



Fisheries Structural Adjustment Scheme - Stage 3

Business Diversification Grant

Fund code: FSABD3
v1 31/5/2024

The purpose of this assistance under the Fisheries Structural Adjustment Scheme (FSAS) – Stage 3 is to provide a co-contribution grant of up to \$100,000 to pay owners of an eligible business to diversify their business if it relied on fish taken under a primary commercial fishing licence from Great Barrier Reef fisheries on which now retired fishery symbols (N1, N2 or N4) were written or from particular parts of the Great Sandy region.

The amount of assistance available is 50% of the cost of implementing a diversification plan for the applicant’s eligible business, up to \$100,000.

For information on eligibility requirements for this program, **please refer to the Guidelines.**

Section 1 - Applicant details

| | | | | | |
|--|-------|----------|--|-------|----------|
| Client ID <i>(please refer to your invitation to apply to find your Client ID)</i> | | | | | |
| Business name: | | | Business ABN: | | |
| Contact number: | | | Email: | | |
| Road address: | | | Postal address: Please tick if same as road address | | |
| Town/city | State | Postcode | Town/city | State | Postcode |

Authorised person 1 – refer to acknowledgments and consents for further information

| | | | | | |
|--------------------|-----------|---------------|--|--|--|
| Name | | Position | | | |
| D.O.B (DD/MM/YYYY) | Telephone | Email address | | | |

Project contact 1 – please nominate a contact person that will be able to take inquiries about the project

| | | | | | |
|-----------|---------------|----------|--|--|--|
| Name | | Position | | | |
| Telephone | Email address | | | | |

Business members/directors - please list all business members and directors involved in your business

| | |
|-------|-------|
| Name: | Name: |
| Name: | Name: |
| Name: | Name: |
| Name: | Name: |



Section 1 - Applicant details (cont'd)

Please enter your business' ANZSIC code:

Does your business rely on the availability and sale of fish taken under the primary commercial fishing licences (PCFL's) N1, N2, N4 or within the Great Sandy Region? Yes No

I declare that 75% of my business income has been, or is projected to be, lost due to the aforementioned changes within the fishing industry.
Please demonstrate the loss or projected loss of income may include a statement from a financial adviser, BAS statements, ATO records, and/or a dated accountant letter on a letterhead from a member of CPA Australia, Chartered Accountants Australia & New Zealand or the Institute of Public Accountants).

Section 2 - Information checklist

| Required information: | Provided with this form |
|--|-------------------------|
| Proof of identification - Please provide proof of identification for at least one owner/director of the business. Acceptable documents can include any two of the following: Medicare card, Passport, Drivers Licence/Proof of age card, etc. <i>Please note identification is only required with your initial application under the scheme. If QRIDA is unable to verify your identity using the provided documents, you may be requested to provide alternate forms of identification.</i> | |
| 75% income reduction - a statement from a qualified financial adviser, BAS statements, ATO records, and/or a dated accountant letter on a letterhead from a member of CPA Australia, Chartered Accountants Australia & New Zealand or the Institute of Public Accountants. | |
| Bank statement - Please attach a copy of your bank account statement for your business account nominated in Section 2 of this form. | |
| Evidence of co-contribution amount - this may be a bank statement showing access to the required co-contribution amount, a statement from a qualified financial adviser or a dated letter on letterhead from a chartered accountant. | |
| Business diversification plan - a copy of your business diversification plan. | |

Section 3 - Diversification plan details

A diversification plan details the actions you are taking, or may take, to diversify your business. It must detail the actions you will undertake to do one or more of the following; increase the profit of your business, increase the number of people employed by your business, increase the resilience of your business or build the business skill set of an interested person within your business.

The plan should include an estimate of the projected income, evidence to support the estimate increase income from a qualified financial adviser and a statement from a qualified financial adviser that you will contribute at least 50% of the funds to implement the proposed plan.

It's important to consider the feasibility and the likely return on value for money of the diversification plan in achieving one of the four activities mentioned above.

