a current industry Best Management Practice (BMP) output, a farm biosecurity plan and/or a succession plan.

5. How to apply

- 5.1 To apply for a rebate under the scheme complete and submit your application and supporting information via the QRIDA online portal: <https://applyonline.qrida.qld.gov.au/>
- 5.2 Rebate applications must be submitted to QRIDA accompanied by:
- a copy of the *Farm Business Resilience Plan*; and
 - tax invoice(s);
 - evidence of payment for the tax invoice(s) i.e. an *official receipt(s)* from the provider or a copy of the applicant's bank transfer(s) or bank statement(s);
 - any additional documents stated in the application form.

6. How applications will be assessed and decided

- 6.1 Upon receiving applications, QRIDA will acknowledge receipt in writing and advise if any further information is required to commence assessment of the application.
- 6.2 QRIDA will assess applications in order of receipt. Incomplete applications will not be assessed until all required information is received.
- 6.3 QRIDA may ask you to provide further relevant information to assess your application.
- 6.4 QRIDA will pay rebate amounts approved to the bank account nominated in the application.
- 6.5 QRIDA can only approve an application if there are sufficient funds to pay the rebate.
- 6.6 Upon the approval of an application, payment amounts will be paid electronically to the applicant's nominated bank account.

7. Conflict of Interest

- 7.1 A conflict of interest may arise due to a business dealing with QRIDA, if your private interests' conflict with your obligations under the agreement. Conflicts of interest could affect the awarding or performance of your agreement. A conflict of interest can be:
- real (or actual);
 - apparent (or perceived); or
 - potential.
- 7.2 We will ask you to declare, as part of your application, any business dealings that may be considered an actual, perceived or potential conflict of interest or that, to the best of your knowledge, there is no conflict of interest. If you later identify that there is an actual, apparent, or potential conflict of interest or that one might arise in relation to your agreement, you must inform us in writing immediately.

8. More information

- 8.1 If you would like more information on the Drought Preparedness Grant Scheme, we are happy to answer any questions you may have. We can be contacted on **Freecall 1800 623 946** or email contact_us@qrida.qld.gov.au

9. Definitions

Eligible professional advice means professional advice in the form of a Farm Business Resilience Plan as outlined at Section 5.

Official receipt means a receipt which includes the name, address, ABN (if applicable) of the entity that issued the receipt.

Primary producer means:

- (a) a sole trader who spends the majority of his or her labour on, and derives the majority of his or her income from a primary production enterprise; or
- (b) in relation to a partnership, proprietary company or trust that carries on a primary production enterprise, any partner in the partnership, shareholder in the company or trustee of the trust who spends the majority of their labour on, and derives the majority of their income from, the primary production enterprise.

Primary production business means a business that:

- (a) is carried on by a sole trader, trust, partnership or proprietary company
- (b) that involves primary production, including the agricultural, apicultural, aqua cultural, commercial wild-catch fishing, forestry, grazing and horticultural industries
- (c) holds an Australian Business Number (ABN).

Suitably qualified professional adviser for *eligible professional advice*, means a person or persons who individually or collectively have the capacity to develop or contribute to the development a farm business resilience plan and hold:

- (a) relevant qualifications and experience to provide the advice; or
- (b) membership of a relevant professional body or industry organisation;

Examples of a suitably qualified professional adviser –accountant agribusiness professional, agricultural industry agronomist.

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