**garinga djimbayang Grant Program**

**Application Form**

# About

Traditional Owners of Country have produced food and managed land since time immemorial. The traditional knowledges and practices held by First Nations people benefit Victoria’s agriculture sector. There is an opportunity to embed Aboriginal traditional knowledge and practices into Victoria’s agriculture training so that the agriculture sector has broader and diverse skills that support innovation, entrepreneurialism and resilience.

* Through the garinga djimbayang Grant Program, grants valued between $300,000 and $1,000,000 (excluding GST) are available for Registered Aboriginal Parties and TAFE partnerships for projects that deliver on the garinga djimbayang objectives, which are to:
	+ Recognise the value of Aboriginal traditional knowledge and practices in agriculture
	+ Integrate Aboriginal traditional knowledge and practices into elements of accredited agriculture training
	+ Ensure accredited training delivered through the program is culturally safe
	+ Encourage more First Nations people to pursue training and/or careers in agriculture

This grant program is funded through the $50 million Agricultural College Modernisation Program (ACMP), administered by the Department of Energy, Environment and Climate Action (DEECA) on behalf of the Victorian Government.

1. Please read the garinga djimbayang Grant Program Guidelines and supporting resources available at [agriculture.vic.gov.au/support-and-resources/funds-grants-programs](https://agriculture.vic.gov.au/support-and-resources/funds-grants-programs) while developing your application.
2. Please contact the primary project partner to develop a shared proposal idea before submitting this application.

Applications are open until 5pm on 28 August 2024.

If you have any questions regarding the application process, please contact the Department of Energy, Environment and Climate Action (DEECA) at skillsandsafety@agriculture.vic.gov.au.

# Section 3: Eligibility Criteria

Applicants must meet the eligibility criteria for their application to be considered for a grant under the garinga djimbayang Grants Program. Please see the program guidelines for further information on the eligibility criteria.

**Please mark the check box for all that apply. Please note that *all* questions must include a check box response to be considered as eligible.**

1. **As lead applicant, please tick which type of organisation you are from** (check one box only):

[ ] Victorian Registered Aboriginal Party

[ ] Victorian TAFE

1. **Your proposed project has been endorsed by your primary partner with a supporting letter**

Yes [ ]

Primary Partner name: \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_

1. **Please confirm that your proposed project will be delivered in Victoria, by ticking this box** [ ]
2. **Please confirm that the TAFE and the RAP have an established relationship, or, both the TAFE and RAP agree that the TAFE has sufficient demonstrable experience partnership with Aboriginal organisation?** [ ]
3. **Is the accredited training the application proposes to contextualise:**
	1. **on the TAFE’s scope of registration?** [ ]

*Or*

* 1. **the TAFE has applied with the relevant authority to add the qualification to the scope of registration?** [ ]
	2. **on the Victorian Government’s Training Needs List?** [ ]
1. **Please confirm that the TAFE (whether lead applicant or primary partner) understands that the contextualised accredited training must comply with the** [**Standards for RTOs**](https://www.asqa.gov.au/about-us/asqa-overview/key-legislation/standards-rtos-2015) **and address all compliance requirements of the Australian Skills Quality Authority for the development, implementation, delivery, assessment and recognition of the non-endorsed components that are integrated into a qualification:** [ ]
2. **As lead applicant, your organisation acknowledges that it will be responsible for administering all grant management, payments to suppliers of services to your project and project reporting** [ ]
3. **Your project aligns with the following objectives of the garinga djimbayang Program** (note that you will be asked to explain and demonstrate how your project will achieve on these objectives later in the application)

[ ]  Recognise the value of Aboriginal traditional knowledge and practices in agriculture

[ ]  Encourage more First Nations people to pursue training and/or careers in agriculture

[ ]  Integrate Aboriginal traditional knowledge and practices into accredited agriculture training

[ ]  Ensure accredited training delivered through the program is culturally safe

# Section 4: Applicant Details

**Applicant Information**

Organisation Name:

Australian Business Number (ABN):

Australian Company Number (if applicable only):

**Applicant Address**

**Business Address**

Street Address:

Suburb/Town:

State:

Postcode:

Is Postal Address same as the Business Address? Y/N

**Postal Address**

Street Address or PO Box:

Suburb/Town:

State:

Postcode:

**Contact Details of Signatory (Key contact with sufficient authority in endorsing the organisation’s application)**

Title:

First Name:

Last Name:

Role within Organisation:

Phone/Direct:

Mobile:

Email:

