

Hills and Fleurieu Landscape Board

Grassroots Grants 2021-22

Guidelines for applicants

The Hills and Fleurieu Landscape Board is funding Grassroots Grants to support individuals, volunteers, community organisations and not-for-profit bodies working to improve management of landscapes at the local level. A **total of \$220,000** funding is available for the 2021-22 financial year. Funding is available for projects in two tiers:

- Tier 1 - Small projects valued up to \$1,000 (+ GST) primarily to support volunteer groups with PPE (personal protective equipment) and basic project expenses.
- Tier 2 - Larger projects valued up to \$20,000 (+ GST).

Funding will be awarded on merit to those projects that demonstrate the best value for money and delivery of outcomes that address the priorities in the Hills and Fleurieu Landscape Plan 2021-2026. Applications will be assessed against eligibility and assessment criteria. The Hills and Fleurieu Landscape Board expects to fund a range of projects across the region.

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1. Introduction - Hills and Fleurieu Landscape Board

The Hills and Fleurieu Landscape Board was established under the *Landscape South Australia Act 2019*. The Grassroots Grants are provided by the Hills and Fleurieu Landscape Board through levy funding.

Consideration for funding will be made for a broad range of sustainable land management and environmental projects that address priority issues across the region.

The grants open **Monday 12 April 2021** and project applications must be submitted by **midday Monday 24 May 2021** for project completion no later than 31 December 2022. Late applications will not be accepted.

2. Who can apply?

The applicant will need to:

- be an individual, volunteer, community organisation or other body working at the local level delivering a not-for-profit project;
- be undertaking landscape management activities that help to achieve environmental benefits at the local level;
- be a legal entity, be sponsored by a legal entity¹, or if you are an individual without an ABN, contact us to find out how we can support your application;
- ensure they are adequately insured with minimum of \$1 million public liability insurance coverage for the life of the project;
- ensure that proposed project activities are not a component of any other funding agreement;
- ensure that written approval for any works undertaken on land owned by another person/entity other than the applicant, is attached to the application; and
- be undertaking project activities within the Hills and Fleurieu Landscape Board region (see Appendix A for a map of the region or click [here](#)).

An entity or individual does not require “not for profit” status to be eligible for funding. However, there does need to be a clear public benefit to support local level action.

Applicants must either be a legal entity (e.g. an individual, partnership, corporation/company, incorporated association) or be sponsored by a legal entity. If a sponsor is used they will enter into the grant agreement and be responsible for managing the funding on the applicant’s behalf.

Applicants are strongly encouraged to form partnerships (i.e. joint applications) with relevant organisations and explore ways to share resources between areas and projects to maximise outcomes and minimise the costs of administration and other forms of duplication.

¹ If a ‘sponsoring organisation’ is to be used because the applicant is not a legal entity, the agreement of this organisation is to be shown by providing a letter of support with the application form.

3. Landscape Board Priorities and Strategies

Eligible projects will contribute to one or more of the selected priorities AND strategies of the Hills and Fleurieu Landscape Plan 2021-26 in the table below.

For full details of the Landscape Plan (not listed below) [see here for details](#).

Priority	Strategies
Land	<ul style="list-style-type: none"> • Support landholders to adopt best practice management of declared and emerging weeds. • Locally eradicate priority weed species and prevent establishment of emerging weeds through coordinated control. • Support landholders to adopt best practice management of rabbits, foxes, cats and emerging pests. • Build capacity in regenerative land management to increase benefits for productivity and biodiversity. • Increase understanding of localised soil issues and how to improve soil health
Water	<ul style="list-style-type: none"> • Support landholders to restore flows that help sustain water-dependent ecosystems. • Improve management of activities that cause erosion, sedimentation and pollution, and impact on water resource health. • Increase community understanding of water resources as a vital, shared and limited resource.
Nature	<ul style="list-style-type: none"> • Support landholders to protect and restore native vegetation and freshwater ecosystems through weed control, fencing and reducing grazing impacts. • Expand high-value habitat through targeted revegetation of grassy, heathy, swampy and riparian ecosystems. • Revegetate and control weeds and pests in coastal areas and offshore islands.
Climate	<ul style="list-style-type: none"> • Support targeted action to build the resilience of vulnerable species and ecosystems. • Explore and support carbon reduction activities, including uptake of carbon farming. • Support primary producers to understand regional climate impacts and adaptation options.
Community	<ul style="list-style-type: none"> • Inspire and support young people to care for land, water and nature. • Strengthen collaboration with First Nations to embed their knowledge and approaches in looking after Country. • Build community trust and involvement in the science and policies underpinning landscape management. • Support volunteers and land managers to protect and restore land, water and nature. • Support peer-to-peer learning and knowledge sharing in managing landscapes.

