



Department of  
Primary Industries and  
Regional Development

Protect  
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Innovate

# eID Infrastructure Grants

## Scheme Guidelines

This guideline contains information for applicants and should be read prior to completing the application form.

February 2024



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# eID Infrastructure Grants Program

## Scheme Overview

The purpose of the Program is to facilitate the transition to mandatory individual electronic identification (eID) for sheep and goats in Western Australia.

This funding program is intended to assist the initial phases of this transition by supporting the ordering and purchase of essential sheep and goat eID equipment necessary to implement eID scanning in critical downstream congregation points along the sheep and goat supply chain.

## Opening and Closing Dates for Round One Applications

The first round of applications, which is a closed invitation only round, opened at 9am on 16 November 2023 and closes 30 June 2024 at 5pm.

## Opening and Closing Dates for Round Two Applications

The second round of applications, for all remaining applicants, is an open and competitive round. This will open at 12am on 23 February 2024 and closes on 17 May 2024 at 5pm.

Visit this link to start your Round 2 application:

[https://dpird.smartygrants.com.au/eIDInfrastructure\\_R2](https://dpird.smartygrants.com.au/eIDInfrastructure_R2)

## Who can apply for funding?

The first round of this scheme, which opened at 9am on 16 November 2023, was by invitation only. Invitees have been identified as operations with significant annual throughput of stock, and include:

- Saleyards
- Abattoirs
- Registered Feedlots
- Export Depots
- Livestock agent companies

A second round of grants, which is a competitive process, opens at 12am on 23 February 2024. The entities that are likely to attract grant funding in Round 2 may have smaller operations but throughput of sheep or goats significant enough to merit a grant toward supporting the State and industry's traceability expectations. Grants of up to \$10K can be provided to successful applicants.

As this round is a competitive process, applicants must be able to demonstrate that access to this funding is important to maintain effective levels of traceability of stock according to livestock movement regulations. These entities may include, but are not limited to:

- Nonregistered feedlots
- Seasonal or irregular saleyards or other operators
- Community-based organisations that provide support services to their local farming community (eg Community Resource Centres and grower groups)

**ALL APPLICANTS NEED TO DEMONSTRATE THAT THEY HAVE THE NEED FOR EID READING EQUIPMENT.**

Some applicants can do this by showing that they contribute to the movement of stock and have a requirement to report the movements to the NLIS database. Feedlots and saleyards have a responsibility to record movement of animals onto their properties, according to the *Biosecurity and Agriculture Management (Identification and Movement of Stock and Apiaries) Regulations 2013*.

Community and production groups, while not being responsible for scanning and recording movements, are considered key points of contact for operators that do have such responsibilities. As such community and production groups can play a key role in providing access to eID reading equipment, making sure that Western Australia has an effective tracing system in place and, as such, are encouraged to apply for funding under this scheme.

Producers are not eligible this round of the grant.

### Activities that can be funded

Funding is intended to contribute toward the purchase of essential eID equipment (such as scanners, readers, wands etc.). Funding is not guaranteed.

Applicants must be able to demonstrate that all equipment is capable of interfacing with NLIS accredited devices, as described in the Integrity Systems Company (ISC) RFID Standards.<sup>1</sup>

Link: <https://www.integritysystems.com.au/globalassets/isc/pdf-files/rfid-standards.pdf>

Funding for additional hardware and other associated operational costs, only as part of Round One funding, may only be considered on a case-by-case basis, dependent on specific site requirements.

Funding levels are largely based on livestock through-put volumes, which help to meet the State's traceability expectations, but will also depend on each site's unique operational circumstances.

### Activity funding by operations

To ensure equitable distribution among eligible applicants in Round One, the following funding ratios have been based on livestock through-put volumes between 1 July 2021 and 30 June 2022.

