

Timber Region Transition Grant

Form Preview

Applicant Information

* indicates a required field

Introduction

The objective of the Timber Region Transition Grant is to provide up to \$250,000 in matched funding to support economic diversification and sustainable job creation within the Native Forestry Timber Region.

Businesses with a 50% demonstrated reliance on native forestry are able to apply for up to \$250,000 without matched funding.

Before completing this application form please read the **TRTG Guidelines and FAQs**.

If you have any questions regarding the eligibility criteria, please contact the Native Forest Transition team at NFTEnquiries@swdc.wa.gov.au or phone (08) 9777 1555

Business Details

Business Name *

Organisation Name

Business Address *

Address

Address Line 1, Suburb/Town, State/Province, Postcode, and Country are required. Country must be Australia

Postal Address

Address

Applicant ABN *

The ABN provided will be used to look up the following information. Click Lookup above to check that you have entered the ABN correctly.

Information from the Australian Business Register	
ABN	
Entity name	
ABN status	

Timber Region Transition Grant

Form Preview

Entity type

Goods & Services Tax (GST)

DGR Endorsed

ATO Charity Type

[More information](#)

ACNC Registration

Tax Concessions

Main business location

Must be an ABN.

Australian Company Number (ACN)

Must be a number.

If a trust, please upload a copy of the trust deed, including any amendments.

Attach a file:

Primary Applicant Contact Details

Name *

Title

First Name

Last Name

Position *

Phone Number *

Must be an Australian phone number.

Email *

Must be an email address.

Secondary Applicant Contact Details (if required)

Name

Title

First Name

Last Name

Position

Phone Number

Timber Region Transition Grant

Form Preview

Must be an Australian phone number.

Email

Must be an email address.

Business Description

Which industry sector does the business currently operate in?

Describe the business and the types of products or services it currently offers:

Word count:

Must be no more than 200 words.

Financial Information

To support your application and the assessment process, JTSI requires copies of your 2022-23 and 2023-2024 full financial statements and a signed third-party endorsement of business accounts from a certified accountant, certified financial advisor or certified tax expert or a statement of compliance.

Upload 2022-23 financial statements *

Attach a file:

Upload signed third party endorsement of business accounts

Attach a file:

Upload 2023-2024 financial statements

Attach a file:

Upload a copy of your current insurance policy documents, including public liability, professional indemnity, or any other relevant coverage. *

Attach a file:

Upload other supporting information

Attach a file:

Eligibility

* indicates a required field

Native Forest Transition Funding

Has the business, or any of its directors, received any other Native Forest Transition funding? *

☐ Yes

Timber Region Transition Grant

Form Preview

☐ No

If yes, from which Native Forest Transition Program program?

If yes, how much have you received?

Must be a dollar amount.

Project Location

There are 15 local government areas that make up the native forestry region. To be eligible for funding, the project and its outcomes must be delivered within one of the local government areas in the native forestry region. These include: Albany, Augusta-Margaret River, Bridgetown-Greenbushes, Boyup Brook, Bunbury, Busselton, Capel, Collie, Dardanup, Donnybrook-Balingup, Harvey, Manjimup, Murray, Nannup and Waroona.

Where will the project be delivered? Please specify all locations where outcomes will be delivered. *

Project Timeframe

All projects must be completed within 12 months of the signing of a Financial Assistance Agreement. If your project requires more time, consider applying for a specific stage of the project. You will need to provide clear outcomes for that stage and demonstrate a pathway to complete the entire project later in the application.

Start Date *

Must be a date.

End Date *

Must be a date.

Does your project have all relevant approvals in place? *

- ☐ Yes
☐ No

Provide evidence of approvals, as required. *

Attach a file:

Native Forest Reliance

Timber Region Transition Grant

Form Preview

Applicants do not need to be a business reliant on native timber; however, they must apply with matched funding.

Native timber businesses can apply for up to \$250,000 in grant funding **without** requiring matched funds if they can demonstrate at least 50% reliance on the native timber industry as of 8 September 2021.

If you answer YES, please complete the rest of the questions in this section. If NO, please provide evidence of match funding after this section.

Does your business have a demonstrated reliance on native forestry or native forest products? (50% or more of your business turnover or business model). *

- ☐ Yes
☐ No

Provide a description of your business's reliance on native forestry?

For businesses reliant on native timber, list your business's core suppliers, clients, or customers, and if relevant, provide a percentage breakdown of the market share or contribution they make to your business's turnover.

You can use the comments field to provide any additional information or context about individual suppliers or customers.

