



Second Generation Landcare Grants 2010-11

Application form for Grants Types A & B (Major Integrated Projects and Small Grants)

1. Group details

Group Name:

Project Title:

Primary contact:

Address:

Phone No:

Email:

Group Incorporation Number:

ABN:

Is your group registered for GST? £ Yes £ No

2. Project Manager Details (Person responsible for project delivery and reporting)

Name:

Postal Address:

Phone Number:

Mobile:

Email:

Fax:

3. Which type(s) of grant are you applying for?

Please tick the relevant type. Be aware that if you are successful in applying for a Type A grant, you will not receive a Type C grant (refer to the 'Devolved Grant Types' table in the *Second Generation Landcare Grants: Regional Guidelines 2010–11* document)

£ A – Major Integrated Project Grant (\$5,000 – \$40,000)

£ B – Small Grant (up to \$5,000)

Note: If you are applying for a Maintenance Grant (up to \$500), use the Type C Application form.





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4. Insurance

Is your group insured? £ Yes £ No

If yes, insured through £ FTLA £ Other, specify _____

In order to receive a Second Generation Landcare Grant, your group will need to be covered by public liability insurance of \$10M and personal accident insurance (or to be auspiced by a group that carries such insurance). If your application is successful, you will need to provide a photocopy of your certificate of currency.

5. Previous Second Generation Landcare Project Funding

Does your group have carryover Second Generation Landcare Grant funds from:

2009–10? £ Yes £ No

Previous years? £ Yes £ No

If so, what is the amount of funding left over? \$

Note: All unused SGLG funding prior to 2009 -10 must be returned to the North Central CMA by 31 July 2010. If your group has any outstanding reports due to the CMA (except 2009-10) then funding will be withheld until final reports are received.

Have you received funding from another CMA or any other source for this project? £ Yes £ No
If yes, please include this information in your budget.

All projects, including the final report, must be completed by 31 September 2011.

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



6. About your project

Project Title:

Project aim / brief description (200 words max):

Project Partners

List all partners in the project (e.g. other community groups, local council, adjoining CMA)

Land ownership

Who is the owner of your proposed project site?

Where is the project site?

Please describe the location(s) and attach a scaled map or aerial photograph with the project area clearly highlighted. Refer to 'Mapping' in section 11 of this document for details.

What will your project achieve?

Please indicate which assets will be protected, the threats that will be addressed, the community value and public good, and what plans the project is linked to (e.g. a group plan, local area plan, network plan, North Central Regional Catchment Strategy or other strategy)?

Capacity building

Are there capacity building activities (e.g. group meetings, workshops, field days etc) built into this project? What are they and how will they help your group to meet its natural resource management objectives?

Engagement

How are you planning to engage people in your project (landholders, volunteers, other community groups, partners, general community etc)? How many landholders will be involved?

Monitoring

Briefly state how you will know that the project has met its aim (photo points, attendance numbers, vegetation monitoring etc.)



7. Activities and outputs

What activities will your project involve? If your application is successful, your agreement (with the North Central CMA) will include a list of agreed activities and outputs which you will need to report on when your project is finished.

Note: Only fill in the tables that are applicable to the activities you are undertaking.

Building community capacity and engagement			
Activity Description	Number/Quantity	Reason for choosing this activity	Estimated no. of volunteer hours
<i>Example - Agricultural Chemical User's Permit training</i>	<i>15 people 1 event</i>	<i>Skill up new landholders to protect endangered birds from fox predation</i>	<i>75 Hours (15 people at 5 hours each)</i>

Revegetation			
Site and Activity	Area (ha)	Reason for choosing this activity	Estimated no. of volunteer and/or hours
<i>Example - Direct seed at Reedy Creek</i>	<i>10ha</i>	<i>Replace missing species by direct seeding the site</i>	<i>2 hours</i>

Fencing			
Activity Description	Area fenced	Reason for choosing this activity	Estimated no. of volunteer hours
<i>Example - Fence a riparian area at Reedy Creek</i>	<i>10ha</i>	<i>Fence the riparian area to exclude stock</i>	<i>100 hours (5 people at 20 hours each)</i>



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Pest plants

Activity Description	Number/Quantity	Reason for choosing this activity	Estimated no. of volunteer hours
<i>Example - Gorse removal at Reedy Nature Conservation Reserve</i>	<i>1ha</i>	<i>Protect native vegetation</i>	<i>48 (6 people at 8 hours each)</i>

Pest animals

Activity Description	Number/Quantity	Reason for choosing this activity	Estimated no. of volunteer hours
<i>Example - Rip rabbit burrows</i>	<i>10ha</i>	<i>Pest animal reduction to protect native vegetation on adjacent site</i>	<i>5 hours</i>

