

Natural Disaster Transport Subsidy - *Donated Fodder*

Program Guidelines



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1. Purpose and objective

- 1.1. To provide funding assistance to organisations that donate and transport donated fodder to a central location within NSW for the benefit of 3 or more primary producers with livestock whose property has been affected by a natural disaster. This contributes to quicker recovery from natural disaster or agricultural natural disaster.

2. Assistance available

- 2.1. The scheme will pay for the costs of transporting donated fodder to a central location within a declared Local Government Area (LGA) up to a maximum distance of 1,500 kilometres.

3. Key dates

Applications open

Applications open on the date of declaration of a Category B natural disaster declaration.

Applications close

Applications close at 5:00pm, 6 months after the date of the declaration of the natural disaster (refer to www.raa.nsw.gov.au/disaster-assistance/declarations for dates).

Application outcome

Within 30 days of a complete application.

Claims

Successful applicants have 3 months from the date of the NSW Rural Assistance Authority's (the Authority) approval of the transport of donated fodder to submit claims for eligible costs.

4. Funding source

- 4.1. The NSW Government is the sole contributor to this scheme. The Authority is the approved administrator of the scheme.

5. Eligibility criteria

- 5.1. The subsidy on the transport of donated fodder is available to organisations that donate and transport donated fodder for the benefit of 3 or more primary producers with livestock whose property has been affected by a natural disaster.
- 5.2. Pre-approval for the transport of the donated fodder must be obtained from the Authority by the organisation, including agreement on estimates for the amount of fodder to be transported, the number of trips to be completed and the total distance to be travelled.
- 5.3. The donated fodder must be delivered to a central location within a natural disaster declared LGA in the area(s) detailed in the movement sheet provided.
- 5.4. Payment of any assistance can only occur upon production of a valid tax invoice and/or proof of payment for expenses incurred.
- 5.5. Payment of any assistance is contingent on recipients acknowledging this financial support in annual reports, media releases, digital and printed materials, web pages and online documents, advertising, plaques and signs.
- 5.6. Claims must be made within 3 months of the Authority's pre-approval of the transport of the donated fodder.
- 5.7. As part of the application process, the applicant must agree to relevant details from the proposed application being provided to the regional Rural Financial Counsellor, Rural Resilience Officers or other co-ordinating entity to promote the coordination of effort.
- 5.8. Organisations must apply for the grant by the closing date shown on the Authority's website.





6. Eligible activities and evidence required

- 6.1. You can apply for a subsidy for the costs of transporting donated fodder to a central location within a natural disaster declared LGA up to a maximum distance of 1,500 kilometres.
- 6.2. You must provide a valid tax invoice for the cartage of the fodder to claim the subsidy.
- 6.3. The Authority reserves the right to request evidence that the applying organisation has made the payment to the transport service provider in accordance with the requirements of this program. Such evidence may include, but is not limited to, bank statements showing amounts paid to transport service providers, which will be checked against the invoices paid via the claim
- 6.4. Proof of payment (where requested) can be submitted via email to: rural.assist@raa.nsw.gov.au.

7. Exclusions

- 7.1. The following are ineligible:
 - a. Small volumes of fodder (i.e. under one tonne per load).
 - b. Poor quality fodder, including fodder found to include weeds or other invasive species. The Authority must refuse to approve movements from regions with known or suspected biosecurity concerns. Under the *Biosecurity Act 2015* (NSW), the Authority cannot approve movements that present a known biosecurity risk (see www.dpi.nsw.gov.au/biosecurity).
 - c. Transport of donated fodder from individual donors to individual farmers.
 - d. Transport of donated fodder to commercial feedlots and/or feed processors.
- 7.2. In circumstances where the Authority receives notification of poor quality fodder or fodder with weeds or other invasive species, the Authority is required to report this to NSW Biosecurity. Application and claims from organisations involved will be put on hold until a review of the transport service provider's movements can be completed.