- Saleyards:
  - Funding of up to 100% of eID equipment purchases and funding toward other works and equipment predominantly focused on eID development.
- Small Abattoirs:
  - Funding of hand-held eID wands.
- Medium Abattoirs:

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<sup>1</sup> ISC Ltd approves devices (tags) and their applicators that meet performance standards, but no other forms of equipment (such as readers or scanners) are NLIS-accredited.

- Funding of up to 100% of eID equipment purchases and other works and equipment predominantly focused on eID development.
- Large Abattoirs:
  - Funding of up to 100% of eID equipment purchases and funding toward other works and equipment predominantly focused on eID development.
- Export Depots:
  - Funding of up to 100% of eID equipment purchases and funding toward other works and equipment predominantly focused on eID development.
- Registered Feedlots:
  - Funding of up to 100% of eID equipment purchases and other limited eID works.
- Livestock Agencies:
  - Funding of up to 100% toward hand-held eID wands and/or a mobile panel reader.
- Others – up to \$1,500:
  - Funding of hand-held eID wands.

All amounts are exclusive of GST.

In certain circumstances, eligible applicants from Round 1 who have incurred eID-specific costs since 21 September 2022, up to the amounts listed above, may still apply for grant funding toward the reimbursement of any costs associated with the purchase and installation of eID-specific equipment. In such a case, applicants will need to address the criteria found a Page 6 below regarding “Information required from each applicant” prior to being considered for grant funding.

Round 2 is open to operators with smaller throughput and, as such, will be assessed on a competitive basis. Applicants with irregular and small numbers of throughput, if successful, can expect to be limited to funds equivalent to the cost of a hand-held wands. Operators that put a larger number of animals through on an irregular basis may apply for the cost of panel reader sets, mobile panel reader sets, or even a dual entry panel reader. All grant funds in Round 2 are capped at \$10K.

Round 2 applicants must justify the need for the equipment that they are applying for in their submissions. Considerations of the broader community benefit or economic benefit to the State of Western Australia will be a factor in assessing Round 2 applications.

## **What types of activities are NOT eligible for funding?**

Funding under both rounds is not intended to contribute toward:

- Computer equipment (tablets, laptops etc) other than equipment which is integral to the operation of eID equipment (i.e. tablets used as panel controllers).
- Optional eID equipment.
- Software not specifically integral to eID upgrades.
- Project management fees.
- Consultant fees.
- Fees or charges toward the cost of quotes.

- Wholesale infrastructural changes not solely related to eID upgrades.
- Operational salaries.
- Any reporting or audit requirements associated with this funding.

## Eligibility requirements

Applications for Round 1 of funding must be completed and submitted by 5pm 30 June 2024.

Applications for funding via Round 2 must also be completed and submitted by 5pm, 17 May 2024.

## Eligibility criteria

To be eligible to apply for funding as part of either round, applicants must:

- Be Registered with DPIRD with a Property Identification Code (PIC), where appropriate, corresponding to one of the following classes:
  - Saleyards
  - Abattoirs
  - Export Depots
  - Registered feedlots
  - Livestock agents
  - Other categories (including, but not limited to, Community Resource Centres, Agricultural Colleges, non-registered feedlots, seasonal downstream market operators).
- Have a current Australian Business Number (ABN).
- Be registered for GST.
- Have an account with an Australian financial institution.

## Applicants who are specifically NOT eligible

Applicants will not be eligible for funding if they:

- Do not meet the eligibility criteria.

## Information required from Applicant

Each applicant in Round One will be invited to submit a project proposal identifying:

- The nature and scale of the applicant's operation in terms of annual throughput of sheep and goats (over the past three years).
- The proposed scope of works / specifications for the project, including:
  - **For each site, an itemised list of all eID equipment and hardware including quotation for costs and payment schedule (if applicable).**
  - A site plan showing detail of proposed works including installation locations for essential equipment.
  - An estimate or quote of installation costs (including raw materials).
  - An estimate or quote for the cost of any remedial or retrofitting work to be undertaken as part of the installation project.
  - An estimated timeline for implementation.
- Any amounts or contributions already received under another grant process or assistance scheme in connection with this project.