Promotion

Activity Description	Number/Quantity	Reason for choosing this activity	Estimated no. of volunteer hours
<i>Example - Gate signs</i>	<i>5 signs</i>	<i>Encourage membership in Landcare group</i>	<i>4 hours</i>

Soil health

Activity Description	Number/Quantity	Reason for choosing this activity	Estimated no. of volunteer hours
<i>Example - Soil health assessments</i>	<i>50 samples on 10 properties</i>	<i>To guide sustainable farming activities</i>	<i>25 hours</i>





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Project management			
Activity Description	Number/Quantity	Reason for choosing this activity	Estimated no. of volunteer hours
<i>Example - Co-ordinate application and project activities</i>	<i>1</i>	<i>Smooth project delivery</i>	<i>16 hours</i>

Other			
Activity Description	Number/Quantity	Reason for choosing this activity	Estimated no. of volunteer hours
<i>Example - Off site watering points</i>	<i>2</i>	<i>Provide stock water following fencing along creek</i>	<i>16 hours</i>

8. Project workplan

Outline the main activities to be undertaken from August 2010 to August 2011.

Date	Activity
<i>Example - Late August</i>	<i>Project agreement received, signed and returned</i>
<i>Example - Mid September</i>	<i>Install fence at Reedy Creek site</i>



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9. Budget

What are the costs of the activities your project involves? *Please note that groups must demonstrate \$ for \$ contributions (in-kind or cash) in this budget.* **GST Note:** Do not include GST in project budgets in your applications. All costs should be exclusive of GST.

Budget item		Contributing funds/ in-kind (estimated \$)	SGLG funding sought	% on public land	% on private land
Capacity Building & Engagement	Activity - Example - Agricultural Chemical User's Permit training - -				
Revegetation	Activity - Example - Direct seed at Reedy Creek - -				
Fencing	Activity - Example - Fence a riparian area at Reedy Creek - -				
Pest plants	Activity - Example - Gorse removal at Reedy Nature Conservation Reserve - -				
Pest animals	Activity - Example - Rip rabbit burrows - -				
Promotion	Activity - Example - Gate signs - -				
Soil health	Activity - Example - Soil health assessments - -				
Project Management	Activity - Example - Co-ordinate application and project activities - -				
Budget item		Contributing funds/ in-kind (estimated \$)	SGLG funding sought	% on public land	% on private land
Other (please describe)	Activity - Example - off site watering points -				



TOTAL				
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Please refer to the list of indicative costs provided in the 'Funding rates/costing guidelines' section of the Second Generation Landcare Grants: Regional Guidelines 2010–11. If costs are higher than the indicative costs, please explain why.

11. Consultation, permits, approvals and compliance with legislation

Note: It is advised that the following people are contacted as early as possible within the application phase to ensure adequate information is sought before the final submission is made.

Native vegetation

Native vegetation is defined as plants that are indigenous to Victoria, including trees, shrubs, herbs and grasses. Sometimes Landcare projects include works that may result in the removal, destruction or lopping of native vegetation (such as warren or burrow ripping). If you think your project may impact on native vegetation, you should take the following steps.

1. Consider whether there are other options that would avoid the need to remove, destroy or impact native vegetation (but note that pest control methods involving fumigation, explosives and firearms are not eligible for SGLG funding).
2. If impacts on native vegetation can't be avoided, you may need to seek permission before you can proceed. However, an exemption applies for removal of native vegetation to remove pest animal burrows. This exemption only applies to land in the Farming Zone and the Rural Activity Zone (as defined by the planning scheme). Under this exemption the maximum extent of native vegetation which can be removed on the same property in the same ownership in a five year period is:
 - 1111 hectare of native vegetation which does not include a tree; and
 - 11115 native trees if each tree has a trunk diameter of less than 20 centimetres at a height of 1.3 metres above ground level.
3. If you wish to remove more than this amount of vegetation, a permit will be required. It is recommended that landholders keep a record of clearing under any exemption in the event that the clearing is contested.
4. To seek a permit you will need to contact your local council. In some cases, written agreement from a relevant DSE officer will allow removal of native vegetation beyond these levels, but this would require further investigation of any flora and fauna issues. Your first point of contact should be your local council. (See 'Contacts and Resources' section of the Second Generation Landcare Grants: Regional Guidelines 2010–11)
5. If you are not sure what zone you are in, contact your local council's planning department.

If exemptions apply (i.e. if you don't need a permit), you will need to show that this is the case (by providing a map or a copy of correspondence).

