

CO-OPERATIVE FORMATION

DISCLOSURE STATEMENT

FOR A PROPOSED DISTRIBUTING CO-OPERATIVE UNDER THE
CO-OPERATIVES NATIONAL LAW (NSW)

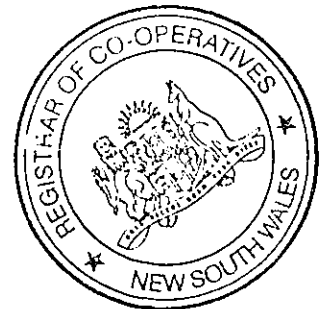
NAME OF PROPOSED CO-OPERATIVE:

BRAIDWOOD GARLIC GROWERS CO-OP LTD

DATE OF APPROVAL:

<u>9</u>	/	<u>10</u>	/	<u>2017</u>
DD		MM		YY

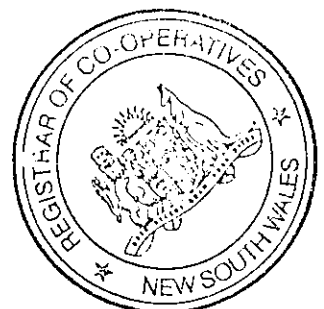
**THIS DISCLOSURE STATEMENT IS VALID FOR A PERIOD
OF 6 MONTHS FROM DATE OF APPROVAL
FOR ISSUE WITHIN THE STATE OF NEW SOUTH WALES**



DISCLOSURE STATEMENT

CONTENTS

- 1. INTRODUCTION**
- 2. BACKGROUND AND DEMAND FOR SERVICES**
- 3. MEMBERSHIP**
- 4. PRIMARY ACTIVITY AND ACTIVE MEMBERSHIP**
- 5. OPERATION OF THE CO-OPERATIVE**
- 6. SHARES, FINANCIAL INVOLVEMENT AND LIABILITIES**
- 7. MANAGEMENT OF THE CO-OPERATIVE**
- 8. FINANCIAL INFORMATION**
- 9. RISKS**
- 10. ANNEXURES**



DISCLOSURE STATEMENT

1. INTRODUCTION

Explanation of this statement

Section 25 of the Co-operatives National Law (NSW) (the CNL) requires that a draft disclosure statement of a proposed distributing co-operative is to be presented to the formation meeting. This disclosure statement sets out information necessary to ensure that eligible members are adequately informed of the nature and extent of a person's financial involvement or liability as a member of the proposed co-operative.

1.1 Name

Braidwood Garlic Growers Co-op Ltd

1.2 Registered office

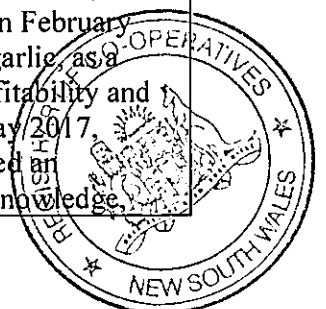
92 Monkittee Street
Braidwood NSW 2622

2 BACKGROUND AND DEMAND FOR SERVICES

2.1 Background to forming the co-operative

The Braidwood Garlic Growers Group (branded as BraidGarlic) was formed in September 2012 after a gathering of local garlic growers and those interested in growing garlic was held at the Old Cheese Factory in Reidsdale. Braidwood has a long frost season and garlic as a crop manages and in fact appears to thrive in these hard conditions. It was acknowledged at the gathering that with the increasing demand for Australian grown garlic and the growing interest in local food, Braidwood needed to ensure that it is recognised for its garlic (as part of the South East cool climate garlic growing region). It was agreed at the gathering that for this to happen we should share information and learning and continue to encourage new growers. From this initial gathering the Braidwood Garlic Growers Group was formed, an informal network of garlic growers in the Braidwood region. It primarily exchanges information through a digital forum (braidgarlic@googlegroups.com).

In late 2014, with the support of the Upper-Shoalhaven Landcare Council, the group successfully applied for a 25th Anniversary Landcare Grant for \$20,000. The Growing the Braidwood Garlic Growers project commenced in February 2015. The aim of the project was to demonstrate the potential for garlic as a commercial crop, to enhance economic resilience, agricultural profitability and sustainability in the Braidwood area. The grant was finalised in May 2017 supporting 30 new growers to start production. The project provided an opportunity to bulk purchase inputs, share garlic growing related knowledge,



information and production resources, and to support members in selling the garlic they had grown.

To continue to build on and benefit from this collaboration, a structure was now needed. While other options were considered, the co-operative fits the values and principles of the group while also providing a commercial framework. It is garlic growers committed to growing garlic sustainably, using organic principles and without the use of artificial chemicals or fertilisers, that will be interested in becoming members.

Since May 2017, the group has been successful in attracting two amounts of funding from the Federal Government's Farming Together program: the first is \$6,708 to Co-ops NSW to assist the group with forming and registering the co-operative, and the second is \$60,000 to the co-operative for assistance to prepare an operational plan, a strategic marketing plan and a quality assessment framework.

2.2 Objects

The objects of the co-operative are to:

- create a knowledge, marketing and economic hub that facilitates the production of regionally grown garlic by both small and larger scale producers, and aims to extend the region's production season to include mid and late season varieties
- support garlic growing that is carried out in a sustainable way, using organic principles, without the use of artificial chemicals & fertilisers
- assist growers who aim to produce an economically viable crop and achieve a consistent quality standard, which fosters promotion of the "BraidGarlic" brand.

2.3 Demand for services

The Braidwood Garlic Growers Group has been active for 5 years and now has over 60 members. The significant participation of small farmers in the Growing the Braidwood Garlic Growers project and the experience of collaboration that was fostered through the project has created a keen interest in the services that a co-operative can provide.

Members of the group have been surveyed about the formation of the co-operative and what specific services they would like from the co-operative. The proposed activities of the co-operative are based largely on the results of that survey and continue activities from the current group project including bulk purchasing, marketing and information sharing.

2.4 Preconditions

The minimum subscription level for the successful commencement of activities is 17 members. If the minimum subscription level is not met the co-operative will not proceed.



There are no other preconditions that must exist for the co-operative to be formed.

2.5 Business plan / feasibility study

Does the proposed co-operative have a business plan or feasibility study or other information that assists in explaining the proposal?

Yes

No

See Annexures 1, 2 and 3.

3. MEMBERSHIP

3.1 Who can be a member

Only garlic growers committed to growing garlic sustainably, using organic principles and without the use of artificial chemicals or fertilisers, may be members of the co-operative.

Grower members may be individual persons or a corporate entity. Only couples/partners may apply for joint membership.

3.2 Rights and liabilities of members

Active members have the right to be nominated or to nominate another person to be a director of the co-operative.

Members are entitled to be given notice of and to attend all general meetings.

Resignation

A member may resign from membership of the co-operative by giving 28 days' notice in writing. Once resignation is effective, the member's shares must be cancelled and forfeited. Subject to the terms of issue of those shares, the share capital is repayable by the co-operative to the member, less any amounts owed by the member to the co-operative (see rule 12).