- Any amounts already paid (including down-payments or deposits) in connection with the purchase of essential equipment or services detailed above after 21 September 2022.

Applicants in Round 2 of funding will be required to complete a shorter online application, stating:

- The type of equipment that requires purchasing
- The purpose of this purchase
- The benefits of this purchase for your organisation/entity and the broader community

Applicants must be able to provide justification as to why an eID Infrastructure Grant is required and how such a grant will enable better traceability measures within your local or regional area.

All applicants must also supply the following information:

- if a trustee of a trust, a copy of the trust deed that outlines that the trustee has the authority to make application on behalf of the trust;
- bank account details;
- physical and postal addresses;
- contact details; and
- where appropriate, the registered PIC for the property.

The Department may contact applicants to discuss their applications, seek additional information or undertake site visits to finalise any operator's application.

Successful applicants in Round 2 will receive a brief agreement that needs to be signed, agreeing to provide a receipt of any approved eID purchase(s) prior to receiving grant funding.

## How to apply for funding

Round 1 and Round 2 are subject to different online application forms. Round 2's application form is available via the DPIRD website at [agric.wa.gov.au/eid-sheep-and-goats](http://agric.wa.gov.au/eid-sheep-and-goats).

Applicants to Round 1 must submit an online application in SmartyGrants by 5pm, 30 June 2024. Applicants to Round 2 must submit a different online application in SmartyGrants by 5pm, 17 May 2024.

## Joint applications

Eligible applicants may choose to form a consortium and make a joint submission. In this case, each eligible applicant will be assessed individually, and the total grant amount will be the cumulative maximum of the applicants' entitlements. Submissions must clearly delineate which components of the submission relate to each applicant. If you have any questions on lodging a joint application, please contact [eIDGrants@dpiird.wa.gov.au](mailto:eIDGrants@dpiird.wa.gov.au)

## Assessment – How will the applications be assessed

The assessment process will review the Essential Equipment that has been identified by each applicant.

Round 1 applications will be assessed by the Department within ten working days following receipt of the application; and applicants will be informed of the outcome of the selection/decision process within 20 following working days.

Round 2 applications will be assessed after the closing date (17 May 2024). Applicants will be informed of the outcome of the Round 2 assessment process by 30 June 2024.



## Assessment process

The assessment process will be carried out in the following manner:

1. Applications will be assessed by the Grants Officer and the Technical Area Lead for the relevant area.
2. A report will be prepared identifying the Essential Equipment that has been identified for each site and the cost of that equipment.
3. The Department may need to liaise with an applicant to clarify their specific equipment requirements and resolve any questions about the plans for a particular site.
4. The report will be considered by the Project Manager who will make a recommendation to the Deputy Chief Veterinary Officer/ Chief Veterinary Officer. To approve the grant.
5. When approved, the Department will notify the applicant of the outcome and enter into an agreement to facilitate payment of the grant monies to the applicant.

## Assessment criteria

This program is intended to meet the needs of critical congregation points in the supply chain, with an emphasis on meeting the minimum regulatory requirements.

Applications will be considered against the following criteria:

- The “hierarchical” nature of the applicant/operator in regard to its position within the sheep and goat infrastructure chain.
- The business needs of the eligible applicant, in terms of the nature of operations and the annual throughput of sheep and goats at each particular site.
- That the eID Equipment being purchased is necessary to meet the applicant’s regulatory requirements.
- That the application is consistent with any previous analyses, site visits or discussions held with applicants.
- That the funding quantum is equitably distributed amongst all applicants but determinant on need and ensuring greater sheep and goat traceability measures across the State.

## Conflict of interest

Assessment team members will complete a conflict of interested (COI) declaration before participating as part of the assessment process. An assessor will not participate in the assessment of applications where there is a perceived conflict of interest. The assessment team chair will be responsible for making judgements regarding conflicts of interest.

