Forestry Recovery Development Fund Program

Questions and Answers

1. **What is the closing time and date for applications?**

   The application form must be submitted by **11.00pm AEDT on 13 October 2020**.

2. **If I am not able to submit my application by the due time and date, can I be granted an extension?**

   Late applications will be accepted only where it is determined that there were exceptional circumstances beyond your control that meant you could not meet the deadline. Please refer to section 7 in the Grant Opportunity Guidelines.

3. **How much funding is available for this grant opportunity?**

   Applicants can apply for a grant of between $1 million and $5 million (plus GST if applicable). Please refer to section 3 and 10 in the Grant Opportunity Guidelines for grant funding details.

4. **Who is eligible to apply for funding?**

   To be eligible for funding you must meet all eligibility criteria. Please refer to section 4 in the Grant Opportunity Guidelines for the full criteria.

5. **Can I apply for funding if I am receiving funding or have received funding for the same activity?**

   You cannot receive a grant under the Forestry Recovery Development Fund Program if you are receiving, or have received, funding from the Commonwealth or another source (such as state, territory, local government or insurance) to undertake the same activity. Please refer to section 4 of the Grant Opportunity Guidelines.

6. **What can the grant funding be used for and what can't it be used for?**

   Please refer to section 5 of the Grant Opportunity Guidelines regarding the requirements of this grant program.

7. Is replacement of fire-affected equipment considered eligible for funding?

The purpose of the program is to enable wood processing facilities to develop new processing lines for their business, including upgrades to existing facilities and technologies, and new facilities that complement existing activities. As such, replacement of existing equipment will not be supported under the program.

8. Do I have to contribute towards the grant activity?

Yes, you are required to contribute 50 per cent towards the grant activities. We will allow for in-kind contributions to comprise up to 20 per cent of your 50 per cent contribution. Please refer to section 3 of the Grant Opportunity Guidelines.

9. How do I know if my application has been received?

You will receive an acknowledgement email when you submit your application, to confirm your submission has been received.

Please wait for the acknowledgement email before closing your browser. This may take a few minutes, depending on your internet connection.

10. Can I make changes to my application after it has been submitted?

You cannot change your application after the closing date and time. If you find a mistake in your application after it has been submitted, you should immediately contact the Community Grants Hub by phone on 1800 020 283 (option 1) or by email at support@communitygrants.gov.au.

11. What if we find there is an error or information missing from your application?

If we find an error or information that is missing in your application, we may ask for clarification or additional information from you that will not change the nature of your application. However, we can refuse to accept any additional information from you that would change your submission after the application closing time.

12. What if there is not enough room in the application form to describe my project proposal accurately?

The application form includes text limits of 4,000 – 6,000 characters (approximately 500 – 750 words) depending on the criterion. The application form will not accept characters beyond this limit and therefore it is essential that criterion answers are clear and concise. Please note that spaces are included in the character limit.

13. What attachments do I need to include in my application?

Four attachments are required to be submitted as part of your application; see section 7.1 of the Grant Opportunity Guidelines for more detail. Templates for three of these required attachments are available on the GrantConnect and Community Grants Hub websites.

There are instructions in the application form to assist. Only attach the documents you have been asked to include. If the required documents are not attached, your application will not be eligible and will not be assessed.

14. My attachments will not upload to the application form because they exceed the 2 megabyte size limit, what should I do?

If your attachment(s) are too large to upload to the application form, please email them with an explanation (and your application reference number) to support@communitygrants.gov.au. Any such attachments must be received by the grant closing time of **11.00pm AEDT on 13 October 2020.**

15. What are the contract conditions for this grant?

The department will use a standard grant agreement for this program.

16. Who owns any intellectual property created in projects funded under this grant program?

The applicant owns the intellectual property rights in material created undertaking the grant activities. However, the applicant gives the Commonwealth non-exclusive, irrevocable, royalty-free licence to use, reproduce, publish and adapt reporting material for Commonwealth purposes.

17. How will my application be assessed and who is the decision maker?

Please refer to section 8 of the Grant Opportunity Guidelines regarding the grant selection process. The Program Delegate is responsible for approving applications for funding.

18. How long will it take for applications to be assessed?

Please refer to section 7.3 of the Grant Opportunity Guidelines regarding application process timing. All applicants will be informed of the outcome of their application.

19. When will I know the outcome of my application?

You will be notified of the outcome of your application in writing, at the end of the selection process. In order to treat all applicants fairly and equally, it is not possible to give you information about the status of individual applications during the assessment process.

20. What feedback will be available for this funding round?

If you are unsuccessful, we will notify you and give you an opportunity for feedback on the outcome. The process for requesting individual feedback will be included in the letter advising of the outcome of your application.

21. When can I start my project?

If you are successful in your application, we expect you will be able to commence your grant activity within the timeframes specified in your project plan.

22. When does the grant program end?

All grant activities are required to be completed within a 3 year timeframe (2020-21 to 2022-23).

23. Where should I go for further information?

If you have any questions, please call 1800 020 283 (option 1) or email support@communitygrants.gov.au. The Community Grants Hub will respond to questions within five working days.

Please email your enquiries to support@communitygrants.gov.au

Questions and Answers modified on 3 September 2020

Question 1 was removed as the application form is now available.