4. Grant program structure

Two tiers of funding are offered in 2021-22:

- **Tier 1** - Small Grassroots Grants (up to \$1,000 + GST)
- **Tier 2** - Larger Grassroots Grants (up to \$20,000 + GST).

The Small Grassroots Grants will service the needs of community volunteer groups for basic requirements such as PPE and basic project expenses (e.g. tree guards, plants, herbicides). The application process for this tier is shorter and simpler than for larger projects.

Larger Grassroots Grants will support landholders and groups that are seeking funding for projects. Applicants may apply in either tier, or both, bearing in mind the highly competitive nature of these grants.

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 (see page 7 for contact details).

5. Funding

Funding will be offered to individuals, volunteers, community organisations and other bodies working at the local level on a not-for-profit project, on the following basis:

- **Payment** will be made upon signing of the grant agreement and the provision of a tax invoice prior to the project commencing. Alternatively, it may be deemed appropriate to pay on the receipt of progress reports. Larger projects may be required to complete progress reports, prior to release of full funding. Payment schedules will be detailed in the grant agreement;
- **Cluster projects** (those where a group of neighbours or land managers have collaborated to form a 'cluster') are still required to be submitted and will therefore be paid individually, however the applicant should make it clear their application is part of a broader project or cluster. The use of a common project name by all applicants in the cluster and further details in the project description are advisable.
- **Projects to be completed** by 31 December 2022 and fully acquitted by 31 January 2023;
- Successful projects will be expected to **acknowledge** the Hills and Fleurieu Landscape Board in their promotions and publications. Logos and branding information will be supplied;
- Funding will not be provided for projects that have **already commenced** prior to signing of the grant agreement; and
- The Board reserves the right to **negotiate** the level of funding provided for individual projects with any grantee, prior to entering into a grant agreement.

6. Eligible expenditure

Only expenditure incurred by the funding recipient, directly attributable to the approved project, will be considered eligible expenditure. Budget calculations will be required to be provided with your application, please attach these in a spreadsheet or similar format.

Eligible expenditure cannot be incurred before the grant agreement has been signed by both parties, and must be incurred on or before the project completion date.

Funding is provided strictly to support the project and its core activities as per the grant agreement and any approved variations.

Ineligible activities and items include:

- establishment of new agricultural production sites or facilities;
- activities causing or with the potential to cause environmental damage, either directly or indirectly;
- preparation of the original grant application;
- undertaking activities which are considered the land manager's statutory responsibilities under *the Landscape South Australia Act 2019*, without matching land manager cash and/or in-kind contribution; and
- other activities or specific expenditure that the Board decides does not directly support the achievement of the planned outcomes of the project or that is contrary to the intention of the funding.

7. How will your project proposal be assessed?

Project proposals will be assessed against criteria, including how well the project:

- a. will achieve outcomes that align to the board's Landscape Plan **priorities**;
- b. represents good **value for money**;
- c. will be delivered through **partnerships**, including financial and/or in-kind contributions;
- d. will engage or build the **capacity** of the community;
- e. will be able to **measure** its success;
- f. will be able to support and **sustain** the outcomes after grant funding has expired;
- g. provides outcomes that **benefit** landscapes outside the public land system (may include work in National Parks and State reserves); and
- h. has attached appropriate and sufficient supporting **documentation** to the application.