## Appeal process

There will be no appeal process.

## Notification of application outcomes

All applicants will be informed of the outcome of their application. Notification of the outcome will take place within 20 working days after the decisions have been made for Round 1 applicants, and by 30 June 2024 for Round 2 applicants.

## Agreement Arrangements

As part of Round 1, applicants approved to receive \$20,000 or more in grant funding will be required to enter into a Grant Agreement with DPIRD. This agreement will specify and itemise the works that have been approved for funding as well as the terms and conditions associated with the funding.

Applicants approved to receive less than \$20,000 will receive a Letter of Approval, outlining any works approved for funding by DPIRD.

In both of these cases, an approved schedule of works with associated cost limits will be negotiated with all successful applicants.

Round 2 grants have a cap of \$10K per applicant. Successful applicants will receive a letter of approval from the department's Sheep and Goat eID Team via email with a simple agreement outlining the specific expenses that have been approved for funding.

## Reporting and monitoring requirements

All applicants who receive funding must provide clearly documented and itemised receipts that match any plans and proposals approved by DPIRD.

The Department will undertake some site visits during the development of any approved eID works or upon completion of any such works.

All applicants must abide by the following tiers of reporting requirements:

- Funding of less than \$20,000: Itemised receipts demonstrating eID equipment purchases and any other limited works;
- Funding of \$20,000 or more: Itemised receipts demonstrating eID equipment purchases and any other works with the inclusion of:
  - A site map showing operations under a pre-eID regime;
  - A site map showing points at which eID equipment and any related eID works have been undertaken/installed;
  - A documented and itemised list of receipts that correlates to the site map of where works that have been undertaken;
  - A brief, written, report on any of the benefits, opportunities and/or challenges encountered as part of any eID upgrades.

Successful applicants cannot use funding provided for reporting purposes.

## Tax information

Funding provided to recipients under the Grant is regarded as payment for a supply. GST-registered grant recipients will therefore be liable for GST in connection with the grant.

The grant will be increased by the amount of GST payable. Recipients must provide a tax invoice for the GST inclusive value of the grant.

Applicants are encouraged to seek tax advice on the potential implications of obtaining funding.

## Personal Information and disclosure of information

Applicants are informed that DPIRD is subject to the *Freedom of Information Act 1992 (WA)*, which provides a general right of access to records held by the State Government agencies and local governments.

## Intellectual Property

Any intellectual property rights that may exist in an application will remain the property of the applicant or the rightful owner of those intellectual property rights.

Any part of an application considered to contain any intellectual property rights should be clearly identified by the applicant. The applicant grants to the State (and will ensure that relevant third parties grant) a non-exclusive, irrevocable licence to use and reproduce the intellectual property for the purpose of administering the fund.

## Payment arrangements

The payment policy for this scheme is as follows:

- Payments are made by the Department on the receipt of Tax invoice from the recipient.
- Payments are made electronically to the nominated account following the receipt of any evidence required under the Grant Agreement or Letter of Approval as specified above.

It will be standard procedure for the Department to disburse funds to successful applicants following the completion of approved works and receipt of any receipts, invoices or reports as per the Funding Agreement or Letter of Approval. In certain circumstances, under Round 1, applicants may request a portion of funding in advance of any approved works or milestone payments. These individual circumstances, and any associated additional requirements, should be discussed with the eID team at [eIDGrants@dpird.wa.gov.au](mailto:eIDGrants@dpird.wa.gov.au)

Applicants seeking to receive funds for works already undertaken since 21 September 2022, will receive funds directly to the nominated account following the receipt of any evidence required under the Grant Agreement or Letter of Approval and a Tax invoice. Note, however, retrospective grants for works already undertaken is not guaranteed.

