APPLICATION FORM

# FARM INNOVATION FUND

|  |  |  |
| --- | --- | --- |
| **Have you applied previously for assistance from the NSW Rural Assistance Authority? (Please tick either ‘Yes’ or ‘No’)** | **Yes****[ ]**  | **No****[ ]**  |
| **NOTE:** If you select ‘Yes’ please provide your 7-digit BP number, if available. | BP: 25      |

1. **BORROWING ENTITY** *(Individual, Partnership, Trust, Company or Trustee of Trust)*

|  |  |  |
| --- | --- | --- |
| **FULL NAME(S)***(If a Company also show details of all Directors)* | **Position** *(Director, Trustee, Partner)* | **Date of Birth** |
|       |       |      /     /      |
|       |       |      /     /      |
|       |       |      /     /      |
|       |       |      /     /      |
|       |       |      /     /      |
|       |       |      /     /      |

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| --- |
| **Trading Name:** *(If applicable)* |
|       |
| **ABN:**       **ACN:**       |

|  |
| --- |
| **Phone: Mobile:**       **Fax:**       |
| **E-mail address:**       |
| **Property Address:** |
|       |
|       | **Postcode**      |
| **Postal Address:** (*If different to property’s address*) |
|       |
|       | **Postcode**      |

|  |
| --- |
| **How would you like to receive future correspondence from the RAA?** |
| **Email** **[ ]  Mail** **[ ]** *(Please tick)* |

|  |
| --- |
| **Briefly detail the nature of your enterprise:** |
|       |
|       |
|       |

## PREFERRED TERMS AND CONDITIONS

|  |  |
| --- | --- |
| **What is the amount of the loan required?** | **$** |

|  |  |  |  |
| --- | --- | --- | --- |
| **Please outline your preferred repayment terms.***Please specify the months you wish to make repayments for Quarterly, Half yearly & Annual Payments* | [ ]  | **Monthly** | **Last day of the month** |
| [ ]  | **Quarterly** |       |
| [ ]  | **Half Yearly** |       |
| [ ]  | **Annual** |       |

1. **DETAILS OF PROPOSED WORKS**

Please provide an estimate of costs for each work to be carried out. Permanent capital improvements including but not limited to:

|  |  |  |  |
| --- | --- | --- | --- |
| ***Drought Preparedness*** |  | ***Farm Infrastructure*** |  |
| Stock & Domestic water supply/ new or upgrading irrigation | $      | Fodder storage facilities (Silo – Hay shed) | $      |
| Cap & Piping of artesian bores | $      | Farm/shearing sheds | $      |
| Refurbishing/desilting ground tanks | $      | Fencing/road works | $      |
| Planting Perennial Species | $      | Storm/ Exclusion netting | $      |
| Other (Describe) | $      | Other (Describe) | $      |
| ***Environment*** |  | ***Natural Resources*** |  |
| Soil Conservation/Erosion control | $      | Planting trees for shade/wild life corridors | $      |
| Woody/Noxious weed/Serrated Tussock control | $      | Fencing off environmentally sensitive areas | $      |
| Solar Power Conversions | $      | Livestock effluent control | $      |
| Other (Describe) | $      | Other (Describe) | $      |

Total estimated cost of works (ex GST) $

Less any Grant (if applicable) $

Net Cost of works $

**Loan required $**

**Full details of the proposed works**

|  |
| --- |
|       |
|       |
|       |
|       |
|       |

***NOTE! Attach a plan of the property showing the location of the proposed works***

**How will the work complement your Farm Business & Risk Assessment Plan and ensure the long - term productivity and profitability of the farming enterprise?**

|  |
| --- |
|       |
|       |
|       |
|       |
|       |

1. **DETAILS OF PROPERTY(s) WHERE WORKS ARE TO BE CARRIED OUT**

**It is most important that this information is completed accurately.**

Total Area Held      (ha) Situated      kms North, South, East, West of

***Please attach a copy of latest Council and LLS rate notice for each property***

**Property A**

|  |
| --- |
| **Property Address**       |
| **Registered Proprietor/s** |       |  |  | **Area**      |  | (ha) |
| **Date Purchased**      | **Current Market Value** $      |   |  |  **Amount Owing** $      |  |  |
| **Title Reference** | **Plan Reference (DP No.)** | **Portion/ Lot No.** | **Parish** | **County** |
|       |       |       |       |       |
|       |       |       |       |       |
|       |       |       |       |       |
|       |       |       |       |       |
|       |       |       |       |       |
|       |       |       |       |       |
| **Deeds Held By** |       |
| **Local Government Area (LGA) of property:** |       |
| **Local Land Service (LLS) of property:** |       |
| **Property Identification Code (PIC)** | **N** |       |       |       |       |       |       |       |