You can add more rows by clicking the 'Add More' or '+' buttons.

Client or Customer Name	Percentage of contribution to turnover	Comments
-------------------------	--	----------

	Must be a number and between 0 and 100.	

Upload supporting evidence of native forest reliance, such as contracts, invoices, inventory records etc. showing revenue and trade from native timber products.

Attach a file:

This may include invoices, contracts and financial records.

I consent to JTSI contacting me to provide clarification on the information supplied regarding demonstrated reliance. *

- ☐ Yes

Matched Funding Evidence

Applicants that **do not** have reliance on native forestry can still apply for this grant. However, you must provide matched funding, equal to the amount applied for.

Please attach proof of matched funding such as bank statements, loan approval, or partnership agreements.

Timber Region Transition Grant

Form Preview

Upload evidence

Attach a file:

Comments

Word count:

Must be no more than 500 words.

Project Details

* indicates a required field

Proposal Summary

Proposal Title *

Provide a name for your proposal. Your title should be short but descriptive.

Proposal total cost *

\$

Must be a dollar amount.

What is the cost of the total proposal, including matched funding?

Proposal funding sought *

\$

Must be a dollar amount.

What is the total financial support you are requesting in this application? Max amount \$250,000.

Proposal description *

Word count:

Must be no more than 500 words.

What is the rationale for the proposal? *

i.e Describe why the project is necessary. What is the market opportunity / what is the commercial potential of the project?

Program Objectives

The aim of the Timber Region Transition Grant program is to support projects that enable economic diversification, innovation and create sustainable employment opportunities within the Native Forestry Timber Region.

Timber Region Transition Grant

Form Preview

Describe how the project meets the program objectives? *

Provide an overview of how the project meets the TRTG objectives, noting what the project will achieve?

Which strategic priority area(s) does the proposal align most with. *

- ☐ Tourism
- ☐ Creative Industries
- ☐ Green Energy
- ☐ Advanced Manufacturing and Processing
- ☐ Sustainable Agriculture
- ☐ Job Creation

Check all that apply

Describe how the proposal aligns with the selected strategic priority area(s)? *

Job Creation

A key outcome of the TRTG program is the creation of new jobs.

Applicants must identify how the proposed project will create and sustain jobs through the completion of the business plan.

Current Employment Numbers

How many casual/contract staff does your business currently employ?

Must be a number.

How many permanent part-time staff does your business currently employ?

Must be a number.

How many permanent full-time staff does your business currently employ?

Must be a number.

Employment Creation Numbers

How many ongoing casual jobs would this proposal create? *

Must be a number.

How many ongoing part-time jobs would this proposal create? *

Must be a number.

How many ongoing full-time jobs would this proposal create? *

Must be a number.

Please describe the qualifications and skills required for the jobs your project will create. Include specific educational backgrounds, certifications, technical skills, and experience levels needed for these roles. *

Timber Region Transition Grant

Form Preview

We are interested in a breakdown of the types of skills required for the jobs being created. Will these jobs be suited to displaced timber workers?

Where will these jobs be based? *

- | | |
|--|---|
| <input type="checkbox"/> City of Albany | <input type="checkbox"/> Shire of Dardanup |
| <input type="checkbox"/> Shire of Augusta-Margaret River | <input type="checkbox"/> Shire of Donnybrook-Balingup |
| <input type="checkbox"/> Shire of Boyup Brook | <input type="checkbox"/> Shire of Harvey |
| <input type="checkbox"/> Shire of Bridgetown-Greenbushes | <input type="checkbox"/> Shire of Manjimup |
| <input type="checkbox"/> City of Bunbury | <input type="checkbox"/> Shire of Murray |
| <input type="checkbox"/> City of Busselton | <input type="checkbox"/> Shire of Nannup |
| <input type="checkbox"/> Shire of Capel | <input type="checkbox"/> Shire of Waroona |
| <input type="checkbox"/> Shire of Collie | <input type="checkbox"/> Other: <input type="text"/> |

Business Plan

In addressing this criterion, applicants also need to demonstrate how their proposal is able to achieve one or more of the priorities. Applicants can either complete the information in the fields below, or download and complete the business plan template and upload it at the end of this section: [Business Plan Template](#).

Business Strategy

Business strategy means we want to understand what your long-term business goal is and how your business is positioned to grow and compete within the market. This may include the following:

- Business vision/mission
- Business goals
- Business size/position in market

Describe the business objectives

What will the proposal do if successful?