For full details on farming and native vegetation permit requirements, go to www.dse.vic.gov.au. Search for the document 'Farming and native vegetation removal, July 2009'. Select 'Environment, native vegetation, wildlife, flooding – practice notes and advisory notes'. Under the heading 'Native vegetation and wildfire' select the [Farming and Native Vegetation removal, revised July 2009 \(PDF - 239 KB\)](#) document.

Works on Waterways

If your project is planning to work on or near waterways, you need to check with the North Central CMA to see if you need a 'works on waterway permit'. Contact Adrian Bathgate on 03 5440 1896 for more information. There is no cost associated with these permits.

Land Manager / Local Council Endorsement

Permission must be sought from the land manager if the proposed works are on public land (e.g. Crown land or leased roads). Permission also needs to be obtained from your local council before commencing



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any onground works on unused roads.

Name of person contacted:

Position:

Organisation:

Phone number: Mobile:

Signature:

Invasive Plants and Animals

If your project involves control of invasive plants and animals, have you consulted your local DPI Invasive Plant and Animal Officer? (See 'Contacts and Resources' section of the Second Generation Landcare Grants: Regional Guidelines 2010-2011).

£ Yes £ No If no, provide reason:

Provide a brief summary of the issues discussed:

Cultural Heritage

The *Aboriginal Heritage Act 2006* has placed greater emphasis on the protection of Indigenous cultural heritage sites. Cultural heritage must be taken into account when planning projects that will disturb the earth (e.g. activities like rabbit ripping, widening paths, streamside works etc). It is an offence to do an act that will harm, or is likely to harm Aboriginal heritage, except in accordance with a cultural heritage permit or an approved cultural heritage management plan.

Does your project involve works that cause disturbance of earth? £ Yes £ No

If yes, look on the Aboriginal Affairs Victoria (AAV) website at www.aboriginalaffairs.vic.gov.au to see if your project site is within an area of cultural heritage sensitivity. Click on [Heritage Tools](#) for maps and the Aboriginal Heritage Planning Tool to determine whether a cultural heritage management plan is required.

For more information or assistance, contact the North Central CMA's Indigenous Facilitator Mark Pietzsch on 03 5440 1897 or 0434 730 536.

Alternatively contact AAV on 03 9208 3333.

Please attach documentation provided by AAV to demonstrate compliance with the *Aboriginal Heritage Act 2006* (i.e. a printable process list from the Aboriginal Heritage planning tool). Documentation will need to be obtained before your agreement is signed.

Mapping

Provide details of the location of your project and the onground works on a map. To obtain a map you can use the North Central CMA's iMap (refer to the instructions provided in the 'Maps' section of the Second Generation Landcare Grants: Regional Guidelines 2010-11) or you can purchase a map from the DSE Information Centre, Epsom 03 5430 4444. Payment can be made by cheque or credit card. Purchase and photocopying of topographic maps for the project can be built into your project budget.

NB. You will be required to provide detailed maps of your onground works in your Final Report.

If you need assistance with mapping, contact the North Central CMA's Regional Landcare Coordinator Jodie Odgers on 03 5440 1883.

Occupational Health and Safety

You need to make sure you have a safe system of work in place for your project to protect the health and safety of your group, volunteers and anyone else on your project site. The North Central CMA does not intend to assume control of any works for which grant monies are devolved under the Second



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Generation Landcare Grants Program. In terms of Occupational Health and Safety (OH&S), the Authority expects that best practice will be applied.

You can find resources on OH&S tailored to community groups on the Victorian Landcare Gateway: www.landcarevic.net.au/resources/for-groups/ohs

12. Reporting requirements

Groups receiving a Second Generation Landcare Grant will be required to lodge a Final Report within a month of completing their project. Groups will need to report on the achievement of agreed activities and outputs, including a map/spatial information/GPS coordinates for any onground works undertaken as documented in the agreement between the CMA and the Group.

13. Group acknowledgement

Successful groups will be required to enter into a signed agreement with the North Central CMA that includes a summary of agreed works, timeframes and reporting requirements. The agreement will be a legal document.

On behalf of the group, we understand that this form is an expression of interest only and that final project approval will be subject to funding availability and project suitability.

Project Manager Signature:

Name: Date:

Office bearer signature:

Name: Date:

Position:

Privacy

Personal information supplied by you and/or contained herein is collected, stored and maintained for the purpose of facilitating and administrating this grant process. This information may be disclosed to relevant government organisations or other agencies for the sole purpose of administering the grant for which the information was collected. The information collected is not traded, sold, licensed nor used for commercial marketing purposes. You have the right to access this information.