For further information on diversification plans refer to the Guidelines on QRIDA's website.

What is your plan to diversify your business? *The diversification plan must not include operational expenses, such as: insurance premiums, rates, rent, utility expenses and wages.*

Please provide a copy of your business diversification plan with this application form.

Which of the following do you anticipate the actions outlined in your diversification plan are reasonably likely to improve?

- the profit of the eligible business;
- the number of people employed by the eligible business;
- the resilience of the eligible business; and
- the business skills of an interested person for the eligible business.

What is the estimated projected income until the diversification plan is fully implemented?

Are you prepared to contribute at least 50% of the funds required to implement the diversification plan? Yes No

Are you aware that grant funding **must NOT** be used for business or operational expenses, such as rent, utilities, or wages and should only be used to complete the approve diversification activates? Yes No

Are you aware of the conditions regarding repayment if you contribute less than 50% of the required funds? Yes No

Section 4 – Applicant declaration and authorisation

In the following sections, titled acknowledgements, consents and privacy statement:

- QRIDA means Queensland Rural and Industry Development Authority; and
- Identity Verification Service Provider means Dun & Bradstreet (Australia) Pty Limited ACN 006 399 677 trading as Illion.

Please tick each of the below to indicate your acceptance. Your acknowledgement and acceptance of each item is a condition of submitting a valid application.

Acknowledgements

I/ We have read and understood the guidelines at qrída.qld.gov.au for the Fisheries Structural Adjustment Scheme and have obtained clarification where needed.

I/We certify that all of the information provided in the whole of this application is true and accurate.

I/We certify that to the extent this application or any information provided in relation to this application contains information of, or about, another person, I/we have the authorisation of that person to provide the information and for it to be used and disclosed in accordance with the terms of this application.

I/We are aware that it is an offence and that penalties may be applied under the *Rural and Regional Adjustment Act 1994* (Qld) if any information provided in an application or any document provided in respect of an application is found to be false misleading or incomplete in a material manner.

I/We have read the Collection Notice and the Privacy Statement below and understand how personal information provided in my/our application may be collected, used and disclosed.

I/We certify that the business which is subject of this application is not in administration, liquidation or a state of insolvency and that all of the business owners are similarly, to the best of my/our knowledge, not in a state of bankruptcy, insolvency, financial distress or difficulty.

Do you have, or have you had, any business dealings with QRIDA that could be considered an actual, potential, or perceived conflict of interest with this application? Yes No

If yes - please provide details of all your business dealings with QRIDA that may be considered an actual, potential, or perceived conflict of interest.

Discharge of third party's interest

I/We acknowledge and agree that if the relevant PCFL is charged, mortgaged or given by way of security to any third party or to a bank, the interest held by a bank of any other third party must be discharged prior to the surrender and that I/we will be required to indemnify QRIDA and DAF, and hold it harmless against, any costs, liabilities, damages, expenses and any other losses of whatsoever nature as a result of any charge, mortgage or any other encumbrance affecting the relevant PCFL.

Consent to Third Party Disclosures to QRIDA

I/We give consent to the Chief Executive of the Department of Agriculture and Fisheries (DAF) to give to QRIDA a copy of my/our fishing data to the extent relevant to my/our application.

I/We authorise any Relevant Person[^] to disclose to QRIDA and each of its authorised representatives such information as QRIDA or an authorised representative considers to be necessary or appropriate in connection with this application or any aspect of the Scheme, including my/our financial statements and personal taxation returns and other supporting information to verify my/our identity, determine if my/our business is eligible to receive a grant under the Scheme and in relation to the administration and management of the Scheme and any grant provided to me/us under the Scheme

[^] For the purposes of the above consents, Relevant Person includes:

- the Identity Verification Service Provider and any accountant, solicitor, business consultant, bank, financier, supplier,
- processor, or other agent named or identified in this application or in supporting documentation provided with, or in support of, this application; and
- any Commonwealth, state or local government department, agency or authority that QRIDA or an authorised representative may consider relevant.

