

+ Agribusiness Digital Solutions Grants Scheme Guidelines

1. About the Scheme

The objective of the Agribusiness Digital Solutions Grants Scheme is to improve the resilience of the agribusiness sector or primary production industries by supporting industry organisations to implement digital technologies and systems that increase preparedness for future disruptions and risks related to biosecurity, climate and food safety.

The scheme aims to assist eligible organisations to carry out projects that result in the trialling and adoption of digital solutions into supply chains within agricultural, fishery or forestry industries throughout Queensland.

These guidelines contain information about the scheme including eligibility requirements, how to apply and your obligations as an applicant. Please read these guidelines before applying.

2. Available funding

- 2.1 \$1.3 million has been made available to fund grants under Round Two.
- 2.2 Grants are available up to \$100,000 to be matched by a minimum 50 per cent co-contribution.
- 2.3 Applicants can only receive one grant per round.
- 2.4 Grants are subject to the availability of funding and applying for a grant is no guarantee funding will be approved.

3. Applicant criteria

- 3.1 Applicants must meet the following eligibility criteria:
 - a) hold an ABN and be registered for GST;
 - b) be either:
 - (i) an *industry organisation*; or
 - (ii) an entity that is established to advance or promote the economic development of the agribusiness sector, a primary production industry or part of a primary production industry in Queensland.
 - c) have headquarters in Queensland.
- 3.2 To be eligible applicants must also:
 - a) not be a *government entity* or a higher education provider;
 - b) have not received other *government funding* for the eligible project;
 - c) have completed any *previously approved eligible projects*;
 - d) be in a financial position to pay the remaining cost of the eligible project; and

- e) own or hold a broad licence to use the product/service and agree to share details about the operation and outcomes of the project with QRIDA, the Department of Agriculture and Fisheries, other industry groups and agribusinesses.

4. Project eligibility criteria

4.1 To be eligible for funding projects must:

- a) implement a digital solution that will provide benefit to the agribusiness sector, a primary production industry or part of a primary production industry within Queensland;
- b) improve the resilience of the agribusiness sector or primary production industries in Queensland; and
- c) allow for the benefits or lessons of the project to be shared across the agribusiness sector or a primary production industry.

5. How funding may be used

5.1 Grants may be used to cover the following costs:

- a) salaries of project staff (including salary-related on-costs);
- b) services provided by (unrelated) external parties;
- c) consumables and equipment;
- d) travel, accommodation and subsistence costs.

5.2 Eligible projects may include, but are not limited to:

- a) integrated data management solutions;
- b) real-time farm monitoring, including digital dashboards to enhance traceability for food safety and biosecurity management;
- c) decision support tools to better understand and manage an agribusinesses greenhouse gas footprint;
- d) adoption of digital technologies to lower emission, support carbon farming or increase uptake of renewable energy options;
- e) developing digital capability across the agribusiness supply chain;
- f) building systems to digitise paper-based solutions.

6. How funding may not be used

6.1 Grants may not be used for the following activities:

- a) employee allowances, bonuses and fringe benefits;
- b) conference fees;
- c) entertainment costs;
- d) inventory and warehousing costs;
- e) costs associated with securing (grant writers) and/or managing the grant funding;
- f) business as usual or general administration or operational activities.

7. Funding arrangements

7.1 If your application is successful, you will be required to enter into a legally binding letter of offer with the Queensland Rural and Industry Development Authority (QRIDA). This agreement

includes undertakings relevant to disclosure of the approval, agreed set of milestones and reporting requirements, including a completion report.

- 7.2 You must contribute a minimum ten per cent of the total project cost as a cash contribution. This cash contribution may be provided in the form of a bank loan, your own funds, project partner funds or a combination of these.
- 7.3 Projects should commence within 90 days of entering into a funding agreement.
- 7.4 Payments towards the project will be made to agreed milestones within the funding agreement.
- 7.5 To draw on approved funds, applicants must submit fully paid invoices and official receipts at each milestone.

