

Primary Producer Emergency Response Grants

Frequently Asked Questions

June 2023

Q What are the Primary Producer Emergency Response Grants?

- A. Grants are available to support primary producers across 18 local government areas ([AGRN I038](#)) affected by the recent flood events to help them clean up, re-establish their properties and get their enterprises up and running again.

The financial assistance is being jointly funded by the Australian and Tasmanian Governments under the Disaster Recovery Funding Arrangements (DRFA).

Q Where are the 18 local government areas (municipalities)?

- A. The severe weather event significantly impacted parts of 18 municipalities (Local Government Areas or LGAs) across Northern Tasmania, primarily Break O'Day, Burnie, Central Coast, Central Highlands, Circular Head, Devonport, Dorset, Flinders, George Town, Glamorgan-Spring Bay, Kentish, Latrobe, Launceston, Meander Valley, Northern Midlands, Waratah-Wynyard, West Coast and West Tamar. Refer Disaster Assist for confirmation of the defined area ([AGRN I038](#)).

Q Who is considered an eligible primary producer under this Grant Program?

- A. To be eligible for a grant an applicant must meet all the eligibility criteria below:
- a) Meet the definition of a primary producer (refer to [Taxation Ruling TR 97/11](#)),
 - b) Devote part of their labour to the primary production enterprise;
 - c) Derive at least 50 per cent of their gross income from primary production;
 - i. An applicant may also be eligible for a grant if the applicant derives at least 50 per cent of their total gross income from primary production and value-added products (e.g. wine) made directly from raw produce grown by the applicant
 - d) Hold an Australian Business Number (ABN) and have held that ABN at the time of the disaster;
 - e) Have a primary production enterprise that is located in the defined area for the eligible disaster and have suffered direct damage as a result of the eligible disaster;
 - f) Have been engaged in carrying on the primary production enterprise when affected by the eligible disaster;
 - g) Intend to re-establish the primary production enterprise in the same community, region or sector requested;
 - h) Be primarily responsible for meeting the costs claimed in the applications; and
 - i) For costs relating to activities listed in section three, provide satisfactory evidence of loss or damage.

Q How much is available for Grants under this Program?

A Grants of up to \$25 000 are available. Grants will be assessed depending on your circumstances.

Tier 1 - is an initial one-off amount of \$2,500.

Tier 2 - is a subsequent one-off amount of up to \$22,500.

The maximum grant amount available under this program is \$25,000.

Q What is the timeframe for the Primary Producer Emergency Response Grant?

A To ensure everyone has an equal opportunity to apply for a grant, no late applications will be accepted after the closing date and time.

Description	Time/date
Program opens	11.00am 31 October 2022
Tier One closes	3:00pm 31 January 2023
Tier Two closes	3:00pm 30 April 2024
Applicants claim assessed	In order of receipt of application
Applicants notified	In order of assessment

Q The program closed as at 31 January 2023, can I still apply?

A No. This Program is closed to new applications. Unfortunately, we cannot accept late applications. Those existing applicants who were approved for Tier 1 payments, can submit a further claim up to Tier 2 by 30 April 2024.

Q What can I use the funding for?

A Grants are provided to help pay for the costs of clean-up and reinstatement of primary production. This includes:

- engaging a tradesperson to conduct safety inspections
- hiring and/or leasing equipment or purchasing materials to clean a property, premises or equipment
- paying additional wages to an existing employee or employing a person to clean
- Removing and disposing of debris and spoiled materials
- Removal and disposal of injured or dead livestock
- Salvaging damaged crops, grain or feed
- Buying fodder.

Full details are available in the [guidelines](#).

Q Can I use funds to repair a road, bridge or other essential infrastructure?

A Yes. If you can demonstrate that the restoration is essential for immediately resuming operation of the primary production enterprise.

Q Can I claim a transport subsidy through this Program?

A No. This Grant program is not a transport subsidy. The Grant Program provides for re-establishing enterprises and for clean-up. Refer to the Guidelines for what can be claimed.

Q Are Recovery Concessional Loans available as part of the Package?

A No. For those producers in hardship, contact the Rural Financial Counselling Service on 1300 88 3276 who can assist you with exploring loans as part of the Australian Government's Regional Investment Corporation (RIC) Loan Schemes.

Q What evidence is required to support my claim for Tier 1?

A. You will need to:

- evidence that you are a primary producer and that your primary production enterprise was operating immediately prior to 13 October 2022 (such as a bank statement highlighting business transactions, a recent utility account, or taxation records or financial management accounts).
- a statement describing how the severe weather event impacted your business and photographic evidence to support your claim;
- evidence of ownership structure for the land parcel impacted (registered owners, share farmers or lease holders), for example a copy of council rates.
- A copy of the Trust Deed if you are operating as a Trust.

