

## **NATIONAL LANDCARE PROGRAMME – COMMUNITY SUPPORT COMPONENT GUIDELINES 2007-08**

These guidelines have been revised since last year. Please read this document carefully to ensure that your application complies with the assessment criteria and investment conditions. It is important that you discuss projects with your regional natural resource management (NRM) organisation prior to submission, to ensure projects are consistent with priorities in regional NRM plans and with your State Landcare Coordinator to ensure projects meet National Landcare Programme (NLP) objectives. Contact details for all regional NRM organisations and State Landcare Coordinators are provided at the end of the guidelines on pages 18-20.

The new project application form you are asked to complete for 2007-08 is at page 10. An electronic copy can be downloaded from the website:

**[www.daffa.gov.au/natural-resources/landcare/national-landcare-programme/community](http://www.daffa.gov.au/natural-resources/landcare/national-landcare-programme/community)**

All continuing project proponents are required to submit a continuing project progress report. Continuing project proponents will be contacted separately regarding these arrangements.

### **Introduction**

The principal goal of the NLP is increased sustainability, profitability and competitiveness of Australian primary industries. The focus of the Programme is NRM and sustainable agriculture in rural and regional Australia and support for the landcare movement through strategic investments and an emphasis on industry engagement. Public benefit outcomes are sought and addressing the causes of NRM issues at source, on-farm, will continue to be a key objective.

NLP Community Support will fund activities that are consistent with priorities in regional NRM plans. In doing so, it complements the regional NRM arrangements and activities funded by the Australian Government's Natural Heritage Trust and the National Action Plan for Salinity and Water Quality. NLP Community Support also complements the Australian Government's Envirofund, which supports a broad range of small-scale (up to \$50,000) activities. NLP Community Support will fund larger scale, strategic on-ground activities that allow for participation by landcare and industry groups with the capacity to undertake larger projects.

**The priority** for funding through NLP Community Support investment is on-ground activities that will:

- significantly increase the uptake of sustainable agricultural and other NRM practices;
- support landcare group and primary industry activities which contribute to NLP outcomes;
- enhance the knowledge and skills of natural resource managers;
- promote implementation of best management practices; and
- improve integration of NRM into management practices at the enterprise level.

### **Scope of activity**

NLP Community Support investment is targeted at activities that support landcare, industry and community groups to:

- maintain the landcare commitment to sustainable agriculture & natural resource management;
- raise awareness and improve information flows, with a focus on the communication of information on best management practices for sustainable agriculture;
- assist on-ground implementation of projects that contribute to NLP outcomes; and
- encourage innovation and reward success.

### **NLP outcomes**

NLP outcomes to be achieved through Community Support investment include:

- a strong community-based national landcare movement;
- industry, local government and community engagement in NRM with particular emphasis on participation in regional planning and partnership in the implementation process;

- adoption of sustainable and innovative practices by primary producers throughout rural and regional Australia; and
- increasing skills and knowledge of natural resource managers through sharing of information on sustainable practices.

Examples of past investments under the NLP are at **Appendix 1**, see page 7.

### **Assessment criteria**

All projects are assessed against the following criteria:

- Potential to increase sustainability, productivity and profitability of primary industries within the region;
- Practical and technical competency;
- Demonstration of good value for investment;
- Demonstration of a clear public benefit;
- Consistency with priorities in regional NRM plans (you should consult with your regional NRM organisation);
- Evidence of approval for the work from the land holders or managers (where appropriate);
- Evidence of any required statutory approvals; and
- Compliance with any relevant Australian Government and/or State/Territory legislation and other relevant intergovernmental arrangements.

### **Investment conditions**

The following conditions will apply to investment in NLP Community Support activities:

- Funding will be directed to on-ground and associated activities undertaken by landcare, industry and other volunteer groups and, if appropriate, local government. While Australian Government payments are required to be delivered through the states, no project funding will be provided directly to state or territory government departments.
- Landcare, industry and/or other community groups are eligible and are encouraged to submit proposals addressing NRM and sustainable agriculture issues.
- Regional NRM organisations are also eligible to submit their own proposals provided they have substantial documented support from the region's landcare and/or primary industry community and clearly identify the groups such proposals will support and involve.
- The applicant must be a legal entity, such as an incorporated group. If you are not incorporated, you will need to arrange for another legal entity (for example, your regional NRM organisation) to accept and administer funding on your behalf. Your NRM organisation may require your group to be incorporated to receive funds from them.
- Salary costs must not exceed 50% of the funds requested and only those directly related to the achievement of project outcomes may be claimed, including on-costs.
- Consultants or contractors may be used to provide specific technical services (specific description of their activities must be provided). Costs associated with this can be claimed in addition to total salary costs; however they should not exceed 30% of the funds requested. Claims that exceed 30% will require additional information and justification and the amount funded would take into consideration any requests for salary support.
- As a general rule, a significant cash contribution from landholders is expected where on-ground works or other project activities result in significant benefits to individual landholders.
- In general, the NLP Community Support funds sought for on-ground works should reflect realistic market rates for all items. These rates should be detailed in the application.
- NLP Community Support funds will not be provided for:
  - regional planning processes,