## OTHER PROPERTY AVAILABLE AS SECURITY

|  |
| --- |
| **Property Address**       |
| **Registered Proprietor/s** |  |  |  | **Area**      |  | (ha) |
| **Date Purchased**      | **Current Market Value** $      |  |  | **Amount Owing** $      |  |  |
| **Title Reference** | **Plan Reference****(DP No.)** | **Portion/ Lot****No.** | **Parish** | **County** |
|       |       |       |       |       |
|       |       |       |       |       |
|       |       |       |       |       |
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|       |       |       |       |       |
|       |       |       |       |       |
| **Deeds Held By: -** |       |
| **Local Government Area (LGA) of property:** |       |
| **Local Land Service (LLS) of property:** |       |
| **Property Identification Code (PIC)** | **N** |       |       |       |       |       |       |       |

**\*\*\* *PLEASE STATE HOW YOU ARRIVED AT THE ABOVE PROPERTY(S) MARKET VALUE(S)* \*\*\***

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|       |
|       |
|       |
|       |
|       |

## DETAILS OF FARM ENTERPRISE PROGRAMS

|  |  |  |  |
| --- | --- | --- | --- |
| **Program** | Last 12 months | Next 12 months | Normal seasonal program |
| **Cropping Details** | (wheat, oilseed, fruit, grapes vegetables etc.) | Ha. | $ | Ha. | $ | Ha. | $ |
| - |       |       |       |       |       |       |
| - |       |       |       |       |       |       |
| - |       |       |       |       |       |       |
| -Total Hectares under cultivation |       |       |       |       |       |       |
|       |       |       |       |       |       |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **WOOL** | Number | $ | Number | $ | Number | $ |
| Number of Bales sold |       |       |       |       |       |       |
| Ave Flock Micron |       |       |       |       |       |       |
|  |  |  |  |  |  |  |
| **DAIRY** |  |  |  |  |  |  |
| Number of Milkers |       |       |       |       |       |       |
| Ave annual litres produced |       |       |       |       |       |       |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **LIVESTOCK TRADING** | Number | $ | Number | $ | Number | $ |
| **Sales****Purchases** | Cattle |       |       |       |       |       |       |
| Sheep |       |       |       |       |       |       |
| Pigs |       |       |       |       |       |       |
| Other |       |       |       |       |       |       |
|  |  |  |  |  |  |  |
| Cattle |       |       |       |       |       |       |
| Sheep |       |       |       |       |       |       |
| Pigs |       |       |       |       |       |       |
| Other |       |       |       |       |       |       |
|  |  |  |  |  |  |  |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **LIVESTOCK NUMBERS** | No. of Head |  | No. of Head |  | No. of Head |  |
| **Cattle****Sheep** | Breeders |       |  |       |  |       |  |
| Heifers |       |       |       |
| Steers |       |       |       |
| Calves |       |       |       |
| Bulls |       |       |       |
|  |  |  |  |  |  |  |
| Ewes |       |  |       |  |       |  |
| Wethers |       |       |       |
| Hoggets |       |       |       |
| Lambs |       |       |       |
| Rams |       |       |       |

1. **MONTHLY CASH FLOW FOR THE NEXT 12 MONTHS** *(Your own computerised schedule is preferable)*

