

# VAIG Round 3 Feasibility Application

## Form Preview

### VAIG Feasibility stream - Application Form

\* indicates a required field

#### Your Application - Information

Before completing this application form, you should have read the Guidelines and corresponding FAQs available [here](#).

This form contains mandatory fields. You will be alerted if you save the form without completing the required sections. Please note, supporting documents are supplementary to your application. Please ensure you answer all the questions and provide relevant details where required.

If you have any technical issues with submitting your proposal through this online system please contact us on (08) 9368 3853.

#### Privacy Statement

Information provided by applicants or collected by the Department of Primary Industries and Regional Development (DPIRD) in relation to an applicant or their application may be used in the administration of this Grants Program and in the assessment of this application. Clarification of other funding sources for your project as stated in your application and project budget may be sought from the relevant funding bodies. Any information provided (personal, financial or otherwise) will be solely used for the purpose of this Grants Program.

DPIRD will store personal information collected in this application, supporting documentation and any grant administration, monitoring and evaluation activities in compliance with its obligations under the Privacy Act 1988 (Cth).

DPIRD are also subject to the Freedom of Information Act 1992 and documents in the possession of these agencies are subject to these provisions.

**I have read and understood the privacy statement and I consent to and authorise such uses and disclosures \***

Yes, I confirm

**Where did you hear about this grant? (Select all that apply) \***

- |  |                                   |  |  |
|--|-----------------------------------|--|--|
| <input type="checkbox"/> Ministerial Media Statement | <input type="checkbox"/> Facebook | <input type="checkbox"/> The West Australian | <input type="checkbox"/> WA Agrifood Export eNews    |
| <input type="checkbox"/> DPIRD Newsletter            | <input type="checkbox"/> LinkedIn | <input type="checkbox"/> The Countryman      | <input type="checkbox"/> Word of Mouth               |
| <input type="checkbox"/> DPIRD Website               | <input type="checkbox"/> Twitter  | <input type="checkbox"/> Business News       | <input type="checkbox"/> Other: <input type="text"/> |
- Regional Development Commission

#### Project Eligibility

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Prior to commencing your application, you must carefully consider if you are eligible to apply. For further information regarding eligibility requirements, please refer to 'Eligibility Requirements' section in the Guidelines before completing this application.

**I understand this is a funding opportunity for a FEASIBILITY PROJECT involving planning or feasibility activities relating to a qualifying capital or expansion project in WA \***

Yes, I Confirm

**Your feasibility project must be associated with food and beverage manufacturing or other form of value add processing and related to one or more of the following qualifying capital projects. Please select ALL that apply. \***

- Investment in new manufacturing capability or processing facilities, new technology or plant modernisation which results in reducing WA's reliance on imported products, supports business growth, fosters innovation and creates jobs.
- Investment that improves sustainability, reduces the environmental impact of the manufacturing or processing activities being undertaken or contributes to improvements in broader environmental, social, and governance outcomes.
- Investment that enables expansion or diversification of business operations that relate to value adding to primary production in WA
- Investment that involves relocating existing operations to WA, setting up new operations or expanding existing operations in WA
- None of the above

### Applicant Eligibility

Eligible applicants must meet ALL of the following:

**Are you a private sector business with annual sales turnover of at least \$100,000? \***

Yes  No

You will be required to provide financial statements as supporting evidence.

**Has your business been in operation for a minimum of twelve months (or similar established track record)? \***

Yes  No

**Is the legal entity applying capable of entering into a legally binding agreement with the Western Australian Government? \***

Yes  No

**Are you planning a project located in, or looking to relocate operations to, regional and/or metropolitan Western Australia? \***

Yes  No

**I confirm that the applicant is a 'going concern'. The business will continue to trade into the foreseeable future and there are no plans, events and/or circumstances known to the Applicant which would result in their business ceasing to trade \***

Yes  No

Should your application be considered for funding, an independent financial assessment of your business will be undertaken.

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**I confirm that the applicant has the financial capacity to fund the required cash co-contribution? \***

Yes

No

## Eligibility outcome

### Ineligible Application

Thank you for your interest in the Value Add Investment Grants - Feasibility stream.