Expulsion

A member may be expelled from the co-operative if the member:

- fails to discharge their obligations under the rules or any agreement or contract entered into with the co-operative
- prevents or hinders the co-operative from carrying out any of its primary activities
- brings the co-operative into disrepute
- acted contrary to one or more of the co-operative principles.

The procedure for expulsion is governed by the rules (see rule 10). Once expelled, the member's share capital is cancelled and forfeited. Subject to the terms of issue of those shares, the share capital is repayable by the co-operative to the member, less any amounts owed by the member to the co-operative (see rule 12).



Cancelled due to inactivity

Membership may be cancelled if the member does not comply with the active membership rule for 2 consecutive financial years (see rules 5 and 22).

The shares of a member whose membership is cancelled due to inactivity must also be cancelled and repaid subject to any terms of issue of those shares and less any amounts owing by the member to the co-operative.

The Co-operatives National Law (CNL) provides rules for the repayment of shares of cancelled members as well as resigning or expelled members, including the substitution of other securities for those shares.

Liability

The co-operative is a separate legal entity and has limited liability.

Members are not liable for any debts of the co-operative. If the co-operative is wound up and there are insufficient assets of the co-operative to satisfy the co-operative's debts then members bear no personal liability for those debts.

If the co-operative is wound up in insolvency, then:

- members may lose their share capital
- members will be liable for any fines imposed on them by the co-operative, or any charges payable by them to the co-operative as required by the rules of the co-operative
- if a member owes money to the co-operative under a contract then the member will be liable to pay those amounts to the co-operative.

3.3 Voting rights of members

Active members of the co-operative will each have one vote at co-operative general meetings. The right to vote is a right of membership and is not related to the number of shares that may be held by a particular member.

Inactive members, that is, members who have not complied with the active membership rule for a period of two years, will not be entitled to vote.

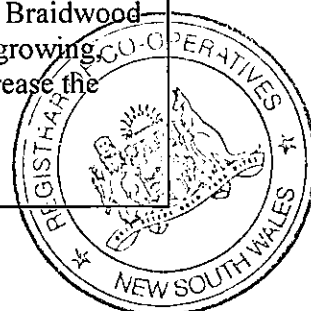
A membership may be jointly held by more than one person but there is still only one vote in respect of that membership.

3.4 Benefits of membership

Marketing

Promotion of the co-operatives brand and the quality and provenance of the garlic grown by members has been identified as a key need by the Braidwood Garlic Growers Group. Braidwood's unique conditions for garlic growing combined with sustainable land practices, can be leveraged to increase the growers' returns.

Information



One of the most important benefits is related to the sharing of garlic growing knowledge, advice, and information. Access to a large pool of knowledge and experience can be of invaluable assistance, in particular, knowledge and experience that is location, garlic variety and climate specific.

The Braidwood Garlic Growers group has been providing this type of support and knowledge sharing. The development of this informal group into a co-operative will see this type of support continue and flourish. It can help mitigate production risks, improve product quality, yield and returns for growers, as well as bring new growers in thereby expanding the co-operative.

Standards

It is expected that the implementation of standards for the classification, grading, packaging and labelling of garlic grown by members will deliver premium prices for members. Maximisation of farm gate returns is an important goal for the co-operative.

Wholesaling/Retailing

The co-operative can also deliver improved farm gate returns through co-ordinated larger-scale marketing, delivering higher prices and volumes. The co-operative will also aim to free up the growers to grow by developing and selling into garlic markets.

Purchasing

Bulk purchasing was undertaken by the group and delivered clear input cost reductions. As a co-operative, there will be increased opportunities to facilitate bulk purchasing discounts on production inputs for members.

Furthermore, while the group has been able to provide some limited sharing of production resources, it is anticipated that resource sharing will not only continue but also expand as the co-operative will be in a better position to collect, collate and distribute information.

It is also anticipated that the co-operative should in the longer term be able to coordinate and formalise labour assistance at the peak labour requirement times of planting and harvesting.

3.5 Application for membership and shares

The application for membership is set out at annexure 4 of this disclosure statement along with instructions for payment of application fees and share subscriptions.

Applications for membership must be lodged at the registered office and should be accompanied by:

- payment of the entry fee of \$50; and
- payment of the annual membership fee of \$100; and
- payment for allotment of the minimum number of shares in the co-operative, ie. \$100 for 10 shares at \$10 each.



Every application must be considered by the board.

If the board approves of the application, the applicant's name and any other information required under the Law must be entered in the register of members within 28 days of the board's approval.

The applicant must be notified in writing of the entry in the register and the applicant is then entitled to the privileges attaching to membership.

The board may, at its discretion, refuse an application for membership. The board need not assign reasons for the refusal. On refusal any amounts accompanying the application for membership must be refunded within 28 days without interest.

3.6 Circumstances in which membership ceases

A person will cease to be a member and may have his or her shares forfeited in the following circumstances:

- if the member becomes bankrupt or insolvent
- if the member dies
- if the member is a corporate entity and it is deregistered
- if the membership contract is cancelled because of a misrepresentation or mistake in law
- if the member's total shareholding is transferred to another person and the transferee is registered as the holder of the shareholding
- if the member's total shareholding is forfeited under the CNL or these rules
- if the member's total shareholding is purchased by the co-operative under the CNL or these rules
- if the member's total shareholding is sold by the co-operative under any power in the CNL or these rules and the purchaser is registered as shareholder in the member's place.

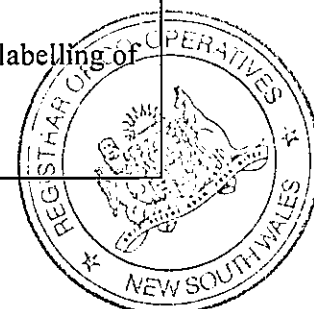
4. PRIMARY ACTIVITY AND ACTIVE MEMBERSHIP

4.1 Primary activities

The co-operative's active membership rule identifies the co-operative's basic reason for existence, or primary activities, as being to:

- be a marketing group which promotes the co-operative's brand and the quality and provenance of the garlic grown by members
- share garlic growing related knowledge, information and production resources between its members
- implement standards for the classification, grading, packaging and labelling of garlic grown by members
- support members in selling the garlic they have grown
- facilitate bulk purchasing of production inputs for members.

4.2 Active membership



Members must satisfy the following obligations in order to be active. Failure to comply with these obligations will mean that a member is not entitled to vote. The Co-operative is required to cancel the membership of any member who has been inactive for the period of 2 years.

In order to be active, a member must each financial year:

- participate in a meeting or event of the co-operative or use a service of the co-operative; and
- supply 5 kilograms of garlic they have grown to the co-operative; and
- complete a questionnaire about their garlic production activities.

5. OPERATION OF THE CO-OPERATIVE

5.1 How the co-operative intends to carry out its primary and other activities

The co-operative will provide a knowledge, marketing and economic hub that facilitates the production of sustainably and regionally grown garlic and promotes collaborative approaches to growing, marketing and distribution of garlic in our region for both small and larger scale producers. It will provide benefit to members through the use of bulk purchasing power for example for seed stock, mulch, weed suppressant mats, hire of equipment, and through promotional activities such as an annual garlic festival.