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Farm Income** | Past12 Months |  |  |  |  |  |  |  |  |  |  |  |  | Totals |
| Livestock sales |       |       |       |       |       |       |       |       |       |       |       |       |       |       |
| Wool |       |       |       |       |       |       |       |       |       |       |       |       |       |       |
| Crop income |       |       |       |       |       |       |       |       |       |       |       |       |       |       |
| Other |       |       |       |       |       |       |       |       |       |       |       |       |       |       |
| Other |       |       |       |       |       |       |       |       |       |       |       |       |       |       |
| Other |       |       |       |       |       |       |       |       |       |       |       |       |       |       |
| Rebates/grants/subsidies |       |       |       |       |       |       |       |       |       |       |       |       |       |       |
| All Off Farm Income |       |       |       |       |       |       |       |       |       |       |       |       |       |       |
| **Total Income** |       |       |       |       |       |       |       |       |       |       |       |       |       |       |
| **Farm Expenses** |  |
| Crop Expenses |       |       |       |       |       |       |       |       |       |       |       |       |       |       |
| Electricity & Telephone |       |       |       |       |       |       |       |       |       |       |       |       |       |       |
| Fuel, Oil |       |       |       |       |       |       |       |       |       |       |       |       |       |       |
| Lease Rentals (Land) |       |       |       |       |       |       |       |       |       |       |       |       |       |       |
| Livestock Expenses |       |       |       |       |       |       |       |       |       |       |       |       |       |       |
| Repairs/Maintenance |       |       |       |       |       |       |       |       |       |       |       |       |       |       |
| Shearing |       |       |       |       |       |       |       |       |       |       |       |       |       |       |
| Water Rates/Purchase |       |       |       |       |       |       |       |       |       |       |       |       |       |       |
|  |       |       |       |       |       |       |       |       |       |       |       |       |       |       |
|  |       |       |       |       |       |       |       |       |       |       |       |       |       |       |
|  |       |       |       |       |       |       |       |       |       |       |       |       |       |       |
| Sundry Expenses |       |       |       |       |       |       |       |       |       |       |       |       |       |       |
|  |       |       |       |       |       |       |       |       |       |       |       |       |       |       |
| Personal drawings |       |       |       |       |       |       |       |       |       |       |       |       |       |       |
| Bank Interest |       |       |       |       |       |       |       |       |       |       |       |       |       |       |
| Loan Repayments |       |       |       |       |       |       |       |       |       |       |       |       |       |       |
| Lease/HP instalments |       |       |       |       |       |       |       |       |       |       |       |       |       |       |
| Stock Purchases |       |       |       |       |       |       |       |       |       |       |       |       |       |       |
|  |       |       |       |       |       |       |       |       |       |       |       |       |       |       |
| Capital Purchases |       |       |       |       |       |       |       |       |       |       |       |       |       |       |
| **Total Expenditure** |       |       |       |       |       |       |       |       |       |       |       |       |       |       |
| **Surplus(Deficit)** |       |       |       |       |       |       |       |       |       |       |       |       |       |       |

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Opening Bank Balance |       |       |       |       |       |       |       |       |       |       |       |       |       |       |
| Closing Bank Balance |       |       |       |       |       |       |       |       |       |       |       |       |       |

## COMMITMENT SCHEDULE

|  |
| --- |
| ***Part A- Overdraft, Commercial Bills, Credit Card facilities etc*** |
| Name of Lender or Credit Provider | Type of Facility | Term | Int Rate | Limit | Balance Owing$ | Review Date |
|       |       |       |       |       |       |       |
|       |       |       |       |       |       |       |
|       |       |       |       |       |       |       |
|       |       |       |       |       |       |       |
|       |       |       |       |       |       |       |
| **TOTAL**       |       |  |

|  |
| --- |
| ***Part B -Term Loans, Fixed Rate Loans, Investment, Private or Family loans*** |
| **NOTE !** Indicate if (**1**) interest is a variable (**V**) or fixed (**F**) rate and**(2)** if instalments are monthly (**M**) half yearly (**H**) or annually (**A**) |
| Name of Lender | Type of Advance | Term | Int Rate | Repayment Frequency | Repayment Amount | Balance Owing | Expiry Date |
|       |       |       |       |       |       |       |       |
|       |       |       |       |       |       |       |       |
|       |       |       |       |       |       |       |       |
|       |       |       |       |       |       |       |       |
|       |       |       |       |       |       |       |       |
| **TOTAL**       |       |  |

|  |
| --- |
| ***Part C - Lease Arrangements*** |
| Lease Company | Int Rate | Instal Period | Instalment Amount | Instalment Due Date | Balance Owing | Expiry Date |
|       |       |       |       |       |       |       |
|       |       |       |       |       |       |       |
|       |       |       |       |       |       |       |
|       |       |       |       |       |       |       |
|       |       |       |       |       |       |       |
| **TOTAL**       |       |  |

|  |
| --- |
| ***Part D – Hire Purchase Agreements*** |
| HP Company | Int Rate | Instal Period | Instalment Amount | Instalment Due Date | Balance Owing | Expiry Date |
|       |       |       |       |       |       |       |
|       |       |       |       |       |       |       |
|       |       |       |       |       |       |       |
|       |       |       |       |       |       |       |
|       |       |       |       |       |       |       |
| **TOTAL**       |       |  |

|  |  |  |
| --- | --- | --- |
| ***Summary of Borrowings*** | Balance Owing | Instalments |
| Total Part A |       |       |
| Total Part B |       |       |
| Total Part C |       |       |
| Total Part D |       |       |

1. **STATEMENT OF FINANCIAL POSITION OF APPLICANT(S)**

**(If individual partners or directors hold assets or liabilities that are not shown below please provide a separate statement)**