Unfortunately, based on your responses to the previous questions, you are not eligible to apply.

Any queries can be directed to [aftprograms@dpird.wa.gov.au](mailto:aftprograms@dpird.wa.gov.au) or 08 9368 3853

## Applicant Details

\* indicates a required field

**Are you a business with an Australian Business Number (ABN)? \***

Yes

No

### Australian Business Number

**Applicant's ABN \***

The ABN provided will be used to look up the following information. Click Lookup above to check that you have entered the ABN correctly.

Information from the Australian Business Register	
ABN	
Entity name	
ABN status	
Entity type	
Goods & Services Tax (GST)	
DGR Endorsed	
ATO Charity Type	<a href="#">More information</a>
ACNC Registration	
Tax Concessions	
Main business location	

Must be an ABN.

### Foreign Business Identification Number

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### Provide Unique Business Identifier \*

Foreign companies are required to provide a unique business identification number as accepted in their domicile with their application

## Organisation Details

### Organisation Name \*

Organisation Name

Please use your organisation's full name. Check the spelling and make sure you provide the same name that is listed in official documentation such as with the ABR, ACNC or ATO

### Trading name (if different from the business name)

Trading name is the name that will be referred to for the delivery of the project (if different to legal Entity Name above).

### Business Registered Address \*

Address

  

Address Line 1, Suburb/Town, State/Province, Postcode, and Country are required.

### Applicant's Primary Website

Must be a URL.

### Are you an Aboriginal business? \*

Yes  No

## Organisation background

### What is your business's annual aggregated turnover? \*

\$100,000 to \$1 million  \$1 million to \$1.9 million  \$2 million to \$9.9 million  \$10 million to \$250 million  Greater than \$250 million

### How long has your business been in operation and incorporated? \*

1 to 2 years  2 to 5 years  5 to 8 years  Over 8 years

### How many staff does your business currently employ? \*

Less than 5  5 to 19  20 to 200  200+

Please provide the number of Full-Time Equivalent employees in the section below.

### Provide a brief description of your business. Include the main source of income. \*

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Word count:  
Must be between 1 and 250 words.

## Proposal Details

\* indicates a required field

### Project Contact Details

#### Contact person \*

Title	First Name	Last Name
<input type="text"/>	<input type="text"/>	<input type="text"/>

#### Contact's Position

#### Contact's Mobile Phone Number \*

#### Contact's Primary Email \*

Must be an email address.

### Proposal information

#### Project Title \*

Must be between 1 and 20 words.

#### Please indicate the location for your proposal. \*

Address

  

Address Line 1, Suburb/Town, State/Province, Postcode, and Country are required.  
Must be an address

#### Please describe the planned capital investment project for which you are undertaking a feasibility study or other de-risking activities. \*

Word count:

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Must be between 1 and 500 words.

What is the investment project that you are planning?

**To support your application, please describe the scope and nature of the feasibility or other de-risking activities you intend this grant to fund. You should consider Category 4 - Project Feasibility in the Assessment Criteria in the Guidelines document in your response. \***

Must be between 1 and 500 words.

### Rationale

**Please provide your rationale for this investment project. You should consider Category 2 - Strategic business case in the Assessment Criteria in the Guidelines document in your response. \***

Must be between 1 and 500 words.

**How will your project deliver improved Environmental, Social or Governance outcomes for your organisation or support sustainability initiatives (such as reducing carbon footprint and supporting Net Zero, supporting sustainable growth). You should consider Category 1 - ESG Impact in the Assessment Criteria in the Guidelines document in your response. \***

Word count:

Must be no more than 250 words.

**What are the anticipated benefits of the planned investment to your business and the wider economy? You should consider Category 3 - Direct Economic Benefit in the Assessment Criteria in the Guidelines document in your response. \***

Word count:

Must be between 1 and 500 words.

If applicable, please include comparative figures for jobs, value add production, revenue, and any other long-term benefits.

### Project planning and feasibility

\* indicates a required field

### Proposal timeframes

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**Project Start Date \***

Must be a date and no earlier than 1/6/2024.