A small amount of office space and garlic storage space will be required. In the short-term these requirements will be met by utilising resources currently owned by members of the co-operative.

Members of the co-operative will be required to supply the co-operative with 5 kilograms of good quality garlic annually as part of the activity requirements of the co-operative and to complete a short annual garlic growers production questionnaire, based on a standardised template, of their growing activities.

Members will also be requested to participate in marketing activities and to volunteer their time and expertise to assist other members of the co-operative, for example for field/site visits, information on pests and diseases, growing requirements of garlic, marketing opportunities etc.

5.2 Contracts required to be entered into by the co-operative

There are no contractual arrangements required to be entered into by the co-operative in order to commence operations.

5.3 Contracts with other parties

There are no pre-registration contractual obligations, guarantees and indemnities, contingent liabilities, unresolved or pending law suits that would require ratification or assumption of any liability by the co-operative once it is



The annual membership fee is \$100.

There is a fee of up to \$10 for the transfer of shares or debentures.

7. MANAGEMENT OF THE CO-OPERATIVE

7.1 Board of directors

The board must have 5 directors. Directors must be over the age of 18 years.

The business of the co-operative is to be managed by or under the direction of the board of directors, and for that purpose the board has and may exercise all the powers of the co-operative that are not required to be exercised by the co-operative in general meeting.

A director of the co-operative may be a non-member (independent) director, provided that the majority of members shall be member directors.

7.2 Election of directors

Except for the first directors, all directors are elected at the annual general meeting under a nomination process set out in the rules. The first directors are elected by poll at the formation meeting.

The term of office of 2 of the first directors is to be not more than 2 years ending on the day of the second annual general meeting after the formation meeting. The term of office of the other three of the first directors is to be not more than 3 years ending on the day of the third annual general meeting after the formation meeting. The first directors that have 2 year terms and the first directors that have 3 year terms shall (unless they otherwise agree among themselves) be determined by lot.

The term of office of directors elected thereafter, is to commence from the annual general meeting at which they are elected and ends on the day of the third annual general meeting thereafter. Directors can only nominate for more than 2 consecutive terms with the approval of the board. (see rule 48).

7.3 First directors

The names and experience of those who have consented to being nominated for election as directors are:

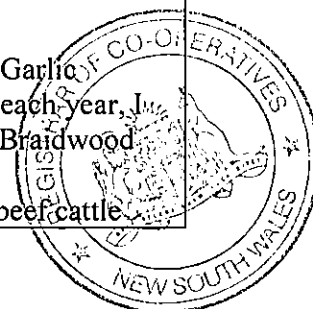
Georgina Byrnes

Address: 601 Watsons Road, Warri NSW 2622

Phone Contact: 0487 357 660

Garlic Growing Experience: Inaugural member of the Braidwood Garlic Growers Group, 3rd year garlic grower increasing crop production each year. I am growing four different cultivars from three garlic groups in the Braidwood area.

Other director or relevant experience: I am a primary producer of beef cattle.



and garlic and I have experience in financial recording and accounting being a bookkeeper. I had 8 years of banking experience in the local community. I have worked for the community of Braidwood in many organisations over the past 40 years. Furthermore, I have over 40 years of farming experience in the Braidwood region, developing well established networks within the region and surrounding communities.

Matthew Harold Reid

Address: 312 Quists Road, Majors Creek NSW 2622

Phone Contact: 0447 129 436

Garlic Growing Experience: Several years growing garlic on a small scale at Majors Creek. Interested in increasing and streamlining production, and integrating with other small farm activities.

Helen Mary Lynch

Address: 92 Monkittee Street, Braidwood NSW 2622.

Phone Contact: 02 4842 1562

Garlic Growing Experience: Inaugural member of the Braidwood Garlic Growers Group, small scale 7yr garlic grower, growing cultivars from 2 garlic groups in the Braidwood area. Developer and facilitator of the online course "How to grow garlic in Australia".

Other director or relevant experience: Bachelor of Arts, University of New England. Worked in educational administration and educational design in various administrative and leadership roles in the university and TAFE sector for 20+ years. Managing finances, managing staff and managing educational program delivery and change management on a State and institutional level.

Bronwyn Richards

Address: 92 Monkittee St, Braidwood NSW 2622

Phone Contact: 02 4842 1127

Garlic Growing Experience: Growing garlic since 2009, Convenor of Braidwood Garlic Growers Group 2012 to present; project leader Growing the Braidwood garlic growers project (funded 25th anniversary grants 2015 to 2017); NSW Landcare Champion 2017 for agricultural innovation & farm management; upper Shoalhaven Landcare Champion 2012; market gardener

Other director or relevant experience: Presiding Chair, NSW Housing Appeals Committee 1994 to 2014; co-owner of Wynlen House Slow Food Farm and Learning Centre 2006 to present

Anna Farnham

Address: 599 Back Creek Road, Braidwood NSW 2622

Phone Contact: 0409 710 661

Garlic Growing Experience: Member of the Braidwood Garlic Growers Group, small scale garlic grower, growing a variety of cultivars in the Braidwood area.

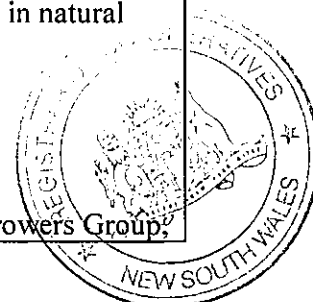
Other director or relevant experience: Experience in training and education, administering Commonwealth Government grant programmes, and in natural area management.

Julie Coleman

Address: 526 Ningee Nimbell Creek Road, Tomboye NSW 2622

Phone Contact: 02 4845 9109

Garlic Growing Experience: Member of the Braidwood Garlic Growers Group,



small scale grower, growing two varieties of cultivars in the Braidwood area.

David Ellis

Address: 86 Back Creek Rd, Mongarlowe NSW 2622

Phone Contact: 02 4842 8093

Garlic Growing Experience: Inaugural member of the Braidwood Garlic Growers Group, small scale 3rd year garlic grower, growing 5 different cultivars from 2 garlic groups in the Braidwood area.

Any other director or relevant experience: Qualified Accountant (FACCA) with 20+ years experiences in company financial management. Former company director experience.

7.4 Remuneration of directors

Directors are entitled to be paid expenses for attendance at meetings. Any other remuneration will be approved by the members at the AGM or at a special general meeting to consider remuneration.

7.5 Day to day management

The name of the person who has agreed to be responsible to the board of directors for day-to-day management of the co-operative and brief details of his/her experience are as follows:

Georgina Byrnes (experience and details listed above)

Management is to be:

paid or voluntary
 full-time or part-time

7.6 Accounting

The name of the person who has agreed to be responsible for general accounting and financial functions of the co-operative:

David Ellis (experience and details listed above) will initially be responsible for the general accounting and financial functions of the co-operative until professional assistance is arranged.

The books of account will be maintained at the registered office and will be available for inspection by any member during normal business hours.

The co-operative's accounts will be set up using an online accounting package such as Xero or MYOB Online. Any costs associated with this package will be paid by the co-operative.

7.7 Auditing



Details of whether the co-operative is to appoint an auditor and if so, the details of the auditor and whether the financial statements will be audited or reviewed.