8. Application for funding and project delivery

Stage 1

It is strongly recommended that applicants discuss their project ideas with a Hills and Fleurieu Landscape Board staff member (see Section 9) prior to completing an application. This will give your project the best chance of success by helping your project align with the priorities of the Board.

Stage 2

Once a project scope has been developed, the applicant will submit an application for assessment.

Applications must be submitted online via Smarty Grants.

- **Tier 1** (up to \$1,000) click [here](#) to access.
- **Tier 2** (\$1001 - \$20,000) click [here](#) to access.

All grants will be managed through this system. **The closing date for applications will be midday on Monday 24 May 2021.** There will be no extensions.

Stage 3

Projects will be assessed against a set of pre-determined criteria by a panel including Hills and Fleurieu Landscape Board representatives. Recommended successful applications will be submitted to the Board for endorsement.

Stage 4

Applicants will be notified by the end of July 2021 if their application has been successful. Unsuccessful applicants will also be notified by letter. If the application is successful, the grant agreement must be signed by both parties before any work is commenced.

Grant funding will be provided upon receipt of a compliant Tax Invoice (staff can help to generate a tax invoice for those who need this assistance). Some projects may be funded in stages. These details will be included in the grant agreement.

Stage 5

Project implementation will commence and proceed against the agreed deliverables and any conditions outlined in the grant agreement.

Grantees may be contacted by the Hills and Fleurieu Landscape Board or staff to arrange viewing and/or promotion of the Grassroots Grants project outcomes.

Stage 6

The project will be completed by 31 December 2022, and reporting provided by the grantee, in accordance with the grant agreement.

Stage 7

Project reporting and financial acquittal will be due no later than 31 January 2023.

9. Further information and technical advice for applications

Assistance in developing projects can be provided by staff listed below. This will ensure that the project outcomes are aligned with the Hills and Fleurieu Landscape Plan 2021-26.

Position	Contact	Role
Smarty Grants Technical Assistance	service@smartygrants.com.au P. (03) 9320 6888	Smarty Grants system use, logins, queries
Landscape Officer	Will Hannaford william.hannaford@sa.gov.au P. 0419 037 303	Technical advice on land and pest plant and animal management
Landscape Officer	Wayne Lawrence wayne.lawrence@sa.gov.au P. 0438 083 512	Technical advice on land and pest plant and animal management
Threatened Flora Ecologist	Jerry Smith jeremiah.smith@sa.gov.au P. 0456 770 991	Technical advice on biodiversity and habitat restoration, threatened flora
Regional Ecologist	Luke Price luke.price@sa.gov.au P. 0431 346 326	Technical advice on biodiversity and habitat restoration, threatened fauna
Sustainable Agriculture Officer	Jeff Edwards jeffs.edwards@sa.gov.au P. 043 7652 674	Technical advice on soils, sustainable agriculture
Regional Agriculture Landcare Facilitator	Sophie Bass sophie.bass@sa.gov.au P. 0408 678 890	Advice on regional networks and sustainable agriculture
Team Leader Partnerships and Engagement	Nicole Bennett (Program Manager) nicole.bennett@sa.gov.au P. 0427 840 443	Grassroots Grant Program (guidelines, eligibility, projects over \$20,000)

To discuss projects on-park please contact your local Ranger:

North Lofty District (Black Hill) P. (08) 8336 0901

Central Lofty District (Cleland) P. (08) 8130 9050

Fleurieu District (Victor Harbor) P. (08) 8552 0301

To discuss school projects contact:

Dana Miles (Communications & Engagement Officer) P. 0427 600 722

Email: dana.miles@sa.gov.au

To discuss coast and marine projects contact:

