



Guidelines

Background

GWRDC Regional was launched in January 2009 with a view to improving the effectiveness of funding provided to address regional issues. It replaced the former RITA and RDI programs, with the new program focussing on addressing specific issues identified by the regions through adaptation of research and technology at a regional level. An extensive consultation process has taken place with the regions to develop the new program and the principles upon which it operates. This highlighted the fact that many regional bodies were keen to evaluate new concepts and technology with respect to their own region, as well as identify aspects of production that will ensure their region is sustainable into the future. The program is designed to enable regions to identify and tackle their highest priority adoption issues. The program operates on the following principles:

- 1) Funding will be provided on the basis of production with larger producing regions able to access a larger amount of the funding pool proportional to their production. This is consistent with the way R&D levies are collected.
- 2) Some regions will be grouped together due to their proximity even though all their individual objectives may not align. Grouping together some of the smaller regions provides the opportunity to access a larger amount of funding allowing them to conduct activities that would not otherwise be achievable.
- 3) Funding will be allocated based on GWRDC's approval of a 3-year plan which outlines the extension and adoption objectives that the region would like to achieve during that time frame as well as approval of a 12 month operating plan which outlines the activities that underpin the strategy for the coming 12 month period.

Who Can Apply?

The table below lists the regions in the program as defined by GWRDC and the administrative body with which contracting will take place. These are the only bodies who can apply for funding under GWRDC Regional and account for every wine growing region in Australia. The smaller regions have been clustered together to allow a practical amount of funding to be apportioned to extension and adoption activities.

GWRDC Region	Regions Included	Administrative Body	Funding Cap per annum
Riverland	Riverland	Riverland Wine Industry Development Council	\$ 125,000
Murray Valley	Murray Darling, Swan Hill	Murray Valley Winegrowers Inc	\$ 125,000
Riverina	Riverina	NSW Wine Industry Association Inc	\$ 125,000
SA North	Barossa Valley, Clare Valley, Eden Valley, Adelaide Plains, Southern Flinders Ranges	Barossa Wine and Tourism Association	\$ 50,000
SA Central	Langhorne Creek, McLaren Vale, Adelaide Hills, Southern Fleurieu, Currency Creek, Kangaroo Island	Langhorne Creek Wine Industry Council	\$ 50,000
SA South	Coonawarra, Padthaway, Wrattenbully, Mount Benson, Robe	Limestone Coast Wine Industry Council	\$ 50,000
Greater NSW and ACT	All regions in NSW and ACT excluding Riverina	NSW Wine Industry Association	\$ 50,000
Greater VIC	All regions in VIC excluding Murray Darling, Swan Hill	Victorian Wine Industry Association	\$ 50,000
WA	All regions in WA	Wine Industry Association of WA	\$ 50,000
TAS	All regions in TAS	Wine Industry Tasmania Ltd	\$ 25,000
QLD	All regions in QLD	Queensland Wine Industry Association	\$ 25,000

Funding Allocations

The GWRDC Regional budget includes a total provisional budget of \$725,000 per annum. The regions and the maximum amount that can be allocated within any given year are detailed in the previous table, with the final budget amount for each region being at the discretion of the GWRDC Regional Committee. The funding guidelines remain consistent with GWRDC's principle of attracting co-investment from regional groups to help deliver outcomes.

- The first payment will be made in advance and will provide funding for the full 12 months.
- To initiate payments for subsequent periods, the Annual Operating Plan for the next 12 months will require approval and will trigger the first half of funding for the following year. Approval of the Annual progress report for the previous 12 months will trigger the second half of the annual funding. This report involves a reconciliation of funds.
- Unspent funds at the end of a financial year may be carried forward, however the activities on which the funds are to be spent are subject to approval by the GWRDC Regional Committee.
- Any unspent funds remaining at the conclusion of the 3 year plan must be returned to the GWRDC.

Planning

Regions will be expected to develop a 3-year plan which outlines the extension and adoption objectives that the region would like to achieve during that time period. If assistance is required by the region to develop a plan in order to complete the template please contact the GWRDC to discuss your needs. Additional funding may be provided to assist the planning process and will be considered on a case by case basis.

Underpinning the 3-year plan will be a 12 month schedule of activities that the region would like to carry out to meet the objectives stated in the 3 year plan. Both will be documented in the standard GWRDC template. The GWRDC Regional Committee will consider the plans as part of the funding approval. For those regions where a number of regions are grouped together, each individual region may wish to undertake a planning exercise to work out their priorities in the first instance which will feed into the plan for the broader region.

