



Department of Water

Department of Regional Development

watering WA

Application form

#watering WA

Pastoral

Water Grants Scheme
Application form



Please note:

This form must be completed and lodged in order to apply for and claim the Pastoral Water Grants Scheme (PWGS). **For further information or if you need help completing the form, please call the Department of Water on free call 1800 780 300 or email ruralwater@water.wa.gov.au.**

August 2016

Completed forms should be sent by mail to:

DEPARTMENT OF WATER
RURAL WATER PLANNING
PO Box K822
PERTH WA 6842

How to complete this form

Part A – Applicant(s) details and previous payments

Complete the details of the business and/or individual(s) applying for the grant.

Please note:

a) any reference to applicant in this application form means any director, secretary or shareholder of a business applicant and any of the individuals listed under the entity name of the ABN details of a business applicant; and

b) any requirement for an applicant to sign any document means each of those individuals listed in a) above.

Have any of the applicants received financial assistance for water supply improvements or works through the Pastoral Water Grants Scheme (PWGS) or any other State or Commonwealth government schemes or programs? Complete the appropriate answer and provide further detail in the space provided.

Part B – Station details

Complete the details for the station(s) related to the application.

Please attach a copy of the lease agreement(s) to this form.

Part C – Water assessment report

Complete the demand and requirements details for the station(s). Attach an A3 map showing existing and proposed water infrastructure.

Part D – Application for assistance

Complete the details for the proposed infrastructure, including quotes.

Part E – Conditions of grant

Part E outlines the conditions of the grant.

Part F – Applicant(s) payment agreement

Each applicant(s) in Part A must **sign and date** the payment agreement.

Companies with an ACN are required to complete the applicable Testimonium and attestation clause as follows:

- **1.220** – Complete this section if your company has a Common Seal
- **1.231** – Complete this section if your company has two Directors or a Director and Secretary
- **1.232** – Complete this section if you are a Sole Director and Company Secretary

Part G – Statutory Declarations

Each applicant(s) in Part A must complete a Statutory Declaration in the presence of an **Authorised Witness** from the Authorised Witness list in Part G.

The applicant(s) are required to complete a Statutory Declaration.

Two Statutory Declarations are provided in this booklet. If you require additional forms, please photocopy, complete and attach to this form.

You must read and understand the *PWGS Information for applicants* booklet prior to signing the Statutory Declaration.

Part H – Applicant(s) financial institution details

Complete the details for the financial institution which you would like your rebate paid into.

Part F – Checklist

Tick each box within the checklist, and then post this form and relevant documents to the address inside the front cover of this booklet.

PART A - Applicant details

NAME OF COMPANY APPLICANT (including ACN)

NAME OF PARENT OR HOLDING COMPANY (including ACN)

NAMES OF SUBSIDIARY AND RELATED COMPANIES (including ACNs)

STATION NAME

LGA

ABN

GST REGISTERED? (Y/N)

NAME(S) OF INDIVIDUAL(S) AND PARTNERSHIP APPLICANT(S)

	Position	Title	First name	Surname
Applicant 1				
Applicant 2				
Applicant 3				
Applicant 4				
Applicant 5				

CONTACT NAME AND POSTAL ADDRESS

RESIDENTIAL OR BUSINESS ADDRESS OF APPLICANT(S) (if the same as postal address write "as above" – if more than one person, attach a list of names)

Business
phone
Home
phone

Facsimile

Mobile

Email

Previous payments

Has the applicant or any of the applicants or any shareholder of the applicant received financial assistance for water supply improvement or works through the PWGS or any other state or commonwealth government schemes or program (including, but not limited to, Farm Water Rebates, NRM Projects, Pastoral Water Grants, Renewable Energy Water Pumping Program) **in the last 10 years?**

Yes No Unsure

If **yes**, please provide details below (if more than one government scheme or program please attach list with all relevant details):

Recipient	
Agency / Department / Organisation	
Date paid	
Amount received	
Improvements for financial assistance was received	

PART B - Station details – Total land holdings of company or business

Property name	Property area (ha)*	Pastoral lease numbers or location numbers	Shire	Distance and direction of homestead from nearest town

*To convert acres to hectares (ha) multiply by 0.40

Only those sections for which assistance is requested should be completed e.g. domestic water, livestock water, upgrading or new facilities.

