Victorian
Landcare Grants

Regional Guidelines
2011-2012

State Government
Victoria

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Acknowledgement of Country

The North Central Catchment Management Authority acknowledges Aboriginal Traditional Owners within the catchment area, their rich culture and their spiritual connection to Country. We also recognise and acknowledge the contribution and interests of Aboriginal people and organisations in the management of land and natural resources.

Disclaimer

This publication may be of assistance to you but the State of Victoria and its employees do not guarantee that the publication is without flaw of any kind or is wholly appropriate for your particular purposes and therefore disclaims all liability for any error, loss or other consequence which may arise from you relying on any information in this publication.

Purpose of this document

Any group or network applying for a Victorian Landcare Grant should read this document to ensure that their proposed activities are in line with the priorities and objectives of the program. These guidelines provide information on:

- Victorian Landcare Grants background
- Grant types and eligibility criteria
- Processes and timelines
- Completing the application form

Overview of the Victorian Landcare Grants Program

Objective

The Victorian Landcare Program aims to enable community based environmental groups to undertake effective onground works that increase ecosystem resilience and contribute to sustainable landscapes.

In order to achieve this objective, Victorian Landcare Grants will invest in groups, networks and projects that can:

- Mobilise community volunteers and leverage community action
- Positively influence the management practices of private landholders
- Build the skills and capacity of the community to undertake natural resource management (NRM) activities

Background

The Victorian Landcare Grants program is managed by the Natural Resources Community Engagement and Landcare unit in the Department of Sustainability and Environment (DSE).

The Victorian Landcare Grants program merges various historical grant programs and investments into one simple, streamlined grant process. Previous grants now classified as Victorian Landcare Grants include:

- Second Generation Landcare Grants (SGLG)
- Volunteer Recruitment Initiative (VRI) grants

Victorian Landcare Grants will remain an important source of funding for the Landcare community. The Victorian Landcare Program will continue to invest in groups and projects that deliver targeted onground works, capacity building and natural resource management (NRM) volunteering activities across the state. Importantly, the Victorian Landcare Grants framework will also allow investments to align with regional and state priorities.

Priorities for Victorian Landcare Grants

There is no restriction on where projects can be located; however, preference for Victorian Landcare Grants will be given to projects that deliver:

- Onground works that link local priorities to regional and State priorities
- Capacity building activities for land stewardship and onground change
- Projects that promote innovation through experimental trials and pilot programs

- Maintenance and start-up funding to ensure a strong Landcare base across the state

- Opportunities to promote Landcare and increase membership and volunteer numbers

- Maintain the capacity of groups in the region to participate in NRM

- Extend habitat improved and protected for biodiversity through onground revegetation works

- Reduce the impact of invasive plants, particularly regionally prohibited and regionally controlled weeds (a full list of weeds for the North Central CMA region is provided in Appendix A)

- Reduce the invasive animals e.g. rabbit and foxes

- Reduce the risk of salinity on land and water assets

- Implement environmentally sustainable farming practices that improve water quality and soil health

Eligibility

Groups/networks must fulfil the following requirements to be eligible for the Victorian Landcare Grants program:

- Be 'not-for-profit' community-based environmental groups with a focus on natural resource management (NRM)

- Be incorporated or operate under the auspices of an incorporated organisation

- Be insured for public liability insurance of $10M and personal accident insurance (or operate under the auspices of an organisation that carries such insurance)

- Provide a copy of the certificate of currency

- Ensure outstanding project reports have been received by the CMA

Grant types and eligibility criteria

Victorian Landcare Grants consist of two grant types:

- Project grants (up to $20,000)

- Maintenance and start up grants (up to $1,000)

Project grants

In addition to being consistent with the overall Victorian Landcare Grants objectives, projects should contribute to one or more of the following aims:

- The protection, restoration or enhancement of priority landscapes in order to maintain ecosystem services

- Improving connectivity in landscapes and

- Ecosystem resilience through onground works and/or capacity building for stewardship or onground change

- Align with local, network and/or regional NRM strategies or priorities

Additionally Victorian Landcare Grants applications must:

- Include documentation of compliance with various laws and responsibilities
- Include documented approval from the land manager
- Include a map of proposed works.

Funding

- Grants over $10,000 must show that at least 50% of the funding is allocated to onground works
- Grants over $10,000 require matching contribution by project proponents (1:1 cash or in-kind[1])
- A maximum of 15% of the budgets of a project grant can be allocated to project management

Restrictions

The following restrictions apply to Project grants:

- Grants are not to be used for shooting (or ammunition or arms), poisoning, explosive or fumigation methods for invasive animal control, nor may these activities be contracted out by groups using Victorian Landcare Grants funds.
- Warren/den ripping is an eligible activity, but groups must demonstrate that they have taken safety, cultural heritage and biodiversity impacts into account.
- Grants are not to be used for purchase of capital items exceeding $3,000.
- Onground works should not include on-going maintenance – the responsibilities for ongoing maintenance should be specified in the agreement between the CMA and groups.

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[1] ***Matching components include***: *local government, corporate and philanthropic investment, as well as market price of labour, materials and machinery donations.* ***It excludes***: *federal and state government funding/investment.*

Example activities

Project grants fund activities that target onground works, capacity building, community engagement and innovation or a combination of these. Example activities are outlined in the table below.

