



natural resource
management office



State Natural Resource Management Program

Community Action Grants

Guidelines 2016

APPLICATIONS CLOSE: **12.00 noon Monday 5 September 2016.**

Applications must be submitted using the online application form via SmartyGrants at <https://nrm.smartygrants.com.au/> then click on the 2016-17 round.

No hard copy applications will be accepted.

For queries about the guidelines, deadlines, or questions in the application form, please contact the State NRM Program team on 9368 3168 during business hours or email snrmo@agric.wa.gov.au and quote your application number.

If you would like feedback on your application before the closing date please contact us before Friday, 26 August 2016.

All applicants will be notified by email that their application has been received. If you do not receive an email notification immediately after submitting your application please contact us and advise your application number at snrmo@agric.wa.gov.au.

For more information contact:

State Natural Resource Management Program

Phone: (08) 9368 3168

Email: snrmo@agric.wa.gov.au

Website: nrm.wa.gov.au

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State Natural Resource Management Program

The Western Australian Government values the work and achievements of WA's local, not-for-profit and volunteer-based Natural Resource Management (NRM) groups and networks.

The State NRM Program (the Program) is an initiative of the WA Government and is managed through the State NRM Program office. The Program recognises the efforts of these groups by supporting them to achieve on-ground outcomes and expand their influence and impact into the wider community.

The Western Australian Government is investing an additional \$24 million to continue the State NRM Program until March 2019. Up to \$19.2 million (80 per cent) of the funding is made possible by the State Government's Royalties for Regions program and up to \$4.8 million (20 per cent) is approved through State Consolidated Funds.

Two types of grants are available through the Program:

- Community Action grants
- Community Capability grants

For information about Community Capability Grants visit www.nrm.wa.gov.au.

What are the Community Action Grants?

Community Action Grants support community-based projects that protect and restore the local environment. They are a component of the State NRM Program, an initiative of the Western Australian (WA) Government.

The Western Australian Natural Resource Management Strategy supports a range of priorities that fall under two categories: Sustainable Resource Use and Conservation Actions. Community Action Grant applications are required to align with at least one of these priorities (further information can be found on page 7 of these guidelines).

The State Government is investing \$24 million, with Royalties for Regions contributing \$19.2 million, over three years to State NRM.

Up to \$4 million is available in the 2016-17 round.

How much can I apply for?

Grants of between \$5 000 and \$55 000 are available for activities that help conserve, restore, rehabilitate or enhance a local natural area or conserve biodiversity. On-ground works as specified in pages 8 to 10 of these guidelines, as well as planning and resource assessment activities are eligible. Projects can be located in land, water and marine environments.

Priority will be given to projects that benefit public areas either directly or indirectly.

Past and current recipients of our grants are eligible to apply for these grants. Previous grant recipients are reminded that they need to ensure they are up-to-date with all reporting and/or acquittal requirements for those projects by this grant round's closing date. Projects with outstanding progress reports or final reports will not be considered for funding. Your group can also apply for more than one grant.

Grant time-frame

The time-frame needed to complete a project is negotiated during the contracting process. Generally, projects should be completed within 12 to 18 months of the commencement date.

General criteria

Who can apply?

You can apply for a grant if you are an incorporated community group or sponsored by an incorporated body. Your group or sponsor must also have an Australian Business Number (ABN).

Examples of eligible groups:

- Community groups including Land Conservation District Committees (LCDC), production groups and “Friends of” organisations
- Incorporated not-for-profit organisations
- Aboriginal corporations, land councils or incorporated associations
- Local government authorities
- Primary and secondary schools.

Schools, local governments and LCDC don't need to be incorporated but must have an ABN.

Regional Biosecurity Groups are eligible, however proposed in-kind funding must exclude funds raised through levies or the State Government's matching of those levies.

Project activities must be located within the jurisdiction of the WA Government. Activities on Christmas and Cocos (Keeling) Islands are not eligible.

It is not essential that your group be registered for GST, however it is important to note that you will not be able to claim GST if not registered. This will be taken into consideration during the assessment process.

Sponsor organisations

If your group is not incorporated or does not have an ABN you can still apply for these grants, however you will need a sponsor.

Any incorporated group can be a sponsor. Regional NRM groups, local government authorities and state government agencies often act as sponsors.