- monitoring and evaluation at the regional level, or
- resource inventory (surveying/mapping) at the regional level.
- Research activities may be justified where there are identifiable and critical gaps in knowledge that impede the adoption of sustainable NRM practices. Funding will be limited to research activities that directly address the identified issue.
- The NLP Community Support Component will provide up to one dollar for every dollar or in-kind equivalent contributed by the applicant or other project contributors. The matching contribution can be cash, in-kind, or both. An in-kind contribution may include volunteer labour, use of equipment, machinery and materials, and time donated by experts in relevant fields. Principles for matching contributions are at **Appendix 3**, see page 15.
- Projects may be up to 12 months in duration.
- If funding is approved for your project you should be able to provide evidence of insurance cover for your group including public liability to the value of not less than \$10,000,000, workers' compensation, personal accident and/or volunteer workers' insurance.

### **Project development and assessment**

For funding in 2007-08, new projects will need to be developed and submitted on the new project application form to the relevant regional organisation in each state and territory by **COB 26/2/2007**. Please see pages 18-20 for contact details.

Late applications will not be accepted.

Regional organisations will provide advice to the Australian Government Department of Agriculture, Fisheries and Forestry, on project's contribution to regional NRM priorities. Proposals will be considered by Commonwealth-State NRM Joint Steering Committees, who will provide advice on funding. Final decisions on investments will be made by the Australian Government Minister for Agriculture, Fisheries and Forestry, on the basis of this advice and recommendations from the Australian Government Department of Agriculture, Fisheries and Forestry.

### **Eligible activities and costs**

Activities that are eligible for funding under NLP Community Support include, but are not limited to:

- Investigations, trials and demonstrations to enable community and industry groups to compare, determine or identify appropriate techniques to address priority sustainable agricultural and other NRM issues.
- Training for resource managers and users where this will significantly increase the uptake of sustainable agricultural and other NRM practices within a catchment or region.
- Awareness-raising activities linked to on-ground actions to assist landcare group and others in the region to adopt new ideas or build skills in the sustainable management of natural resources.
- On-ground activities that improve productivity and/or prevent or reverse degradation.
- Activities contributing to or promoting improved water quality.
- Research to fill critical gaps that will improve adoption of sustainable agricultural and other NRM practices.
- Leasing of vehicles for project activities at market rates.
- Leasing of major items of equipment directly related to the implementation of the project.
- Modification of equipment required to meet project outcomes.
- Advertising and other costs directly associated with employing staff funded by the project.
- Auditing of grant funds.

### **Ineligible activities and costs**

Funding will not be provided for:

- Untargeted devolved grants/subsidy schemes. Support for devolved grant schemes will only be provided if there is a clear strategic focus, with targets identified in regional strategies or

plans, and where they support local landcare activities. The NLP Devolved Grants Protocol is at **Appendix 4** see page 16.

- Drainage works, unless an integrated component of a broader project.
- Activities that are required by law, such as managing or controlling certain weeds or pests. Management of Weeds of National Significance (WONS) may be eligible for funding if it is consistent with the relevant WONS management strategy for the weed in question and where weed management is an integrated part of a broader project.
- Soil amelioration activities, such as clay spreading, application of lime and/or gypsum. These activities will only be supported where they are part of an integrated project and have a high demonstration value.
- Activities which replace an individual's, group's, or government's responsibility for sustainable management of resources under their control.
- Purchase, lease or acquisition of land.
- Purchase of major capital items.
- Purchase of computer hardware and software, vehicles and media equipment.
- Leasing of computer hardware and software, unless essential for project activities.
- Administration or legal costs other than those directly related to the delivery of the project. These costs are eligible as matching contributions.
- Insurance costs. These costs are eligible as matching contributions.
- Day-to-day operating costs (e.g. rent, power, cleaning, telephones other than mobile phones acquired specifically for the project etc). These costs are eligible as matching contributions.
- Standard boundary fencing that would fall within a landholder's normal responsibilities.
- Purchase of equipment or materials that are normally part of a landholder's responsibility for the management of their property.
- Activities that include the establishment of plants that are known to be, or could become, environmental or agricultural weeds.
- Subsidies for commercial operations.
- Amenity planting.