**WHOLE DOLLARS ONLY- DO NOT USE CENTS**

|  |  |  |  |
| --- | --- | --- | --- |
| **Liabilities**(Show present debts) | **$** | **Assets**(Show at present fair market value) | **$** |
|  |  | **Farm Land(s) Held \*\*** |       |
| Total Borrowings (from previous page) |       | Property Name:       | ha      |       |
|       |       |       |
|       |       | Property Name      | ha      |       |
|       |       |       |
|       |       | Property Name      | ha      |       |
|       |       |       |
|       |       | **\*\* *Exclude value of W.A.L detailed below*\*\*** |  |
|       |       |  |  |
|       |       | **Water Access Licence(s) Held** |  |
|       |       | W.A.L No.       Mgl       |       |
|       |       | W.A.L No.       Mgl       |       |
|       |       | W.A.L No.       Mgl       |       |
| Income/Land Tax |  |  |  |
|       |       | Other Real Estate (Details) |  |
|       |       |       |       |
| Crown Land Debt |  | **Livestock** |  |
|       |       | Type:       | No:       |       |
|       |       | Type:       | No:       |       |
|       |       | Type:       | No:       |       |
| Sundry Creditors |  |  |  |
|       |       | Farm Plant & Machinery |       |
|       |       | Motor Vehicles |       |
|       |       |  |  |
|  |  | Cash at Bank |       |
|  |  | Farm Management Deposits |       |
|  |  |  |  |
|  |  | Share Portfolio held |       |
|  |  | Co-Operative Shares |       |
|  |  |  |  |
|  |  | Superannuation |       |
|  |  |  |  |
|  |  | Grain Pools |       |
|  |  |  |  |
|  |  | Produce on hand (Saleable) |       |
| **TOTAL** |       | **TOTAL** |       |

|  |
| --- |
| **Have you ever been bankrupt, assigned a liquidator, or are there any unsatisfactory judgements against you in any court?** |
| **YES** **[ ]  NO****[ ]  If YES give details**      |
|        |
|        |

## FARM BUSINESS AND RISK ASSESSMENT PLAN

Attach your Farm Business and Risk Assessment Plan including the following information where applicable:

* 1. **Background Information**
		+ Property Holdings
		+ Farming History and Experience
		+ Scale and type of Operation
	2. **Farm Assessment**
		+ Operating Structure
		+ Operating Infrastructure
		+ Adequacy of Infrastructure
		+ Natural Resources Management
	3. **Current Seasonal Outlook and Prospects**
	4. **Financial Performance**
		+ Liabilities, Long Term Liabilities, Total Value of Farm Liabilities
		+ Analysis of past 12 months trading results
		+ Future changes to financial position envisaged over the next 5 years
		+ Farm/plant/machinery purchases/sales
	5. **Risk Analysis**
		+ Risks facing the business
		+ How these risks are currently being managed
		+ Proposed plans to minimise the impact of these risks in the future
	6. **Future Strategy**
	7. **S.W.O.T. Analysis**
		+ Strengths
		+ Weakness
		+ Opportunities
		+ Threats

## CONTACT DETAILS

**Solicitor’s Details**

|  |
| --- |
| **Firm Name:** |
| **Contact Name:** |
| **Phone: Mobile: Fax:** |
| **E-mail:** |

**Accountant’s Details**

|  |
| --- |
| **Firm Name:** |
| **Contact Name:** |
| **Phone: Mobile: Fax:** |
| **E-mail:** |

**Main Financier’s Details**

|  |
| --- |
| **Bank or Company Name:** |
| **Contact Name:** |
| **Phone: Mobile: Fax:** |
| **E-mail:** |

**Rural Financial Counsellor’s Details**

|  |
| --- |
| **Counselling Service Name:** |
| **Contact Name:** |
| **Phone: Mobile: Fax:** |
| **E-mail:** |

## CONSENT FOR RELEASE OF INFORMATION

I/We have lodged an application with the NSW Rural Assistance Authority for a **Farm Innovation Fund Loan** to carry out works on my/our property.

To allow this application to be assessed, I/we authorise the release of information by relevant authorities, including Commonwealth, state/territory or local authorities to the NSW Rural Assistance Authority relating to my/our application for a **Farm Innovation Fund Loan**.

Signed Applicant: Signed Applicant:

Date: / / Date: / /

Signed Applicant: Signed Applicant:

Date: / / Date: / /

1. **STATEMENTS General Statement**

Any person who knowingly and with intent to defraud the NSW Rural Assistance Authority or another person, files an application for assistance containing any materially false information or conceals for the purpose of misleading information concerning any fact material thereto, commits a fraudulent act, which is a crime under the *Crimes Act 1900* and subjects the person to criminal penalties.