8. Before you apply

Before arranging the transport of donated fodder, the organisation must obtain pre-approval from the Authority. The online application form can be found at: www.raa.nsw.gov.au/disaster-assistance/donated-fodder.

Read the Additional Terms and Conditions in these guidelines from Section 7.

Please do not self-assess your eligibility for this subsidy. If you have any questions regarding your eligibility, please call the Authority (on free call 1800 678 593 or visit www.raa.nsw.gov.au) or your nearest Rural Financial Counsellor (on 1800 319 458 in Southern and Central NSW or 1800 344 090 in Northern NSW).

9. Submitting your application

You will need to complete an online application and submit any claims by the closing dates shown on the website.

If you need assistance with submitting your application or have any questions regarding your eligibility for the program, please contact us:

Phone: 1800 678 593

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

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

If you need assistance with interpreting or translating, please contact Multicultural NSW on 1300 651 500 or email languageservices@multicultural.nsw.gov.au.

Applications received after the advertised application closing date cannot be accepted.

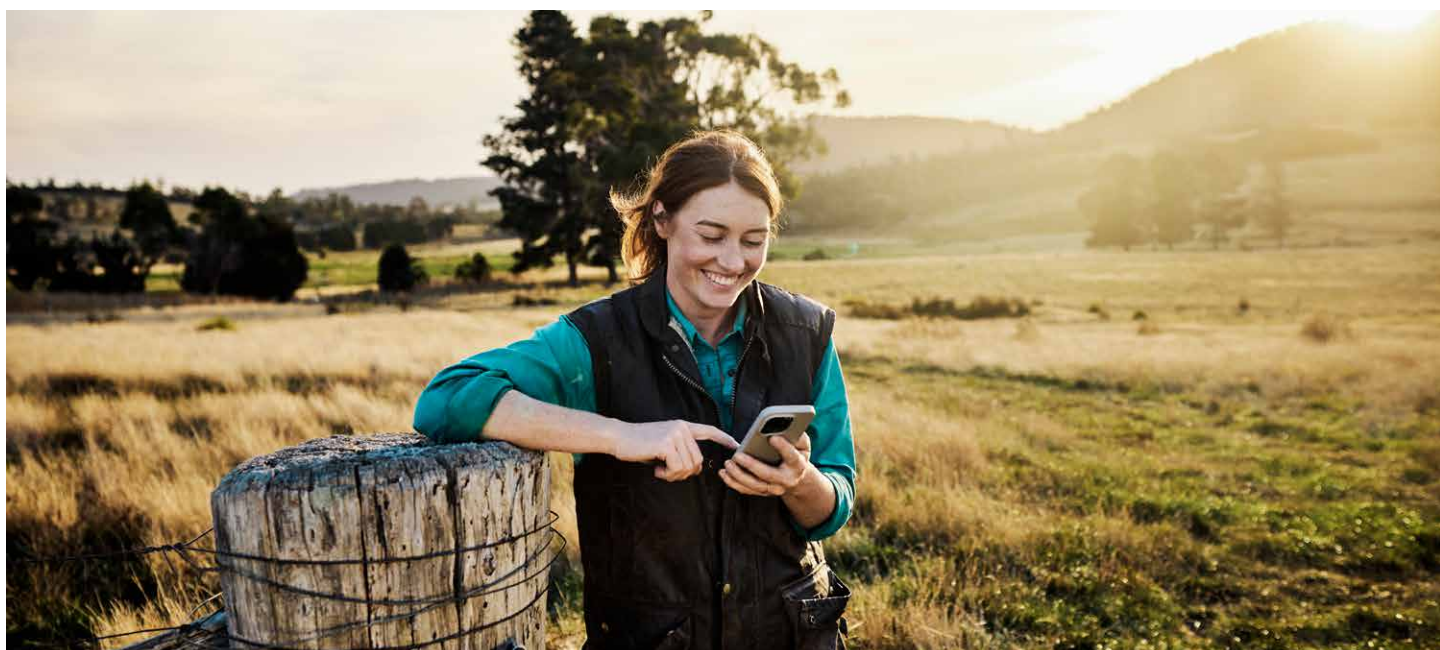


10. Application process

- 10.1. The organisation must obtain pre-approval from the Authority before arranging the transport of donated fodder. The online application form can be found at: www.raa.nsw.gov.au/disaster-assistance/donated-fodder.
- 10.2. Applications where pre-approval was not possible will be considered on a case-by-case basis. Prior approved movements cannot be taken as an indication of approval for future movements unless specified.
- 10.3. The organisation is to claim the cost of transporting the fodder directly from the Authority following the completion of the movements. The online claim form can be found at www.raa.nsw.gov.au/disaster-assistance/donated-fodder and must be submitted to the Authority with a valid tax invoice and/or receipt for the cartage of the fodder.

11. Assessment and decision makers

- 11.1. Applications will be assessed against the eligibility criteria by Assessment Officers on the Assessment Team, who are responsible for routine assessment against the criteria in these guidelines and recommend assessment outcomes.
- 11.2. Program Officers on the Assessment Team ensure the program is administered according to these guidelines and the policy intent and approve grants based on recommendations by Assessment Officers.
- 11.3. The Authority reserves the right to request further information from you or any business or individual you have engaged to assist in assessing your application and to verify any information provided in your application. Failure to provide such information may result in the Authority refusing your application.
- 11.4. The Authority reserves the right to refuse an application where eligibility criteria are not met or where you do not or cannot provide sufficient information for the Authority to determine if eligibility criteria have been met.
- 11.5. The Authority can put an application on hold where the applicant is under investigation or has been charged concerning the fraudulent receipt of grants under this or other Authority programs.
