|  |
| --- |
| SA CATTLE INDUSTRY FUND  Project Proposal Form  2021-22 |

|  |
| --- |
| **1. Project title** *(max. 4 words)* |
|  |

|  |  |  |  |
| --- | --- | --- | --- |
| **2. Project summary** | | | |
| Short summary *(max. 25 words)* | *[Please define the project and value proposition succinctly and in plain English]* | | |
| Project location |  | | |
| Start date | / / 2021 | Completion date | / / 22 |
| CIF funds requested | $ | Total project cost | $ |
| Co-funder contributions | | | |
| Organisation |  |  |  |
| Amount contributed | $ | $ | $ |

|  |  |  |  |
| --- | --- | --- | --- |
| **3. Applicant information** | | | |
| Organisation name |  | | |
| ABN / ACN |  | | |
| Postal Address  *(for correspondence)* |  | | |
| **Name of primary contact** |  | | |
| Position |  | | |
| Telephone |  | Mobile |  |
| Email address |  | | |
| **Name of secondary contact** |  | | |
| Position |  | | |
| Telephone |  | Mobile |  |
| Email address |  | | |

|  |
| --- |
| **4. Are you an eligible organisation?** *(please* 🗹 *relevant box)* |

|  |  |  |  |
| --- | --- | --- | --- |
|  | | | |
| **□** | Non-Profit Organisation | **□** | Non-departmental Government |
| **□** | Private Enterprise Business | **□** | Agencies |
| **□** | Cooperative | **□** | RDB / NRM Board |
| **□** | Local or State Government | **□** | Research Organisation |

|  |  |
| --- | --- |
| **5. Project details** | |
| Aim and Objectives |  |
| Project Outcomes | *[These should demonstrate that the project has achieved its objectives]* |
| Project Methodology | *[Describe how the project will be delivered]* |
| Industry Benefits | *[How will the project benefit South Australia’s Cattle Industry?]* |
| Measures of success | *[Provide details of measures that demonstrate the project's success in achieving its aim and objective. Please include how and when you intend to measure these.]* |
| Innovation | *[Provide details of any innovative solutions, systems or processes that may add value to the delivery of this project]* |
| Value for money | *[How do you intend to ensure that value for money is achieved and delivered?]* |
| Project Risks | *[Describe the potential risks associated with the project, and what strategies will be implemented to address these risks]* |
| Project Links | *[Does the project link with other industry initiatives?]* |

|  |  |  |  |
| --- | --- | --- | --- |
| **6. Project budget** | | | |
| Expenditure Item / Activity | CIF funds | Co-contributor funds | Total |
| Salaries |  |  |  |
| Operational costs |  |  |  |
| Administration |  |  |  |
| Travel/Mileage |  |  |  |
| Other |  |  |  |
| Total project cost *(GST exclusive)* |  |  |  |

***Please also attach a detailed project budget (template attached) which identifies all funding partners, both cash and in kind for the total project and copies of quotes to support expenditure items).***

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **7. Project milestones** | | | | |
| **Milestone 1** | Due Date | CIF funds | Co-contributor funds | Total |
| *[Item/activity]* | / / | $ | $ | $ |
| Describe what will be delivered upon completion of Milestone 1 |  | | | |
| **Report 1** | Due Date | Report details | | |
| *[Progress/Annual/Final etc.]* | / / | *[Describe the points to be addressed in the report including objectives achieved, activities, outcomes, analysis etc.]* | | |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Milestone 2** | Due Date | CIF funds | Co-contributor funds | Total |
| *[Item/activity]* | / / | $ | $ | $ |
| Describe what will be delivered upon completion of Milestone 1 |  | | | |
| **Report 2** | Due Date | Report details | | |
| *[Progress/Annual/Final etc.]* | / / | *[Describe the points to be addressed in the report including objectives achieved, activities, outcomes, analysis etc.]* | | |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Milestone 3** | Due Date | CIF funds | Co-contributor funds | Total |
| *[Item/activity]* | / / | $ | $ | $ |
| Describe what will be delivered upon completion of Milestone 1 |  | | | |
| **Report 3** | Due Date | Report details | | |
| *[Progress/Annual/Final etc.]* | / / | *[Describe the points to be addressed in the report including objectives achieved, activities, outcomes, analysis etc.]* | | |

|  |  |
| --- | --- |
| **8. Organisation information** | |
| History | *[How long has your organisation been in operation?]* |
| Core activities | *[What are the main activities of your organisation?]* |
| Project management capacity | *[Demonstrate how your organisation has the capacity to complete the project on time and within budget]* |
| Demonstrated project management | *[Provide details of recent experience within the last 2-4 years including project title, project brief, time frame of project, funding source and cost of project]* |

***Please also attach a detailed Project Plan (including communications and risk management plan) and other relevant documents to support your application.***

|  |
| --- |
| **9. Applicant declaration** |

I certify that the information supplied in this assessment is a true and fair statement.

|  |  |  |  |
| --- | --- | --- | --- |
| Name: |  | | |
| Position |  | | |
| Organisation |  | | |
| Signature |  | Date | / / 2021 |

|  |  |  |  |
| --- | --- | --- | --- |
| **10. Detailed project budget (Excluding GST)** | | | |
| Expenditure Item/Activity | CIF funds | Co-contributor &  In-kind funds | Total |
| Salaries, Consultants & Contractors |  |  |  |
|  |  |  |  |
| *[insert additional rows as required]* |  |  |  |
| Total Salaries |  |  |  |
| Operational Costs & Materials |  |  |  |
|  |  |  |  |
| *[insert additional rows as required]* |  |  |  |
| Total Operational Costs |  |  |  |
| Administration Costs |  |  |  |
|  |  |  |  |
| *[insert additional rows as required]* |  |  |  |
| Total Administration Costs |  |  |  |
| Travel Costs |  |  |  |
|  |  |  |  |
| *[insert additional rows as required]* |  |  |  |
| Total Travel Costs |  |  |  |
| Other Costs |  |  |  |
|  |  |  |  |
| *[insert additional rows as required]* |  |  |  |
| Total Other Costs |  |  |  |
| TOTAL PROJECT COST (exc. GST) |  |  |  |