

GRAPEBAROSSA™

FUNDING APPLICATION INFORMATION

Grape Barossa is a Committee of the Barossa Grape & Wine Association. The group's main objective is to represent its grape grower members on a range of viticultural and winery related topics. Grape Barossa is responsible for identifying areas of research and development in relation to economic and environmentally sustainable practices, and to ensure that viticultural initiatives are implemented for the benefit of Barossa growers.

The financial contributions received from Barossa grape growers enables Grape Barossa to effectively address the needs of their members through a variety of means – including research, extension and adoption activities. Grape Barossa has financial provisions available to support other individuals or groups seeking to either:

- Undertake a research project or study relevant to viticulture in the Barossa
- Conduct a field day, seminar or workshop pertaining to the development and sustainability of grape production in the Barossa
- Attend a seminar, conference or training course relating to viticulture
(Applicant must demonstrate how they would otherwise not be able to afford to attend)

To access funding from Grape Barossa, interested individuals/groups must apply using the *Funding Application Form*. Applications are open to a wide range of individuals, including grape growers, viticulturists and regional committees/groups.

The next round of funding opens:

1 January 2011 and closes 31 March 2011.

Applicants must demonstrate in their application form how this funding will provide benefits to Barossa grape growers and/or grape production in the Barossa.

Please send your application by email or hard copy:

Email: elise@barossa.com
Please request a delivery and read receipt for your email

Hard copy: Barossa Grape & Wine Association
PO Box 420
Tanunda SA 5352

For further information please contact Elise Heyes, Viticultural Development Officer, on +61 8 8563 0650 or elise@barossa.com.

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FUNDING APPLICATION INFORMATION

GUIDELINES AND CONDITIONS

1. FUNDING GUIDELINES

Depending on the nature of the funding, successful applicants must:

- 1.1. Implement and complete their proposed project / study within the specified time frame.
- 1.2. Provide regular updates (verbal/written) to Grape Barossa on the progress of their project / study.
- 1.3. Communicate with Grape Barossa on any support or information they require to ensure their project / study or event is completed within the timeframe.
- 1.4. Provide a written report outlining the aims, methods and outcomes of their project / study, and present this to Grape Barossa six weeks after the project / study end date.
- 1.5. Work closely with Grape Barossa to disseminate relevant information derived from the project / study or event.

2. APPLICATION SELECTION

Applications will be assessed on individual merit and the benefits this funding will deliver back to the Barossa wine industry.

- 2.1. **Close of applications:** Applications emailed or posted after the closing date for that application period will not be considered for that round of funding, and will need to be re-submitted in the next application period to be considered for the next round of funding.
- 2.2. **Requirements:** Applicants are required to provide all information outlined in this application form. Failure to meet all requirements will result in the application not being considered.
- 2.3. **Selection Process:** Applicants will be advised of their success within four weeks after the closing date or as soon as practicable.

3. CONDITIONS OF ACCEPTANCE

- 3.1. **Letter of Agreement:** The recipient may be required to sign a *Letter of Agreement* to formalise their commitments and the financial arrangements pertaining to this funding.
- 3.2. **Expenses and records:** The total amount of funding requested from Grape Barossa must not exceed that outlined in the budget. All tax invoices/receipts must be retained and presented if requested. The applicant may contribute additional monetary or in-kind funding from other sources, and declare this in the application.
- 3.3. **Changes in circumstances:** If for any reason the applicant is unable to meet the obligations under the *Letter of Agreement*, Grape Barossa reserves the right to cancel the funding. In the case of projects / studies, if the applicant fails to meet the obligations under the *Letter of Agreement* after commencing the project/study, Grape Barossa can undertake appropriate action to recover part or all of the monies provided.
- 3.4. **Other Scholarships, Awards or Grants:** Applicants already receiving funding from other sources are still eligible to apply, however the details of these must be disclosed with this application.

4. CONDUCT

The recipient is an ambassador for the Barossa wine industry and therefore must conduct themselves in a professional manner. Grape Barossa reserves the right to withdraw the funding from the recipient and seek return of all monies if at the sole discretion of Grape Barossa the recipient has during the term of the funding acted so as to irreparably damage the image and reputation of those organisations directly associated with the funding.

5. ADMINISTRATIVE AND OPERATIONAL ARRANGEMENTS

- 5.1. **Commencement:** The proposal must commence and conclude at the time specified in the application. Extension to this time frame may be granted by Grape Barossa if deemed necessary. In this instance, a formal letter must be provided to Grape Barossa four weeks prior to the date specified.
- 5.2. **Travel, accommodation and seminar bookings:** This is to be arranged by the applicant. The applicant can request assistance from Grape Barossa to help identify appropriate contacts and information sources.

6. EXPENSES COVERED

Depending on the nature of the funding proposal, Grape Barossa will cover the following type of expenses:

6.1. Travel

All travel associated with the funding proposal must be clearly outlined, including the reason for travel and estimated budget.

6.1.1. Air travel

All domestic and international travel will be economy class only. All travel will begin and terminate at the airport nearest to the applicants home address.

6.1.2. Ground travel

Ground travel including rail, bus, etc will be by economy class only.

6.1.3. Car hire and fuel

Car hire should be restricted to a medium sized car.

6.2. **Accommodation and meals:** Accommodation and meals whilst travelling away from home relevant to the funding proposal may be included in the funding proposal. Accommodation should be of a standard that provides safe and comfortable conditions.

6.3. **Research and presentation costs:** Any expenses associated with the collection, interpretation, analysis and presentation of information can be covered in the funding proposal.