Project grants – example activities			
1. Onground works	**2. Capacity building**	**3. Community engagement**	**4. Innovation**
o Revegetation o Riparian and wetland restoration o Remnant protection o Erosion control o Salinity plantings o Control of invasive plants and animals	o Strategic/action planning o Monitoring and evaluation projects o Workshops and field days o Training and development in NRM o Landcare group or network development activities	o Partnership building o Promotional materials linked to onground work o Volunteer recruitment activities	o Farm trials for sustainable practices o Training and development in NRM o Local flora and fauna surveys

Below are some examples of the types of projects that are applicable to receive a Project grant. The larger projects have been listed first:

- *Rocky Plains Wetlands* – Network planning and implementation. The Rocky Plains area is identified as a regional priority area with an important corridor identified between wetlands and a national park. There are also a large number of priority wetlands in this area on private land. This project will develop a three year plan to increase revegetation on key private properties to create a habitat corridor to the national park. It will assist the established network to produce a locally-specific guide to wetland restoration, run workshops and field days focussing on wetland and remnant protection, and fund a coordinated series of planting and fencing days. Partnerships will be developed with local groups and urban groups and corporate sponsors and volunteers to fast-track the enhancement of the landscape corridor.

- *Protecting the Black Valley River* – Group and network planning to identify sites for fencing to exclude stock, control of weeds and revegetation (includes promotional materials and advertising for community planting day).

- *Sustainable soils* – Coordination of soil health projects in 30 farms in the upper catchment. Work includes salinity plantings, erosion control and perennial pasture trials. Promotion through field days integrated with roadside mechanical warren and harbour destruction, followed by revegetation and weed control. Plants provided by Landcare groups following workshops on seed collection, propagation and direct seeding.

- *Habitat Conservation Management Course* - Development of a training program to up skill Landcare members.

- Skilling up new landholders to protect endangered birds from fox predation by funding them to gain their Agricultural Chemical User's Permit (ACUP).

- Strategic planning workshops and facilitation for a new Network.
- Mapping software, equipment and expert advice to allow a group to monitor the progress of their works.
- Establishment of a seed-bank with workshops for locals on collecting and propagating seeds to provide seedlings for group projects.
- Weed alert promotional materials or newsletter combined with financial incentives for targeting weeds on a priority waterway.

Maintenance and start up grants

Grants designed to fund the start up costs or maintenance costs of a Landcare group or network. Groups and networks need to be incorporated to receive grants.

Funding

Start up network: Up to $1,000 per network

Start up group: Up to $500 per group

Maintenance grants: Up to $500 per group or network

Activities

Groups are <u>*not eligible*</u> to receive a Maintenance or a Start up grant if they receive a Project grant of more than $10,000.

Maintenance and start up grants – example activities
o Incorporation fees
o Insurance
o Administration
o Meetings
o Newsletters
o Promotional materials
o Other operational costs

Completing the application form

Details for important sections on the application form have been outlined to help you provide all necessary information for your grant application. If you need further assistance in completing the application form, contact your Regional Landcare Coordinator.

Those applying for Project grants will need to complete the entire application form. Those applying for Maintenance and Start up grants will only need to complete pages 1-2.

Group details

In order to receive a Victorian Landcare Grant, your group needs to be incorporated, or to be auspiced by an incorporated organisation. You will need to contact and seek permission from the sponsoring organisation before applying as that organisation will be legally responsible. If your application is successful, the host organisation will be required to sign the project agreement and manage the funding.

If your group is not incorporated but wishes to be, information is available from the Department of Consumer Affairs www.consumer.vic.gov.au.

You can also become incorporated under the Farm Tree and Landcare Association (FTLA) – go to: www.landcarevic.net.au/vff-ftla/projects/governance/introducing-the-ftla/incorporation.html

Your group needs to have public liability insurance of at least $10M, or be hosted under the auspices of a group or network that carries such insurance. If your group is not insured, go to www.landcarevic.net.au/resources/for-groups/insurance or contact the FTLA for information about insurance for groups:

Contact: Susi Johnson

Phone: 03 9207 5527

Fax: 03 9207 5500

sjohnson@vff.org.au

Have you attached a copy of your certificate of currency?

A certificate of currency is a summary of the insurance cover showing relevant details. The certificate is available upon request from your insurer or insurance broker and is common in the insurance industry (your insurer/broker should not charge you for a certificate of currency). The certificate needs to be stamped and signed by the insurer and show an expiry date.

Previous project funding

Groups are eligible to apply for but not receive funds, until outstanding reports and uncommitted funds are received by your CMA. Groups may negotiate with their CMA to carry over uncommitted funds into this year's funding cycle. All carry-over funds need to be included in the project budget.

Group declaration

Office bearer signature: Project and Maintenance and start up grants. If your group is hosted under the auspice of another organisation, their signature is also required.

Project manager signature: Required for Project Grants only.

Project information

What is the title of the project?

What is the aim of the project?

Who are the project partners?

Who is the owner of the proposed project site?

Where is the project site?

Identify the project site. You will need to provide a map that indicates the location of the project and clearly show the location of the proposed onground works described in your application. You will need to check land tenure and whether your proposed works fall within a culturally sensitive area. To do this you can use iMap. Instructions on how to use iMap can be found in the 'Mapping' section following.

Are you seeking funding from other investors to support this project?

Groups need to provide details about other funding sources that they are seeking to support their proposed project.

Who is the project manager?

The contact details for the person responsible for project delivery and reporting.

Mapping

Note: this section is required only for projects involving onground works.

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

Instructions for using iMap to create Victorian Landcare Grants application maps.