- 11.6. Complete applications will be assessed in order of receipt. If an application is missing information or is incomplete, the Authority may, in its sole discretion, work with applicants to clarify any missing or incomplete information. However, the Authority will not start assessing the application until, in the Authority's sole opinion, the application is complete.
- 11.7. You should note that past financial assistance under this program or any other program is not a reliable indicator of eligibility for future financial assistance under this program.
- 11.8. Applications submitted may be subject to audit by the Authority or its agents to determine compliance with scheme guidelines.





12. Approval

- 12.1. Applicants will be notified of the outcome within 30 business days after submitting a completed application.

13. Claiming

- 13.1. Invoice claims close 3 months after the Authority's pre-approval of the transport of the donated fodder.

14. Important information

- 14.1. These guidelines are correct at the time of publishing.
- 14.2. The Authority reserves the right to amend, alter or change these guidelines at any time, and it is your responsibility to ensure that they check the relevant website prior to application.
- 14.3. The guidelines that apply to your application will be the guidelines that are current when Authority receives your application.
- 14.4. While the Authority has taken all care in preparing these guidelines, the Authority will not be liable in any way for any errors, omissions or variations to information in these guidelines or for not advising you of any errors, omissions or variations to information in these guidelines.
- 14.5. Without limiting any rights, the Authority (or another NSW agency), in its sole discretion, may recover funds from the applicant and determine that a debt is due if evidence indicates that the applicant:
 - a. did not meet the eligibility criteria
 - b. received an over-payment of the grant (whether of the up-front grant or of an additional grant payment) or
 - c. spent any part of the grant on costs that were not eligible items or activities.

15. Fraudulent claims

- 15.1. The Authority takes fraud and corruption seriously. Suspected fraud will be assessed and investigated as appropriate, which may require the involvement of external parties such as the NSW Police Force or the NSW Independent Commission Against Corruption (ICAC).
- 15.2. By signing the claim form, you declare that the information in the application form and supporting documentation is true and accurate.
- 15.3. Providing inaccurate, untrue or misleading information may be a breach of the *Rural Assistance Act 1989* (NSW) or criminal law for which serious penalties may apply.
- 15.4. The Authority responds to fraud by:
 - a. audit and site validation of applications and claims that are of concern
 - b. referral to the NSW Police Force or ICAC of suspected fraud
 - c. recovery of any assistance provided under a fraudulent application.
- 15.5. An application approval, or payment of a claim against an approved grant, may be delayed where:
 - a. assistance previously provided by this or any other related NSW Government grant program cannot be validated or
 - b. the outcome of relevant legal or validation actions may impact the decision to grant further assistance.