Q When can I apply for Tier 2 funding?

A. If you have been approved for Tier 1 funding, you can apply for Tier 2 funding any time before 30 April 2024. However, you are encouraged to apply as soon as possible. All evidence must be submitted by 30 April 2024. A claim cannot be guaranteed for payment after this date.

Q What evidence do I need to support my claim for Tier 2?

A The additional supporting information are items such as:

- paid invoices or receipts for works undertaken or expenditure that is being claimed.
- pay slips for employing a person to complete recovery tasks outside the normal business operations
- letter of advice from insurance company detailing what is not covered by the policy
- or other evidence that your enterprise was directly impacted.

Q Is there an assessment of the damage?

A Yes, for a Tier 2 grant you will be required to provide receipts and you may also have an on-site inspection carried out by the Department of Natural Resources and Environment Tasmania (through AgriGrowth Tasmania).

Q Can two primary producers apply for funding if located on the same property?

A Primary producers who are independent, separately owned and registered, may receive the maximum available grant amount providing they meet additional conditions. Primary producers on the same property cannot claim for the same expenses.

Q My primary production income has been affected by unseasonal conditions. How can I prove that I derive at least 50 per cent of my gross income from primary production?

A Assessment will be based on two years so that we can understand your operations under normal seasonal conditions. You will need to provide evidence such as:

- Profit and Loss statements produced by an accountant or accounting software (such as Xero or MYOB)
- Business tax returns lodged with the ATO (**excluding** your tax record number [TRN])
- Business Activity Statements (BAS) lodged with the ATO (please include all pages **excluding** your tax number [TRN]).

Q What commercial primary production operations are considered eligible to apply for these Grants?

A **Agriculture**; including nursery and floriculture production, mushroom and vegetable growing, fruit and tree nut growing, grain, sheep and beef cattle farming, other crop growing, dairy farming, poultry farming, deer farming, other livestock farming.

Services to agriculture, hunting and trapping, forestry and logging, commercial fishing (marine fishing aquaculture and mariculture) are included.

Included under these categories are flower growing, intensive horticulture (for example tomatoes and herby, hydroponics and beekeeping). Plant nurseries are also included, however a plant nursery with a retail outlet is not (these may be eligible under the Small Business Emergency Recovery Grants through Business Tasmania).

(refer to [Taxation Ruling TR 97/11](#))

Q Who is not eligible?

A Farm enterprises which have not incurred clean-up, removal of debris or restoration costs but have suffered a loss of income as a result of this weather event.

Hobby farmers are also not eligible as primary producers under ATO definitions (refer [Taxation Ruling TR 97/11](#)).

Q My business is newly established, can I still apply for funding?

A Yes. Due to long lead times to full production, an applicant would need to demonstrate the estimated earnings within a three-to-eight-year period, taking into account the nature of the industry.

Q What is direct damage?

A To be considered as having suffered direct damage you must have incurred some or all of the following costs:

- Clean up
 - Additional labour costs (the primary producers labour costs and the cost of using your existing staff or own equipment is not eligible)
 - Equipment and materials to undertake clean up
- Removal of debris
 - Disposing of trees, silt and rock, damaged goods and injured or dead stock
 - Cost of disposal
- Restoration
 - Repairs to buildings (other than domestic housing)
 - Fencing not covered by other assistance
 - Salvaging crops grain and feeds
 - Health maintenance for livestock and poultry
 - Purchase of fodder (not covered by other assistance)
 - Reconditioning/repairing essential plant and equipment
 - Repairing roads, bridges and other essential infrastructure
 - Purchase or hire/lease costs for equipment essential to the immediate resumption of farming.
 - Water cartage

Q Can I claim the difference between my insurance coverage and amounts in excess of the value insured?

A You may be eligible for a grant to cover the difference and will need to provide acceptable forms evidence, such as a:

- copy of relevant section of Insurance Product Disclosure Statement
- letter of advice from insurance company detailing what is not covered by the policy
- signed Statutory Declaration declaring the insurance cover is insufficient.

Q Can I apply for this Grant if I have received or have been approved to receive financial assistance for costs associated with the items described in Section 3.1 from another government assistance scheme?

A No.

Q Is Goods and Service Tax (GST) applicable?

A The Grant funds will be provided to you **ex GST**. This means that your request for reimbursement up costs to the maximum grant amount of \$25 000 will need to exclude GST.

The receipt of funding from this program may be treated as income by the ATO. While grants are typically treated as assessable income for taxation purposes, how they are treated will depend on the recipient's particular circumstances.