1. Go to iMap - http://imap.nccma.vic.gov.au:8080/nccma/imf.jsp?site=public
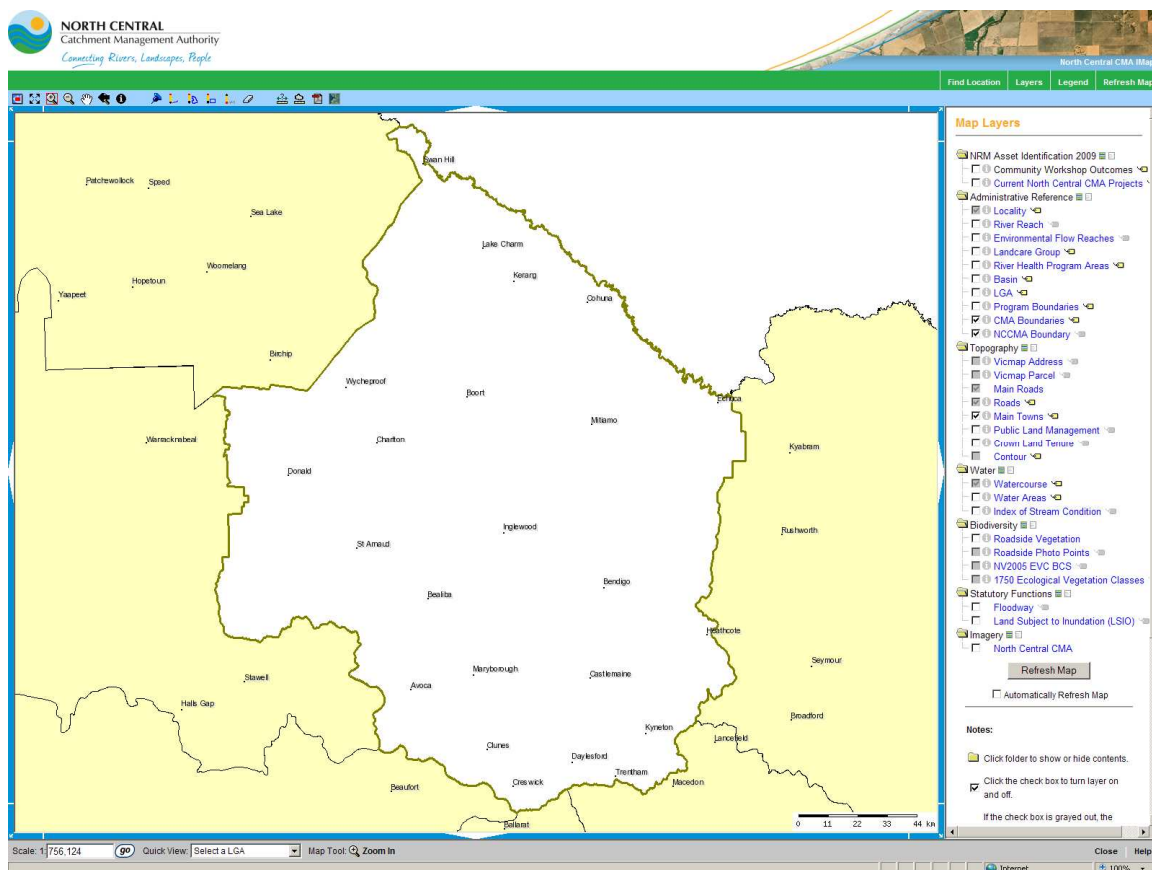
2. Find your location
    - Zoom to area of interest using Zoom Tools 🔍 ⊕
    - Draw a square around your area of interest after clicking the ⊕ by clicking and holding the left mouse button
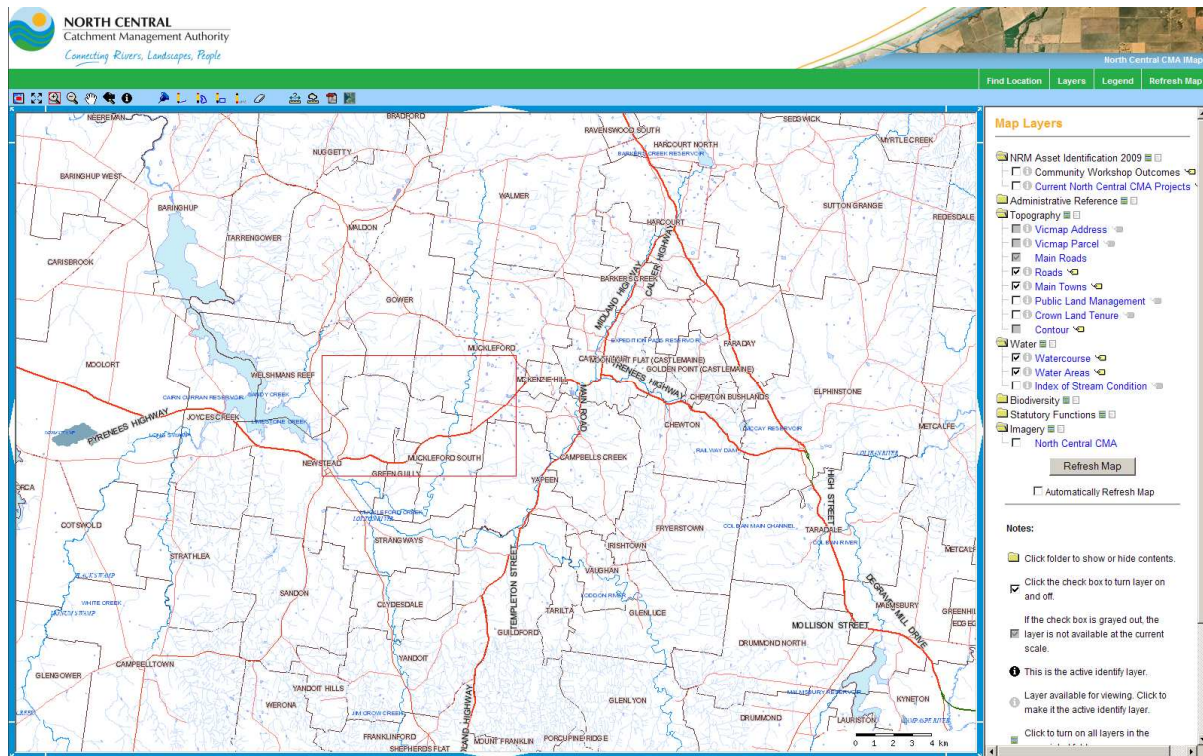
3. Determine land ownership (Tenure)
    - Click on the yellow 'Topography' folder listed on the right hand side of the page under 'Map Layers'
    - Turn on appropriate layers by clicking boxes to indicate the location of the site (if they are not already displayed). This could include Roads, Waterways, a VicMap Parcel or Crown Land Tenure
    - Click 'Refresh Map'