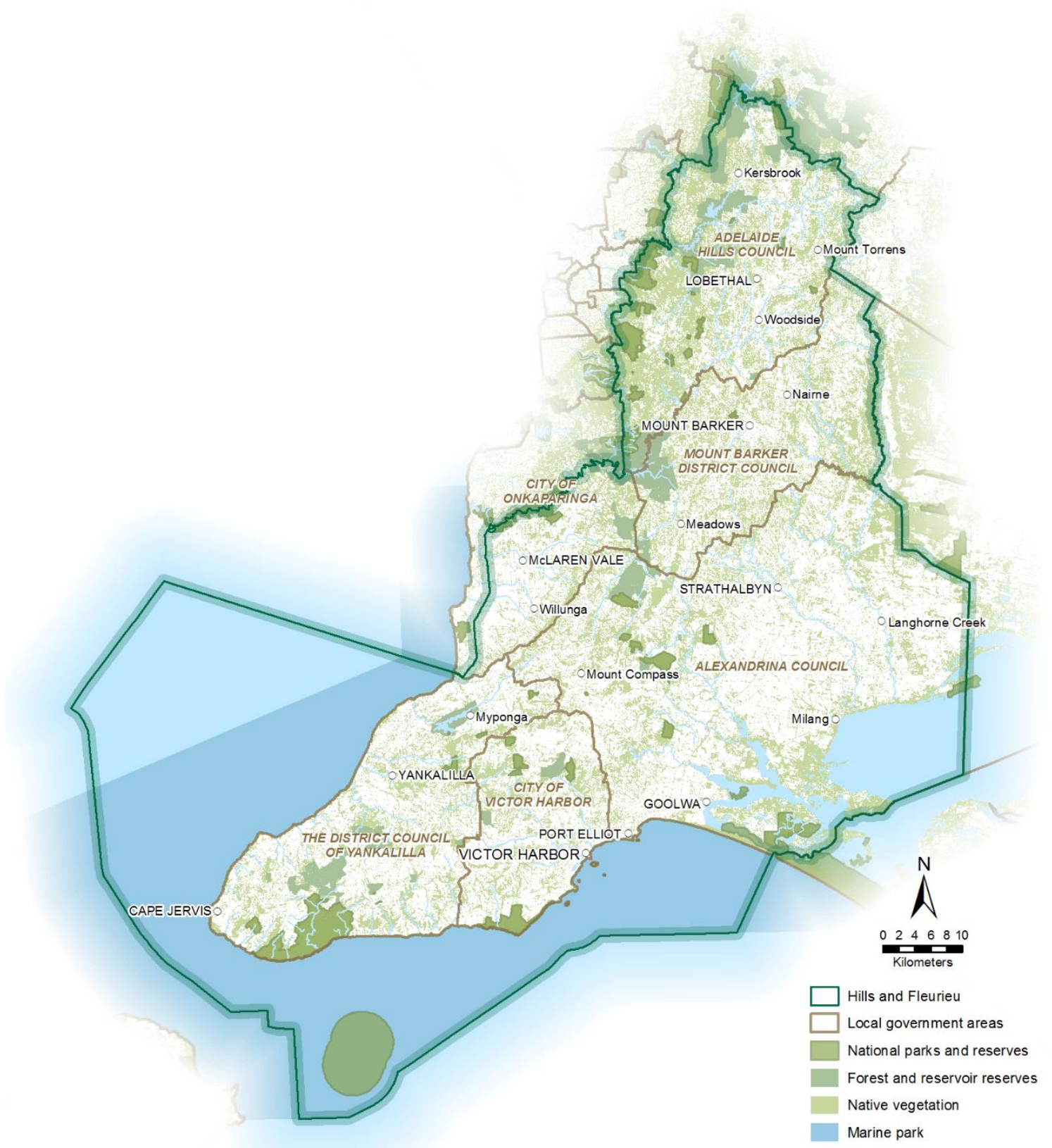
Caroline Taylor (Coastal Projects Coordinator) P. 0409 171 334

Email: caroline.taylor@sa.gov.au

For advice on Aboriginal project design:

Mark Koolmatrie (previous grant recipient) is happy to share his experience P. 0459 371 515

10. Appendix A: Map of the Hills and Fleurieu region



- Hills and Fleurieu
- Local government areas
- National parks and reserves
- Forest and reservoir reserves
- Native vegetation
- Marine park