The co-operative will be a small co-operative, as defined in the CNL, and as such it is not required to appoint an auditor or to provide members with audited financial statements.

The Co-operative National Regulations (CNR) require that a small co-operative will provide its members with basic minimum financial statements prior to each annual general meeting.

Members interested in the financial records and financial position of the co-operative are entitled to request access to these records. Braidwood Garlic Growers Co-op Ltd is committed to member accountability and transparency.

Members have a statutory right to require that the co-operative present audited or reviewed financial statements at any time on reasonable notice.

8. FINANCIAL INFORMATION

8.1 Start up funding

The capital required for the co-operative at the time of formation is \$4,250.

Internal Source of Funds:

The number of persons who qualify for membership of the co-operative and have indicated in writing their intention to join the co-operative, is 25 persons.

The total number of shares to be subscribed by these persons is 250 shares.

Total share capital to be subscribed is	\$2,500
Total entrance fees are	\$1,250
Total initial subscriptions or levies are	\$2,500
Total other charges are	\$0

External Source of Funds:

The co-operative has secured grant funding of \$60,000 from the Federal Farming Together program. Details are provided at annexure 5.

The amount if the co-operative is to borrow funds: \$0

8.2 Property and assets

At formation and initially, the co-operative will not have any interest in property or any assets.

8.3 Formation expenses

Estimated costs of formation are: \$440



Formation expenses incurred prior to the formation meeting which are to be recouped once the co-operative is formed are: \$0

Description of these expenses:

Note: grant funding of \$6,708 has been allocated to Co-ops NSW from the Federal Farming Together program to fund co-operative formation expenses (see annexure 5).

8.4 Returns to members

A return to members is not currently anticipated in the first two years.

If there are any surplus funds from operations in the first two years, then the board will determine whether these funds will be used as rebates back to members (in proportion to the amount of business conducted with the co-operative) or used as dividends on share capital or retained to build up the resources of the co-operative.

The board will develop an ongoing business plan to address issues arising from the first two years of operation and to consider the most appropriate manner to distribute any future surplus funds generated by the co-operative.

Refer to the Forecasted Profit and Loss Statement and Forecasted Cash Flow Budget annexures for detailed financial information.

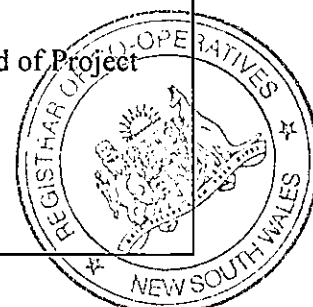
9 RISKS

The risks associated with the establishment of the co-operative are:

- insufficient capital to commence operations
- necessary planning or other approvals not obtained
- changes to economic conditions in Australia and overseas
- drought or other weather conditions
- changes in technology
- inability to enter contracts
- volatility of market price for necessary goods and services.

10 ANNEXURES

1. Farming Together Program - Farmer Group Funding Application Form – Round 2, June 2017
2. Project Risk Management Plan
3. Overview of the Braidwood Garlic Growers Project - Likelihood of Project success factors
4. Application Form for Membership and Shares
5. Grants and Subsidies
6. Forecasted Profit and Loss Statement
7. Forecasted Cash Flow Budget



FURTHER INVESTIGATION:

↳ It is not possible for a disclosure statement to include all material relevant to each co-operative's circumstances and may not set out a full statement of the liability and financial involvement of a prospective member.

Each prospective member is advised to make any investigations (including the obtaining of professional advice) which that person believes to be necessary to satisfy himself or herself about the contents of this formation documentation or the decision of whether or not to join the proposed co-operative.

Prospective members are strongly advised to obtain professional advice.

DISCLAIMER OF LIABILITY:

This disclosure statement has been approved by the Registrar of Co-operatives for the purpose of section 25(4) of the Co-operatives National Law (NSW) (the CNL). This approval is not to be taken in any way as an indication that the disclosure statement sets out all information that may be relevant to the proposal.

Approval does not relate in any way to the merits or otherwise of the co-operative's proposed activities. No responsibility as to the contents of the disclosure statement and attachments and annexures that form part of this document and the associated Rules which all collectively make up the formation documentation, is to be taken by the Registrar, NSW Fair Trading or by any of its servants or agents.

The responsibility for ensuring that the CNL has been complied with in relation to the preparation of the disclosure statement lies with those issuing the statement. Persons making false or misleading statements in a disclosure statement may be liable for criminal penalties and expose themselves to civil liability to anyone who suffers loss as a consequence.

CERTIFICATION:

We the undersigned, certify that this is a copy of the disclosure statement which was presented to the formation meeting on ___/___/_____ for the purpose of forming a co-operative to be known as:

_____ Name of co-operative

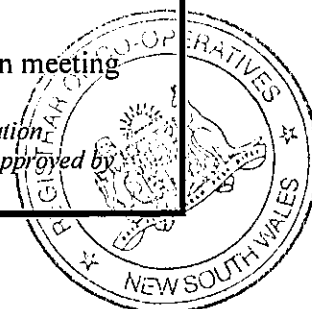
_____ Chairperson of formation meeting

Signature

_____ Secretary of formation meeting

Signature

Note: This certification is signed at the Formation meeting which is held after the draft formation documentation which includes the Rules and the Disclosure Statement that have been approved by Registry Services and returned to the sponsors of the proposed co-operative.



**Farming Together Program - Farmer Group Funding Application Form -
ROUND 2, JUNE 2017**

Details about the funding application and assessment process can be found in your email invitation, and in the Farmer Group Projects Funding Guidelines on the Farming Together Website: <https://agworks.com.au/about-the-program/farmer-projects/>

**PLEASE READ THE GUIDELINES AND EMAIL INVITATION BEFORE
SUBMITTING YOUR APPLICATION.**

The Farmer Group Projects funding application consists of two parts:

1. Completion of this application form (approximately 40 minutes).
2. Submission of a project proposal addressing criteria outlined in your email invitation.

The project proposal can either be attached to this application or, emailed to Farmer Group Projects Team Leader, Amanda Scott at: amanda.scott@scu.edu.au

TIPS: We encourage you to complete and save your answers in a Word document before completing the online application.

We have attached a Word copy of the online application in the invitation questions to assist.

We encourage you to use the templates provided in the invitation in your project proposal document. These templates are for project timeline and project budget.

You can ONLY attach ONE document to the online application. If you have multiple documents in your project proposal please email them to: amanda.scott@scu.edu.au.

A copy of your online application will appear on screen once you complete the form.

APPLICANT DETAILS

Braidwood Garlic Growers Group

Do you have a Farming Together Program case number? Yes/ No?Don't know

(4)

If known, what is your Farming Together Program case number? (6)

In what state / territory is you group located? (5) NSW

Are you a primary producer or a collaborative entity?

- Yes (16)
- No (17)

If no, Are you representing a primary producer group?

- Yes (16)
- No (17)
- NA (18)

If you are representing a primary production group:

Please detail how you are representing/ assisting them (1)



Please provide contact name and number for the primary producer that will lead this project. (2)

GROUP INFORMATION

There are 64 members of the Braidwood Garlic Growers Group. The group meets primarily via email in a Google Group.