4. Check cultural heritage sensitivity
    - Click on the yellow 'Cultural Heritage' folder listed on the right hand side of the page under 'Map Layers'
    - Click on the 'Cultural Sensitivity' box (if not already ticked)
    - Click 'Refresh Map' (You may need to zoom out)

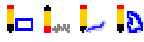*Note: If your project falls within a shaded area please, contact North Central CMA's Indigenous Facilitator or Aboriginal Affairs Victoria (AAV) manager for the Loddon Mallee Region, Dr Diana Smith on 03 5430 4463.*
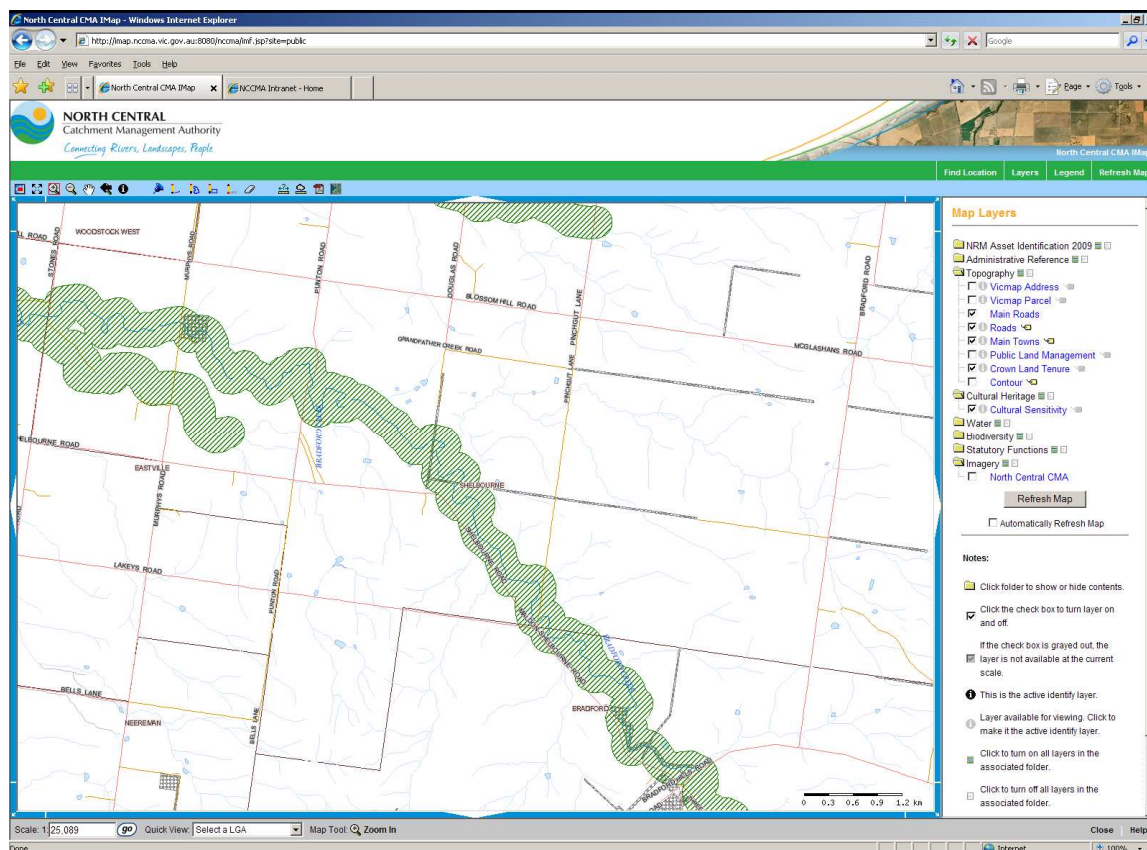
5. Aerial image
    - Click on the yellow 'Imagery' folder listed on the right hand side of the page under 'Map Layers'
    - Click on the 'North Central CMA' box (if not already ticked)
    - Click 'Refresh Map'

6. Drawing your proposed project site

    - Draw proposed site using the mark up tools
    - Select the polygon mark up tool and click at each corner of your proposed site (move around the site in clockwise sequence clicking at each corner post).
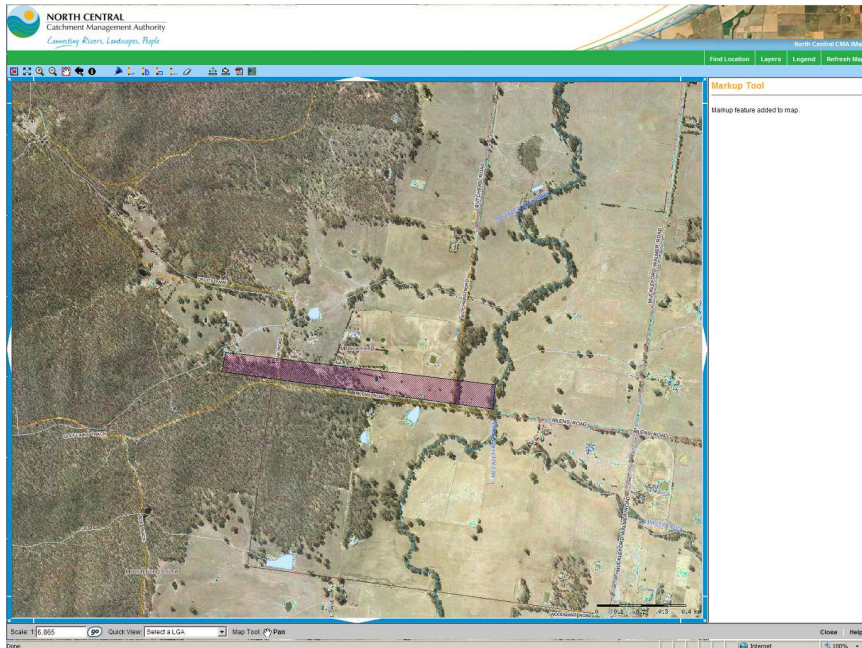
7. Publish a map

