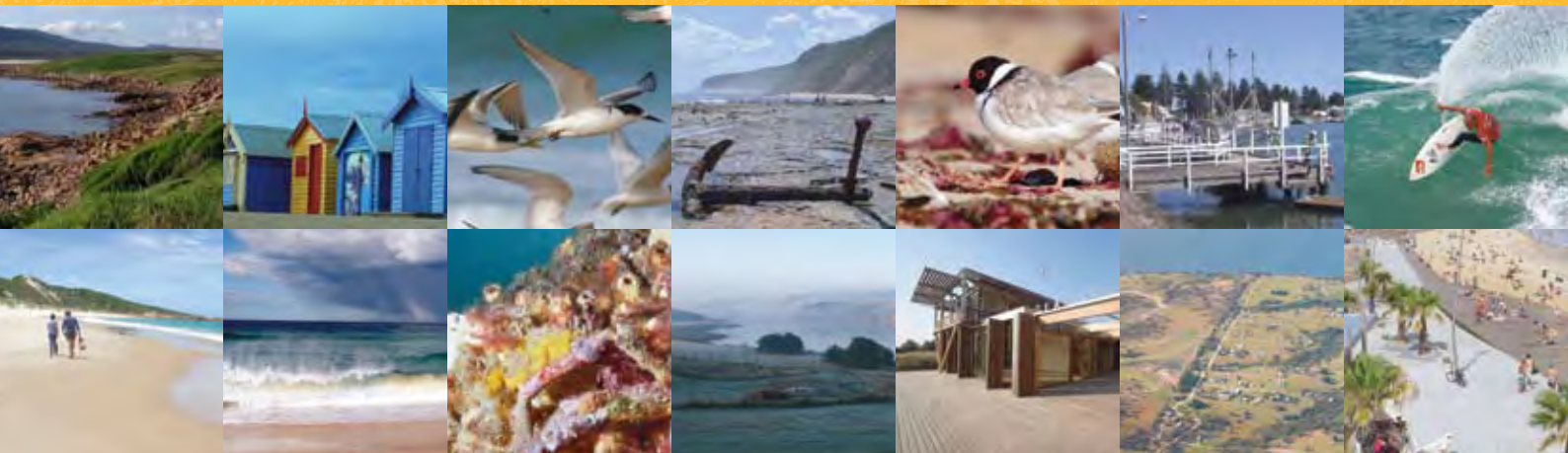


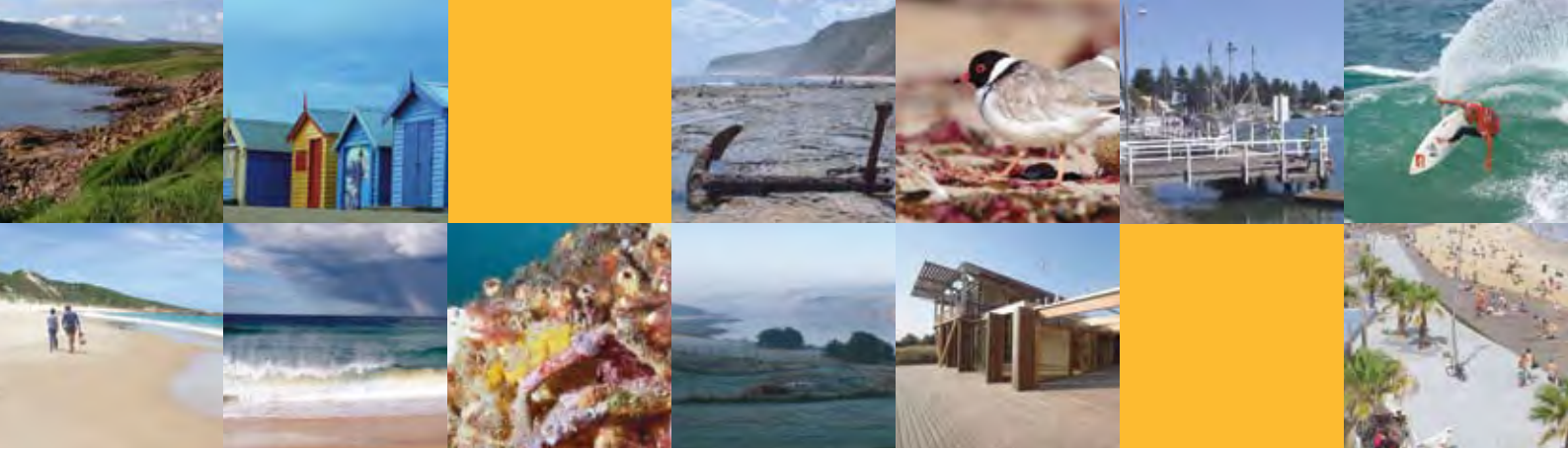
Coastcare Victoria Community Grants Program 2009–2011



Small Grant application form

For coastal protection proposals up to \$5000

The Coastcare Victoria Community Grants Program 2009–2011 is a partnership between the Victorian and Australian Governments. The Coastcare Victoria Community Grants Program is delivered by the State's Department of Sustainability and Environment through the Coast Action/Coastcare Program.



