

NORTH CENTRAL CMA

Second Generation Landcare Grants

PROMOTION & EDUCATION GRANT APPLICATION FORM 2009/2010

Please note that all relevant parts must be filled in **completely** using legible handwriting and black or blue pen. All applicants must complete Part 1. Do not alter, re-order, re-number or delete any sections that apply to your project. Failure to complete required sections to a satisfactory standard may affect the success of the application.

SECTION 1: Must be completed by all applicants

Group Details & Project Summary

Group/Organisation:

Group Incorporation No. or VFF/ FTLA membership no.:

ABN:

GST Registered? Yes No

Nominated Project Manager:

Postal address:

Postcode:

Phone no. :

Mobile:

Person(s) who developed this project proposal (*if applicable*):

Project Name:

\$\$ amount sought (maximum \$1,000 or \$2,000):

Signatures of two group office-bearers

(Junior Landcare – please provide signatures from mentoring Landcare group or Shire-based Landcare co-ordinator):

“I have read this project proposal and am fully aware of, and agree to, the group’s commitment to the project”.

Position:

Position:

Name:

Name:

Date:

Date:

Applications strictly close 5pm Friday 23th October 2009

Return this form to:

“Second Generation Landcare Grants” C/- North Central CMA, PO Box 18, Huntly 3551.

Before completing this application, please note:

Eligibility Criteria

Grants are only available to non-profit, incorporated community groups (or groups sponsored by an incorporated organisation) that are involved in natural resource management for community benefit on private land or undertaking works on public land which is leased/licensed to a group member or is/could be managed by a community group. ‘Community Groups’ include Landcare, Committees of Management, ‘Friends of’ groups, Indigenous Communities, Field Naturalists/Plant groups, golf courses, and sporting associations. Schools and Local Governments are eligible where they can demonstrate that they are partnering a Landcare or other non-profit incorporated group.

To apply for any type of Second Generation Landcare Grant:

1. Check that your group meets the above eligibility criteria
2. Read the North Central CMA Second Generation Landcare Grants guidelines, and apply the General Criteria for funding to your project proposal so that your application will be looked upon favourably.
3. Ensure that you have acquired appropriate approval from, or made contact with, relevant officers or authorities **during the early stages of developing your project proposal** (if applicable). See Land Tenure & Approvals & Technical Advice boxes below.

If in doubt about how to proceed, contact the North Central CMA for advice.

All projects, including Final Reports, must be completed by the 31st of December 2010*

*An extension may be granted if necessary due to unforeseen circumstances or if in the best interests of the project objectives (e.g. optimum time to spray). If an extension is required, please apply in writing to the North Central CMA, explaining your circumstances.

SECTION 2: Promotion & Education Grant – Project Detail

Promotion & Education Grant

(See North Central CMA 2009/2010 Second Generation Landcare Grants Guidelines ref. 2.3 p7)

Eligible groups can use the Promotion & Education grant in two different (or both) ways – ‘In-group’ capacity building; or the group educating the wider community (beyond the group).

'In-group' capacity building: up to \$1000 can be used by community groups primarily involved in Natural Resource Management to increase group participation; raise public awareness about their group and its activities; and undertake training to improve the group's skill-base.

'General Community Education': up to \$2000 can be used to educate the community about the group's Natural Resource Management (NRM) programs; or about NRM issues etc. Activities could include field days; bus tours; education forums; surveys; monitoring, demonstrations, pamphlets/brochures, fact sheets. Themes could include remnant vegetation management, revegetation methods, habitat management, threatened species, salinity mitigation, Junior Landcare, sustainable landscapes, indigenous landscapes perspective, and so on.

2.1 Project

Name: _____

2.2 Project Type:

Please tick relevant box(es)

In-Group Education & Capacity Building

General Community Education, Training &/or Awareness

2.3 Project Description

List the description of the project you are undertaking including purpose, objectives and outcomes.

