# Package Assisting Small Exporters—project proposal

Part A: General Information

**Purpose of this form** Submit this form with the Criterion A1 Contribution to programme objectives.

**Before applying**  [ ]  Read the Package Assisting Small Exporters—project guidelines.

 [ ]  Read the sample funding agreement.

 [ ]  Contact your sector’s peak industry group or consultative committee.

**To complete this form** Enter data in all relevant fields.

**Submit your proposal via the online application process**

For any questions, contact **Email** exportrebate@agriculture.gov.au

 **Phone** 02 6272 2480

Part B: Project Summary

### 1 Applicant name (legal entity name)

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### 2 Project name

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### 3 Briefly describe the project and its purpose

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### 4 Outline your projects expected outputs and achievements and how they align with the ‘Objectives of the programme’ described under Part 2 of the PASE project guidelines

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### 5 Describe how the project will be extended, communicated and shared with the broader industry

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Part C: Project Activity Schedule

Each project is different and the number of project milestones will vary depending on your project. Make sure that each milestone has a clear and measurable achievement/output, as you may be expected to provide evidence of it when it is complete.

Note that the project must be complete before 30 June 2018.

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| **Example Activity Schedule** |
| **Milestone** | **Due Date** |
| *eg. Develop a detailed annual testing plan for 2014-15, that satisfied the residue requirements for the Australian government and grain export industry.* | *January 2017* |
| *Eg Undertake user acceptance testing of software XYZ* | *March 2017* |
| [*insert event*] | [*insert date*] |

**Please fill in the milestone achievements/activities and dates for the project activity schedule.**

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| **Activity Schedule** |
| **Milestone** | **Due Date** |
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Part D: Project Budget

Please provide a breakdown of expected expenditure items for your project, including labour and contracted out services. If known/relevant, please indicate if you intend to pay for these services with grant money, in-kind or other.

Please note that projects funded under other arrangements may not be eligible.

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| Month/Year | Expenditure Item | Amount (inc GST) | Source (e.g grant, in-kind etc) |
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**End of project proposal**