



Tasmanian Landcaring Grants 'From the Bush to the Beach' Round 2

Grant Guidelines

IMPORTANT DATES

- Round 2 opens 16 August
- Round 2 closes Tuesday, 28 September, 2010
 - Late applications will not be accepted
- Assessed during October 2010
- Applicants notified first week of November 2010

Our next round will open in mid-February and close at the end of March 2011

[dates to be confirmed]

This project is delivered by the TLCA, through funding from the Australian Government's Caring for Our Country initiative.



CARING
FOR
OUR
COUNTRY

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OVERVIEW

The Tasmanian Landcaring Grants (TLG) funds projects that invest in practical landcare solutions to improve the management of Tasmania's natural environment. Projects must target the national priorities set through the Australian Government's 'Caring for Our Country' (C4oC) initiative (see PART A below). These guidelines contain information to assist in completing the application form.

Funding available

Projects will be funded up to \$20,000. There was considerable interest in Round 1, with 55 applications received seeking over \$750,000. Projects tended to seek either a modest amount up to \$5,000 or funding over \$15,000. Round 2 funding will optimise the distribution of funds across the diversity of groups and individuals for quality projects that address the C4oC targets. Applications that seek over \$15,000 must demonstrate considerable project outcomes against C4oC targets and be highly competitive in addressing the assessment criteria. The allocation of funding for smaller versus larger projects will be dependent on the pool of applications received, however project importance and value for money will be key considerations when larger amounts are sought. Projects funded in this Round (2) must be completed by 30 Apr 2012.

Who can apply?

The target for the TLG is "not for profit" groups or individual property owners who are committed to progressing landcare, through projects that improve the natural values of their local environment or our understanding of them. Government and commercial organisations are not eligible for funding but can support the program by partnering with (or sponsor) an applicant that is a non-government group, i.e. a care group. If applicants have received any grants previously, there must be no overdue acquittals. Individual property owners are eligible to apply if they are able to clearly demonstrate significant public benefit from their project. Potential applicants should read through the application and confirm their proposed project addresses the C4oC targets and is eligible.

When are applications due?

Applications must reach the TLCA office by 5pm Tuesday, **28 September, 2010**. Late applications will not be considered, out of fairness to applicants who submit on time, and to prevent delays to the assessment process.

How do I apply?

- Obtain an application form (can be downloaded from the Tasmanian Landcare Association (TLCA) website, www.taslandcare.org.au or request a hard copy from the TLCA office);
- Read these guidelines thoroughly and decide if your project is eligible (please contact project staff for assistance – details below);
- Fill in the application form (this may be either typed or neatly hand written);
- Attach the support material required, including a site map, photos and (where appropriate), a letter of consent from the land manager; and

- Mail or (preferably) e-mail the completed application form with all supporting information:
 - Email: projectmanager@taslandcare.org.au
 - Post: Tasmanian Landcaring Grants, TLCA, PO Box 21, South Hobart 7004.

What support is there for applicants?

Compiling grant applications can be difficult. Dedicated TLCA project staff will answer questions about the program and your application, and provide technical advice and support on project design. Get in touch to discuss your project:

- Alan Barton (Project Manager - 62347117 or 0428 222 816)
projectmanager@taslandcare.org.au
- Peter Stronach (Northern Project Officer – 0488 404 061)
projectofficer@taslandcare.org.au

Wildcare Inc has a part time facilitator (Jodie Epper) available to assist Wildcare groups with their applications. Jodie can be contacted on 6233 2852, wildcarefacilitator@gmail.com. Jodie works part time but will respond to messages left. Wildcare groups can also contact their regional PWS Volunteer Coordinator for assistance and more information.

Assessment and Notification

You will receive notification from the TLCA that your application was received. All projects are assessed by the TLG Technical Assessment Committee (TAC), using assessment criteria (explained on page 12) that determine a technical order of preference. The TAC recommends this order of preference to the TLG Steering Committee. The Steering Committee will ultimately approve the funded projects and will base their decisions on how the suite of preferred projects meet the overall program objectives while ensuring funds are distributed equitably statewide across the range of individual and group applications.