# Section 5: Primary and Secondary Partners

*Please provide the following details about the primary partner on the project*

Organisation Name:

Business Address:

*Please provide the following details about any secondary partners on the project, if applicable*

Organisation Name:

Business Address:

# Section 6: Summary of your Project

Proposed project name:

**Project Summary:**

*Provide a summary about your project that will be used in departmental documentation and communications to convey what you propose to do and why (****350 words max****).*

 *Include*

* *Project start and end dates*
* *Project location*
* *How the proposed training for contextualisation is linked to the broader agriculture sector*
* *How your project will achieve on all of the Grant Program’s objectives:*
* *Recognise the value of Aboriginal traditional knowledge and practices in agriculture*
* *Integrate Aboriginal traditional knowledge and practices into accredited agriculture training*
* *Ensure accredited training delivered through the program is culturally safe*
* *Encourage more First Nations people to pursue training and/or careers in agriculture*

How much funding (exclusive of GST) are you seeking from the garinga djimbayang Program? Please note, you will also be required to fill out a detailed budget template which you can find on the website. You will be required to use the template and submit it as part of your application.

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# *Additional information*

### Is this the only application for funding under the garinga djimbayang Grant Program that your organisation is submitting as either the lead or partner organisation [ ]  Y N [ ]

1. If no, please indicate the number of applications (including this one) you are submitting and whether you are the lead applicant or primary partner:

# Section 7:

Please refer to the garinga djimbayang Guidelines (section 3.2) to refer to the assessment criteria and weightings for additional guidance on answering these questions.

### What unit/s of competency within the accredited agriculture qualifications do you propose to contextualise or add to through your project and why? (350 words max)

*In your response please*

* *reference the qualification name under which the contextualised training will be developed/integrated and delivered.*
* *identify, the unit/s of competency, course code, skillset for contextualisation or an outline of additional training or course content that will enhance cultural safety and/or delivery of existing training by inclusion of Aboriginal traditional knowledge or practices*
* *provide rationale on why these elective/core units/proposed training represent the opportunity to embed Traditional Owner knowledge and the learning outcomes required and what the benefits will be to learners.*
* *Outline the benefit to the relevant agriculture sector/industry stakeholders in Victoria, including the sort of jobs people who complete the training will be qualified for.*

### How and where will the training be delivered? (350 words max)

*In your response, please include details on how the training content will be delivered (e.g., videos, images, stories, text), the proposed staffing resources (e.g., TAFE-provided teaching, external suppliers, guest speakers,) and potential delivery mode (e.g., in a TAFE classroom, on Country, online, or a blend?)*

### How will you work with the primary partner (identified in section 5) in the project?

(350 words max)

*How you will engage with the primary partner (e.g., regular meetings, steering committee, other governance)?*

*What will the primary partner contribute? This may include in-kind contribution, development of content, use of premises, review of existing policies, guest speaker support, or other activities.*

### Describe how your project will be delivered to ensure Aboriginal cultural safety and the principles of Aboriginal self-determination are supported. (350 words max)

*Articulate how your project will ensure Aboriginal cultural safety in delivery and that all Aboriginal traditional knowledge and/or practices incorporated into the training through this project is self-determined by First Nations people or groups.*

### Provide details on how the Koorie Liaison Unit or equivalent within the TAFE will be involved throughout the course of the project (regardless of whether the TAFE is the lead applicant). *(*250 words max*)*

*You may segment your answer between the different stages of the project. E.g., development and delivery. You may also include other involvement and input points.*

### Outline how you will implement a knowledge management agreement between the TAFE and RAP that covers the Indigenous Cultural and Intellectual Property (ICIP) information management/retention requirements. (350 words max)

*Your response should provide the indicative approach for developing the agreement and provide preliminary ideas about the approach as discussed by both the RAP and TAFE. Preliminary ideas should include how content can be used, stored and expectations for how content will be reviewed and delivered through time and any costs to be paid to the RAP by the TAFE for use of the knowledge.*

### Demonstrate your capacity and capability to successfully implement the project. (500 words max)

***This may include details of current or past work of the applicant and/or primary partner as it relates to the Program requirements or outputs (e.g., project management experience, subject matter expertise, sufficient staff skills or plans to upskill, existing relationships in agriculture or with First Nations communities and/or TAFEs)*, *relationships with industry.***

***Please outline major commitments either the applicant or primary partner are aware of that will be delivered at the same time and how this will be managed.***