Name the key members in this group, and list their occupation i.e. primary producer, processor, farm service provider, consultant, advisor etc.

Brownyn Richards, group convenor - primary producer

Helen Lynch, website & google group administrator - primary producer

Anna Farnham Garlic Growers Co-op Initiative (GGCI) working group member - garlic grower

Julie coleman (GGCI) working group member - garlic grower

David Ellis (GGCI) working group member - garlic grower

Georgina Byrnes (GGCI) working group member - primary producer

Matthew Reid (GGCI) working group member - primary producer

What is the legal status of the group e.g. cooperative, incorporated association, coalition, partnership, no legal status – i.e. informal group, other?

The group is currently an formal group (convened in 2012) and is in the process of becoming a formal co-operative with support of the Farming Together Program and consultant Sam Byrne.

List the agricultural commodities represented in the group e.g. beef, grain, wool.
Garlic

Group Mission In one or two sentences describe the overall purpose of your collaborative group.

Braidwood Garlic Growers Group Objectives:

- To promote the growing of garlic in the Braidwood area.
- To share information and advice and continue to encourage new growers of garlic in the area
- To promote organic and sustainable land practices when growing garlic
- To recognise that all farming practices need to take into account natural diversity and sound management of natural resources
- To develop and promote collaborative approaches to growing, marketing and distribution of garlic in the region
- To assist growers maximise their on farm income and produce Australian garlic all year around

PROJECT INFORMATION

Collaborative Project Summary In less than 100 words, provide a brief summary of the collaborative project in your Farmer Group Funding application.

This project is to employ a project officer to build on the collaborative growing and knowledge sharing approaches that the group has already developed, by researching, consulting on and writing a operational plan to support the activities of our garlic growing cooperative. This will extend on the business planning of the



Braidwood Garlic Co-operative already in the formative stages and already receiving expert advice from the Farming Together program consultant Sam Byrne.

The operational plan will include:

- a strategic marketing plan (including planning for a Braidwood Garlic Festival).
- a quality control framework for production outcomes,
- a biosecurity plan for all growers, (76 words)

What is the intended length of your project? (projects must be completed no later than 30 April 2018)

From October 2017 to April 30th, 2018.

Objective/s What are the key objectives of the project in your Farming Together application? (overarching rationale for why the project is being conducted).

To build on work already undertaken over the past 5 years to:

- demonstrate the potential for garlic to enhance economic resilience, agricultural profitability and sustainability around Braidwood (The Capital region),
- support existing growers and new growers (currently 30 small to medium producers as defined by the Australian Garlic Industry Association - AGIA) to grow quality, chemical free garlic from the 11 main garlic groups including late and mid season varieties, by sharing knowledge, experience and expertise in all aspects of the growing cycle.
- explore cooperative approaches to planting, harvesting, drying, curing garlic and selling and marketing garlic under the brand "Braidgarlic".

To enable the operational - start up phase of the Braidwood Regional Garlic Cooperative to:

- pursue market opportunities that include both direct selling and bulk or group sales options. (includes growers assessment of marketing needs; event & award opportunities to profile Braidwood Garlic; development of a regional narrative style label; development of marketing plan)
- research and develop a quality control framework and recommend how this would be implemented by growers and administered by the co-operative
- assess grower needs to improve production outcomes; i.e. cooperative owned capital equipment
- assess the viability of grower capacity for farm based curing and storing facilities; develop a model for affordable farm based curing & storage facilities; explore cooperative options for this aspect.
- develop a biosecurity plan for shared capital equipment and cooperative storage arrangements.



- develop a regional garlic festival to launch Braidwood as a garlic growing region:

The operational plan will:

- a. Set a five year goal for the BGGC
- b. outline tasks and responsibilities needed to implement the strategies contained within the Business/Strategic Plan which will be developed with the Farming Together co-operative consultant.
- b. Detail annually achievable benchmarks
- c. Detail inputs required by members of the BGGC
- d. Provide an overarching context for a marketing plan

Select the Farming Together Program objectives (listed below) that your collaborative project will address (you may select more than one).

- Increase awareness and understanding of the availability and relative merits of a range of collaborative and innovative business approaches for farmers (including approaches such as co-operatives and collective bargaining)
- Increase understanding of opportunities for realising greater returns along the supply chain
- Enhance available resources, expertise and the operating environment for collaborative and innovative business approaches suitable for farmers.

Describe how your collaborative project will contribute to one of more of the Farming Together objectives listed above.

The formation and operation of a farming cooperative in the region will actively showcase and increase awareness of the merits of collective purchasing, knowledge sharing and strategic support.

The work of developing an operational plan for the garlic cooperative is precisely to enhance and continue to develop an environment for collaborative and innovative business approaches that are suitable for garlic growers.

The development of a quality framework for garlic will ensure consistency of product leading to greater return through the supply chain. Researching and developing better farm based curing and storing facilities and/or cooperative options for this aspect will enable local growers to place garlic into the supply chain between April and November when there is no Australian garlic available. This will enable growers to receive a premium price for their produce.

Consistent with the Farm Co-operative and Collaboration Pilot Program's objectives, funding will be provided to projects that have the potential to:

- Facilitate knowledge sharing and legacy
- Demonstrate significant scope and scale of on-farm impacts
- Create transferable outputs that address identified needs of farmers and groups



- Help provide momentum and strategic support to boost the confidence of other farmer groups to adopt a collaborative business approach
- Assist farmer groups to overcome barriers they experience when seeking to make change
- Form regional and cross-jurisdictional networks

Describe how your collaborative project will contribute to one of more of these.

Our project will support the implementation of the Braidwood Regional Garlic Cooperative once it has been formed. It will maintain, enhance and cement the outcomes of the Braidwood Garlic Growers Group ensuring knowledge sharing legacy for garlic growers of the future.

Assessing grower needs to improve production outcomes and developing a model for affordable farm based curing & storage facilities and /or cooperative options for this aspect, will create transferable outputs that are directly addressing grower needs and relevant to the garlic growing industry.

The majority of our growers are producing early-season garlcs, most commonly grown Australian garlic (resulting in the narrow production window) Growers need support, practical assistance and access to information to have the confidence to move into growing mid-season and late-season garlcs that have more specific growing, curing and storage requirements. Learnings and understandings need to continue to be shared to overcome not only practical barriers but also psychological and confidence barriers when people are making change. Diversifying into mid and late season garlcs can attract a premium price.

What stage(s) of the supply chain will your project target? (you may select more than one).

- Pre-production (1)
- Production (2)
- Processing (3)
- Marketing (4)
- Transportation (5)
- Other (6)

What are the supply chain outcomes you intend to achieve in your project? (you may select more than one).

- increased bargaining power (1)
- reduced transaction costs (2)
- price transmission up the supply chain (3)
- improved information flows (4)
- new markets accessed/expanded (5)
- access to innovations and technology (6)
- infrastructure development (7)
- access to credit (8)
- sharing of networks/linkages (9)
- other (10)

Funding Requested

What is the total amount of Farmer Group Funding requested in your application?
(exclusive of GST) \$60,000.00



Cash Contribution

What is the group's cash contribution to this project? (exclusive of GST) (To be eligible for Farmer Group Funding the cash contribution component must be minimum 10%)

\$6,000.00

Cash Contribution

How will (has) this contribution be/been raised?