    - Click the Print PDF button and the following dialogue box (picture on the right) will appear
    - Insert map title
    - Click OK

Create a Scaled Map

This process creates a map in a PDF document that can be saved or printed. The map will be centered at the same location as the map shown here.

Note: It may take up to a minute to create the map document.

Title:
Map created May 4, 2010

Scale: Current extent   Page Size: A4

OK

Note: Click on 'Layers' or 'Legend' in the tool bar at the top right hand side of the page to return to the map.

Please ensure that all maps should show the site/sites where onground work will be undertaken. If there are multiple sites then mark them 'site 1', 'site 2' etc and provide an itemised description of the proposed works at each site and the size of the area.

Project description

Project grants fund a variety of activities including onground works, capacity building, community engagement and innovation or a combination of these. You may consider including one or more of these types of activities in your project description.

Onground works

Your description of onground works may include information about assets and threats. Onground activities could include revegetation, fencing, weed control, rabbit control etc.

Asset: refers to natural assets (such as native vegetation, creeks & rivers, soil or native fauna) that provide ecosystem services of value to the community.

Threat: an action or process that is causing damage to the health of an asset or assets.

Capacity building

Capacity building activities aim to develop the skills, abilities and relationships within your Landcare group/network. Capacity building activities could include action plans, field days, workshops, training etc.

Community engagement

Project Grants can provide opportunities to promote your group with the aim to increase membership and volunteer numbers. These activities should be designed to engage landholders, volunteers, community groups, partners or the general community. Community engagement activities could include promotional material, volunteer recruitment activities etc.

Innovation

Is your group trialling a new method of NRM or community engagement, or undertaking research? Provide the details of the project and how you will be monitoring results. Innovation activities include farm trials, flora and fauna surveys, social research etc.

Project's strategic alignment

To be eligible for a Project grant, projects must align with regional, and/or local Landcare Natural Resource Management strategies.

Links with local and regional strategies

Quote or describe the section of the local plan/strategy that your project targets and give details on how the project contributes to the plan/strategy. Your project may contribute to a Landcare group plan, a Landcare Network plan, a local council plan or a Regional Catchment Strategy. North Central Catchment Management Authority's Strategies are available at www.nccma.vic.gov.au.

Project budget and outputs

Your group or network will need to prepare a budget for your project and estimate the quantity of outputs to be delivered.

Budgets for Project grants above $10,000 must show matching contributions. This means that the project will secure cash and in-kind contributions that, in total, equal to or greater than the total value of the Victorian Landcare Grants funding requested.

Note: Grant applications for less than $10,000 that include an in-kind or matching contribution will be looked upon more favourably in the assessment process than those with no contribution.

- Matching contributions include: local government, corporate and philanthropic investment; volunteer labour, donated materials and machinery use (the equivalent dollar value can be calculated using commercial rates)

- Matching contributions exclude: federal and state government funding/investment

The following indicative costings should be used in your application:

- Volunteer labour - $30 per person per hour

- Fencing materials – up to $4.50 per metre

- Tube stock plus guard $1.50

Other items not listed here will be considered in terms of cost effectiveness.

Volunteer hours

What is the total number of hours that volunteers will be working on the project? The time is not restricted to onground works and includes other functions like administration and project planning.

Project outputs

Fill in the quantity of the outputs that are relevant to your project.

If your project has outputs that don't appear in the list, describe it in the "Other" section and include a unit of measure. If your application is successful you will be required to report against these targets at the completion of your project.

Consultation, permits, approvals and compliance with legislation

a. Land Manager

Permission from the land manager must be sought when proposed onground works are on public land.

b. Land Tenure

Permission from the local council must be sought when proposed onground works are on Crown land or leased roads.

c. Aboriginal cultural heritage compliance

The *Aboriginal Heritage Act 2006* has placed greater emphasis on the protection of Aboriginal cultural heritage sites. Minimising harm to cultural heritage must be considered when planning projects that will disturb the earth (e.g. activities like rabbit ripping, widening paths, streamside works etc) particularly in areas of cultural sensitivity. 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.

To find out if your planned project site is within an area of cultural sensitivity you can:
- Check your project site on iMap – see instructions under Maps section
- Alternatively, look at the Cultural Resource Management Map on the Aboriginal Affairs Victoria (AAV) website to see if your project site is within an area of cultural heritage sensitivity. To do this, go to www.aboriginalaffairs.vic.gov.au. Click on Aboriginal Cultural Heritage for general information about cultural heritage. Click on Heritage Tools for maps and assessment tools
- Contact the Victorian Aboriginal Heritage Registry (VAHR) at AAV directly – call 1800 762 003 or email vahr@dpcd.vic.gov.au or post to PO BOX 2392, Melbourne VIC 3001
- If your project is on public land, contact the land manager (e.g. council, Parks Victoria etc). The land manager is responsible for ensuring that the project complies with the *Aboriginal Heritage Act 2006*

*Note: if a member of your group is the land owner or manager, they can access maps with finer detail to indicate specific sites of cultural significance. Visit www.aboriginalaffairs.vic.gov.au and go to **Information for landowners** or contact the VAHR as above.*

If your project is in an area of cultural sensitivity, you must contact North Central CMA's Indigenous Facilitator Bambi Lees (03) 5440 1852 or AAV to find out what to do. You should include a separate activity/ item in your budget for a consultant to assess your project area for sites of Aboriginal cultural heritage for up to three days (AAV can let you know the current rate).

