



If you have any questions regarding your eligibility for this Supply Chain Support Grant, please contact the RAA on free call 1800 678 593 or visit www.raa.nsw.gov.au.

11. Definitions

Approval – your application will be approved based on your eligibility with the criteria listed in 3) above. Your invoices will then be approved based on their eligibility with the criteria listed in 4) and 5) above. In the event of an early close, RAA will pay invoices ranked by date received, up to the allocated funding. An approved application does not imply an approved invoice.

Co-contribution - a 50-50 *co-contribution* is required for all applications. This means that applicants must have invoices against the payment of the grant, and also, either funding or *in-kind contributions* valued up to the same amount again. *Co-contributions* can be either *financial*, or *in-kind*.

Co-contribution (financial) (direct cash) – an amount of cash that an applicant can use to go toward their *co-contribution*.

Co-contribution (in-kind) – an amount based on either, or a combination of:

- a. *valid tax invoices* for activities undertaken as a result of *direct damage* that has not already been used against the grant. These tax invoices can include costs for repair and recovery as follows:
 - a. labour estimates - where labour estimates are used, they must be for reasonable staff labour costs to be capped at \$50/hr. Labour costs should be detailed to describe the work and hours undertaken. Please note that staff labour costs cannot be used to verify the initial grant and timesheet(s) will be required as *evidence*.
 - b. seed, crop and/or livestock replacement estimates - where livestock, crop or seed stock are used, they must be for reasonable costs to be capped at typical industry rates for standard stock. These costs should be detailed to describe the work undertaken and stock loss.
 - c. repair, replacement and/or *future resilience* - where repair, replacement and/or *future resilience* works are used, they must be for *direct damage* works at reasonable costs. These costs should be detailed to describe the work undertaken.

Co-contribution example: If a *primary producer* wanted to rebuild a non-insured, internal fence that was *directly damaged*, the *primary producer* could claim for the full cost of the fence replacement including materials, of which half of the claim would be comprised of *in-kind co-contribution* as own labour evidenced by a timesheet and *financial co-contribution* as money to put towards the fence rebuild. This could then be *evidenced* by available funds and invoices after the works are completed.

Direct damage – means a direct and material impact of February and March 2021 storms and floods, or flood mitigation activities on business assets or equipment, including livestock in disaster-declared LGAs.

Evidence –

- *evidence of the cost incurred* can be provided by *valid tax invoices*.
- *evidence of damage* can include photographic *evidence* of damage incurred including details of:
 - who took the photograph(s);
 - where the photograph(s) was taken;
 - the date on which the photograph was taken;
 - an explanation of the damage that the photograph is intending to show.

Photographic *evidence* may also be sought to substantiate other forms of *evidence*.

- insurance details including proof of insurance, and potentially pay-out figures when an audit is undertaken.
- self-declaration(s) may be accepted in limited circumstances, where the absence of documentation is the primary justification, and only on agreement from the administering agency.

Self-declaration example: to evidence eligibility criteria 3.9 and 3.10, or as part of broader *evidence* to demonstrate *co-contribution* under eligibility criteria 3.8. Self-declarations may also be used in relation to a declaration within the application form, timesheets or similar *evidence*.

- **specific evidence** can include:
 - manufacturer or business quote for replacement of physical assets.



- email correspondence from manufacturer or business to confirm the damaged asset is no longer available on the market and/or no longer industry standard-practice.
- financial documentation including but not limited to available funds in bank account statements and the market-value of a commodity at the time of the natural disaster.

Future resilience – are replacement works on infrastructure, access tracks and fencing where the intention of the replacement is to return the asset to its status in keeping with industry standards before the natural disaster event, unless that status jeopardises future resilience to natural disaster events by way of poor quality materials, or inappropriate location. The intention is to encourage responsible infrastructure replacement rather than business improvements.

Normal seasonal conditions – a year or years where the *primary production enterprise* has not been adversely affected (financially) by drought, natural disasters or biosecurity events (like pest and disease). In reviewing past years, the objective is to determine whether there has been any one year in up to the past five years when the *primary production enterprise* has achieved more than 50% of its gross income from primary production.

Primary producer - a sole trader who spends a part of their labour on and derives the majority of their total gross income from a *primary production enterprise* (or can demonstrate the production potential to derive the majority of their income within eight years for those *primary production enterprises* that have long lead times to full production).

In relation to a partnership, company or trust that carries on a *primary production enterprise*, the partners in the partnership, shareholders in the company or beneficiaries of the trust who spend a part of their labour on, and derive the majority of their total gross income from, the *primary production enterprise* (or can demonstrate the production potential to derive the majority of their income within eight years for those *primary production enterprises* that have long lead times to full production).

Primary production enterprise –

- is carried on by a *primary producer* and involves primary production, as defined by the ANZSIC) Code for Agriculture, Forestry and Fishing, but excludes activities from the ANZSIC Code that involve animals that are not bred for farm work, food or fibre; hunting and trapping activities; or agriculture, forestry and fishing support services.
- is registered for tax purposes in Australia with an Australian Business Number (ABN); and
- is not a public company under the meaning of the Corporations Act 2001 (Cth).

Note: this includes if the applicant's *primary production enterprise* is located outside the defined disaster area for the eligible disaster but is carried on at least sometimes on a regular basis in the area and/or if the plant or equipment of the *primary production enterprise* situated in the defined disaster area has been damaged, lost crop stock, or livestock has died as a result of the eligible disaster.

Submitted application – an application which includes all required documentation for assessment, including tax documentation, *evidence* of damage and *evidence* of *co-contribution* to be eligible for the initial milestone payment.

Valid tax invoice - means an invoice that matches up with approved expenditure as described and consistent with the ATO: <https://www.ato.gov.au/business/gst/tax-invoices/>. This means the invoice must include the name, address and ABN of the entity that issued the invoice and a description of each item to which the invoice relates which is clearly identifiable as being related to approved expenditure for the applicant.

You and Your in the context of these guidelines and the related application process refers to the applicant and can be taken to refer to a sole trader, company, partnership or trust. The RAA takes *you* as having authority to make application on behalf of the entity applying.

Notes

These guidelines have been drafted with reference to terms used in the glossary found at this location.
<https://www.raa.nsw.gov.au/loans/glossary-of-terms>.

Helpful Hint

NSW DPI's Farm Tracker App is a free tool that can help you take stock of seasonal conditions on your farm. You can find it in the app store of your Apple or Android phone.

Storm and Flood Industry Recovery Program