Shaded areas will be completed by the Department of Water technical officer.

PART C – Water assessment report

This section sets out the information needed for the Department of Water to make an assessment.

1.0 Demand for water

1.1 Domestic water requirements

Homestead & staff quarters (excluding homestays) Identify by household name or number	Number of permanent occupants	Total household drinking water (L/day) (Max. 150 L/person/day)
Totals		

1.2 Livestock water requirements for management unit to be upgraded

	Normal* number	Convert to DSE**
Sheep/Goats		X 1
Cattle		x 10
Other		
		Total

* Normal number – average livestock number over the previous five years.

** DSE – 45kg non-lactating sheep in forward store condition during summer.

2.0 Existing water supplies and upgrade proposals

2.1 Supply of domestic water – rain water tanks; existing tanks

Existing Tanks

Building identification (name or number)	Available roof area ^{m²*}	Tank capacity kL ^{**}	Household supply allocation (98% reliable) L/d
BUILDINGS WITH TANKS		EXISTING TANKS	
1.			
2.			
3.			
4.			
5.			
6.			
	Sub-totals:		
	TOTALS		

Proposed Tanks

Building identification (name or number)	Available roof area m ² *	Tank capacity kL ^{**}	Household supply allocation (98% reliable) L/d
BUILDINGS WITHOUT TANKS		PROPOSED TANKS:	
1.			
2.			
3.			
4.			
5.			
6.			
	Sub-totals:		
	TOTALS		

* To convert square feet to m², multiply by 0.093.

** To convert gallons to kL, multiply by 0.00455

Description and justification for proposed rain tanks

2.2 Supply of domestic water – other proposals*

* E.g. Dam or bore for homestead garden supply; desalination unit, filter or pressure pump.

Identification of household – name or number	Type of works – brief description
1.	
2.	
3.	
4.	
5.	
6.	

Description and justification for other domestic water proposals

2.3 Supply of livestock water to management unit to be upgraded -dams

Identification (name or number)	Estimated storage capacity* (m ³)	Estimated current depth ** (m)	Frequency of going dry (eg. 1 yr in 10)	Existing DSE allocation
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
			TOTAL	

* To convert cubic yards to cubic metres, multiply by 0.76.

** To convert feet to metres, multiply by 0.305

Description and justification for proposed new dams and improvements to existing dams (provide dam volume and type, catchment area, soil type and yield potential)

2.4 Supply of livestock water to management unit to be upgraded – bores & wells

Identification (name or number)	Type: Bore, or Well	Maximum sustainable pumping rate (L/day)	Water quality (mS/m)*	Existing DSE allocation
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				
			TOTAL	

* To convert parts per million (ppm) or milligrams per litre (mg/L) to mS/m, multiply by 0.182

** To convert grains per gallon to mS/m, multiply by 2.6

Description and justification for proposed new bores (provide anticipated depth to groundwater, estimated production rate, and estimated salinity)