Coastcare Victoria Community Small Grants

Funds of up to \$5000 are available to engage community groups in coastal conservation projects. Projects should incorporate on-ground works that produce a demonstrable improvement in the coast's environmental condition. This funding is also suitable for communities wishing to create new a Coastcare group and deliver a project, or to engage the broader community in a coastal conservation issue if it will produce demonstrable benefits.

Small Grants are available through an 'open round' process. This means that you can apply for this funding at any time until the end of 2010 (or until funding remains).

This 'open round' process will allow groups to quickly access funding for local coastal projects. Groups can apply for more than one of these grants, provided they have completed and acquitted their first one. Groups cannot have more than one Small Grant at any one time.

Community groups and Indigenous people can and do play a vital role in the coast's ongoing protection and conservation.

The Coastcare Victoria Community Grants Program 2009–2011 recognises the links between a resilient coastal environment and the involvement of community group volunteers and Indigenous people.

To support these community groups and their activities, funds are now available through Coastcare Victoria Community Grants Program 2009–2011.

The Key aim of the Coastcare Victoria Community Grants Program is to protect the ecological integrity of Victoria's coastal ecosystems by funding of on-ground works undertaken by community groups.

In addition the Program seeks to:

- Align community conservation works with current Victorian and Federal Government environmental priorities and strategies;
- Promote a deeper involvement of community volunteers in coastal natural resource management;
- Enhance community skills in, and knowledge of, coastal protection;
- Increase the engagement of Victoria's Indigenous people in the management and protection of the State's coast and
- Foster new partnerships between community groups and organisations working to protect the coast.

All incorporated community groups can apply for a grant. These groups include:

- Coastcare, Coast Action, Landcare, 'Friends of' groups, naturalist groups and non-government community organisations;
- Indigenous organisations, land councils, trusts and co-operatives working 'on-country'
- Community service organisations and clubs;
- Education institutions including schools and universities and
- Umbrella groups, network organisations and 'consortia' of community groups. Such partnership approaches will be viewed favourably, as they will allow for landscape-scale conservation.

Before completing this application make sure you have thoroughly read the Guidelines for the Coastcare Victoria Community Program.

Community Group Details

Part A: Group details *(All fields are mandatory)*

Group name:

Contact person:

Title: First name: Last name:

Position title:

Postal address:

Contact phone: (BH): Mobile:

Email:

Is your group incorporated? Yes No → go to Part B Sponsor organisation details below

Group's incorporation number:

Group's Australian Business Number (ABN):

Is your group registered for GST? Yes No

Part B: Sponsor organisation details: *(All fields are mandatory)*

Organisation name:

Postal address:

Contact person:

Title: First name: Last name:

Position title:

Phone: (BH): Mobile:

Email:

Organisation's incorporation number:

Organisation's Australian Business Number (ABN):

Is your organisation registered for GST? Yes No

Has the organisation agreed in writing to enter into a contract for a Coastcare Victoria Community Grant on your behalf? Yes No

You must attach a signed copy of this letter of agreement when you submit your application.

Part C: Land manger's details (All fields are mandatory)

Name of land manager:

Person who is authorised to agree to and support an application for a Coastcare Victorian Community Grant on behalf of the land manger.

Title: First name: Last name:

Position title:

Postal address: Street

Suburb

Postcode

Contact phone: (BH):

Mobile:

Fax:

Email:

Signature

Date ____ / ____ /20____

In which Catchment Management Authority (CMA) will most of your activities take place? *Tick relevant box/es.*

Glenelg Hopkins CMA

Corangamite CMA

Port Phillip and Westernport CMA

West Gippsland CMA

East Gippsland CMA

Part D: Current or outstanding grant details:

Does your group currently have any funding bids pending? Yes No

If Yes, what are they?

| Name of bid | Amount |
|-------------|--------|
| 1. | \$ |
| 2. | \$ |

Are there any activities related to this application currently underway at the site you intend to work on?

| |
|----|
| 1. |
| 2. |

Does your group have any outstanding reports from any completed grants?

If Yes, what are they?

| Name of grant | Amount |
|---------------|--------|
| 1. | \$ |
| 2. | \$ |

Declaration

I state that the information in this application and attachments is to the best of my knowledge true and correct. I will notify DSE of any changes to this information and any circumstances that may affect this application. I acknowledge that DSE may refer this application to external experts or other Government Departments for assessment, reporting, advice, comment or for discussions regarding alternative or collaborative grant funding opportunities. I understand that DSE is subject to the Freedom of Information Act 1982 and that if a Freedom of Information request is made, DSE will consult with the applicant before any decision is made to release the application or supporting documentation. I understand that this is an application only and may not necessarily result in funding approval.

Signature Date

Print name: Position:

(To be signed by a person with the delegated authority to apply, Chairperson, Secretary, Public Officer or Treasurer)

Project title: (10 word maximum)

Amount requested:

(excluding GST)

What is the location of your project site?