Directly from members of the group. There are currently 64 members of the group.

If you will receive funding from another source for this project, please provide details.

Use of Funds

How will grant funds be used? Outline the main project expenses/ activities proposed? (You can provide a more detailed budget and timeline in your project proposal document using the template provided in your email invitation).

A detailed timeline and budget has been sent to Amanda Scott, Farmer Group Projects Team Leader

Project Deliverables

What will the project deliver? This includes both: Outcomes – measures that relate to the benefit or changes sought from undertaking the project, achieved from the utilisation of project outputs And Outputs – the products, services, business or management practices, that will be produced or improved during the project, with their production being necessary for the project to meet outcomes.

The project will deliver an operational plan to support the implementation of the Braidwood Garlic Growers Co-operative which is being developed with support from Farming Together Cooperatives consultant Sam Byrne. The plan will include:

- a strategic marketing plan (including planning for a Braidwood Garlic Festival).
- a quality control framework for production outcomes,
- a biosecurity plan for all growers, (76 words)

ADDITIONAL INFORMATION

Why is Farming Together the best Program to support your collaborative project?

The Braidwood Garlic Growers Group formed in 2012 has been sharing knowledge and providing support and practical learning opportunities for growers in the area since this time. The receipt of a 25th Anniversary Landcare grant in 2015 - Growing the Braidwood Garlic Growers Project provided an opportunity for collaborative approaches to purchasing and marketing. The positive outcomes of the Landcare grant has resulted in the Braidwood Garlic Growers Group ready to embrace a formal structure for this collaborative approach. The Farming Together Expert Support has assisted the group to understand the cooperative structure and is currently supporting us through the legal process of forming and registering a cooperative. The grant program provides a further opportunity for realisation of the start-up phase of the Braidwood Region Garlic Cooperative.



Farming Together Program Expert Support Services

Please provide a brief summary of any preliminary work you may have completed through the Expert Support services of the Farming Together Program.

The Braidwood Garlic Growers Group has received assistance from the Co-Ops NSW. This has initially involved a telephone meeting to exchange information and develop understanding. Also, Sam Byrne (Co-Ops NSW) attended a meeting of the Braidwood Garlic Growers Group and explained the cooperative enterprise model and answered questions. From this meeting a working group was formed - Garlic Growers Co-operative Initiative (GGCI) to progress the formation of a cooperative. We have accessed the Cooperative Builder on the Farming Together Website and Sam Byrne has also provided material. The GGCI has recently surveyed group members on the potential benefits of Cooperative membership. The GGCI has taken time out from farming to meet weekly to develop this application.

One of the objectives of the Farming Together Program is to facilitate knowledge sharing and legacy beyond the Pilot Program it is expected that groups receiving funding through this program will be willing to: Participate in media opportunities. Undertake interviews and surveys with researchers. Share information to further assist your industry (not including intellectual property attached to the project), Have a case study of your project published Is your group willing to participate in such activities?

- Yes (1)
- No (2)

Confidential Information

Please advise the Program if there is any information in your application that is confidential. Applicants may notify the Program of confidential information at any time.

- There is no confidential information in my application (1)
- Yes there is confidential information in my application (2)

Please provide details of any confidential information.

Please provide any other information you would like the Assessment Panel to consider.

Submission of Project Proposal

The project proposal can either be uploaded to this application, or alternatively can be emailed to Farmer Group Projects Team Leader, Amanda Scott at: amanda.scott@scu.edu.au Please note that you can ONLY attached ONE document to the online application. If you have multiple documents in your project proposal please email them to: amanda.scott@scu.edu.au



Overview of the Braidwood Garlic Growers Project A

Addressing Criterion 2. Likelihood of Project success

The applicant must demonstrate:

- project feasibility, and how the project will deliver clear, measurable outcomes
- the capacity to deliver the project and manage funds
- clearly identified and satisfactory project timeline
- use of approaches that build on existing best-practice.

The Braidwood Garlic Growers Group was formed in September 2012 after Bronwyn Richards, a garlic grower, convened a gathering of existing local growers and those interested in growing garlic. It was clear that garlic had become a crop of significant interest in the Braidwood area. Garlic does well in our cool climate and long frost season. It was being grown in just about every veggie garden and it was clear from the gathering that there was interest in small to larger scale production with people viewing garlic as potentially a worthwhile market crop. With the increasing demand for Australian grown garlic and the growing interest in local food we discussed that we needed to work towards Braidwood being recognised for it's garlic (as part of the South East cool climate garlic growing region). This could only be done if we share information and learning; and continue to encourage new growers.

At the gathering it was agreed that a key way of doing this was to enable those interested in growing garlic to work alongside existing growers during peak activities - planting, harvesting and braiding. Harvesting begins in November and is generally only for a short period but is very intense. (All harvesting in this area is done by hand.) A Google Group email forum was set up to assist with this learning / labour exchange and to continue to share information.

The google group is still operating and continues to enable sharing of information and provides on farm learning opportunities for existing and new growers.

In late 2014 with the support and sponsorship from the Upper Shoalhaven Landcare Council, Bronwyn Richards convenor of the Braidwood Garlic Growers Group applied for a \$20,000, 25th Anniversary Landcare Grant on the groups behalf. This application was successful. The funding was for the 2015 and 2016 growing seasons with the aim of the grant to *demonstrate the potential for garlic to enhance economic resilience, agricultural profitability and sustainability in the Braidwood area*. The project involved: field trials of different varieties and growing regimes; the generation of knowledge about disease-free seed sources; the balance of profitability with the protection of natural heritage; and about communicating results widely to promote the combined biodiversity and agricultural benefits.

Bronwyn Richards was the project leader responsible for the reporting and the deliverables of the funded project; organising workshops, coordinating group purchases, soil tests, meetings and other group activities. Please Note the grant was for activities only with no monies attached to coordination. The Upper Shoalhaven Landcare Council was responsible for the financial management of the funding as the Braidwood Garlic Growers are an informal group.

Achievements 2015 garlic season:

- 29 growers participated in the project
- 21 were new to growing garlic
- Between 2.4 and 3.2 tonnes of additional garlic was harvested with a potential total gross income for the 2015 season between a minimum of \$16,000 up to \$30,180 into the local economy.



Achievements for 2016 season:

- 29 growers participated - 25 growers were continuing their participation and 5 new growers joined the project.
- Between 3.7 to 5 tonnes of garlic harvested, with a potential total gross income between a minimum of \$30,750 up to \$59,500 into the local economy.

Through out the project opportunities to explore cooperative approaches were pursued in relation to planting, harvesting, drying, curing and marketing; and collaborative approaches were undertaken with the purchasing of seed garlic, weed gunnel, & mulch; and development of the Braidwood Garlic Website as a digital portal to take consumers to individual growers. In August 2016 a planning meeting was held to explore group values and view points. It was clear from this meeting that members of the Braidwood Garlic Growers Group greatly valued the support and knowledge sharing that occurred; had a common sustainable agricultural values base; and were keen to explore ways to continue this collaborative approach.