2.5 Supply of Livestock Water to management unit to be upgraded - pipework / other proposals

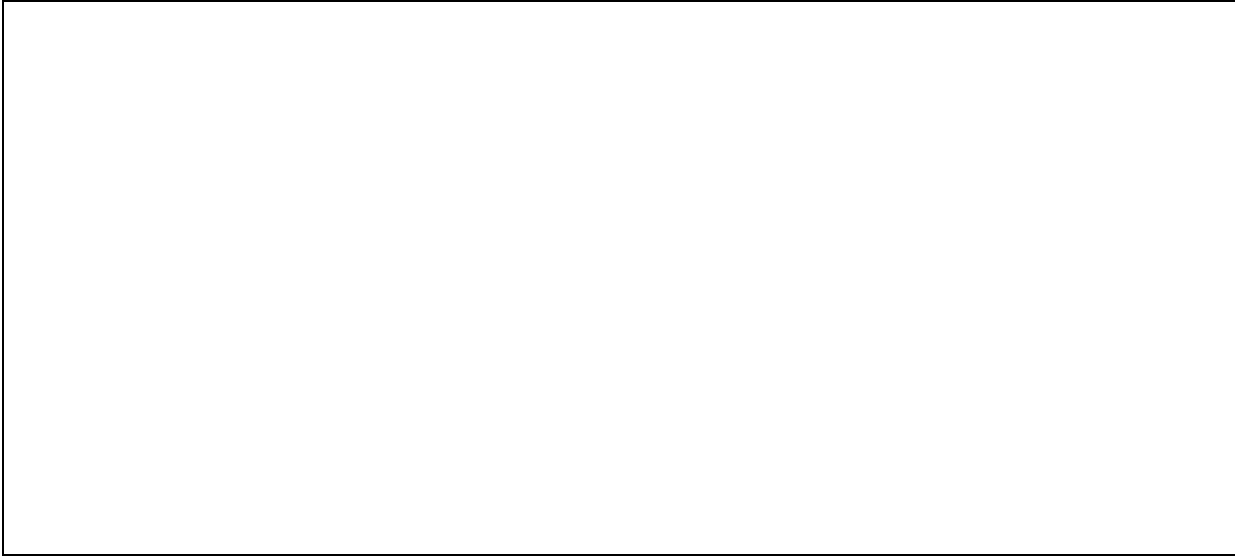
Identification	Type of works – brief description *	Existing DSE allocation
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		
TOTAL		

* E.g Reticulation from dam 9 or bore 3

Description and justification for reticulation and other proposed works (provide size, class and length of pipe, specifications of pumps, tanks, troughs and fittings)

3.0 Comments on proposed water supply

- 3.1 Technical and conservation design requirements, design requirements necessary to avoid land and water degradation, including disposal of effluent from any desalination units.



4.0 Attach a Map of Property

Attach an A3 size map of the station(s) showing existing and proposed water infrastructure.

Applications will not be considered without maps.

PART D – APPLICATION FOR ASSISTANCE

To be completed by applicant.

Please list only those proposed works for which a grant is sought and which you can install and finance within the approved project duration (ie two yrs from date of Minister’s approval).

Note: Quotes to be attached with application.

Please itemise works and costing for each item eg.

Item no.	Location no.	Brief description of proposed works LIST WORK IN PRIORITY ORDER	Estimated cost (ex GST)
1.	Site 1	1000m 63mm pipe to connect tank to trough @ \$2/m	\$2000
Coordinates		Latitude: -31.9536	Longitude: 115.8548
2.	Site 1	3 x 200L troughs @ \$1000 / per 200L through	\$3000
Coordinates		Latitude: -31.9536	Longitude: 115.8548

Item no.	Location no.	Brief description of proposed works LIST WORK IN PRIORITY ORDER	Estimated cost (ex GST)
1.			
Coordinates		Latitude:	Longitude:
2.			
Coordinates		Latitude:	Longitude:
3.			
Coordinates		Latitude:	Longitude:
4.			
Coordinates		Latitude:	Longitude:
5.			
Coordinates		Latitude:	Longitude:
6.			

	Coordinates	Latitude:	Longitude:
7.			
	Coordinates	Latitude:	Longitude:
8.			
	Coordinates	Latitude:	Longitude:
9.			
	Coordinates	Latitude:	Longitude:
10.			
	Coordinates	Latitude:	Longitude:
11.			
	Coordinates	Latitude:	Longitude:
12.			
	Coordinates	Latitude:	Longitude:
13.			
	Coordinates	Latitude:	Longitude:
14.			
	Coordinates	Latitude:	Longitude:
		Estimated cost \$ (ex GST)	

PART E – Conditions of grant

The applicant acknowledges:

- All risks associated with any works shall be borne by the applicant/s.
- Applicant(s) are responsible for the payment and discharge of all taxation liabilities, which may arise as a result of accepting the grant.
- Payment of the grant will be payable only:
 - 1) for works which are in accordance with this application;
 - 2) on variations to proposed works which have been agreed to in writing by the Department of Water;
 - 3) **for costs incurred after a letter of approval for a grant has been received by the applicant/s from the Minister for Water;**
 - 4) if the grant is claimed within 24 months from the date of the letter from the Minister approving the grant, or any extension of that time agreed in writing by the Department of Water; and
 - 5) Payment of balance of the grant will be made when works has been completed, original paid invoices are posted into the Department of Water with photographic evidence of completed works.