Product overview

Product overview describes the new good, service or innovation that the business wishes to implement via this proposal. This may include addressing the following:

- Product overview (outcome of project)
- Distinguishing features of product (including technical basis)
- Target market

Please provide a product overview

Commercial Soundness of proposal

Commercial soundness sets out the financial research or planning has been done to support this proposal and how likely it is to deliver successful outcomes. Any evidence you can provide to show us this is a strong and worthwhile proposal should go in here. This may include addressing the following:

- Market analysis (trend/market size/competitors/barriers to entry)
- Demand analysis and demonstrated customer need
- Price point and justification
- Ability of the business to generate revenue and profits

Please demonstrate the commercial soundness of your proposal

Business Readiness

Business readiness means we want to know that your business is 'ready to go' on delivering this proposal. This may include the following:

- Implementation plan
- Marketing plan
- Recruitment and skills development plan

Please demonstrate the business readiness of your proposal

Proposal Budget

Please complete the below budget detailing your planned high-level proposal expenditure. You can also upload a more detailed budget and/or quotes using the file upload fields below. You can add more rows by clicking the 'Add More' or '+' buttons.

Expenditure Item	Funding Source	Cost (\$)
		\$

Timber Region Transition Grant

Form Preview

Total Expenditure Amount

\$

This number/amount is calculated.

Upload budget

Attach a file:

Upload quotes

Attach a file:

Gantt Chart

A Gantt chart is a visual project schedule that helps you plan, coordinate, and track project tasks. It includes:

- Activities and tasks that are to be done
- Start and end date for activities
- Milestones (key achievements) and milestone dates

Upload the 12 month Proposal Gantt chart

Attach a file:

Organisational Capacity

Organisational capacity means we want to know that your business is capable and equipped to deliver this proposal. This may include addressing the following:

- Financial capacity
- Governance structure
- Capacity of key personnel
- Previous experience in delivering similar scale projects

Please describe your organisation's capacity to deliver the proposal

Word count:

Upload CVs and other evidence.

Attach a file:

Timber Region Transition Grant

Form Preview

Evaluation

Describe the proposal:

- Objectives: proposal specific goals/aims
- Outcomes: change intended to create e.g. increase profits, customer base
- Measures: what data will be collected to measure success

Proposal Objectives

Detail the proposals specific goals/aims

ie Increase visitation to region

Proposal Outcomes

Detail the change the proposal intends to create

ie creation of sustainable jobs

Proposal Measures/KPIs

Identify the KPIs for measuring the success of the project

ie 3 fulltime jobs will be created within 12 months

Please upload **supporting information or documentation** which demonstrates organisational and financial capacity to deliver on the proposal. You may consider providing us with: letters of support, referee reports/customer testimonials, case studies, annual report, strategic plan and governance structure.

Supporting information or documentation

Attach a file:

Upload Business Plan or any other information to support your application

Upload Business Plan

Attach a file:

Upload other supporting information

Attach a file:

Consent and confirmation

* indicates a required field

Privacy Statement

Confidentiality

JTSI will treat all information provided as confidential and commercial-in confidence, where relevant. Applicants should note information provided to the State is subject to the *Freedom of Information Act 1992*. Further information is available from the Office of the Information Commissioner website: <https://www.oic.wa.gov.au/en-au/>.

Timber Region Transition Grant

Form Preview

Personal information and disclosure

JTSI may collect personal information for the purposes of administration and evaluation of an application. If the relevant information is not provided by applicants, JTSI and the State Government assessment panel will be unable to assess the application for funding.

Information from the application may be disclosed to other Western Australian Government agencies and may be published on the JTSI website, provided disclosure is consistent with relevant privacy laws, including the *Privacy Act 1988*. Personal information will be used and stored in accordance with Australian Privacy Principles (APPs) set out in the *Privacy Act 1988*.

This section must be completed by an appropriately authorised person on behalf of the applicant organisation.

If you wish to discuss how your application information is managed, please contact JTSI at nft@jtsi.wa.gov.au.

This section must be completed by an appropriately authorised person on behalf of the applicant organisation.

I have read and understand the confidentiality and personal information disclosure statements. *

☐ Yes

Applicant declaration

I certify that to the best of my knowledge the statements made within this application are true and correct, and I understand that if the application is successful, we will be required to enter into a grant agreement based on the information in this application. *

☐ Yes

I do hereby declare that all the information supplied in this application form for the Timber Region Transition Grant is, to the best of my knowledge, accurate and complete and that JTSI will be notified of any change to the information supplied and any other information or circumstances arising that may affect this application. *

☐ Yes

Name *

First Name

Last Name

Position *