A letter of commitment from your sponsor must be included in your application that shows they understand their responsibilities and agree to act as your sponsor.

Responsibilities of a sponsor

Your sponsor will be the ‘banker’ or ‘host’ for the project and responsible for ensuring that you meet obligations set out in your funding agreement.

A sponsor organisation may provide the following services:

- administrative functions including insurance cover and financial management
- human resources (HR) and occupational health and safety (OHS) functions
- the provision of office space and equipment
- computer and network access
- telephone or communication devices
- vehicle use, field equipment

Your sponsor can charge an administration fee for their services. If your sponsor is charging a fee please show the amount they are charging and what services they will provide in your Work Plan. This fee may be paid from the standard administration allowance that you can apply for as part of your grant. When there is no fee charged by your sponsor/hosting services then the value of any in-kind contribution may be included towards the project.

Non-eligible groups

These groups are not eligible to apply but can partner with eligible groups:

- State government agencies
- Regional NRM organisations (Rangelands NRM, Northern Agricultural Catchment Council, Perth Region NRM, Peel Harvey Catchment Council, Wheatbelt NRM, South West Catchment Council, and South Coast NRM)
- Tertiary education institutions
- Registered businesses
- Individuals.

Non-eligible activities

These activities will not be funded by these grants:

- Purchase, lease or acquisition of land
- Purchase of clothing, excluding key safety items
- Standard boundary fences considered the landholders responsibility
- Purchase of equipment or materials normally considered part of a landholders responsibility when managing their property unless a percentage of public benefit can be proven (that percentage may be considered for funding)
- Sustainable agriculture activities considered standard practice in the region
- Planting species that are known to be an environmental or agricultural weed
- Activities considered to be an organisation's or landholder's statutory or regulatory responsibility
- Activities to beautify or improve amenity that cannot be directly linked to an NRM outcome
- Removal of old infrastructure (including fencing)
- Works, planning or site assessment completed prior to the application being submitted
- Purchase of information available free of charge
- Subsidies for commercial operations
- Roadside weed control, unless it is to control a Weed of National Significance or a WA Declared Weed
- Subsidies for volunteer travel
- Gravel pit restoration
- Data and information development that is readily available
- Construction of new roads, tracks or car parks or the resurfacing of existing infrastructure unless they are directly linked to a NRM outcome
- Playgrounds that cannot show clear NRM benefits.

Other grant applications for the same work

We encourage you to apply for funding from as many sources as possible.

You are required to disclose the details of other potential funding or grant applications that will cover the same project area and/or activity as this application.

After applying, if you are successful with other grant funding, you are required to notify the State NRM Program office immediately as part of your assessment. If successful in receiving a State NRM grant, you will need to provide evidence that the multiple funding sources are undertaking different activities or working in different areas.

Contact your regional NRM group

WA's seven regional NRM groups provide leadership in natural resource management and have a good understanding of issues in their region. They employ staff with specific knowledge and skills in biodiversity conservation; managing land, waterways, coastal and marine environments; and Aboriginal consultation.

Your regional NRM group should be advised of your intention to apply for this grant. They may be able to assist with your application form and can act as a sponsor if required.

Regional NRM groups can provide independent advice on all applications submitted in their region.

- Northern Agricultural Catchments Council – P: 9938 0100 (Geraldton) 9973 1444 (Perenjori)
- Peel-Harvey Catchment Council – P: 6369 8800 E: admin@peel-harvey.org.au
- Perth Region NRM – P: 9374 3333 E: enquiries@perthregionnrm.com
- Rangelands NRM Western Australia – P: 9468 8250 E: info@rangelandswa.com.au
- South Coast NRM – P: 9845 8537 E: info@southcoastnrm.com.au
- South West Catchments Council – P: 9780 6193 E: swcc@swccnrm.org.au
- Wheatbelt NRM – P: 9670 3100 E: info@wheatbeltnrm.org.au

Aboriginal engagement

To be eligible for these grants you must consult with local Aboriginal groups during the development of your project, irrespective of land tenure (public or private).

The purpose of this is to identify:

- sites of significance and any impacts the project may have on these
- ways to manage potential impacts of the project
- local people or groups that may be working on the same site or issue
- potential for sharing and incorporating traditional ecological or cultural information.