Please note that approval of a PWG is conditional upon the applicant agreeing to allow officers of the Department of Water or their nominees the ability to access and inspect works completed on the pastoral lease subject to providing one week's notice in writing.

PART F – Applicants payment agreement

- 1) In consideration of the payment by the State of Western Australia to the applicant(s) of a grant under the PWGS the Applicant(s) agree with the State of Western Australia that:
 - a. the applicant(s) have read and understood the PWGS *Information for applicants* booklet as supplied by the Department of Water and agree to observe, perform and be bound by all the terms, conditions and provisions contained or implied in that document at all times as if they were fully set out in this Agreement;
 - b. the applicant(s) will advise the Department of Water in writing immediately if any of the information they provided has changed, or if they can no longer observe, perform and be bound by all the terms, conditions and provisions contained or implied in the PWGS *Information for applicants* booklet;
 - c. without limiting any of the applicant(s) obligations above, the applicant(s) understands that they must at all times meet the eligibility criteria as set out in the PWGS *Information for applicants* (eligibility criteria) and the applicant will inform the Department of Water in writing immediately if they cease to meet the eligibility criteria;
 - d. the implemented on-ground water supply improvement works for which a rebate is paid will remain in situ for five years following payment of the rebate unless the Department of Water first authorises the relocation or removal of the on-ground water supply improvements;
 - e. the Minister, the Department of Water and any of their staff, agents and contractors may enter the station and any buildings or structures on it (subject to one week's notice) in order to inspect any on-ground water supply improvement works and equipment for which a rebate has been paid;
 - f. the applicant(s) shall indemnify and keep indemnified both the State of Western Australia, its agencies and instrumentalities and the Commonwealth of Australia from and against all or any actions, suits, claims, demands, proceedings, losses, expenses or liability arising from or in relation to the implementation of on-ground water supply improvement works in respect of the grants paid in relation to such works;
 - g. the Minister, the Department of Water and any of their officers can contact any contractors, agents, auditors or consultants engaged by the applicant(s) in respect of the on-ground water supply improvements, and to obtain from them such information (including confidential information), verification and confirmation in respect of the on-ground water supply improvements (including their performance and completion) as they may consider fit appropriate and necessary in the circumstances;
 - h. the applicant(s) shall immediately repay the Department of Water on

demand the full amount of the rebate in the event of a breach, default or non-performance by the applicant(s) of any of the obligations, agreements or undertakings of the applicant(s) under the PWGS or this agreement (including but not limited to clause 1(b) and (c));

- i. the applicant(s) agree that they will not issue tax invoices and that the Department of Water will issue a Recipient Created Tax Invoice in respect to supplies and work undertaken for which grant funding is received and
 - j. the applicant(s) agree to notify the Department of Water should they cease to be registered for GST or should their circumstances change in a way such as to cease to satisfy the rules for the issue of recipient created tax invoices.
- 2) The Department of Water will indemnify the applicant(s) for any liability for GST that may arise from an understatement of the GST payable on any supply for which it issues a Recipient Created Tax Invoice.

PAYMENT AGREEMENT

TO MINISTER FOR WATER
 PO Box K822
 PERTH WA 6842

IN CONSIDERATION of the payment to me / us of the **initial instalment being 50 per cent of the amount of a grant** ("the grant") to be made to me / us by you under the Pastoral Water Grants Scheme ("the Scheme").

I / We,

Trading Name	
ABN	
Address	

("the applicant") hereby **ACKNOWLEDGE AND AGREE** as follows:

1. to use or expend the whole of the initial 50 per cent instalment and the balance of the grant for the payment of the costs of undertaking on the pastoral lease only the works stated in Part D of the application form submitted by me / us in respect of the grant under the Scheme ("the works") and for no other purpose whatsoever.
2. to complete all the works in the manner and to the extent described in our Application Form abovementioned within 24 months from the date of the letter of approval from the Western Australian Minister for Water ("the Minister") in respect of the grant.
3. to permit the Minister and officers of the Department of Water ("the Department") and their employees, agents and contractors to enter and inspect the station and all buildings and structures at the station upon giving one week's written notice at any time for the purpose of monitoring and ascertaining the extent of the works constructed and completed and the performance of my / our obligations under this Agreement.
4. that the Minister and officers of the Department shall be entitled to approach any contractors, agents or consultants engaged by me / us in respect of the works and to obtain from them such information, verification and confirmation in respect of the works (including their performance and completion) as they may consider appropriate and necessary in the circumstances.
5. if all the works for which a grant has been paid are not carried out and completed strictly in accordance with this Agreement and the conditions contained in the application form within the time allowed by this Agreement or if I / we otherwise fail

to comply with all our obligations under the Scheme, to repay to the Minister immediately upon demand the full amount of the grant or so much of it as may have been paid to me / us.