**Project End Date \***

Must be a date.

No later than nine months from the date that you enter into an agreement with the State.

Please list the breakdown of key activities that you will undertake to ensure project delivery. Additional lines can be added.

An example is listed below for guidance.

**Example:**

**Project Activity**

**Estimated Start Date**

**Estimated End Date**

*Project inception*

*01/08/2024*

*04/08/2024*

*Cost estimation and development*

*07/08/2024*

*21/09/2024*

*Financial feasibility analysis*

*24/09/2024*

*01/11/2024*

*Economic Impact assessment*

*04/11/2024*

*10/12/2024*

*Feasibility Reporting*

*12/12/2024*

*10/01/2025*

<b>Project Activity</b>	<b>Estimated Start Date</b>	<b>Estimated End Date</b>
	Must be a date.	Must be a date.

### Supplier Quotes

Applications to this stream must be supported by a written quotation from the supplier(s) that you intend to engage to undertake the feasibility study or other de-risking activities.

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You must provide a minimum of two supplier quotes for the proposed scope of work to be funded by the grant.

For clarity, a supplier quote must include:

- Scope of works
- Project timelines
- Proposed delivery personnel
- Deliverables
- Fee proposal.

**List all suppliers approached for quotations to deliver this project, separated by commas \***

**Please confirm your preferred supplier. \***

**Please upload at least two quotes for your proposed project \***

Attach a file:

A minimum of 2 files must be attached.

Multiple documents can be uploaded to a maximum of 20MB. Its recommended each file should not be larger than 5MB.

## Issues and Risks

**Please identify any significant issues and/or risks that may prevent the project from delivering its stated aims and objectives.**

For example, does your project depend on another specific entity agreeing to supply you equipment or expertise, or some form of regulatory approval without which the project cannot proceed? This would constitute a core risk to your project. Outline how these risks will be managed.

Additional lines can be added.

<b>Name and describe risk/ issue</b>	<b>Risk probability</b>	<b>Management Plan</b>
Must be no more than 150 words.	Select if probability of risk is low, medium or high	Must be no more than 300 words.

## Financial assistance

\* indicates a required field

### Financial Assistance Request



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Applicants may apply for grants between \$15,000 and to \$100,000 (**ex-GST**) per business.

**Grant amount requested \***

\$

What is the total financial support you are requesting in this application?

**Applicant cash co-contribution \***

\$

What is the cash contribution towards this project by the applicant?

**Total project cost \***

\$

This number/amount is calculated.

### Breakdown of requested grant funding and cash co-contribution

Provide a description of the main items for which the grant funding and your cash co-contribution will be used.

#### Important notes:

- **Do not leave any of the fields in the table below blank.** If you do not intend to use the grant funding or your cash contribution for a particular expenditure item, insert "NIL" in the description of that expenditure item and "0" for the funds column.
- A description of items that are out of scope and cannot be supported by grant funding is in the VAIG Round Three Guidelines. **Please note that the employee wages or salaries can NOT be supported and can NOT be included in your grant and cash budget.**
- Cash contributions are the monetary contribution your business will commit to acquire non pre-existing goods or services to ensure project delivery. An applicant must provide a TOTAL minimum contribution of 30% of the total project. While in-kind contributions do not fulfill the requirement for the co-contribution, Aboriginal business applicants that do not have a 30% cash co-contribution but can demonstrate in-kind and/or lesser cash co-contribution may be considered on a case-by-case basis.
- Third party consultants and other service providers contracted specifically to deliver an output for the project should be described as an operating expenditure item.
- Other government funding you have received can **NOT** be counted as part of your co-contribution.

Expenditure Item	Description	Grant funds (\$)	Cash Co-Contribution (\$)
All expenditure items must be for the project management purpose	If no expenditure enter "NIL" in cell	If none, enter "0" Must be a dollar amount.	If none, enter "0" Must be a dollar amount.
		\$	\$
		\$	\$

Please confirm that the AUTO-CALCULATIONS below from the table, equal the amounts you have indicated in your Financial Assistance Request.

If it doesn't, please adjust the budget table or total amount requested accordingly.