Consulting with the Aboriginal community, before and during working on country, acknowledges that they are the traditional owners of the country and that their historical knowledge and expertise is respected and incorporated where possible.

The Department of Aboriginal Affairs (DAA)'s [Due Diligence Guidelines](#) are an important resource if you wish to learn more about the protection of Aboriginal heritage.

What to do

Each project will have different levels of Aboriginal consultation depending on the location of your work site, the type of activities you plan to undertake, the impact of that work and the engagement of local people.

To begin, we recommend you read [Ask First: a guide to respecting Indigenous heritage places and values](#).

Available from our website, this easy-to-read guide provides practical guidance on how to consult and negotiate with Aboriginal stakeholders.

As a minimum, we require you to provide evidence in your application that you have completed two steps:

1: check the Aboriginal Heritage Inquiry System

Check if your proposed project site is listed as a site of significance through the Aboriginal Heritage Inquiry System (AHIS) on the [DAA website](#).

2: contact your local Aboriginal group

Often, the main challenge in initiating your Aboriginal consultation is identifying the people or group(s) who have ties to your project area. If you are not sure where to begin, your regional NRM group may be able to help. Aboriginal NRM coordinators are located throughout WA in each of the state's seven regional groups.

Ask for your local Aboriginal NRM professional at the regional NRM group in your area:

- [Northern Agricultural Catchments Council](#) (Geraldton)
- [Peel Harvey Catchment Council](#) (Mandurah)
- [Perth Region NRM](#) (Midland)
- [Rangelands NRM](#) (Perth head office, Broome, Geraldton)
- [South Coast NRM](#) (Albany, Esperance)
- [South West Catchments Council](#) (Bunbury)
- [Wheatbelt NRM](#) (Northam)

Another way of identifying who to speak to about your project area is to contact the appropriate Land and Sea Council. These native title representative bodies give Aboriginal people a voice on issues affecting their lands, seas and communities. They also run community, environmental and economic development projects and may be able to assist with the consultation process.

- [Central Desert Native Title Service](#)
- [Goldfields Land and Sea Council](#)
- [Kimberley Land Council](#)
- [South West Aboriginal Land and Sea Council](#)
- [Yamatji Marlpa Aboriginal Corporation](#) (Pilbara and Geraldton regions)

If the outcome of discussions is that further consultation is required, and that the consultation will incur a fee, you may include that fee in your project budget.



Aboriginal involvement

The involvement of Aboriginal people in your project is not mandatory though it will be highly regarded. Aboriginal people may be involved in your project in many ways including but not limited to:

- sharing traditional ecological knowledge or cultural history about your project site

- attending project meetings to provide ongoing input into project delivery
- providing Welcome to Country ceremonies at large events.

Authorisation and permission

It is essential that you have sought and received authorisation and permission from all relevant authorities, including but not limited to the owner and/or manager of the area on which the project will take place.

Consult your neighbours

It is important that all stakeholders impacted by your activities are consulted in your project planning process. This may include neighbouring landholders or groups who use the area where you will be working. After explaining your project, allow them the opportunity to ask questions, give feedback or raise concerns.

Good environmental hygiene

It is your responsibility and a contractual condition of your successful grant that your activities do not contribute to the spread of weeds, pest animals and disease (e.g. *Phytophthora* spp. dieback in south-west WA).

[Arrive Clean, Leave Clean](#): these guidelines detail how to prevent the spread of invasive plant diseases and weeds threatening our native plants, animals and ecosystems.

[Good hygiene and your project](#): this fact sheet shows some easy ways you can comply with best practice hygiene measures.

[Phytophthora dieback and your project](#): this fact sheet provides information on this plant disease, how it is spread and how your project can stop the spread.

Partnerships

Projects that work in partnership with other groups will be considered favourably.

A partnership is one in which a group or organisation contributes something toward the project including cash or in-kind contributions.

Examples of partners might include, but are not limited to, local government authorities, government agencies, non-government organisations, education institutions and community groups. Sponsor organisations can also be partners.

A letter of commitment from each partner must accompany your application and specify any contributions they have agreed to provide (refer question 6.1 of the application form).

Co-contributions

Where possible the total co-contribution towards your project should match or exceed the requested grant funds.