6. *if only part of the works for which a grant has been paid are completed in accordance with this Agreement and the conditions contained in the Application Form within the time allowed by this Agreement, to repay to the Minister immediately upon demand the amount of the grant or so much of it as may have been paid to me / us as the Minister considers reasonable.*
7. *if I / we fail to repay the grant or the initial instalment in accordance with the Minister's demand, the Minister shall be entitled to recover the full amount paid from me / us as a debt in any court of competent jurisdiction.*

	Signed	Dated	Print name
Applicant 1			
Witness			
Applicant 2			
Witness			
Applicant 3			
Witness			
Applicant 4			
Witness			
Applicant 5			
Witness			

Testimonium and attestation clauses

1.220

Instrument executed by a company under section 127(2) Corporations Act 2001

THE COMMON SEAL of

[Company name]

ACN _____

was fixed to this instrument in accordance with a resolution of its directors and pursuant to/under section 127(2) of the Corporations Act 2001 in the presence of:

Director

Secretary/Director

Or (for a proprietary company that has a sole director who is also the sole company secretary)

In the presence of:

Sole director who is also sole company secretary



[Common seal]

DATED the _____ day of _____ 20____

1.231

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Execution by a company under section 127(1) Corporations Act 2001

Executed by

[company name and ACN]

[pursuant to/under] section 127(1) of the Corporations Act 2001 (Cwlth) by being signed by

[full name of director]

and

[full name of director]

two of its directors.

[signature]

Director

[signature]

Director

- OR -

Executed by

[company name and ACN]

[pursuant to/under] section 127(1) of the Corporations Act 2001 (Cwlth) by being signed by

[full name of director]

and

[full name of company secretary]

a director and company secretary of the company.

[signature]

Director

[signature]

Company secretary

DATED the _____ day of _____ 20_____

1.232

Execution by a company – sole director and secretary of proprietary company under section 127(1) the Corporations Act 2001

Executed by

[print proprietary company name and ACN]

[pursuant to/under] section 127(1) of the Corporations Act 2001 (Cwlth) by being signed by

[print full name of sole director who is sole company secretary]

who is its sole director and sole company secretary.

[signature]

Sole director who is also sole company secretary

DATED the _____ day of _____ 20_____

PART G - Statutory declaration

WESTERN AUSTRALIA

OATHS, AFFIDAVITS AND STATUTORY DECLARATIONS ACT 2005

STATUTORY DECLARATION

I,

.....

.....

sincerely declare as follows:-

1. I am an applicant / a director of the applicant / the secretary of the applicant named in this application for grant (*Delete where not applicable*).
2. The applicant is a bona fide commercial pastoralist(s) as defined by the Department of Water for the purposes of the Pastoral Water Grant Scheme and the applicant meets all of the eligibility requirements as follows:-
 - a. has a pastoral lease over the station described in this application form
 - b. operates a property in the pastoral industry that generates sufficient income to cover our operating costs, the replacement of plant and equipment, a significant proportion of an average family's living costs, and a reasonable return on capital given normal seasonal conditions and commodity prices
 - c. all information supplied by the applicant in this application form is true and correct to the best of my / our knowledge, information and belief
 - d. the applicant is registered for GST and hold(s) a valid active ABN
 - e. the pastoral station for which the applicant's pastoral station application has been completed is located within a "region" of the State
 - f. the pastoral station operates within one of the "eligible regions" as defined in the information for applicants booklet
 - g. all pastoral water supply improvements for which a rebate is being claimed will be installed as specified and paid for in full
 - h. all invoices or itemised receipts submitted in support of the rebate claim will be original or certified original copies of the original documents as issued by the supplier of the pastoral water supply improvement(s)
 - i. the applicant will apply for and obtain any and all necessary State or local government approvals, permits, licences, consents and authorisations relating to the implemented on-ground water supply improvements
 - j. all pastoral water supply improvements for which the grant is being applied for will be installed in 24 months or less from the completion date of the pastoral water

WESTERN AUSTRALIA

OATHS, AFFIDAVITS AND STATUTORY DECLARATIONS ACT 2005

STATUTORY DECLARATION

I,

.....