If you are unsure about this process please contact North Central CMA's Indigenous Facilitator Bambi Lees on 03 5440 1852.

d. Native vegetation

1. Consider whether there are other options that would avoid the need to remove, destroy or impact native vegetation

2. If native vegetation impacts can't be avoided, your first point of contact should be your local council. You may need a planning permit depending on the planning controls affecting the property. NOTE: Approval cannot be guaranteed as Council will assess each application on its merits.

If you don't need a permit you will need to show that this is the case (By providing a map or copy of correspondence that clarifies the approval or an exemption).

For full details on farming and native vegetation permit requirements visit www.dse.vic.gov.au/planningschemes/VPPs (click on the VPP practice notes in the Useful Links section, select the Practice Note PN 52 'Farming and Native Vegetation Removal'.)

e. Invasive plants and animals

Refer to Appendix A for a full list of weeds in the North Central CMA region and Appendix B for more information on invasive plant and animal control.

f. Working on Waterways permits

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.

g. Resources for onground works

- Information on revegetation can be found at www.dse.vic.gov.au (DSE Home > Conservation and Environment > Revegetation Planting)

- Ecological Vegetation Class Benchmarks available on the Department of Sustainability and Environment website at www.dse.vic.gov.au (DSE Home > Conservation and Environment > Native Vegetation Information for Victoria > Ecological Vegetation Class (EVC) Benchmarks for each Bioregion)

- For a guide to appropriate indigenous flora species for your area. (DSE Home > Conservation and Environment > Revegetation Planting)

- Biosecurity Victoria – Invasive Plants and Animals www.dpi.vic.gov.au

h. Occupation health and safety (OH&S)

You need to make sure you have a safe work system of work in place for your project to protect the health and safety of your group, volunteers, contractors and anyone else of your project site.

The North Central CMA does not intend to assume control of any works for which grant funds are devolved under the Victorian Landcare Grants Program. In terms of Occupational Health and Safety (OH&S), the North Central CMA expects that best practice will be applied. You must ensure that all works are carried out in accordance with the objects of the *Occupational Health and Safety Act 2004.* Groups that are successful in securing funding will need to ensure that a site safety plan is completed for each site and a standard operating procedure is completed for each activity.

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

Alternatively you can find resources on the Workcover website: www.workcover.gov.au

Processes and timelines

2011-2012 Victorian Landcare Grants Timeline

Applications open

Monday 9 May 2011

Design project and budget - seek technical or other advice if required

⇓

Applications Close

Monday 27 June 2011

⇓

Regional/Standing Grants Committee assess, rank and approve applications.

July 2011

⇓

Applicants advised in writing if the application is successful or unsuccessful.

August 2011

⇓

Applicants receive agreements for completion and return prior to distribution of grant funds.

August 2011

⇓

Project Completed

August 2012

⇓

Final Reports Submitted

September 30, 2012

Assessment criteria

Project Grants will be assessed against the following criteria:

Criteria	Score
1. Eligibility Does it fulfil the eligibility criteria? Has the group submitted documentation of compliance with various laws?	Yes/No*
2. Appropriate costing Is it appropriately costed? Does the project include an in-kind or matching contribution?	
3. Public value What is the public benefit? Does it integrate multiple NRM and social outcomes? Is there value for money?	
4. Strategy and planning What is the extent to which the project addresses the cause of the problem, rather than the symptom? What is the quality of the planning?	
5. Alignment and priority How well does it align with local, regional and state priorities?	
6. Methodology How appropriate and effective is the methodology?	
7. Capacity building and community engagement To what extent will the project engage and build the capacity of the group, volunteers, land managers and/or the wider public?	

Projects that do not meet eligibility criteria will not be assessed.

Victorian Landcare Grant agreements

If your application is successful, you will need to sign an agreement with your CMA. Information that is included in this document includes:

1. Application form including all attachments (amended based on feedback if necessary)

2. Agreed activities and outputs

3. Reporting requirements

4. A clear articulation of the CMA's and the group's responsibilities regarding liability, occupational health and safety, cultural heritage, and future maintenance of works

5. Documentation of compliance with relevant legislation (Cultural Heritage Act, Native Vegetation Act, OHS Act)

6. Media agreement - all materials and publicity associated with your project must make reference to the Victorian Government's Victorian Landcare Grants.

Reporting requirements

Catchment Management Authorities (CMA) will manage the reporting requirements of Victorian Landcare Grants. Groups and networks receiving a Victorian Landcare Grant will be required to lodge a report to their CMA. The report must be lodged with the CMA by the 30 September 2012. This will allow the CMA to fulfil its reporting obligations to the State Government. Random audits of projects may be conducted to ensure that reporting has been accurate. Groups should return all uncommitted Victorian Landcare Grants funds to the CMA with their final reports, unless the CMA has given permission for the funds to be carried over. Returned funding will be added to the Victorian Landcare Grants budget for groups to use in the following funding rounds.

Groups and networks that have not submitted final reports from previous years funding are eligible to apply for 2011/12 Victorian Landcare Grants. However, they won't receive funding until all outstanding reports are received. If a group and network requires an extension for a past project, they will need to submit a written request to the CMA for approval. If approved, a group or network may be eligible to receive monies for their new Victorian Landcare Grants project while still finalising the previous project.

