Regional Employment Trials Program

RDA Project Proposal Form

### RDA Region      \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

### Applicant details

|  |  |
| --- | --- |
| Australian Business Number (ABN) |  |
| Entity name  The entity name refers to the legal/ registered name that appears on official business documents. |  |
| Business/ trading name |  |

### Project title and description

Provide a project title.

|  |
| --- |
|  |

### Summary of key activities and outcomes

Provide a summary of your project including the key activities, number of expected participants and project outcomes.

|  |
| --- |
|  |

### Project duration

When do you expect to start and finish the project?

You must complete your project by 30 June 2020.

|  |
| --- |
|  |

### Project location

Provide detail on where the project activities will take place

|  |
| --- |
|  |

### Project budget

Complete the fields below to show how you will fund the eligible project costs.

Note, the minimum grant amount under the program is $7,500 and the maximum grant amount is $200,000.

|  |  |
| --- | --- |
| a. Your financial contribution (A$) | $ |
| b. Your in-kind contribution (provide details) | $ |
| c. Grant amount (A$) | $ |
| **Total eligible project costs (A$)** | ***(minimum $10,000)* $** |

### Project partner details

Provide details of your partnering employment service provider and project partners in the following table, including any other employment service provider/s involved in your project.

For the purposes of your application to AusIndustry, you must nominate a single Partnering Provider who will perform the functions set out in your Grant Agreement, should you receive funding. The key functions of the Partnering Provider include, but are not limited, to undertaking and updating the risk assessment on the RET Activity, and where necessary passing on attendance and incident information. Further information on Partnering Provider responsibilities is included in the Regional Employment Trials Program Grant Opportunity Guidelines.

| No | Australian Business Number | Organisation name |
| --- | --- | --- |
| Partnering  Provider/s |  |  |
| 2 |  |  |
| 3 |  |  |
| 4 |  |  |

### Details of primary contact

Provide details of the primary contact.

|  |  |
| --- | --- |
| Title |  |
| Given name |  |
| Family name |  |
| Position title |  |
| Phone number |  |
| Mobile number |  |
| Email address |  |

Provide the postal address of the primary contact

|  |  |
| --- | --- |
| Address |  |
| Suburb/ town |  |
| State/ territory |  |
| Postcode |  |
| Country | Australia |

### Project Assessment Criteria

The Regional Development Australia Committee will consider how your project aligns with local employment priorities and the extent to which the project will deliver employment related outcomes in your region. Provide detail about your project to address the criteria below.

**Criterion 1**

**Describe the specific employment challenge/s in your region that relate to your project, and detail how the project intends to address them.**

**(10 points)**

|  |  |
| --- | --- |
| |  | | --- | |  | |

**Criterion 2**

**Describe how the project benefits the local community and or employers and or region (10 points)**

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| --- |
|  |

**Criterion 3**

**Describe how your project provides value for money, taking into consideration any similar projects or assistance on offer in the region, and the outcomes expected to be delivered by the project (10 points)**

|  |  |
| --- | --- |
| |  | | --- | |  | |

### For RDA use only

### RDA Conflicts of interest

|  |  |  |
| --- | --- | --- |
| Does the RDA committee have any perceived or existing conflicts of interest to declare with the proposal? | yes | no |

If yes, describe the perceived or existing conflict/s of interest and how you anticipate managing them.

|  |
| --- |
|  |

### Regional Development Australia Committee Assessment Form

**Criterion 1** RDA Comments

|  |  |
| --- | --- |
| |  | | --- | |  | |

Score      /10

**Criterion 2** RDA Comments

|  |
| --- |
|  |

Score      /10

**Criterion 3** RDA Comments

|  |  |
| --- | --- |
| |  | | --- | |  | |

Score      /10

**Total score:      /30**

**Any further comments the RDA Committee would like to make about the proposal:**

|  |  |
| --- | --- |
| |  | | --- | |  | |

### RDA endorsement

|  |  |  |
| --- | --- | --- |
| Does the RDA committee endorse the project? | yes | no |