Collection Notice

Collection and use of your personal information

QRIDA and its authorised representatives are collecting and obtaining (from you and from the Relevant Persons) your personal information (including your name, identification documents, bank account details, date of birth and contact details) in connection with the Scheme, for the following purposes:

- verification of your identity;
- assessment of your application and your eligibility for the Scheme at the time of making the application and on an ongoing basis;
- the administration and management of the Scheme or any grant provided to me/us under the Scheme including for compliance and enforcement purposes; and
- any other purposes related, or otherwise necessary to give effect, to the purposes listed above.

QRIDA and its authorised representatives may also use your personal information for the following purposes:

- to contact you in relation to your application, and the evaluation of the Fisheries Structural Adjustment Scheme;
- to facilitate its internal business operations and fulfil legal obligations;
- to assess the performance of QRIDA and other Queensland and Commonwealth Government grant and loan programs and services;
- to promote or market QRIDA and other Queensland and Commonwealth Government grant and loan programs and services (including the success and outcomes of the programs and services);
- research and development of QRIDA and other Queensland and Commonwealth Government actual and proposed services;
- to identify and assess your eligibility for or interest in other QRIDA and Queensland and Commonwealth Government administered grant and loan programs or services;
- to collate statistical data; and
- as permitted by law, including in accordance with QRIDA's disclosure rights under s. 40 of the *Rural and Regional Adjustment Act 1994*.

Disclosure of your personal information

QRIDA may disclose your personal information to the Relevant Persons, QRIDA's employees, contractors, related affiliates and third parties to the extent necessary or convenient to enable QRIDA to further the purposes described above (which do not extend to commercial purposes). Government agencies to whom personal information is to be disclosed are:

- Queensland Government Department of Agriculture and Fisheries
- Queensland Treasury
- Australian Government Department of Agriculture, Water and the Environment

Section 4 – Applicant declaration and authorisation (cont'd)

Consent

QRIDA has taken all reasonable steps to ensure that the recipients will only use or disclose your personal information for the purpose that it was provided.

By completing and submitting this application, you are consenting to QRIDA handling your personal information in the manner described in this Collection Notice and our Privacy Policy.

The applicant must enter into and comply with a written agreement with QRIDA which sets out the terms on which the assistance is provided.

I/We declare, I/we are aware of the penalties for providing false or misleading information under the Rural and Regional Adjustment Act 1994, and can confirm that all information provided in your application is accurate and truthful.

I/We the applicant must supply to QRIDA an acquittal statement for the assistance as per the terms on which the assistance is provided by the date stated in the agreement.

I/We the applicant contributes less than 50% of the money to implement the diversification plan, the applicant must repay all or part of the assistance to QRIDA.

Privacy Statement

More information about the way QRIDA uses, discloses, and secures your personal information, how you can access and correct that information, and how you can make a complaint about a breach of privacy can be found in its privacy policy (available at <https://www.qrida.qld.gov.au/privacy>). QRIDA will comply with the Human Rights Act 2019 (Qld) when making any decision, including with respect to collection, use, and disclosure of personal information.

By ticking this box, I/we are acknowledging and/or consenting to each of the matters I/we have indicated above.

Please note that if:

- more than one (1) person is a holder of the PCFL or quota unit, each holder of the PCFL or quota unit must consent; and
- a public company is the holder of the PCFL or quota unit, a director must consent.

In signing below, I/we are acknowledging and/or consenting to each of the matters indicated above:

| Applicant | Signature | Name | Position | Date |
|-----------|-----------|------|----------|------|
| One | | | | |
| Two | | | | |
| Three | | | | |
| Four | | | | |

How to apply

Please submit your completed application including all supporting documents to QRIDA by:

Post: GPO Box 211, Brisbane QLD 4001 **Email:** fisheriesstructuraladjustment@qrida.qld.gov.au

Enquiries

Further information on the program is available on the QRIDA website at qrida.qld.gov.au

If you need assistance with completing your application please contact QRIDA on **1800 623 946**.