**Grant Funds**

\$

This number/amount is calculated.  
Should equal Grant amount requested

**Cash Contribution**

\$

This number/amount is calculated.  
Should equal Applicant Cash co-contribution total.

**Percentage (%) Cash Co-Contribution**

This number/amount is calculated.

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**If you are unable to provide the cash contribution of 30%, please detail any in-kind contributions and how their value has been calculated**

Word count:

**How will your co-contribution be funded? \***

Word count:

Describe whether the project will be self-funded from cash reserves, external investment either as equity or debt, bank loan or other form of debt financing ?

## Viability of Applicant

\* indicates a required field

### Organisational capacity and capability

**Please demonstrate your organisation's capacity, capability and commitment to undertake the project successfully within nine months of executing of your funding agreement. This includes track record and experience of delivering large projects of a similar nature. \***

Word count:

Must be between 1 and 500 words.

Include any supporting stakeholders or partnerships with other businesses or organisations to delivery your project or similar projects

### Financial Statements

The information provided here will be treated as commercial-in-confidence. Should your application be considered for funding, an assessment of your organisation's financial viability and your ability to fund your co-contribution may be undertaken by a third-party contracted to DPIRD.

Please attach financial statements for the last 3 financial years. Audited financial statements are desirable.

For clarity, a financial statement must include:

- Income statement
- Statement of Financial Position (Balance Sheet)
- Statement of Cash Flows
- Statement of Changes in Equity
- Notes to the financial statements including any Auditor's Opinion (where applicable)

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**Please attach financial statements for the last 3 financial years. \***

Attach a file:

A minimum of 1 file must be attached. This is both an eligibility and selection criteria.

### Previous grant funding track record

**Has your business received grant funding from the Department of Primary Industries and Regional Development or any other government (Commonwealth included) grants? \***

Yes  No

If yes, you will be required to provide further details.

Please provide further details of the grant funding you received.

Grant Name	Funding Organisation	Year	Amount (\$)
			\$
			\$

### Declaration

\* indicates a required field

- I declare that the proposed application, project and/or any associated expenditure has been endorsed by the applicant's Board or person with authority to commit the applicant to this project.
- I declare that the information contained in this application together with any statement provided is, to the best of my knowledge, true, accurate and complete.
- I understand that it is the applicant's responsibility to inform the Department of Primary Industries and Regional Development (DPIRD) immediately of any changes to the information given in this application and, if requested, the applicant will provide all relevant documents to substantiate such changes.
- I understand that I may be requested to provide further clarification or documentation to verify the information supplied in this form and that DPIRD during the application process may also seek advice from other expert advisors on information provided in the application.
- I acknowledge that if DPIRD is satisfied that any statement made in this application is incorrect, incomplete, false or misleading, DPIRD may, at its discretion, take appropriate action. I note such action may include excluding an application from further consideration, withdrawing an offer of funding and/or terminating any agreement between DPIRD and the recipient including recovering funds already paid.
- I acknowledge that if successful, the applicant will be required to enter into a funding agreement.
- I declare that the applicant will comply with and require that its subcontractors and independent contractors comply with, all applicable laws.
- I declare that I am authorised to complete this form and to sign and submit this declaration on behalf of the applicant.

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**Confirmation \***

By checking this box, I agree to all the above declarations and confirm all of the above statements to be true

**Name of Authorised Person \***

Title	First Name	Last Name
<input type="text"/>	<input type="text"/>	<input type="text"/>

**Position \***

**Entity Name \***

Name of Entity as listed in official documentation such as ABR, ACNC or ATO

**Date \***

Must be a date.

Once the form is submitted via SmartyGrants, this form will be deemed to have been signed by the above person.

**Before you submit....**

You have reached the end of the Value Add Investment Grant – Feasibility application form. We recommend that you check your application carefully and upload all relevant information before submitting.

Please click [Next Page] to review your information and then [Submit] to submit this application. IMPORTANT NOTE:

**Updates on your application and requests for further information will be sent via this platform, please add [noreply@smartygrants.com.au](mailto:noreply@smartygrants.com.au) to your address book or Safe Senders List to ensure receipt.**