

# Hills and Fleurieu Landscape Board

## Grassroots Grants

### 2021-22 FREQUENTLY ASKED QUESTIONS

Applications open at midday on **12 April 2021** and close at midday on **24 May 2021**, with projects to be completed by 31 December 2022. All applications will be managed through the online application portal 'Smarty Grants'.

- Apply for Tier 1 grants (up to \$1,000) [here](#)
- Apply for Tier 2 grants (up to \$1,001 to \$20,000) [here](#)

'Guidelines for Applicants' are available [here](#) on our website.

### WHAT'S NEW IN 2021-22?

Based on the first round of applications and successfully funded projects, and feedback received from the board, staff and project participants, several changes have been made to Grassroots Grants for 2021/22. Most of this information is in the Guidelines for Applicants document in more detail.

Consideration may be given to collaborative projects above \$20,000, however, sufficient justification must be provided and will be subject to additional scrutiny by the Assessment Panel. For projects above \$20,000 multiple project partners and significant co-contribution is expected. These may be multi-property projects with other investors for example. Anyone wishing to apply for a project >\$20,000 must first contact the Program Manager.

The Hills and Fleurieu Landscape Board has five priorities for investment in its 2021-2026 Regional Landscape Plan. See the Guidelines for Applicants for more information.

In most cases, projects should be completed by 30 June 2022. However, if a project is likely to benefit from an additional six months for seasonally dependent works such as planting or weed control, applicants may apply for up to 18 months (to 31 December 2022) to complete the project.

Projects that may be subject to a Water Affecting Activity (WAA) permit will need to be assessed before works commence. Applications must identify if the project requires a WAA permit ([more information here](#)). If a permit is required, this will be identified in the Grant Agreement.

Successful projects with an on ground works component may be subject to a cultural heritage assessment under the terms of the Aboriginal Heritage Act (1988). The Hills and Fleurieu Landscape Board can advise on this process.

## FAQs:

Who is eligible for Grassroots Grants? Eligibility includes but is not limited to:

- volunteer groups
- non-government organisations
- schools
- progress associations
- peak organisations
- local government related community groups
- outdoor and recreational groups
- individuals

An applicant must be a 'legal entity'. What is a legal entity?

- Individuals (also known as natural persons)
- Partnership (made up of two or more individuals)
- Corporations/companies under the *Corporations Act 2001* – have a unique ACN and are represented by "Pty", "Pty Ltd" or "Ltd" following the company name
- Associations – incorporated under the *Associations Incorporation Act 1985* (have "Inc." after their name)
- Trustees in a trust (e.g. **John Smith** as Trustee for the Smith Family Trust)
- Local Government – under *Local Government Act 1999*
- Most Australian Universities

What is **not** a legal entity?

- An unincorporated association or group
- A trust (e.g. Smith Family Trust) however the trustees can be. The trustees may be individuals or companies.
- Businesses/business names
- Some private schools. Some of the larger private schools are incorporated or companies, however many are not.
- Public Schools are NOT a legal entity, however the contract would be with the Minister of Education and Child Development, which is a legal entity.

What types of projects were successful last year?

To provide some further guidance on the kinds of projects that were successful in the first round delivered in 2020-21, please see [this list](#) on our website.

Table 1 shows the number of applications that requested funding and the successful grants in 2020-21.

*Table 1 Number of applications and those successful against funding brackets in 2020-21*

	Number of applications received	Successful applications that received funding
<\$1,000	1	0
\$1,001 - \$10,000	32	20
\$10,001 - \$20,000	14	7
\$20,001 - \$30,000	7	0
>\$30,001	13	1
TOTAL	67	28

### Can I purchase equipment to help me undertake on-ground work?

Generally, funding is not provided for the purchase of assets which become the sole property of an individual. You are encouraged to borrow or hire equipment, however, purchase of equipment may be considered if it can be demonstrated that this is essential to the delivery of specified works by a community group for example.

### Do I need a Water Affecting Activity (WAA) permit?

You will need to check if your project is a Water Affecting Activity (see the policy [here](#)). If a permit is required, this will be identified in the Grant Agreement along with any appropriate conditions and the board will apply a permit exemption as part of the grant approval.

### Can I ask for 100% funding or do I have to match it somehow?

You can ask for your project to be fully funded however, it is preferable that volunteer hours or other in-kind support is detailed in the application. Value for money is an assessed criteria.

### When would I need to have a sponsor?

If you are not a legal entity e.g. a group of neighbouring landholders banding together for pest management activities, you will need someone, a person or organisation to be responsible for receiving and managing grant funding and completing reporting.

This could be the local council, or an individual. A sponsor's letter is required as part of your application if you are using a sponsor.

Another common example is an unincorporated Friends of Parks group, who would use Friends of Parks Inc. as their sponsor.

### Will I be able to get an extension past 24 May 2021 for a late application?

No, the grants will close at midday on Monday 24/5/21.

### Can I apply for the "Up to \$1,000" grant if I'm not a volunteer group?

Yes, although these grants are primarily designed to support volunteer community groups, if you do not require over \$1,000 for your project, please apply for this tier of funding.

### Can I apply more than once?

Yes, as long as the projects are separate and distinct and you or your organisation has the capacity to deliver them.

### I am a landholder wanting a grant for works on my property. Can I apply?

As an individual you are eligible to apply. However, for your application to be considered for funding you will need to demonstrate community capacity building elements, community engagement and the benefit to the broader community. Alternatively you could apply for funding for a not-for-profit project in partnership with a community organisation.

### I run a commercial business. Can I apply?

Yes, as long as the project and activities are not-for-profit and meets one or more of the priorities laid out in the Guidelines for Applicants.

### When will I find out if I've been successful?

It is anticipated that the assessment and approvals process will take approximately six to eight weeks. All applicants will be advised whether or not their proposed project(s) were successful. Grant Agreements will then be sent to successful proponents.

### When will I get paid?

Most grants will be paid 100% upfront. In some circumstances (a large grant, or a high risk project), we may negotiate a payment split e.g. 80% upfront, 20% on completion.

### Will I be able to get an extension past 30 June or 31 December 2022/23 if I need it?

It is preferable to justify and negotiate this at the time of signing the grant agreement.

### Who can I ask for help with my application?

If your query is in relation to your grant content, please refer to the list of contacts in the Grant Guidelines.