Co-contributors include your group and anyone else contributing towards the project.

Co-contributions can be:

- cash donations or other grants
- in-kind contributions.

Some examples of in-kind contributions include:

- time spent in project management and administration
- adult volunteer assistance accounted at a rate of \$250 per day or \$30 per hour per person
- school children volunteer assistance accounted at a rate of \$15 per hour per child
- free provision or donations of materials (e.g. fencing materials, chemical, baits)
- free use of specialised equipment and the services of its operator (account at the full cost)
- free professional and expert services (account at the full cost)

If matching contributions cannot be identified please let us know why under question 5.3 in the 'Requests outside guidelines' section of the application form.

Administration allowance

As part of your total grant request, you can apply for either \$1 000 or \$2 000 for administration:

- if your project is \$25 000 or less you can apply for a total of \$1 000 toward administrative costs,
- If your project is over \$25 000 you can apply for a total of \$2 000 toward administrative costs.

The administrative allowance can be used to cover administration costs including:

- project coordination
- general office and project costs including phone, internet and printing
- costs associated with the use a sponsor
- insurance (volunteer, public liability and personal accident)
- end of project financial audit costs.

Additional coordination and project management costs

You may apply to use up to 10 per cent of your grant to pay for additional costs such as coordination and management.

This is not an automatic allocation, and you need to provide solid justification for this request under question 5.2 in the ‘Coordination and project management’ section of the application form.

Grant funds cannot be used for salaries or employment unless they fit within this 10 per cent and you need to be transparent in advising if this position is covered by existing funding.

Consultants and contractors

Grant funding can be used to engage consultants and contractors for specialist activities and jobs that your group doesn’t have the capacity for. These types of activities can be funded out of the general project budget and are not classed as salaries or employment.

If you chose to use consultants or contractors please provide details of these under question 5.1 in the ‘Contractors and assets’ section of the application form. This information should include the name and qualifications of the proposed consultant(s) and detail the scope of their activities.

Insurance

If your application is successful you will need one or more of the following insurance policies throughout the life of your project: public liability, personal accident and/or professional indemnity insurance. If you don’t have coverage, it may be provided through your sponsor organisation or partners or funded through your grant if you include it in your application under Administration.

Measuring results

Your application needs to demonstrate how you plan to measure and record your activities. You also need to detail what you will do with these results at the end of the project. Proposals that show a clear monitoring framework, appropriate methodologies and meaningful outcomes will be highly regarded.

Attachments

All attachments requested in the application form must be submitted at the time of application including maps of your proposed area of activity.

If you have specifically referred to, or believe other sources of information are directly relevant to your application, please list and attach them under question 8.2 ‘Additional information’.

Priority actions

The Western Australian Natural Resource Management Strategy supports:

- Condition and resilience of natural systems
- Sustainable use of natural resources
- Community capacity to enhance the value of their NRM endeavours

These priorities fall under two categories: Sustainable Resource Use and Conservation Actions.

It is essential that your project aligns with at least one of the following priorities. You are required to specify which priority (or priorities) your project will address in question 3.8 'Alignment with Priorities'.

If you are unable to align your project with one of these priorities, justification must be provided under question 5.3 in the 'Requests outside guidelines' section of the application form.

Sustainable Resource Use

- Improving management of agricultural land with preference given to mitigating soil constraints on high priority agricultural land.
- Improving rangelands condition with preference given to mitigating grazing pressure and improving fire management.
- On-ground adaptations to threats to agricultural production from climate change.
- Improving efficiency and water security in areas of drying climate and fire risk.
- Sustainable use of inshore finfish and demersal finfish stocks.

Conservation Actions

- Implementing water quality improvement plans with preference given for actions in the Peel-Harvey, Vasse-Wonnerup, Wilson, Leschault, Hardy Inlet and Swan-Canning catchments.
- Implementing activities that restore and build resilience in priority water (rivers, estuaries, wetlands) ecosystems.
- Managing conservation reserves.
- Improving and/or maintaining condition of RAMSAR wetlands.
- Mitigating threatening processes for freshwater fish with preference given to sawfish in the Fitzroy River, pygmy perch and trout minnow in the southwest and mussels in the Helena River.
- Habitat protection and mitigation of threatening processes for threatened flora and fauna species and ecological communities.
- Strategic enhancement and connection of remnant vegetation to provide viable ecological linkages.
- Controlling plant and animal pest species.
- Controlling Phytophthora (dieback) with preference given to the Fitzgerald River, Lesueur and Cape Arid National Parks.
- Remediating fire affected areas with preference given to soil stabilisation, habitat restoration and water security options.