As part of the planning process, a representative from each Administrative Body will be invited to attend an annual meeting to present their plan and outcomes from the previous year. It is anticipated that this will be a useful forum to highlight priorities across the different regions, as well as identify any common goals across regions that might be more appropriately dealt with at the national level, with separate funding from the GWRDC.

Eligible Activities

The types of activities that are eligible to be funded in GWRDC Regional are innovation, extension and adoption activities within the regions. It is anticipated that these activities will relate directly to regional priorities and will have a high likelihood of measurable short-to-medium term impact.

Examples of eligible activities might include, but are not limited to, the following:

- Running technical workshops
- Conducting vineyard demonstrations
- Regional strategic planning
- Performance benchmarking and analysis
- Regional information analysis
- Specific training relating to a key issue
- Development of extension materials e.g. fact sheets, DVDs, flyers
- Limited administrative support may be eligible in some circumstances and requests will be dealt with on a case by case basis

The GWRDC's legislative framework does not allow it to provide support for the following activities:

- Structural change within regions
- Agri-political activities
- Marketing activities

Additional activities that are ineligible for funding within GWRDC Regional include:

- Existing activities that are already funded by any regional association are ineligible, however, activities that are complementary, additional or supplementary to an existing activity that would not otherwise have occurred are eligible.
- Research projects – proposals are to be submitted to GWRDC's annual Call for Applications

- Purchase of capital works (e.g. vineyard establishment or building construction). Capital equipment items (e.g. instrumentation for a demonstration site) will be dealt with on a case by case basis.
- In circumstances where there is no market failure i.e. those activities that could reasonably be expected to be provided by the private sector (the market) on a cost recovery/profit basis

Reporting and Accountability Requirements

The GWRDC has a policy of being transparent and accountable. As part of this approach, GWRDC Regional applicants will be required to fulfil a number of reporting requirements.

As an industry funding agency the GWRDC wishes to make the results of any outcomes it funds available broadly across the industry. Accordingly, participants will be encouraged to collaborate and share results. Wherever possible, the support of the GWRDC (and hence levy payers and the Australian Government) should be acknowledged.

The reporting requirements include:

- Progress reporting every 12 months forwarded to applications@gwrdc.com.au summarising the outcomes of the Project and reconciliation form accounting for expenditure.
- If there are tangible outputs from the Project such as a strategic plan, training kit, video or software, these should accompany the Report.

Innovators Network

The 'Innovators Network' is a recent initiative of GWRDC, which aims to utilise existing, mostly private sector, service provider networks within the Australian Wine Industry to facilitate the flow of information, knowledge and technologies back to the 'grass-roots' sectors of the industry. The 'Innovators Network' is composed of industry development officers, winery grower liaison officers/viticulturalists/winemakers, industry consultants, industry suppliers/on-sellers, agribusiness representatives and State Government extension officers. By providing this sector of the Australian Wine Industry with the knowledge and extension resources they require, it will assist in delivering GWRDC's messages to the broader industry and thus facilitate the uptake of R&D innovations into the industry, ultimately leading to practise change.

It is important to make the distinction between the GWRDC 'Innovators Network' and the GWRDC Regional Program. Put simply, issues of national significance (e.g. Water and Vine Drought Modules) will be extended to industry through the 'Innovators Network' and issues of regional significance (e.g. dealing with high levels of root-zone salinity in Langhorne Creek) will be addressed in the GWRDC Regional. In some cases the same people will be involved in the Innovators Network as well as the Regional Committees which drive GWRDC Regional.

How to Apply?

The table on Page 1 lists the regions in the program as defined by GWRDC and the administrative body with which contracting will take place. These are the only bodies who can apply for funding under GWRDC Regional and account for every region in Australia. Application templates and guidelines can be obtained from the GWRDC's offices by calling (08) 8273 0500. Please read the guidelines, starting on page 6 of this document, for details on completing the Strategic and Annual Plan template.

Who to Contact?

Each region as defined within these guidelines on page 2, has been allocated a dedicated GWRDC manager as indicated in the table below, so there is a single point of contact within GWRDC. Please contact the GWRDC on (08) 8273 0500 or email the appropriate address.