16. Evaluation

- 16.1. The Authority is committed to providing excellent service that responds to your needs through well-targeted programs. For that reason, the Authority evaluates its programs. This includes surveys at various points of your application, approval and completion.
- 16.2. The Authority may also contact you to ask about your experience with the assistance you received. The Authority will always treat the responses you provide as confidential and use the information only for the purposes for which it was collected.

17. Government Information (Public Access) Act

- 17.1. Applicants should be aware information submitted in applications and all related correspondence, attachments and other documents may be made publicly available under the *Government Information (Public Access) Act 2009* (NSW). Information that is deemed to be commercially sensitive will be withheld.
- 17.2. The *Government Information (Public Access) Act 2009* (NSW) makes government information accessible to the public by:
 - a. requiring government agencies to make certain sorts of information freely available
 - b. encouraging government agencies to release as much other information as possible
 - c. giving the public an enforceable right to make access applications for government information
 - d. restricting access to information only when there is an overriding public interest against disclosure.

18. Complaints

- 18.1. Any concerns about the Natural Disaster Transport Subsidy – Donated Fodder should be submitted in writing to:
rural.assist@raa.nsw.gov.au

19. Definitions

Agricultural natural disaster: A natural disaster that does not meet all of the criteria for a standard Natural Disaster Declaration under the Disaster Recovery Funding Arrangements 2018 (Commonwealth Government), but the damage reaches thresholds specified in the NSW Disaster Assistance Guidelines. The NSW Minister for Agriculture declares Agricultural Natural Disasters under the NSW Disaster Assistance Guidelines.

Natural disaster: One or a combination of the following rapid onset events: bushfire, earthquake, flood, storm, cyclone, storm surge, landslide, tsunami, meteorite strike, or tornado.

Organisation: A charitable organisation or transport organisation that both donates and transports fodder. Transport organisations must be verified businesses holding an active Australian Business Number (ABN).

Proof of payment: Bank statements.

Valid tax invoice: A paid invoice including the name, address and ABN (if applicable) 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. The Authority can ask for proof of payment of the invoice.

You and your: In the context of these guidelines and the related application process refers to the applicant. The Authority takes you as having the authority to make the application on behalf of the entity applying.

20. Disclaimer

The Department does not guarantee or warrant and accepts no legal liability whatsoever arising from or connected to the accuracy, reliability, currency or completeness of any material contained in this publication. Information in this publication is provided as general information only and is not intended as a substitute for advice from a qualified professional.

The Department recommends that users exercise care and use their own skill and judgment in using information from this publication and that users carefully evaluate the accuracy, currency, completeness, and relevance of such information. Users should take steps to independently verify the information in this publication and, where appropriate, seek professional advice.

Funding assistance provided through the scheme is subject to funds being available. The Department reserves the right to make changes to the scheme to ensure it meets the objectives outlined in these guidelines and provides equitable funding support to applicants.

In extenuating circumstances, applications submitted after the deadline may be accepted at the sole discretion of the Department.

These guidelines are subject to change at any time at the sole discretion of the Department.

© State of New South Wales through Regional NSW 2024. The information contained in this publication is based on knowledge and understanding at the time of writing (8 July 2024). However, because of advances in knowledge, users are reminded of the need to ensure that the information upon which they rely is up to date and to check the currency of the information with the appropriate officer of the Regional NSW or the user's independent adviser.

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8:30am to 4:30pm, Monday to Friday

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