Information on specific activities

Remnant vegetation protection

Protecting remnant vegetation is a highly desirable activity.

Priority will be given to projects that:

- have a high protected-area to boundary ratio (large patches are a higher priority than long thin areas)
- include works in addition to fencing (for example weed control)
- deliver connectivity between remnant patches or revegetated corridors
- demonstrate high-quality representative plant communities
- incorporate buffer zones
- incorporate cross-boundary remnant protection.

Replacing or repairing fences previously funded under other programs will be considered. Provide details of any covenants which may apply to the area. Repairs to fences constructed by landholders will also be considered.

Coastal and marine protection

Types of activities that will be funded include:

- protection of dune systems and biodiversity
- pest weed and animal control in coastal and marine areas
- protection of marine resources (plant and animal)

- education and training that leads to on-ground activity
- plans that leads to on-ground activity.

Peri-urban

Peri-urban dwellers and lifestyle farmers often hold strong conservation and environmental values, and may have limited capacity to undertake activities.

Types of activities that will be funded include:

- engagement that improves the capacity of residents to adopt NRM practices (e.g. training)
- control of weeds
- revegetation
- fences to protect remnant vegetation and waterways.

Priority will be given to activities on public lands or activities on private land that help protect public lands.

Fencing

Fencing can help protect remnant vegetation, waterways, revegetation or fragile areas of biodiversity and can be used to establish connectivity between these areas. Things to consider in your application:

- Funding for materials is limited to \$4 000 per kilometre unless higher rates are justified under question 5.3 in the ‘Requests outside guidelines’ section of the application form. Please provide quotes as part of your justification.
- Funds cannot be used to pay a landholder to construct boundary fences on their own property. If a boundary fence is constructed it is considered an in-kind contribution towards the project.
- Funds may be used to employ a contractor to construct fences. This is particularly relevant where the landholder is unable to undertake this task themselves. Examples where this may be relevant include peri-urban areas, or in difficult terrains. If a contractor is required, justification must be provided under question 5.3 in the ‘Requests outside guidelines’ section of the application form.
- Repairs of fences bounding publically-managed lands, such as a national park, will be considered for funding if justification is provided under question 5.3 in the ‘Requests outside guidelines’ section of the application form. A letter from the vesting authority identifying the contribution they will make must also be provided.

Revegetation

Things to consider in your application:

- Funds cannot be used to pay landholders for site preparation or planting. Where landholders conduct this work it is considered an in-kind contribution towards the project
- Funds can be used to employ a contractor for site preparation and planting if the group or landholder is unable to undertake these tasks if justification is provided
- Funds can be used for the purchase or collection of local provenance seeds.

General guidelines for revegetation activities:

- a minimum of 800 stems per hectare are planted
- local provenance species are preferred where possible
- seedlings are purchased for no more than \$3 per stem.

If your activities are different to these guidelines please provide justification under question 5.3 in the ‘Requests outside the guidelines’ section of the application form.

Pest plants, animals and diseases

Protecting areas from pest plants, animals and diseases is highly desirable.

Things to consider in your application:

- Priority will be given to control of Weeds of National Significance (WONS). The latest list of WONS is available at weeds.org.au/WONS/ (scroll down to the bottom of the webpage for the list)
- Priority will also be given to control of Declared Plants of Western Australia. Contact the Department of Agriculture and Food for the latest list of declared plants agric.wa.gov.au
- Control of other weed species on public lands will be considered
- Projects that propose innovative weed control will be highly regarded
- Control of feral animals on public land will be given priority over control on private land except where control on adjacent public lands occurs at the same time
- Animal welfare protocols, if applicable, must be outlined in question 5.4 of the application form.

- Priority will be given to projects that propose the control of fungal and other diseases affecting remnant vegetation on public lands, or on private land where control will reduce the risk of spread to public land
- Control of plant and animal pests in marine, estuarine, wetland and/or river areas is also eligible.