Useful websites

North Central Catchment Management Authority (CMA)
www.nccma.vic.gov.au

Department of Sustainability and Environment (DSE)
www.dse.vic.gov.au

Department of Primary Industries (DPI)
www.dpi.vic.gov.au

Aboriginal Affairs Victoria (AAV)
www.aboriginalaffairs.vic.gov.au

Victorian Resources Online
www.new.dpi.vic.gov.au/vro

Victorian Government Acts
www.austlii.edu.au/au/legis/vic/consol_act/

Victorian Landcare Gateway
www.landcarevic.net.au

iMap
http://imap.nccma.vic.gov.au:8080/nccma/imf.jsp?site=public

Insurance
www.landcarevic.net.au/resources/for-groups/insurance

Contacts and resources

Contact	Role	Organisation	Location	Phone
Jodie Odgers	Regional Landcare Coordinator	North Central CMA	Huntly	03 5440 1883
Bambi Lees	Indigenous Facilitator	North Central CMA	Huntly	03 5440 1852
	Victorian Aboriginal Heritage Registry	Aboriginal Affairs Victoria	Melbourne	1800 762 003
Tom Lonsdale	Biosecurity Officer (Weed Alert)	Department of Primary Industries (DPI)	Epsom	03 5430 4426
Martin Deering	Biosecurity Officer (Senior)	Department of Primary Industries (DPI)	Maryborough	03 5461 0817
Jessica Seidel	Biosecurity Officer	Department of Primary Industries (DPI)	Ballarat	03 5336 6870
Alan McKay	Biosecurity Officer	Department of Primary Industries (DPI)	Echuca	03 5482 1922
Ivan Carter	Biosecurity Officer (Senior)	Department of Primary Industries (DPI)	Kyneton	03 5421 1701
David McIlroy	Team Leader - Biodiversity Services	Department of Sustainability and Environment (DSE)	Swan Hill	03 5036 4803
Alison Oppermann	Team Leader - Biodiversity Services	Department of Sustainability and Environment (DSE)	Bendigo	03 5430 4369
David Major	Ranger in Charge	Parks Victoria	Bendigo	03 5430 4659
Kane Weeks	Ranger in Charge	Parks Victoria	Echuca	03 5481 2501
Martin Woodward	Ranger in Charge	Parks Victoria	Inglewood	03 5431 7120
Susi Johnson	Executive Officer	Farm Tree and Landcare Association	Melbourne	03 9207 5527
Swan Hill Rural City Council			Swan Hill	03 5036 2333
Buloke Shire Council			Wycheproof	1300 520 520
Gannawarra Shire Council			Kerang	03 5450 9333
Shire of Campaspe			Echuca	1300 666 535
Loddon Shire Council			Wedderburn	03 5494 1200
Northern Grampians Shire			Stawell	03 5358 8700
City of Greater Bendigo			Bendigo	03 5434 6000
Central Goldfields Shire Council			Maryborough	03 5461 0610
Mount Alexander Shire Council			Castlemaine	03 5471 1700
Pyrenees Shire Council			Beaufort	03 5349 1100
Hepburn Shire Council			Daylesford	03 5348 2306
Macedon Ranges Shire Council			Kyneton	03 5422 0333

Appendix A

Declared noxious weed list for the North Central CMA region

State Prohibited Weeds	
Common name	**Botanical name**
Alligator Weed	*Alternanthera philoxeroides*
Bear Skin Fescue	*Festuca gautieri*
Black Knapweed	*Centaurea nigra*
Branched Broomrape	*Orobanche ramosa*
Camelthorn	*Alhagi maurorum*
Giraffe thorn	*Acacia erioloba*
Hawkweeds	*Hieracium species*
Horsetails	*Equisetum species*
Ivy-leaf sida	*Malvella leprosa*
Karoo Thorn	*Acacia karroo*
Knotweeds	*Fallopia japonica, Fallopia sachalinensis and Fallopia x bohemica*
Lagarosiphon	*Lagarosiphon major*
Lobed Needle Grass	*Nassella charruana*
Marijuana	*Cannabis sativa*
Mesquite	*Prosopis species*
Mexican Feather Grass	*Nassella tenuissima*
Nodding Thistle	*Carduus nutans*
Parthenium Weed	*Parthenium hysterophorus*
Perennial Ragweed	*Ambrosia psilostachya*
Poverty Weed	*Iva axillaris*
Salvinia	*Salvinia molesta*
Tangled Hypericum	*Hypericum triquetrifolium*
Water Hyacinth	*Eichhornia crassipes*

Regionally Prohibited Weeds	
Common name	**Botanical name**
African Daisy	*Senecio pterophorus*
African Feather Grass	*Pennisetum macrourum*
Boneseed	*Chrysanthemoides monilifera ssp. monilifera*
Californian/Perennial Thistle	*Cirsium arvense*
Scotch Thistle	*Onopordum acanthium subsp. acanthium*
Serrated Tussock	*Nassella trichotoma*
Soldier Thistle	*Picnomon acarna*

Regionally Controlled Weeds	
Common name	**Botanical name**
African Boxthorn	*Lycium ferocissimum*
African Love Grass	*Eragrostis curvula*
Amsinckia	*Amsinckia spp.*
Artichoke Thistle	*Cynara cardunculus*
Bathurst Burr	*Xanthium spinosum*
Blackberry	*Rubus fruticosus agg.**
Caltrop	*Tribulus terrestris*
Cape Tulip (one-leaf)	*Moraea flaccida*
Cape Tulip (two-leaf)	*Moraea miniata*
Golden Thistle	*Scolymus hispanicus*
Gorse/Furze	*Ulex europaeus**
Horehound	*Marrubium vulgare*
Illyrian Thistle	*Onopordum Illyricum*
Khaki Weed	*Alternathera pungens*
Noogoora Burr/Californian Burr	*Xanthium strumarium (incl. X.occidentale & X.orientale)*
Paterson's Curse	*Echium plantagineum*
Prairie Ground Cherry	*Physalis viscosa*
Prickly Pear (drooping)	*Opuntia monocantha*
Prickly Pear (erect)	*Opuntia stricta*
Russian Knapweed/Hardheads	*Acroptilon repens*
Silver-leaf Nightshade	*Solanum elaeagnifolium*
Spiny Burr Grass/Gentle Annie	*Cenchrus longispinus*
Spiny Rush	*Juncus acutus subsp. Acutus*
St John's Wort	*Hypericum perforatum subsp. Veronense*
Sweet Briar	*Rosa rubiginosa*
Thorn Apple	*Datura spp.*
Wheel cactus	*Opuntia robusta*
Wild Garlic	*Allium vineale*