This funded project was successfully completed in January 2017

At the May 2017 meeting of the Braidwood Garlic Growers Group, Sam Byrne attended from Co-ops NSW to discuss cooperative organisational models. 10 members volunteered to form the Garlic Growers Co-op Initiative (GGCI) Working Group. The first undertaking of this working group was to identify the Purpose/Context of the proposed Co-op. 6 main areas were identified and it was agreed that members of the google group (currently 64) would be polled (via simple email response) to clarify what was important to them. The 6 areas were:

A: To be part of a collaborative/collegiate support group of regional garlic producers.

B: To promote group sharing of garlic growing and garlic product related knowledge, information and production resources.

C: To gain access to garlic related economic purchasing group, to benefit from bulk discounts, special offers etc.

D: To be part of a Marketing Group which promotes garlic products sold under the groups existing "braidgarlic" name. (Wynlen House slow food farm has purchased the braidgarlic.com.au and braidwoodgarlic.com.au domains. braidwoodgarlic.com.au is currently an active website managed by Helen Lynch, Jayne Kearny and Sarah Groube - all group members).

E: To be part of a Selling Group that provided a sales outlet for garlic products, particularly where the grower does not want to undertake direct sales activities themselves.

F: To provide access to a garlic products quality assessment framework/standard, to ensure an appropriate and consistent quality of produce.

There was strong support for these areas of activity for the proposed Garlic Growers Co-operative.

The Braidwood Garlic Growers Group is continuing on the path of forming a co-operative and are being supported through this process with Expert Assistance from Sam Byrne of Coops NSW.



The group is seeking funding to employ a project officer to research and establish an operational plan that will extend on the business planning of the Braidwood Garlic Co-operative already in the formation stage.

The operational plan will include:

- a strategic marketing plan
- a quality control framework for production outcomes,
- a biosecurity plan for all growers,

The Braidwood Garlic Growers Group are keen to position themselves as key producers of late season garlic varieties that are harvested from late November through to February and can store well for 6 to 12 months. Braidwood as a very cool climate region on mainland Australia, has the potential climate conditions suitable for growing these late season, long storage varieties of garlic. According to the Australian Garlic Industry Association (AGIA), only about 20% of garlic sold in Australia is grown domestically so there is significant room for expanding the national crop. A key factor of Australian garlic production is that the majority of garlic grown is from a small range of garlic varieties that are harvested at the same time, (November & December) and only stores well for a few months. It is only available for a short season from late November to around April, with the majority consumed by February / March. (This is referred to as the narrow production window.)

By growing these different varieties of garlic the Braidwood region can put garlic into the Australian market beyond the current narrow production window. This should result in a premium price for the producer. Prices being achieved by late season growers in the current selling season are from the \$60 - \$80 per kilo. An excellent price.

The operational plan for the Garlic Growers Co-operative will continue to build on the activities currently being undertaken by the Braidwood Garlic Growers Group. It will extend the work initiated through the 25th Anniversary Landcare Grant in developing grower knowledge and confidence to grow mid and late season garlics and develop further knowledge to manage the curing and storing process for these varieties of garlic. The opportunity to employ a project officer in the very early stages of the Braidwood Region Garlic Co-operative will enable the growers group to maintain the momentum already achieved.

Our region is in the Sydney, Canberra Corridor (3 hours from Sydney) where significant growth is taking place in tree changers looking for an alternative non city based lifestyle. Small scale farming and food production is the major activity. Many people moving to the area are in the above 45 age group with a majority being single woman. Garlic has a small footprint with 1/2 hectare producing between 3.5 to 4.5 tonne. It is also a crop that is well suited to organic practices. Through the course of the 25th Anniversary Landcare grant it became clear that the majority of growers at this stage preferred to remain as small to medium growers producing between 300kg to 1 tonne, as defined by the AGIA. This level of production is manageable with out significant expenditure on capital equipment and all activities related to production can be undertaken with very little mechanical assistance. It should be noted that the group is closely connected with the Australian Garlic Industry Association. Members regularly attend the annual conference and see the association as a valuable resource, a source of best industry practice information and an advocate for garlic growers.



Collaborative approaches are highly beneficial in small scale farming and local food production. Small scale farming and food production has to realise the greater returns along the supply chain to remain viable. Direct marketing and collaborative marketing approaches are key to this.

The success of the collaborative approaches of Braidwood Garlic Growing Group and the development of the Cooperative is an active demonstration of the significant benefits for small farmers across the region. There is also opportunity, with collaborative approaches to capital purchases that a co-operative facilitates for some growers to upscale operations to the medium grower categories.

The Braidwood Garlic Growers Group consider that the activities already undertaken clearly demonstrate that the project is feasible, can deliver clear, measurable outcomes, can build on industry best practice and can manage funds (While we have not been a legal entity and were not responsible for the financial management for the 25th Anniversary Landcare Grant, we were however responsible for organising rebates and the collection of monies for purpose of collaborative purchases.) The GGCI working group has a certified practising accountant and qualified bookkeeper.



Overview of the Braidwood Garlic Growers Project B

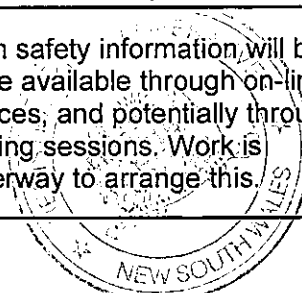
Addressing Risk Management, Criterion 3

This part of the application addresses risk management. The table below identifies risks to project delivery, including the risk of failure to achieve the project aims and shows how identified project risks will be managed, including the risks of activities not being able to proceed as planned or project failure.

Risk management Plan

[List the potential risks (in order of likelihood) that could impact your business.]

Risk	Likelihood	Impact	Strategy
Inability to recruit a project officer /consultant	Highly unlikely. The project is located near the ACT which is positively drowning in consultants for everything	High	Recruitment strategy to include approaches to a broad range of consultancy firms in ACT and locally including those to the 4 universities with campuses in the area and the Canberra Institute of Technology.
Group is unable to work collaboratively or has serious disagreements	Unlikely Group has worked together since 2012, has worked together on one funded project successfully and conducted value setting and goal setting workshops to cement group processes and relationships	High	There are members of the local community who would gladly mediate if needed to bring agreement and find common ground.
Funding delays resulting is a delay to the start of the project	Likely. Delays are have already occurred with Round 1. Delays in Round 2 will shorten the time frame for delivery of the project due fixed end date	High,	Project timelines shortened by increasing work days. Recruitment of more than 1 consultant so that different aspects of the project may be undertaken at the same time. This will need to be assessed based on the extent of possible funding delays
That the we may not be a legal identity by the time the funding is granted.	Unlikely	Low	The GGCI working group will form a partnership if there are delays on the cooperative formation.
WHS risks to project officer / consultant	Unlikely: here will be some on site farm visits	Low	Farm safety information will be made available through on-line sources, and potentially through training sessions. Work is underway to arrange this



Braidwood Garlic Growers Co-op Ltd

Application for Membership and Shares

Applicant/s name¹:

Address:

Phone:

Email²:

I/We consent to the use of the above email address as the address for service of notices about the co-operative? YES/NO

Address where garlic is grown:

I/We hereby apply for membership of Braidwood Garlic Growers Co-op Ltd.