GWRDC Manager	Email	GWRDC Region
Troy Fischer	troy@gwrdc.com.au	Riverland, SA North, SA South
Mark Krstic	mark@gwrdc.com.au	Murray Valley, Greater VIC, TAS
Liz Waters	liz@gwrdc.com.au	Riverina, Greater NSW and ACT, WA
Kate Harvey	kate@gwrdc.com.au	SA Central, QLD

Indicative Dates:

29 January 2009	GWRDC Regional Officially Launched
1 February 2009	Regions as defined in guidelines can apply in writing to GWRDC for up to \$5,000 for strategic planning assistance.
Feb-May 2009	Regions conduct planning workshops and complete planning documents and templates where possible.
1 May 2009	GWRDC hold a workshop with regional representatives to review progress of GWRDC Regional.
15 May 2009	Regions as defined in guidelines submit their strategic extension and adoption plans for GWRDC Regional.
30 May 2009	GWRDC Regional Committee review and approve plans.
1 July 2009	First Regional Plans commence activity.

Note: In the first year of the program, applications for 2009-10 funding will be accepted past 30 June, 2009. From 2010, annual operations plans will be required prior to 30 June each year.

GWRDC REGIONAL APPLICATION GUIDELINES

These guidelines have been prepared to help your group submit an application to the GWRDC.

Please read these guidelines carefully before attempting to complete the application form. If you are still unsure about the application process, please contact the GWRDC (by email on applications@gwrdc.com.au or phone (08) 8273 0500 or Fax (08) 8373 6608).

The Strategic and Annual Plan template can be downloaded electronically from the GWRDC's website or can be obtained by contacting the GWRDC either via email or phone. The GWRDC has also provided an application form with examples included in each section on our website to assist you in filling out the application form.

Three hardcopies of the application document must be signed by the primary contact for the Plan and forwarded via traditional mail to the GWRDC (PO Box 221, Goodwood, SA 5034). An electronic copy (Microsoft Word) of the application is also required and this should be sent to applications@gwrdc.com.au.

The application form requires the following information.

1. REGION REPRESENTED

Indicate the region as defined on Page 2 of this document e.g. Greater Victoria

2. APPLICANT DETAILS

(a) Contracting Organisation

Simply check the box of the name of the organisation that is making the funding application.

(b) Primary Contact Details

The Primary Contact is the person responsible for progress and financial reporting.

The Primary Contact will be responsible for ensuring the timelines and objectives of the proposed Project are met and will be accountable for the disbursement of funds.

The GWRDC will address all correspondence to the Primary Contact.

(c) Regions Represented

List the regions represented in the plan.

3. BACKGROUND TO PLAN

Outline the process behind developing this plan, how the priorities were arrived at and who was consulted. Also include proposed benefits to the region.

4. ISSUES FOR THE REGION OVER THE NEXT 3-5 YEARS

List in order of importance the highest priority issues for the region over the next 3-5 years. This can be a mix of issues relating to research and development, extension, adoption, etc and will emerge from the strategic planning process.

5. EXTENSION AND ADOPTION PRIORITIES FOR THE REGION OVER NEXT 12 MONTHS

List in order of importance the highest extension and adoption priorities for the region over the next 12 months.

6. ACTIVITIES TO ADDRESS PRIORITIES AND OUTCOMES

This section requires the table to be populated with extension priorities defined in the previous section, what the activities are to address those priorities, as well as attendance/distribution targets, target date and budget for each activity. The final column relates to the high level outcome that is sought as a result of carrying out the activities. Examples for each of these are provided in the template.

7. INDIVIDUAL ACTIVITY DETAILS

This section requires a more detail about each activity including a brief background, the proposed activity leader, budget and explanation and what outcome is sought as a result of the activity. Up to 1 page for each activity is expected.

It is important to break the Project budget down as far as practicable. The GWRDC strives to be transparent and accountable in all its activities. A detailed budget will help us to achieve this objective and will enhance our understanding of the various elements of each Project. Where possible identify the regional or local contribution to the Project either in dollars or time and labour involved.

If funding is being sought from another agency please indicate it at the end of the budget.

For example:

Budget	Funding required from GWRDC	Local/Regional Contribution	
		Cash	In-Kind
Field day costs	12,000.00	4,000.00	
Preparation of materials	1,200.00		
Administrative support			1,500.00
Total	13,200.00	4,000.00	1,500.00
Add 10 % GST	1,320.00		
Total funds requested from GWRDC	14,620.00		

8. APPLICATION CHECKLIST

This simply provides a final checklist to ensure you have filled out all sections of the application and been through all the appropriate steps in the planning process.

Electronic versions of the form contain expandable text boxes that will adapt to fit your text.

Please contact the GWRDC on (08) 8273 0500 should you require any assistance with any stage of the Application process.