* Victorian Community Weed

Note: *this list is current as of May 2011.*

Appendix B

Project-Specific Criteria

These project-specific criteria are correct as of May 2011. Each application will be assessed on an individual basis.

Fencing

The following must be considered:

- Fencing costs can be included where the works ensure the protection and enhancement of remnant vegetation and waterways.
- Boundary fencing will not be funded. The cost of fence erection and maintenance must be met by the landowner or group; this will be part of the in-kind contribution and should equal or exceed the cost of plain or hinge-joint fencing materials.
- Fencing materials will be funded up to $4.50/metre. As a general guide to calculating in-kind labour hours, a two to three person team could complete approximately one kilometre of fencing per day, on flat terrain and not including end assemblies – this figure will vary according to equipment, skill level, terrain etc.
- Payments to fence waterways will only be considered if the setback (that is, the distance from the top of stream bank to the fence) is a minimum of 10 metres (on average).
- Fencing costs for biodiversity corridors will only be considered if the corridor is a minimum of 30 metres wide.
- Projects can occur across one or more properties and need to demonstrate public benefit for each activity.

Vegetation Enhancement or Establishment

The following must be considered:

- Vegetation enhancement or establishment must be in accordance with the Vic Veg Best Practice Management for Native Vegetation website www.vicveg.net.au
- The cost of planting is the responsibility of the landowner/group; this can be the in-kind contribution and should equal or exceed the cost of the plants/seed etc. A species list must be attached to the application, including the proposed number of seedlings/ kilos of seed of each species to be used. Please refer to VicVegOnLine (www.vicveg.net.au) for a guide to appropriate indigenous flora species of your area.
- Projects can occur across one or more properties and need to demonstrate public benefit for each activity.
- Ensure other vegetation communities are not adversely impacted upon.
- Projects must use indigenous (naturally occurring in the area) species – both plants & seed – except in situations where changed conditions (e.g. salinity) necessitate the use of non-indigenous species.
- Whilst the establishment of native vegetation through tubestock or direct seeding may be appropriate in some situations, e.g. 'greenfield paddock', in other situations such as next to or within native vegetation (including underneath canopy cover), consideration should be given to natural regeneration processes. For example in low soil fertility sites where more adaptable colonising native species persist, such as wallaby grasses or some wattles or juvenile eucalypts, simply fencing areas may prove less energy intensive and costly and lead to a better outcome in the long-term. Likewise in riparian zones with higher soil fertility, controlling woody and annual weeds with specific techniques and/or herbicides along with strategic and appropriately placed and protected (not 1 litre milk cartons) tubestock applies greater emphasis on the principle of 'restoration' and could lead to a better outcome in the long term. However, as with any restoration approach, continual monitoring and adaptive management procedures will be required to ensure an increase in condition is achieved.
- Projects that involve wildlife corridors must have a minimum width of 30 metres
- As a general rule, amenity plantings will not be funded.

- Ongoing monitoring and management of projects is essential. Where possible, a vegetation and faunal assessment of the site should be undertaken at the beginning and completion of the project.
- To be successful, applications must demonstrate that pest plant and pest animal issues have been considered.

Note: If existing native vegetation species might be affected by your proposal, check with your local council first to see whether you need a permit or if there are other restrictions/requirements.

Weed Control

The following must be considered:
- Groups can only apply for funding to control weeds listed in the declared noxious weed list for the North Central CMA region in Appendix A. However, discretion can be applied if seen as necessary/desirable by the North Central CMA and the DPI Biosecurity Officer, where there is a clear public benefit.
- The weed's contribution to habitat needs to be considered in order to determine appropriate treatment. For example, Boxthorn, Gorse and Blackberry are often used as nesting sites or protective cover for native birds. In these cases, staged removal and/or stem injection (and left in place) is preferred, and could be planned over a number of consecutive projects. At the very least, in most cases involving woody weed removal, applicants are advised that applications should include an allowance for the cost of revegetation, and specify the revegetation proposed. The DPI Pest Management Officer can use discretion in this requirement where removal of a small number of woody weeds amongst dense shrubby native cover will not adversely impact on the habitat of the site.
- Where groups propose to do their own weed control using chemicals requiring an ACUP, participants must hold a current ACUP license.
- Funding for weed control on roadsides will only be considered where adjoining landholders are actively controlling these weeds on their private property (in the group control area), and where the local council has been consulted.

Rabbit Control

The following must be considered:
- Please contact the relevant DPI Pest Management Officer for your area if you are considering rabbit control activities for you project. A list of DPI Pest Management Officers appears on page 20 of these guidelines.
- Projects can occur across one or more properties and need to demonstrate public benefit for each activity.

Note: If control projects are within Carpet Python areas, advice should be sought from DSE Epsom, telephone 03 5430 4444. Carpet Pythons are known to use rabbit warrens for shelter.

Contact Us

The North Central Regional Landcare Coordinator, Regional Landcare Facilitator and staff are based in the main Huntly office.

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