***Project delivery phase***

### Describe your approach to student attraction in your proposed course and why you think this will be successful. (350 words max)

*In your response, please specify your strategy to attract First Nations learners in the delivery of the course and a broader strategy for all learners.*

*Include the following in your response:*

* *details on proposed strategies or reference to past successful strategies and why they will be applied to this project*
* *proposed marketing campaigns that specify which channels will be used for engagement (e.g., online, print, or in person)*
* *if/how the Koorie Liaison Unit within the TAFE will be involved*
* *specify attraction strategy timeline as part of the broader project*

### Describe your approach to student retention in your proposed course. (350 words max)

*In your response you may like to include*

* *details on new strategies or past successful strategies you propose to utilise to retain students in the delivery of the course. This may include access to student support services, learning assistants, connection into on the job learning and/or work experience after the conclusion of the course*
* *other strategies that are relevant*
* *specify your strategy to retain First Nations learners for the duration of the course.*

### What is your approach to sustainability to ensure the value of the agriculture training contextualised with Traditional Owner knowledge and practices can have an enduring benefit. E.g., benefit more people and Victorian agriculture beyond the life of this program? (350 words max)

*In your response, please outline*

* *how/if the ICIP approach will allow the contextualised course content to be embedded in future accredited agriculture training across the TAFE network*
* *how project benefits will be sustained/could be sustained including how ongoing costs will be managed, e.g. to support course viability*

### Describe how and when additional support will be provided to First Nations students undertaking training and assessments, as required. (350 words max)

*Response may reference line items requested in budget.*

### Has the TAFE/RAP partnership for this project discussed how the Aboriginal traditional knowledge and practices within the contextualised training could be assessed and student outcomes measured? (250 words max)

*Provide a short response (noting that if your project is successful the TAFE will be required to include the Training and Assessment strategy (TAS) as an attachment to implementation plan - also a requirement of successful applicants*

### What, if any, industry consultation has been undertaken in the development of this project? (250 words max)

*Outline with who, what industries, stakeholders, businesses etc.*

### Explain how your project will support more First Nations people to pursue education and/or careers in agriculture. (350 words max)

*This may include how the project will address student and/or industry needs, cultural safety, support industry or community connections, or lead to better post-graduate student outcomes*

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# Section 8: Additional mandatory documents to be submitted with the application form

Have you attached the following documents with your application?

[ ] Project budget (template provided)

[ ] A cosigned letter from the lead applicant and primary project partner endorsing the proposal and confirming their commitment to the partnership on the project

[ ] Signed approval from the lead applicant’s Chief Financial Officer (or equivalent) regarding the project’s proposed budget

[ ]  Any additional documentation and supporting material to which you have referred in the body of your application

# Acknowledgement and Lodgement

**Agreement**

I certify that I am authorised to submit a grant application on behalf of the applicant organisation. I state that the information in this application and attachments is to the best of my knowledge true and correct. I will notify DEECA of any changes to this information and any circumstances that may affect this application. I acknowledge the Privacy Collection Notice in the Introduction section of this application. I understand that DEECA is subject to the *Freedom of Information Act* 1982 and that if a Freedom of Information request is made, DEECA will consult with the applicant before any decision is made to release the application or supporting documentation. I understand that this is an application only and may not necessarily result in funding approval. I understand that if this application is successful, that funding will be subject to terms and conditions set out in agreement with the Department. I have read and understood the Program Guidelines.

**Application Declaration:**

**Full name:**

**Position title:**

*I declare that I am an authorised representative of my organisation <signature below>*

**……………………………………………………………………………………………..**

**Date:**

*Privacy Collection Notice*

The personal information on this form is collected by the Department of Energy, Environment and Climate Action (DEECA) for the purposes of administering your grant application and informing Members of Parliament of successful applications. The personal information in this form will be disclosed to relevant DEECA staff and may also be disclosed to Members of Parliament and their staff. Where you do not provide the information required by this form we may be unable to process your application. Personal information may also be disclosed to external experts, such as members of assessment panels, or other Government Departments for assessment, reporting, advice, comment or for discussions regarding alternative or collaborative grant funding opportunities. For more information, please refer to DEECA Privacy Policy at <http://deeca.vic.gov.au/privacy>

*Funding Discretionary*

Assessment of this application and any decision to approve funding are matters for the State of Victoria in its absolute discretion acting through its Ministers and the Department.

*State Not Liable for Claims Arising from Application*

The State of Victoria will not be liable for any action or claim arising from or in connection with this application and its assessment.