All applicants will be notified by mail of the Committee's decision regarding their application. Unsuccessful applicants will be provided with feedback to assist them in deciding their next step. Successful applicants will be asked to sign a project commitment detailing their obligations in undertaking the project. Applicants will be notified within five weeks after applications close, if funding is available for their project. The decision of the TLG Steering Committee is final, and no correspondence regarding the decision will be entered into.

Project Completion

Within two months of the project's completion, you will be required to submit a brief report describing what your project achieved, a statement of accounts showing the grant amount received and how it was spent, and before and after photographs (if appropriate for your project). It is planned that funding will be available to successful Round 2 applicants by 7 November 2010. All activities must be completed before **30 April, 2012**.

NB: Extensions and significant changes to successful/funded projects are to be avoided and will only be considered on submission of a written request to the TLCA. The TLG Steering Committee will make a decision and the applicant will then be notified.

COMPLETING THE APPLICATION FORM

The following information provides guidance for each step in completing the application form (so that it is easier to follow, the numbering mirrors that of the application).

COVER PAGE

APPLICANT DETAILS

Applicants are requested to provide their contact details either as an individual property owner or as a representative of a group. Applications on behalf of a group must ensure that the group is incorporated to be eligible unless an umbrella group sponsors them and can accept funds on your behalf (e.g. Wildcare Inc., incorporated care group etc).

CONFIRMATION SIGNATURE

The applicant, or the applicant's nominated contact person, is required to sign the application form to confirm that, to the best of their knowledge the information is true and correct. In the event that there is a sponsoring organisation a representative of that organisation is also required to sign the applicant details section prior to submission

PART A. Project Details

1. Your project title should introduce the project and give a very brief insight into the nature of the project e.g. 'Protecting Shorebird Habitat at Dog walkers Point' or 'Off-stream watering at Moody Banks'.
2. You need to identify which C4OC targets the project aligns with and you must quantify how well your project will deliver on these targets. For example *4kms of fencing erected to protect 100ha of remnant vegetation listed as a threatened community (C4OC target ii)*. Examples of other deliverables may include number of volunteers engaged, number of shorebird protection signs erected, area of weeds controlled etc.

To be eligible for a Tasmanian Landcaring Grant each applicant must address at least one of the following C4OC targets:

- i. To increase recruitment and retention of volunteers in community groups involved in managing natural resources, over the next two years, in particular youth.
- ii. To increase by at least 400,000 hectares over the next two years, the area of native habitat and vegetation that is managed to reduce critical threats to biodiversity and enhance the condition, connectivity and resilience of habitats and landscapes in priority regions.
- iii. To reduce the impact and spread of Weeds of National Significance (WONS) over the next two years. Priority will be given to collaborative activities that address outliers, containment line and strategic management of core infestations.
- iv. To address the threats posed by invasive plant and animal species to the ecological character of Ramsar-listed wetlands, over the next two years.

- v. To engage at least 500 community organizations in coastal rehabilitation, restoration and conservation projects over the next two years
- vi. To increase by 42,000 land managers and farmers over four years who have demonstrated an improvement in knowledge and skills and resource management.

Use the checklist below to determine how your project meets these targets and how you can quantify this.

i. Increase participation in natural resource management.