Sustainable agricultural and pastoral land management

Projects should lead to improvements in the condition of land, soil, vegetation and or water.

Things to consider in your application:

- Priority will be given to activities that span more than one property (particularly in agricultural areas)
- Research projects must have a practical component
- Planting of recognised commercial species will be considered if they are a part of an innovative trial or demonstration and **not part of general farm operations**
- Replicating, trialling or demonstrating activities considered standard practice or that are well researched in an area will not be considered.

Examples of activities that may be funded:

- fencing to subdivide a paddock as a demonstration area or restrict stock access to allow natural regeneration
- trials and demonstrations with a strong education component (including field days)
- controlling pest plants and animals that impact on native ecosystems
- building the capacity of Aboriginal people to participate in sustainable land management practices
- implementation of components of Ecologically Sustainable Rangelands Management plans.

Infrastructure and asset purchases

Infrastructure can be funded if it has clear NRM benefits.

Examples of eligible infrastructure:

- signage for educational purposes or to protect the environment
- bird hides or bird viewing platforms that have environmental benefits
- infrastructure that contains or controls vehicle or pedestrian access (such as bollards)
- components of playgrounds that clearly demonstrate an NRM education benefit
- pathways that assist in preserving the environment
- earthworks that clearly demonstrate a NRM benefit.

Infrastructure considered to be the responsibility of the applicant will not be funded, for example road construction or resurfacing and car park construction.

Assets can be purchased where there is an identified public benefit or if it is essential to the project. Assets worth more than \$5 000 must be identified individually in the application under question 5.3 in the 'Requests outside guidelines' section of the application form.

Capacity building

Activities that increase the ability of people to engage in on-ground NRM activities can be funded.

Examples of activities include:

- field days and workshops
- information seminars
- training including Aboriginal ranger group training
- improving the governance processes of groups
- activities that focus on school children's environmental education.

Information and products

Planning

Projects that develop a plan should clearly show how the plan will be used in future management of the area.

Monitoring

Monitoring activities (such as photo point monitoring) are generally considered an in-kind contribution.

Purchase of equipment for monitoring (such as remote sensing cameras) can be funded through these grants.

Research

Research activities that build on current knowledge can be funded if you identify how the results will be used in the future to preserve or protect the area. All relevant current research should be formally acknowledged.

Research that focuses on practical implementation of activities not common practice in an area can be funded.

Data collection

Activities that collect data should clearly show how it will be used to improve the condition of the area and how it will be managed and shared.

Devolved grants

Devolved grants are considered an appropriate delivery method for a project.

Things to consider in your application:

- The project has a greater chance of being approved if it identifies the exact area where activity will take place and provides evidence of landholder support.
- Activities such as protection of remnant vegetation, riparian restoration and revegetation will be given priority if they are contained in a sub-catchment or are linked, rather than dispersed across a large area.
- Activities that have private benefit must also deliver public benefit.
- Multiple devolved grant applications, that are similar in nature and format, must show an overall clear strategic intent and each project should be unique.

You must provide maps where work is conducted on more than one site including:

- individual site maps showing the different activities to be undertaken
- an overarching map showing where each site is in relation to the others
- an overarching map identifying known activities that have already taken place in the project area.

Application and assessment process

Application process

Please ensure you read these Guidelines carefully before submitting your application.

Application form

Please complete your application form via SmartyGrants at <https://nrm.smartygrants.com.au/>

The application form should be completed and submitted online.

Closing date

Complete applications must be submitted by **12.00 noon AWST on Monday 5 September 2016**.

Please make sure you keep a copy of your completed application for your records.

Support material

Applicants should ensure the following support material is attached to their application:

- a clear, comprehensive budget, using the work plan attached to the application form
- signed letters of commitment from individuals, organisations, venues and other project partners who have agreed to be involved in the proposed project
- any document that you have specifically referenced in the body of the application
- maps, diagrams and photos as appropriate

Assessment process

Applications will be assessed at a state level.

Your applications will be assessed in competition with other applications based on the responses you provide to the selection criteria.

Key stages in the assessment process are:

- An independent panel will assess all projects, taking into consideration advice from the regional NRM groups and technical experts as required, and makes a recommendation on the projects to be funded.
- A list of recommended projects will be provided to the WA NRM Ministerial Council for approval and then to Cabinet for noting.