SECTION 2.4 Activities, Outputs and Expenditure (All amounts to be entered EXCLUDING GST)

1. Project Management

Activities	Activity Cost			Funding Contributors			
	# units	Unit type	\$\$/unit	Total \$\$	Group	Other	CMA
• Project management (<i>labour only – up to 10% of funds sought</i>)		Hour	25	\$	\$	\$	\$
• Project support – In-kind labour		Hour		\$	\$	\$	\$

2. Community education

	No. of Units			Type of Unit			
- Awareness raising – Field days				No. of events held			
				No. of participants			
- Awareness raising – Workshops/Forums				No. of events held			
				No. of participants			
- Awareness raising – Signage				No. of signs			
				No. of people reached			
- Community group publicity material				No. of newsletters			
				No. of factsheets			
				No. of pamphlets			
Activities	# units	Unit type	\$\$/unit	Total \$\$	Group	Other	CMA
• Advice/Support - educate general		Hours		\$	\$	\$	\$
• Advice/Support – group administration assistance (<i>inc. food, postage, telephone, mileage etc – enter as a total cost</i>)				\$	\$	\$	\$
• Advice/Support - group community education and training assistance		Hours		\$	\$	\$	\$
• Equipment Hire (<i>e.g. bus; porta-loo</i>)		Hours		\$	\$	\$	\$
• Structure - erect signage		Number		\$	\$	\$	\$
3. Monitoring	No. of Units			Type of Unit			
- Monitoring				Area monitored			
				Number of sites monitored			

- Investigation (e.g. vegetation)		Area covered by survey					
		No. of investigations undertaken					
- Demonstration sites		Number of demonstration sites					
- Area revegetated (demonstration site)		Hectares					
- Area of weed control (demonstration site)		Hectares					
	Activity Cost			Funding Contributors			
Activities	# units	Unit type	\$\$/unit	Total \$\$	Group	Other	CMA
• Project management - monitoring & evaluation		Hour	25	\$	\$	\$	\$
• Ground preparation (e.g. ripping)		Hectares		\$	\$	\$	\$
• Purchase seed		Kilogram		\$	\$	\$	\$
• Purchase seedlings/tubestock		Each		\$	\$	\$	\$
• Purchase tree guards		Each		\$	\$	\$	\$
• Equipment hire		Hour		\$	\$	\$	\$
• Fencing materials (<i>up to \$4.50/metre</i>)		Metre		\$	\$	\$	\$
• In-kind labour		Hour	25	\$	\$	\$	
• Herbicide		Litre		\$	\$	\$	\$

TOTAL Expenditure for ACTIVITIES							
Add up all the activities and total them here		Activity Cost			Funding Contributors		
	# units	Unit type	\$\$/unit	Total \$\$	Group	Other	CMA
TOTAL (EX. GST)				\$	\$	\$	\$

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CHECKLIST

Before submitting your application, please check the following:

- £ Application form completed – **Section 1 (compulsory)**, and all sections relevant to your project
- £ Photocopies attached of 1:25,000 topographic maps (or eFarmer maps) where on-ground works are intended
(See North Central CMA 2009/2010 Second Generation Landcare Grants for information on how to RSVP for a workshop that can provide you with a map)
- £ Indigenous plant species list attached if revegetation is part of the project (unless the site has altered conditions – e.g. salinity – and tolerant plants are required. Please list).
(See North Central CMA 2009/2010 Second Generation Guidelines)
- £ Landowner list completed if works are on private land
- £ DSE &/or Council advice/permit if existing native vegetation is to be affected by works
- £ DSE advice if threatened plant or animal species are involved in the project
- £ North Central CMA if river/creek or wetland is involved
- £ Public land (including roadside, rail reserve & Crown Land) involved – checked with local council & DSE office first
- £ Known or possible sites of Aboriginal cultural significance - consulted with Aboriginal Affairs Victoria, or contacted Parks Victoria, Epsom re: European sites

***Please ensure that all relevant sections of your application are complete.
If unsure, please contact the North Central CMA for assistance.
Incomplete applications will be rejected.***

Applications close at 5pm on Friday 23rd October 2009. Late applications will not be accepted.