- Will you build capacity in your group and increase the number of active volunteers?
Suitable measures are number of members who are more confident/skilled and number of new participants
- Will your project involve awareness raising to promote involvement in landcare projects?
Suitable measure is number of individuals targeted.
- Does your project encourage new members to participate in community landcare?
Suitable measures are number of activities and the means by which participation increased.
- Does your project conduct training activities?
Suitable measures are number of activities and number of participants

ii. Increasing native habitat for threatened species or threatened communities listed under the EPBC Act

- Does your project increase the area of native habitat that is better managed for the conservation of a threatened species or a threatened community listed under the EPBC Act?
Suitable measure is area of habitat better managed.
- Does your project involve on ground works or community activities (e.g. fencing or restoration) to better manage critically endangered, endangered and/or vulnerable species, or ecological communities listed by the Australian Government?
Suitable measures are length of fencing, area of restoration.

iii. Strategic control of Weeds of national Significance (WONS)

- Does your project involve a Weed of National Significance? (listed below):
 - boneseed (*Chrysanthemoides monilifera*);
 - blackberry (*Rubus fruticosus* species aggregate);
 - bridal creeper (*Asparagus asparagoides*);
 - gorse (*Ulex europaeus*);
 - serrated tussock (*Nassella trichotoma*);
 - Chilean needle Grass (*Nassella neesiana*); and
 - willow (*Salix* spp.) (Seeding willows or strategic willow infestations)**Suitable measure is list of WONS species tackled.**
- Does your project control outlier WONS species, by developing, establishing and/or maintaining containment lines, or support strategic management of core infestations?
Suitable measure is area of treatment.

iv. Improve conservation values of Ramsar Wetlands

- Does your project occur in, or in the catchment of a Tasmanian Ramsar wetland? (listed below)
Suitable measures are length of fencing, number of interpretive signs and area of conservation values protected
- Does your project address the threats identified for this site? (listed below):
 - Moulting Lagoon (gorse);
 - Apsley Marshes (gorse);
 - Logan Lagoon (feral pigs);
 - Lavinia;
 - Pittwater-Orielton Lagoon (boneseed, gorse, bridal creeper, blackberries and feral cats)
 - East Coast-Cape Barren Island Lagoons; (rabbits);
 - Flood Plain Lower Ringarooma River (willow, gorse);
 - Jocks Lagoon;
 - Interlaken(Carp and gorse); and
 - Little Waterhouse Lake

Suitable measures are a list of the threats addressed and the area treated.

v. Increasing coastal community engagement

- Does your project include revegetation, fencing, weed control, installing walking tracks or signage?

Suitable measures are area of revegetation, length of fencing, number of signs and number of coastal community participants

- Does your project include training and awareness raising of landcare issues?

Suitable measures are number of training activities and number of participants.

- Does your project protect habitat for shorebirds (including signage)?

Suitable measures are area of shorebird habitat protected and number of signs installed and number of coastal community participants

- Does your project protect cultural heritage values through signage or other methods?

Suitable measures are area of land protected, number of signs installed and number of community participants

iv. Improving knowledge and skills of land managers

- Does your project work with landholders to improve knowledge and skills in activities such as:

- Native habitat management?
- Managing WONS?
- Managing Ramsar wetlands?
- Managing coastal shorebird habitat and coastal cultural heritage values?
- Land management practices, including those that increase soil organic carbon?
- Understanding soil organic carbon management i.e. through workshops and demonstration sites, and initiatives, which improve soil carbon content

Suitable measures are number of landholders engaged in knowledge and skills development activities and number of activities.

3. It is important that you detail what the project is about, why it is important and give a summary of the approach that you will adopt. You are encouraged to provide photographs (*no more than three*) to give the assessment committee a better understanding of the project.
4. Details of your project's location are required. If your project involves on-ground activities (e.g. weed control, fencing, site rehabilitation) a map of the site must be provided. Contact the TLCA project staff for more information. Where group activities are the focus (i.e. workshops or field days) please indicate the location of each workshop/field day.
5. It is important to explain the methods you will use and why you believe these are the best techniques for your project. Applications will be assessed on their technical soundness, demonstrating the use of best practice methods to address a particular problem/issue.
6. Applicants must demonstrate a commitment to on-going maintenance by detailing how the project outcomes will be maintained or continued in the future.(e.g. highlight previous project achievements, creating capacity through ongoing working bees, stage 1 in a 5 year plan, etc).
7. Applicants should identify if their project is an action or recommendation in any existing strategy/s or plan/s (e.g. local site plan, property management plan, NRM strategy,

Threatened Species Recovery Plan, Rivercare plan, conservation plan for covenanted land, etc).