Advice to applicants

The Minister for Agriculture and Food, the Honourable Dean Nalder MLA, as lead Minister for NRM will jointly announce all grant recipients together with the Minister for Regional Development; Lands, the Hon Terry Redman MLA.

All applicants will be notified by email of the outcome of their grant application.

Information about successful grants will be published on the State NRM Program website nrm.wa.gov.au and emailed to website subscribers. This will include the grant recipient's name, location, funding amount and project description.

This announcement is anticipated in early December 2016.

Appendix 1: Example work plan

(this page is A3 size)

Activities			Resources					Funding Source		
Describe what you will achieve	Start MM/YY	Finish MM/YY	Describe the materials, equipment and labour you need	Cost per unit \$ (ex GST)	GST per unit \$	Number required	Total cost \$ (ex GST)	Detail who will contribute to this activity. Include cash and in-kind contributions from your group and others (including other grants), and where the State NRM Program grant will be used.	Co-contributions (cash and in-kind) \$ (ex GST)	State NRM Program grant \$ (ex GST)
Administration – establish working group, meetings, organisational and governance responsibilities, promotional material	Feb 2015	Dec 2015	Stationary, design and printing, utilities, insurance, financial audit, meeting costs, venue hire, etc.	\$1 000	n/a	n/a	\$1 000	State NRM grant	-	\$1 000
Project Management	Feb 2015	Dec 2015	Coordination, financial management, reporting, professional advice	\$40/hr	n/a	100	\$4 000	NRM Officer at LCDC and Officer at Department of Parks and Wildlife	\$4 000	-
Monitoring and Evaluation	Mar 2015	Dec 2015	Establish monitoring protocol Dieback Mapping (Consultant) Evaluate project success (final report)	\$40/hr \$2 250 \$40/hr	n/a \$250.00 n/a	10 1 15	\$400 \$2 250 \$600	NRM Officer at LCDC State NRM grant NRM Officer at LCDC	\$400 - \$600	- \$2 250 -
Community Engagement	Mar 2015	Apr 2015	Student participation in dieback surveys Adult supervisors and teachers for surveys	\$15/hr \$30/hr	n/a n/a	40 10	\$600 \$300	School Members of LCDC and School teachers	\$600 \$300	- -
Weed control of 1 ha of degraded land at School	Jul 2015	Jul 2015	Weed control labour (school children) Weed control labour (adult supervisors) Weed Contractor (quote)	\$15/hr \$30/hr \$99/hr	n/a n/a \$11.00	120 30 3	\$1 800 \$900 \$297	School Members of LCDC and School teachers State NRM grant	\$1 800 \$900 -	- - \$297
Revegetation of 1ha of degraded land at School	Aug 2015	Aug 2015	Plants (mixed local species - tube stock) Tree Guards (\$210 for 500) Stakes (\$46 for 500) Tree planting labour (school children) Tree planting labour (adult supervisors)	\$1.80 \$189 \$46 \$15/hr \$30/hr	\$0.20 \$21.00 \$4.60 n/a n/a	450 1 2 60 15	\$810 \$189 \$82.80 \$900 \$450	State NRM grant State NRM grant State NRM grant Primary School LCDC and teachers	- - - \$900 \$450	\$810 \$189 \$82.80 - -
Infrastructure	Aug 2015	Sep 2015	Create path (labour quote) Path material (m3) Signage (5 signs quote)	\$1 800 \$90 \$1 800	\$200.00 \$10.00 \$200.00	1 20 1	\$1 800 \$1 800 \$1 800	LCDC/School LCDC/School State NRM grant	\$1 800 \$1 800 -	- - \$1 800
Fence 1ha of rehabilitated vegetation on School land	Aug 2015	Sep 2015	Fencing Material (quote) Fencing labour (quote from contractor)	\$3 600 \$2 970	\$400 \$330	1.25 1	\$4 500 \$2 970	State NRM grant School	- \$2 970	\$4 500 -
Media and promotion – 2 newsletters, 1 media release	Sep 2015	Dec 2015	Prepare newsletters, press release	\$40/hr	n/a	5	\$200	NRM Officer at LCDC	\$200	-
	Total						\$27 648.80	Total	\$16 720	\$10 928.80