Applicants may wish to seek independent advice about the possible tax implications for receiving the grant under the program from a tax advisor, financial advisor and/or the Australian Taxation Office (ATO), prior to submitting an application.

Q Can I seek in-principle approval for a grant before I incur expenses?

A Yes. However the release of grant funds is subject to the provision of evidence to substantiate the cost to recover from the natural disaster. Applicants may submit written quote(s) or a written estimate(s) to seek in-principal approval of the grant. However, funds will not be released until evidence of eligible expenditure is provided in the form of tax invoices / receipts.

Q Can I submit a claim after the closing date of 30 April 2024?

A No. Existing applicants have until 30 April 2024 to provide all required information to complete their claim. No payments can be guaranteed if information is provided after 30 April 2024. You are encouraged to contact AgriGrowth Tasmania on the FarmPoint hotline 1300 292 292 if you are unable to meet the closing date.

Q Do I need to provide quotes and receipts?

A Yes. Applicants will be required to provide a quotes (for Tier 1) or (for Tier 2), receipts for clean-up, debris removal and restoration/relocation costs. The goods and services described on each invoice must be clearly identifiable as having been paid and be related to damage from the severe weather event.

Quotes/receipts should include the providers name, address and ABN and should be itemised. The State reserves the right to not pay on invoices that do not appear to be genuine.

You are required to keep evidence of what the grant is spent on and be asked to provide additional information. Be aware that you may be audited after the grant has been paid.

Q Can I send an unpaid invoice to the Department and request the Department to pay the invoice on my behalf?

A No. For Tier 2 claims, the Department will reimburse the primary producer for costs, not the supplier.

Q What evidence do I need that I have spent the money and need reimbursement?

A If you are applying for reimbursement, you will need to provide the receipts/tax invoices with your application. Tax invoices should include the providers name address, ABN and should be itemised.

Note: AgriGrowth Tasmania (NRE Tas) have discretion to limit the amount paid if claims do not reflect current market prices.

Q How many times can I get paid?

A You are eligible to receive a payment up to a maximum total of \$25 000. If you apply for and receive a grant and further damage becomes apparent after that, then an additional payment might be made. Please remember that the maximum combined total of all grant payments is \$25 000 to any single entity.

Q Is there an income or asset test?

A No

Q How will I receive payment?

A Payment will be made where possible via direct debit to your nominated bank account.

Q What happens if I provide the incorrect bank account details?

A Providing incorrect bank account details may result in funds being paid to an incorrect account. These funds will need to be returned to us before we attempt another grant payment. This process may result in significant delays in funding being received.

Q If I am unsuccessful with my application, can I re-apply?

A Yes, each application is assessed based on circumstances of the applicant and the information contained in the application as per the program guidelines. An application may be unsuccessful for specific reason/s. If a primary producer thinks that its circumstances have changed, it can submit a new application before the program closes.

Q What happens if I receive an email requesting further information or evidence to support my application?

A During the assessment process the NRE Tas (through AgriGrowth Tasmania) may contact you to request further information to support or clarify an application.

You will receive an email detailing what is required.

You will be required to update your application form within SmartyGrants with the requested information.

The updated application form is to be re-submitted in SmartyGrants.

You will have five (5) business days to re-submit your application form with the requested information.

If the application form is not re-submitted within the specified timeframe, the application will be assessed as ineligible.

Q How are applications assessed?

A Applications will be assessed against all eligibility criteria detailed in the Program Guidelines and the evidence submitted. Applications will be assessed in order of receipt.

All applicants will receive an email notification letting them know the outcome of their application.

Q How soon can I anticipate receiving payment?

A The Department aims to have your payment paid to you within seven working days of a complete application with all of your supporting documentation being provided.

Q Can I appeal a decision if my application is declined?

A Yes. All requests must be in writing and be received within 28 days from the date of the NRE Tas notifying you of the decision about your application. Requests should be addressed to

AgriGrowth Tasmania

NRE Tas

PO Box 46

Kings Meadows Tas 7249

or farmpoint@nre.tas.gov.au

Q Where do I lodge my application?

A Applicants should complete and lodge an application online via [Smarty Grants](#) from the NRE Tasmania website. Applicants without internet access should contact AgriGrowth Tasmania through the FarmPoint hotline on 1300 292 292 to discuss alternative methods for applying.

Full details of the Primary Producers Emergency Response Grant can be found in the [guidelines](#) on the NRE Tas website.

For further information about the application process, please contact AgriGrowth Tasmania through the FarmPoint hotline on 1300 292 292 or email farmpoint@nre.tas.gov.au