8. The manager of the land where the project is to be conducted must give their approval prior to the project application being assessed. Please provide a letter of consent from the land manager supporting the project when submitting your application.

PART B – Supporting information

9. Individuals or groups with overdue acquittals on any previous projects are ineligible to apply.
10. Applicants are encouraged to engage the broader community in their project to build interest and capacity. This may include schools, youth groups, local care groups, the TLCA Extra Hands volunteer program, local service groups etc.
11. Applicants are encouraged to seek technical advice and support to ensure that their project is well planned and that the methods proposed follow best practice. Contact the TLCA project staff for more information on support available in your area.
12. Projects must not compromise cultural heritage values. Applicants may need to undertake a cultural heritage survey for projects that are likely to impact on heritage values (e.g. dune fencing over an aboriginal midden site). Where a cultural heritage assessment is likely to be necessary, applicants are encouraged to include a costing for this in their project budget (unless they can demonstrate that an assessment has already been conducted for the project area). Contact TLCA project staff for more information.
13. Applicants must have appropriate insurance (or be sponsored by an incorporated organisation, whose insurance will cover the applicant's activities). Applicants are asked to confirm if they have appropriate insurance in place. Successful applicants will be required to provide details that confirm this. Further guidance on getting the right insurance in place can be found at:
<http://www.taslandcare.org.au/documents/howtoinsurejun08.pdf>
14. Where possible grants received by the applicant in the last five years should be listed. This information will be used to demonstrate your ability to successfully complete projects and manage funds. Applicants must detail any projects that have current funding. This will enable the assessment committee to confirm the project seeking funding does not overlap with existing projects.

PART C – Project work plan and budget

15. A detailed budget is required that lists the sequence of main activities, the person responsible, items required and proposed cost (including GST). Applicants must only request funding for items and activities that are eligible for funding as detailed below. Please provide quotes for larger amounts requested.

In-kind Contributions

In-kind contributions are encouraged. Funds or in-kind services from other sources should be listed. Volunteer hours for regular work ie weeding, tree planting etc should be calculated at the rate of \$30/hr. Due to the diverse range of potential projects no defined in-kind to funding ratio will be specified. The Technical Assessment Committee will use this information to assist in assessing the relative value for money.

Part D - Before you submit

After comprehensively reviewing your application an office bearer of the group should sign the application form stating that it is true and correct. Sponsoring organisations providing insurance and/or incorporation, must also sign the application.

Please check that you have completed the following:

- Have you read the Tasmanian Landcaring Grants Guidelines?*
- Have you answered all questions on this application form?*
- Have you provided well considered and thorough answers?*
- Have you attached essential additional information?*
- If you are not the land manager, have you provided a letter of consent from the land manager)? (if yes, please attach.)*
- Have you signed the front page?*

ELIGIBLE ITEMS AND ACTIVITIES

The following provides additional guidance on the nature of items and activities eligible for funding.

- **Weed Control**

Project will need to address a Weed of National Significance (WONs) through either control of outliers, the establishment or maintenance of containment lines, and/or strategic management of core infestations or where impacting on a significant natural asset e.g. EPBC listed species.

- **Contractors**

The cost of contractors to perform particular activities (for example, complex works, work involving machinery or specific weed control) as an integral part of a project is eligible for funding. The cost of this work will be considered on its merits, however it is recommended that (where possible) at least two quotes be obtained and attached to the application.

- **Training/extension material**

The development and delivery of training and extension material can form part of a project where it helps to fulfil the broader project objectives. Applicants also need to ensure that the material does not already exist in some other form.

- **Fencing**

Fencing costs are for materials only. A range of fencing options are available, depending on the purpose of the fencing. Fencing funding rates (including GST) are as follows:

- a. \$2,000/km for three strand electric;
- b. \$2,500 for five strand electric; and
- c. \$3,500/km for seven strand electric or pre-fabricated fencing.