7. EXPENSES NOT COVERED (to be paid for privately):

- 7.1. Re-booking or cancellation fees incurred with air or ground travel due to changes made by the applicant.
- 7.2. Costs associated with obtaining a passport and travel visas.
- 7.3. Insurance: If travelling outside of Australia, the applicant must obtain travel and sickness insurance whilst undertaking travel related to the proposal (to a minimum level suggested by the Australian Embassy for that country). However, the cost of this shall be the responsibility of the applicant.
- 7.4. Any expenses incurred that are not directly related to undertaking the proposal.

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FUNDING APPLICATION FORM

APPLICANT DETAILS

APPLICANT DETAILS			
(a) Contact details			
Title	First name	Surname	
Occupation			
Mailing address		State	Postcode
Email address			
Phone number	Fax number		Mobile number
Signature			Date

(b) Administrator details
Organisation / Business
ABN

(c) Sub-contracting details (if applicable)
Organisation / Business
ABN

FUNDING DETAILS		
(a) Purpose of funding		
Project / Study	Field day / Seminar / Workshop	Attendance at conference / seminar
Other (please specify)		

(b) Amount of funding requested

(c) Funding proposal	
Project / Study	Page 4
Field day / Seminar / Workshop	Page 5
Attendance at conference / seminar / training course	Page 6
Other	Page 7

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FUNDING APPLICATION FORM

PROJECT / STUDY

PROJECT / STUDY TITLE

PROJECT / STUDY TIMELINE	
Start Date	End Date

BACKGROUND
<i>In 300 words or less summarise the background to the project / study and the problem or opportunity that indicated the need for this project or study.</i>

OBJECTIVES
<i>In 300 words or less outline the objectives of the project / study.</i>

PROJECT / STUDY DESIGN AND METHODS
<i>In 500 words or less describe the project / study design and method.</i>

EXPECTED OUTCOMES
<i>In 300 words or less, identify the intended outcomes of this project / study.</i>

CONTRIBUTORS
<i>Specify any additional financial contributors to this project / study</i>

BUDGET (this table must be completed, but a detailed budget can be attached if deemed necessary)				
		Cash contribution (\$)		In Kind Contribution
Item	Total Cost (\$)	Grape Barossa	Other	
TOTAL				
GST				
TOTAL				

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FUNDING APPLICATION FORM

FIELD DAY / SEMINAR / WORKSHOP

TITLE

INTENDED DATE

BACKGROUND
<i>In 300 words or less summarise the background to the event and the problem or opportunity that indicated the need for this event.</i>

OBJECTIVES
<i>In 300 words or less outline the objectives of the event.</i>

EXPECTED OUTCOMES
<i>In 300 words or less, identify the intended outcomes of this event.</i>

CONTRIBUTORS
<i>Specify any additional financial contributors to this event.</i>

BUDGET (this table must be completed, but a detailed budget can be attached if deemed necessary)				
		Cash contribution (\$)		In Kind Contribution
Item	Total Cost (\$)	Grape Barossa	Other	
TOTAL				
GST				
TOTAL				

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FUNDING APPLICATION FORM

ATTENDANCE AT SEMINAR / CONFERENCE / TRAINING COURSE

EVENT TYPE (PLEASE SPECIFY)			
Seminar	Conference	Training Course	Other

TITLE OF EVENT

DATE OF EVENT

BACKGROUND
<i>In 300 words or less summarise the reason why you wish to attend this event and how you would otherwise not be able to afford to attend.</i>

EXPECTED OUTCOMES
<i>In 300 words or less identify the outcomes of attending this event.</i>

BENEFITS TO THE BAROSSA
<i>In 300 words or less, identify how attending this event will benefit the wider Barossa wine industry.</i>

CONTRIBUTORS
<i>Specify any additional financial contributors to this event.</i>

BUDGET (this table must be completed, but a detailed budget can be attached if deemed necessary)				
Item	Total Cost (\$)	Cash contribution (\$)		In Kind Contribution
		Grape Barossa	Other	
TOTAL				
GST				
TOTAL				

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FUNDING APPLICATION FORM

'OTHER' FUNDING PROPOSAL

BACKGROUND

In 800 words or less provide a detailed description to your proposal

EXPECTED OUTCOMES

In 300 words or less identify the outcomes of your proposal

BENEFITS TO THE BAROSSA

In 300 words or less, identify how this funding will benefit the wider Barossa wine industry.

CONTRIBUTORS

Specify any additional financial contributors to this event.

BUDGET (this table must be completed, but a detailed budget can be attached if deemed necessary)

Item	Total Cost (\$)	Cash contribution (\$)		In Kind Contribution
		Grape Barossa	Other	
TOTAL				
GST				
TOTAL				

FINAL CHECKLIST FOR GRAPE BAROSSA FUNDING APPLICATION FORM

All sections of the funding application completed	<input type="checkbox"/>
Electronic copy to Elise Heyes, BGWA Viticultural Development Officer elise@barossa.com	<input type="checkbox"/>

Declaration and Agreement

I declare that the information provided in this application is true and correct.

I agree that the organisers may use the information disclosed in this application for marketing or promotional purposes, and that the information may be disclosed in accordance with the Information Privacy Principles in the *Privacy Act 1988*.

I have read and understood the Terms and Conditions of the application, and agree to abide by these requirements.

Signature

Name

Date

APPLICATION APPROVED	Yes / No	
Grape Barossa Chair	Signature	Date
BGWA Board Chair	Signature	Date