I/We have read the Disclosure Statement and the Rules of the co-operative and agree to be bound by the Rules.

I/We apply to purchase 10 shares in the co-operative at \$10 each.

I/We enclose a total of \$250 which is payment of \$50 for the application fee, \$100 for the annual membership fee and \$100 for the allotment of 10 shares.

Signed³:

Date:

OFFICE USE

Application considered by the board on . ADMITTED/NOT ADMITTED

Member registered? Shares allotted? Shares numbered to

¹ If the applicant is a corporate entity insert corporate name and either ACN or ABN. If the application is made jointly insert both or all names.

² If the applicant is a corporate entity also insert contact person's name and position.

³ If the applicant is a corporate entity signatory must be authorised to sign on behalf of the corporate entity.



Grants and Subsidies

Thursday, 5 October 2017 at 11:31:38 am Australian Eastern Daylight Time

Subject: 475 - Congratulations! You are a successful R2 applicant in Farmer Group Projects
Date: Friday, 8 September 2017 at 5:16:35 pm Australian Eastern Standard Time
From: Bronwyn Richards - via bgggci
To: daveellis@ozemail.com.au

From: farmergroupprojects <farmergroupprojects@scu.edu.au>
Subject: 475 - Congratulations! You are a successful R2 applicant in Farmer Group Projects
Date: 8 September 2017 11:48:16 am AEST
To: "BronMric@bigpond.com" <BronMric@bigpond.com>
Cc: farmergroupprojects <farmergroupprojects@scu.edu.au>

Dear Bronwyn,

Congratulations again on your successful application in Round 2 of the Farming Together Program's *Farmer Group Projects* grant funding. Your project has been approved for grant funding of \$60,000 (excluding GST), with a minimum cash contribution of \$6,000 from your group.

Please share this great news with your group (but no media announcements just yet).

The first priority is to establish your Funding Agreement. I have attached a copy of the draft Funding Agreement for you to read and understand. Please do not sign this agreement. Some important things to note in the Funding Agreement include:

- You are required to have a separate bank account specifically for project funds (Clause 3). You will need to provide us with written advice from your financial institution that you have established the account and that signatories have been setup in accordance with the requirements of the funding agreement. You cannot use an existing bank account that your organisation uses for other purposes.
- Payment of grant (Clause 4) is in three payment milestones with 50% of the grant paid at project commencement, 25% at mid-point and 25% at the end of the project. To receive the first grant instalment you will need to provide a tax invoice for 50% of the grant funds. Further information will be provided on tax invoice requirements.
- There are 3 reporting milestones – at project commencement, at the project mid-point and at the end of the project. You will be provided with templates for these reports throughout the project.
- Your group must provide evidence of your cash contribution by the mid-point of the project (either deposited to project bank account or expended in accordance with the project budget).

What you need to do now:

1. Please read the funding agreement, ensuring your group members understand the agreement. You have **3 business days** to review the DRAFT Funding Agreement. On **Thursday 14 September**, you must ring myself and indicate if any clarifications on the content of the agreement is required. Now is a good time to ensure your group members are familiar with your project's outcomes, activities and budget and all group members on the same page.
2. Complete the table below and return it to us within **3 business days**. We will use this information in your Funding Agreement.



304062817

Gmail - Standard Quoted Service - Case No: 00475



Sam Byrne <saalbyrne@gmail.com>

Standard Quoted Service - Case No: 00475

Info@farmingtogether.com.au <info@farmingtogether.com.au>
To: eec@coopenw.coop

28 June 2017 at 15:01



**Farm Co-operatives
& Collaboration**

Pilot Program

Complex Expert Services - 00475

Dear Sam Byrne,

You have been allocated a new Farmer Group for Expert Support. Please log into the Farming Together system to review this case. Please contact the Farmer Group within 48 hours to arrange a time for a 3-hour consultation with at least 2 primary producers.

Service: Advice on Co-op set up

Quote: \$ 6708

Description: Please complete all steps to form and register this group as a co-op. As per quotation, including constitution and disclosure statement, and formation meeting guidance. Please provide comprehensive report of issues emerging and certification of finalisation (registrar approval).

Farmer/group name: Bronwyn Richards - Braidwood Garlic Growers group

Group name: n/a

If this is your first time logging into the case management system, you can set your password by selecting 'forgot password' on the login page. Enter your email address and you will be sent an email asking you to set your password. Please access the system to complete your report via the link below.

NOTE: You will need to upload a separate Expert Service Report document. It is advisable to write your report in the format you prefer and label your reports

https://mail.google.com/mail/u/0/?ui=2&ik=00475&ikover=saaalbyrne.an_08.&ik=plkmg=1&ov=1&ov1008270&ic=info@farmingtogether.com.au



Forecast Profit and Loss Statement 2017/18

Income	A\$
Co-operative Joining Fees (assuming 25 initial members)	1,250
Co-operative Annual Membership Fees (assuming 25 initial members)	2,500
Garlic Sales	2,841
	<hr/>
Total Sales	6,591
	<hr/>
Total Income	6,591
Garlic Selling Costs - Stall Fees, packaging, etc	225
Garlic Selling Costs - Advertising	225
	<hr/>
Total Cost of Sales	450
	<hr/>
Gross Profit	6,141



Expenses

Formation Costs

Registration fee	370
Stationery & Printing	50
Seal	20

Operational Costs

Stationery & Printing	200
Audit & Accounting	480
Insurance	1,000
Brand/Trademark	990
Domain Fees	50
Website Fees	132
Sundry Expenses	200

Grant Related Expenses

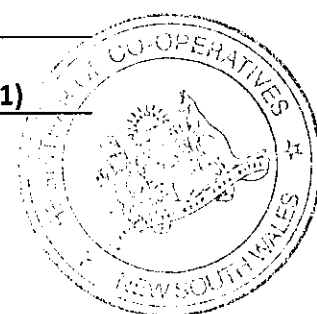
Consultancy - Operational Plan	28,525
Consultancy - Quality Plan	22,875
Consultancy - Marketing Plan	14,600
less Farming Together Grant	(60,000)

Total Expenses	9,492
-----------------------	--------------

Net Profit/(Loss) before Tax	(3,351)
-------------------------------------	----------------

Income Tax Liability	-
-----------------------------	----------

Net Profit/(Loss) before Tax	(3,351)
-------------------------------------	----------------



Forecast Cashflow Budget 2017/18

		A \$
	OPENING BANK BALANCE	-
Cash In	Issue of shares to members	3,900
	Farming Together Grant	66,000
	Membership Joining fees & Subscriptions	3,750
	Garlic sales	3,125
	Loans Raised	-
	TOTAL CASH RECEIPTS	76,775
Cash Out	Garlic selling activities	495
	Formation Expenses	447
	Insurance	1,100
	Administration Expenses	1,410
	Audit & Accountancy	528
	Consultancy Projects	72,600
	Tax (net GST, PAYG, other taxes)	(574)
	Sundries	220
	TOTAL CASH PAYMENTS	76,226
	CLOSING BANK BALANCE	549

Note figures include GST where applicable