## Contact Information

For further information on the scheme please contact Michael Britton, eID Project Manager at:

- [Michael.Britton@dpird.wa.gov.au](mailto:Michael.Britton@dpird.wa.gov.au);
- 0429-797-905.

# Glossary of Terms

**Applicant** - the entity/individual who makes the application under the Scheme.

**Application** – the submission (or relevant part of a submission) made to the Department of Primary Industries and Regional Development for consideration under the Scheme.

**AWST** - Australian Western Standard Time.

**BAM (IMSA) Regs** – Biosecurity and Agriculture Management (Identification and Movement of Stock and Apiaries) Regulations 2013.

**DPIRD** - Department of Primary Industries and Regional Development.

**eID** – Electronic Identification. In the context of the sheep and goat eID project, a system that utilises RFID chips encoded with unique identifiers used to trace livestock.

**eID Equipment** – devices used to ‘read’ eID devices and record the information they contain and related eID equipment relating to infrastructure where eID equipment may need to be housed, located, powered and supported.

**Essential Equipment** – eID equipment that is necessary to allow an operator to meet their minimum regulatory obligations under the BAM (IMSA) Regulations and the NLIS Business Rules.

Examples being:

- eID panel reader sets;
- auto-drafters with eID readers;
- panel controllers; and
- wands.

**Guidelines** – guidelines for the scheme, this document.

**Hardware** – other items or devices which may be required to effectively integrate Essential Equipment into a particular site. Examples may include:

- Wifi range extenders;
- Signal boosters.

**Key contact** – the person to contact if there are any queries or information required in relation to the application.

**Materials** – means raw materials, concrete, wood, steel, wiring, required for installation of equipment or retrofitting of a site.

**Optional eID Equipment** – non-fundable eID equipment that is surplus to the baseline regulatory reporting requirements under the BAM (IMSA) Regs.







Examples may include:

- hook tracking equipment and associated software;
- internal non-essential scanners at points of drafting; or
- mobile panel readers (unless no alternative exists).

**Scheme** – eID Infrastructure Grants Scheme.

**SmartyGrants** – online grant management platform.

## eID Equipment Examples

Equipment	Description	Equipment image
<b>Premium hand wand</b>	A wand that scans tags and transmits data to another device. It has a control pad which allows user to view and manually enter additional data such as from the waybill.	
<b>Single lane panel reader or panel reader set:</b> either a single panel, or two panels configured together by a lead (pictured)	Panel readers are mounted where livestock can be scanned as they move past, e.g.: loading ramps, drafting races. The panels scan tags and transmit data to another device to be stored, such as a tablet or a controller.	
<b>Dual lane panel reader set:</b> two panel reader sets configured together by leads	Two panel reader sets installed together to allow an increased flow through of livestock. The panels scan tags and transmit data to another device to be stored, such as a tablet or a controller.	
<b>Mobile panel reader set</b>	A panel reader set mounted on a structure that can be moved from one location to another. The panels scan tags and transmit data to another device to be stored, such as a tablet or a controller.	
<b>Drafting panel reader set:</b> containing a panel reader set on each exit of the drafting race, configured together by leads	Panel reader sets are installed at each exit of a drafting race to allow scanning of livestock into different pens. The panels scan tags and transmit data to another device to be stored, such as a tablet or a controller.	
<b>Tablet or controller</b>	Panel readers require a controller to store scan data and can allow livestock information to be viewed or additional data to be inputted. Some panel readers are sold with a controller whilst others require the purchase of a controller or other device. It is assumed a controller or similar will be required for each location with panel reader sets.	

**Important Note:** Devices pictured here are for illustrative purposes only and are not intended to serve as an endorsement or recommendation of a particular brand or company. Applicants should use their own discretion and seek professional advice when considering the right equipment for their operations.

## Important Disclaimer

The Chief Executive Officer of the Department of Primary Industries and Regional Development and the State of Western Australia accept no liability whatsoever by reason of negligence or otherwise arising from the use or release of this information or any part of it.

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