.....

sincerely declare as follows:-

1. I am an applicant / a director of the applicant / the secretary of the applicant named in this application for grant (*Delete where not applicable*).
2. the applicant is a bona fide commercial pastoralist(s) as defined by the Department of Water for the purposes of the Pastoral Water Grant Scheme and the applicant meets all of the eligibility requirements as follows:-
 - a. has a pastoral lease over the station described in this application form
 - b. operates a property in the pastoral industry that generates sufficient income to cover our operating costs, the replacement of plant and equipment, a significant proportion of an average family's living costs, and a reasonable return on capital given normal seasonal conditions and commodity prices
 - c. all information supplied by the applicant in this application form is true and correct to the best of my / our knowledge, information and belief
 - d. the applicant is registered for GST and hold(s) a valid active ABN
 - e. the pastoral station for which the applicant's pastoral station application has been completed is located within a "region" of the State
 - f. the pastoral station operates within one of the "eligible regions" as defined in the information for applicants booklet
 - g. all pastoral water supply improvements for which a rebate is being claimed will be installed as specified and paid for in full
 - h. all invoices or itemised receipts submitted in support of the rebate claim will be original or certified original copies of the original documents as issued by the supplier of the pastoral water supply improvement(s)
 - i. the applicant will apply for and obtain any and all necessary State or local government approvals, permits, licences, consents and authorisations relating to the implemented on-ground water supply improvements
 - j. all pastoral water supply improvements for which the grant is being applied for will be installed in 24 months or less from the completion date of the pastoral water

Authorised witnesses

***Important** This Declaration must be made before any of the following persons:-

Academic (post-secondary institution)
Accountant
Architect
Australian Consular Officer
Australian Diplomatic Officer
Bailiff
Bank Manager
Chartered Secretary
Chemist
Chiropractor
Company Auditor or Liquidator
Court Officer (Judge, Magistrate, Registrar or Clerk)
Defence Force Officer (Commissioned, Warrant or NCO [minimum 5 years service])
Dentist
Doctor
Electorate Officer (State of WA only)
Engineer
Industrial Organisation Secretary
Insurance Broker
Justice of the Peace (any State)
Lawyer
Local Government CEO or Deputy CEO
Local Government Councillor
Loss Adjustor
Marriage Celebrant
Member of Parliament (State or Commonwealth)
Minister of Religion
Nurse
Optometrist
Patent Attorney
Physiotherapist
Podiatrist
Police Officer
Post Office Manager
Psychologist
Public Notary
Public Servant (State or Commonwealth)
Real Estate Agent
Settlement Agent
Sheriff or Deputy Sheriff
Surveyor
Teacher
Tribunal Officer
Veterinary Surgeon

Or,

Any person before whom, under the *Statutory Declarations Act 1959* of the Commonwealth, a Statutory Declaration may be made.

PART H - Applicants financial institution details

Authority for electronic funds transfer

Banking institution: _____

Bank branch / suburb: _____

BSB / branch code: _____

Account held in the name(s) of: _____

Account number: _____

Part I – Checklist

Tick each box within the checklist, and then post this form and relevant documents to the address inside the front cover of this booklet.

Please complete the following checklist before lodging your Rebate application form:

- That you have read the PWGS *Information for applicants* booklet
- Applicant and property details in Part A and Part B have been checked and amended where necessary, and a copy of the lease has been enclosed
- That a A3 map of the station has been included with this application
- That Part D has been filled out correctly including quotes
- The payment agreement (Part F) has been signed, dated and witnessed; including the applicable clause if the applicant is a company
- Relevant Statutory Declarations have been signed, dated and witnessed by an authorised witness, and enclosed (Part G)
- Financial institution and previous payment details have been completed (Part H)

Do you have any comments regarding your application, or feedback about the PWGS or the application process?

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