8. How to apply

- 8.1 To apply for a grant under the scheme please complete and submit your application form and supporting information via the QRIDA online portal: <https://applyonline.qrida.qld.gov.au/>

8.2 Key dates

07 July 2023	Applications open
18 August 2023	Applications close
29 September 2023	Applicants notified of outcomes

- 8.3 Applications submitted after the closing date will not be considered.
- 8.4 QRIDA may request further information to help assess your application.
- 8.5 Penalties apply for providing false and misleading information in accordance with the *Rural and Regional Adjustment Act 1994*.

9. How applications will be assessed and decided

- 9.1 Applications will be assessed on a competitive basis to the criteria outlined and there is no guarantee of approval at any stage of the assessment process.
- 9.2 In addition to meeting the eligibility criteria, applications will be assessed against:
 - a) the potential of the eligible project to achieve the objective of the scheme;
 - b) the extent to which the eligible project may create or support employment or economic growth in Queensland;
 - c) whether the eligible project represents reasonable value for money;
 - d) the viability of the project.
- 9.3 Funding amounts offered will be determined by QRIDA and offers may not be to the full amount requested.

10. Terms and conditions

- 10.1 Applicants are responsible for managing any third-party contracts entered into as part of the project. Applicants may engage the services of DAF staff as a project contributor or partner, but this can not count towards the applicant's in-kind contribution.
- 10.2 Successful applicants will be expected to make outcomes and lessons available to QRIDA, the Department of Agriculture and Fisheries, other industry groups and agribusinesses for industry transformation purposes.

11. Conflicts of interest

11.1 A conflict of interest may arise due to a business dealing with QRIDA, if the applicant's private interests' conflict with their obligations under the agreement. Conflicts of interest could affect the awarding or performance of the applicant's agreement. A conflict of interest can be:

- a) real (or actual);
- b) apparent (or perceived); or
- c) potential.

11.2 QRIDA will ask the applicant to declare, as part of the application, any business dealings that may be considered an actual, perceived or potential conflict of interest or that, to the best of the applicant's knowledge, there is no conflict of interest. If the applicant later identifies that there is an actual, apparent or potential conflict of interest or that one might arise in relation to the agreement, the applicant must inform QRIDA in writing immediately.

12. Fraudulent applications

12.1 QRIDA takes fraud and corruption seriously. Suspected fraud will be assessed and investigated, which may require involvement of external parties such as Queensland Police Service (QPS) or Crime and Corruption Commission (CCC).

12.2 In submitting an online application to QRIDA, you acknowledge the information provided in the application form is true and accurate.

12.3 The provision of false and misleading information and documents is an offence and penalties may be applied under the Rural and Regional Adjustment Act 1994.

12.4 QRIDA responds to fraud by:

- a) inquiries and review of applications and funding that are suspicious
- b) referral to law enforcement agencies such as QPS or CCC of suspected fraud
- c) pursue the recovery of funds provided under a fraudulent application.

13. Privacy

13.1 QRIDA's Privacy Policy, available at: <http://www.qrida.qld.gov.au/privacy>, sets out general information on how QRIDA collects uses, and discloses individuals' personal information.

13.2 The application portal for this Scheme contains specific information on how personal information will be collected, used and disclosed.

14. More information

14.1 For more information on the Agribusiness Digital Solutions Grants Scheme contact QRIDA on Freecall 1800 623 946 or email contact_us@qrida.qld.gov.au

15. Definitions

Government funding means financial assistance, other than a loan, provided by the Commonwealth government, the government of a State or a local government.

Government entity means –

- (a) a government entity within the meaning of the *Public Sector Act 2022*, section 276; or
- (b) a local government; or
- (c) a government owned corporation; or

- (d) an Australian government agency or sovereign entity within the meaning of the *Income Tax Assessment Act 1997* (Cwth); or
- (e) an entity that is wholly owned by an entity mentioned in any of the above.

Official receipt means a receipt including the name and address and ABN (if applicable) of the entity that issued the receipt and a description of each item to which the receipt relates.

Industry organisation means an entity that is established to represent the agribusiness sector, a primary production industry or a part of a primary production industry in Queensland and either: –

- i. is an association incorporated under the Associations Incorporation Act 1981; or
- ii. a co-operative registered under the Co-operatives National Law (Queensland).

Previously approved eligible project means a project for which the eligible entity received a grant of financial assistance under a previous round of the scheme either administered by the Department of Agriculture and Fisheries or QRIDA.