Any different rates for fencing will need to be justified. Gates may also be included as part of fencing costs where appropriate.

- **Native revegetation/protection**

Revegetation costs can include site preparation, bags, stakes, plants, seed costs and related expenses (e.g. direct seeding).

- **Off stream watering points**

Off stream watering points are eligible where they remove stock from existing water bodies (for example, fencing of waterways to protect threatened species). Funding (including GST) of \$300 for small troughs (~300 litres) and \$500 for large troughs (~600 litres) is available.

- **Soil Carbon**

Educational activities for increasing awareness/understanding of management of soil carbon, or which improve soil carbon content will be eligible for funding. This may include workshops, demonstration sites or a combination of both. It must be clearly demonstrated how the proposed activity will contribute to an improvement in soil carbon and wider public benefits.

INELIGIBLE ITEMS AND ACTIVITIES

The following provides additional guidance on the nature of items and activities ineligible for funding.

- **Control of “non” WONS weeds or mapping/planning**

Control of weeds that are not a Weed of National Significance (WONs) is generally ineligible (except when they are either, a threat to a threatened ecological community or species, or as part of a broader engagement/training activity). Projects that are solely weed mapping and planning are not eligible.

- **Shelterbelts**

Wildlife corridors are eligible but vegetation strips that solely function as shelter belts are not.

- **Major capital items and works**

Infrastructure projects and buildings are ineligible for funding.

- **Boundary fencing**

Boundary fencing is ineligible for funding.

- **River engineering works**

River engineering works are ineligible for funding.

- **Development of management plans**

Projects primarily applying for funding for the development of management plans will be ineligible.

ASSESSMENT PROCESS

The TLG has appointed a Technical Assessment Committee that is responsible for the assessment of applications and ranking them in order of preference for funding. Applications go through a two-step assessment process involving eligibility followed by a ranking assessment.

The eligibility step involves confirming the application is complete, all necessary information has been provided and that the proposed budget is in order. The application must also meet the following eligibility criteria:

- Addresses at least one C4OC target
- No outstanding acquittals for other grants
- Letter of consent from land manager included
- Appropriate insurance cover in place

The ranking step is based on a standardised set of criteria that cover the full range of biophysical, social and economic aspects of project applications. The ranking criteria used include:

- Public benefit
- Community engagement
- Value for money

The TAC then makes a recommendation to the TLG Steering Committee regarding the list of projects that are worthy of funding and the Steering Committee makes the final decision on

the projects to be funded. During the assessment process, the TAC and the Steering Committee can specify conditions that a project must meet for it to be funded, and that will become part of any subsequent agreement with the applicant. The TLCA Executive (based on the Steering Committees decision) is responsible for formally approving the funds to be disbursed.

Please note that applicants who are unsuccessful will be notified of the outcome of the assessment process and offered feedback on their application.

EXPECTATIONS REGARDING SUCCESSFUL PROJECTS

Once an applicant is notified that they are to be offered funding the applicant must:

1. Confirm appropriate insurance is in place.
2. Complete a project commitment with TLCA. Project staff will be in touch and you will be sent an agreement with conditions for your project (if applicable). Upon signing the agreement project funds will be electronically transferred to the nominated bank account of the applicant. Where an applicant is unincorporated, payment will be made to the sponsoring organisation.
3. Successful projects will receive a project support kit to assist them in managing and delivering their project.
4. Promotion is an important part of the TLG program and applicants are required to work with the TLCA to raise awareness about their project and its outcomes. Guidelines will be provided regarding promotion protocols in the project support kit.

MORE ABOUT THE TLCA

Become a member of TLCA!! Groups that are not members of the TLCA are encouraged to join. Member groups can register activities with the Extra Hands casual volunteer program. Landowners are also invited to apply to become part of the Key Partner Property program.

For more information on TLCA membership and programs please contact 62347117 or visit www.taslandcare.org.au.