Melway Reference:

or

VicRoads Reference:

or UTM:

What is the approximate area of the site?

hectares

What are you going to do? (Project summary – 50 word maximum)

What coastal environmental asset/s do you aim to protect? Eg. Coastal dune, eastern end of Bob's Beach

What will the output/s of your project be? Eg. Six km of dune fencing installed, 100 indigenous grasses planted.

What are the intended long-term outcome/s of your project? Eg. Recovery of dune vegetation and stabilisation of dunes

Criteria and weighting table

| Criterion | Weighting |
|---|------------------|
| Project addresses known threat/cause of environmental damage to key coastal environmental asset/s | 25% |
| Project directly engages volunteers in on-ground works, and builds capacity of community groups | 35% |
| Project engages broader community in management issue | 20% |
| Project demonstrates sound project design | 5% |
| Project demonstrates partnerships and consistency with existing strategies and programs | 5% |
| Project demonstrates high Public Benefit | 10% |

Coastal threats

25%

How will you address the main threat/s to this coastal environmental asset?

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On-ground activities and capacity building

35%

What are the main on-ground activities volunteers will be undertake?

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and

How will this project increase the capacity of these community groups?

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Community participation in coastal management issues

20%

How will your project involve the broader community in coastal management issues?

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Project design

5%

Overall evidence in your application that project is well designed, thought out, has realistic timeframes and within the capabilities of your group. This will be based on your application's content.

Partnerships and existing strategies

5%

What groups/organisations will you work in partnerships with?

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and

What existing strategies and programs will your project align with?

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Public Benefit

10%

How does your project demonstrate high Public Benefit?

| |
|----|
| 1. |
| 2. |
| 3. |
| 4. |
| 5. |
| 6. |
| 7. |
| 8. |

Table of eligible and ineligible project costs for Small Grants:

| Eligible Activities <i>(note: activities in Italics considered 'on-ground')</i> | Minimum On-ground Spending | Ineligible Activities |
|---|-----------------------------------|---|
| <i>Use of land management contractors</i> <i>Capital purchases (up to \$1000)</i> <i>Fencing on public or freehold land (excluding boundary fences)</i> <i>Planting and revegetation materials and contractors</i> <i>Pest plant and animal control materials and contractors</i> <i>Construction of infrastructure for conservation purposes</i> Incorporation costs for new groups Promotion costs for volunteer recruitment purposes Awareness raising and engagement activities (if accompanied with on-ground component) NRM training and organisational development costs for community groups (if accompanied with on-ground component) | 50% | Legislated requirements of land managers and landholders Organisational or management costs Administrative and operating costs Purchases or subsidies for commercial purposes or activities Travel, transport and overnight expenses Works that are considered 'amenity only' Labour or contractor expense items carried out by the proponent |

Important Final Checklist

To facilitate the assessment of your grant application, make sure you can answer 'yes' to the questions below.

- Have you read the Coastcare Victoria Community Grants Program Guidelines?
- Have you discussed or developed your grant application with your Regional Coast Action/Coastcare Facilitator?
- Do you have the written permission of the land manager on whose land your project will take place?
- Does your project address the causes of environmental degradation, and not the symptoms?
- Have you completed your budget, excluding GST?
- Are you an incorporated body? If not do you have the written consent of an incorporated body agreeing to enter into a contract on your behalf?
- Have you included a photograph of the site you intend to work on?
- Will you be able to complete the project within the projected timeframe?

When you have answered 'yes' to all these questions, you are ready to submit your grant application.

Coast Action/Coastcare Regional Facilitator Contacts

Southwest

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Westernport and Mornington

Peninsula

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Yarram

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East Gippsland

Jeremy Neilson

Bairnsdale

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Email: Jeremy.Neilson@dse.vic.gov.au

State Program Coordinator and Grant

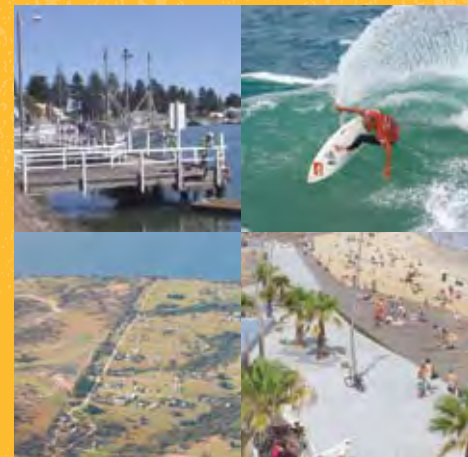
Program Manager

Matthew Fox

Melbourne

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The Coast Action/Coastcare program is an initiative of the Department of Sustainability and Environment, supported by the Australian Government's Caring for our Country program. The program supports coastal volunteers across Victoria by providing technical advice, training and funding for coastal protection and enhancement. Support is delivered through the statewide Coast Action Coastcare Facilitator Network.

More information about Coast Action/Coastcare is available at www.dse.vic.gov.au/coasts