**Privacy**

The information in this application is provided voluntarily and is being collected by the NSW Rural Assistance Authority for purposes related to the administration of the scheme of assistance under which you have applied, including the assessment of the effectiveness of the scheme. This may involve disclosing the information in this application to contractors engaged by the Authority or to either State or Commonwealth government agencies. We will supply you with details of those that we have disclosed information to, if you apply to us in writing. Information regarding your application may also be discussed and exchanged with the nominated contact persons listed by you in your application.

Not providing the information requested in this application or providing false or misleading or incomplete information may impact on the ability of the Authority to accurately assess your application.

The NSW Rural Assistance Authority agrees to take all reasonable measures to ensure that the personal information collected by it is stored securely.

You may access or correct your personal information by contacting the Authority by telephone on 1800 678 593 (toll free) (Calls to “1800” numbers from your home phone are free. Calls from a public phone and mobiles may be timed and attract charges.) or by writing to: Manager Administration, NSW Rural Assistance Authority, Locked Bag 23, ORANGE, NSW, 2800.

## DECLARATION

I understand and declare that:

* 1. I have read, understood and I will comply with the scheme guidelines.
	2. The information I have provided in this application is true and correct.
	3. If I am applying on behalf of a partnership, trust or corporation, I have the authority to make this application on its behalf.
	4. The business meets the criteria for an eligible business for the scheme.
	5. When asked for financial information, I must provide my personal tax returns in addition to financial information for all business entities with which I have a formal interest including companies, partnerships and self-managed super funds.
	6. The invoices for this application have not been used to secure any other NSW government funding. (i.e. I have not been reimbursed for these invoices in the past).
	7. I will be required to repay any overpayment I receive.
	8. I authorise RAA to discuss this application with relevant private/public authorities, financial lending institutions and accountants, including my nominated financial counsellor/advisor. If required, I will provide documents from the relevant authority to permit the RAA to do this.
	9. Any assistance received under this scheme will be applied in accordance with the scheme guidelines and the RAA may conduct an audit or inspection to ensure I have complied.
	10. I have obtained/will obtain all required work approvals and permits prior to commencing work, and I understand the need for any development to be ecologically sustainable.
	11. I will provide feedback in relation to this scheme if requested.
	12. Any statistics collected and analysed will be done in such a way to protect my anonymity.
	13. Applications will be assessed in the order they are received, and loan offers will be based on the available funds of the scheme.

Signed: Signed:

Name: Name:

Date: / / Date: / /

## LODGEMENT OF APPLICATIONS

Applicants can lodge completed application forms including required documentation with the NSW Rural Assistance Authority by post, email, facsimile or personal delivery at:

Post: Locked Bag 23 Orange NSW 2800

Email: rural.assist@raa.nsw.gov.au

Fax: (02) 6391 3098

In person: 161 Kite Street Orange NSW 2800

Telephone: 1800 678 593 (Toll Free) Website: [www.raa.nsw.gov.au](http://www.raa.nsw.gov.au/)

If you have difficulty understanding or completing this form you should seek the assistance of your rural/financial counsellor, business advisor, accountant or a trusted family member/friend.

Language Services (Interpreting and Translating) are available by contacting Multicultural NSW on 1300 651 500 or by visiting languageservices@multicultural.nsw.gov.au

APPLICATION FORM

# FARM INNOVATION FUND

**To avoid any delay in the processing of your application, please ensure you have provided all the information listed below.**

**CHECK LIST**

Signed Mortgage Lenders Consent Form from your existing mortgagee.

Last 3 years balance sheets and Financial Statements of your farm enterprise.

*(These include Profit and Loss Statements, Stock Trading account and Depreciation schedules)*

Tax Assessment Notices are **not** acceptable

Last 3 years individual Taxation Returns and a current listing of all Assets & Liabilities held by each:

* Individual members of a Partnership/ Family Trust
* Individual Director(s)/Shareholder(s) of all Companies

*In each of the above, each Director/Shareholder, etc. is to provide details including the source of income, if they are not primarily dependent on the business for their livelihood.*

***\*NOTE - If you are applying under a trust entity you will need to supply a copy of the trust deed***

**Do not send original Tax Returns**

Copy of Farm Business and Risk Assessment Plan

Monthly Cash Flow Budget for the next 12 months

Copy of current LGA (council) rates and LLS rates notice(s) for property(s) where the work is to be completed

Have all parties (applicants) to the application signed the Consent (Page 9) and the declaration (Page 10)?