### **Disclosure of information**

The Australian Government Department of Agriculture, Fisheries and Forestry is collecting the information on the Application Form to assess your project for funding and, to pay that funding if your application is successful. In applying for funding, applicants accept that the Department may give some or all of this information to:

- State and Territory Government agencies and regional NRM organisations working with the Australian Government in order to manage the National Landcare Programme;
- those involved in assessing projects;
- State Landcare Coordinators to facilitate contact with project proponents; and
- Members of Parliament and the media who may help in publicising successful projects.

The name of the applicant, sponsoring organisation and their contact names may be disclosed in documentation, such as media releases, and be made publicly available on the National Landcare Programme website.

### **Publicity and Communication**

The Australian Government requires due recognition for all projects it fully or partly funds by use of the NLP logo and appropriate wording. **In all communications, media, events and reports directly related to Activities funded under this agreement, the contribution by the Australian Government's National Landcare Programme is to be highlighted by the proponent. The proponent must include the logo and wording in all elements of publicity material such as brochures, pamphlets, booklets, signage, application forms, static displays, electronic and print advertising, programme-specific Websites and direct mail campaigns.**

An electronic version of these logos is available from DAFF Public Relations, (02) 6272 4053.

## **Completing the Application Form – Do’s and Don’ts**

### **DO**

- provide a short (3 or 4 sentences) summary of the project objectives and activities under question 11;
- check the eligibility of the activities and budget items;
- provide current and accurate contact details;
- check all budget calculations, particularly row and column totals;
- ensure that the nominated contact person signs the Application Form;
- ensure that any technical support for the proposal is fully documented; and
- attach letters of project support from regional organisations.

### **DO NOT**

- change the format of the application form (all electronic submissions must be in the Microsoft Word format, as provided);
- change the layout of the application form; or
- change the layout of the Budget table.

For further information, contact the Department of Agriculture, Fisheries and Forestry on 1 800 657 220 or visit the website at:

**[www.daffa.gov.au/natural-resources/landcare/national-landcare-programme/community](http://www.daffa.gov.au/natural-resources/landcare/national-landcare-programme/community)**

or contact your State Landcare Coordinator or Regional NRM Organisation (see pages 18—20 of Guidelines).

# **NLP – Community Support Guidelines**

## **Appendices**

Appendix 1 - NLP Past Investments

Appendix 2 - New Projects Application Form with examples of output  
schedule and budgets tables

Appendix 3 - NLP - Community Support Component Principles for  
Matching Contributions

Appendix 4 - NLP Devolved Grants Protocol

Appendix 5 - Contact Details for Regional NRM Organisations

## **National Landcare Programme (NLP) - Past Investments**

Issues addressed by NLP investments in previous years have included the following:

- Improved management practices - particularly for sustainable grazing and cropping systems.
- On-ground activities aimed at improved soil management, water quality and waterway management.
- Salinity management and erosion control which also protect and restore the conservation values of catchments.
- Development of more sustainable farming systems.
- Improving skills and motivation of land managers by promoting and demonstrating sustainable farming practices and natural resource use.
- On-ground rehabilitation of catchments and implementation of activities consistent with regional priorities by community landcare groups, regional-scale approaches to NRM, and development and promotion of practices for sustainable agriculture and improved pastoral management.
- Training in improved land management on Aboriginal lands.

Recent investments include the following projects (for a complete list of projects previously funded in each State see <http://www.daffa.gov.au/natural-resources/landcare/national-landcare-programme/community>):

### ***Western Australia***

#### **A community-based environmental management system (EMS) framework to support implementation of the South West regional strategy for NRM (\$229,840)**

This project, being carried out by the Blackwood Basin group, is helping to implement around 60 on-farm EMS across the region using the BestFarms system — one of the National EMS Pilots. It is encouraging local producers to develop and adopt sustainable and regionally specific management practices and improve their resource-use efficiency.

#### **Large-scale testing of downhill tramline farming and very wide cereal rows (\$119,367)**

The project will use on-ground and extension works to demonstrate improved surface water management and sub-surface soil compaction using tramline farming, the reduced risks of yield and grain quality losses in dry seasons on shallow soils by wide-row cereal methods and the reduced risks of financial loss from herbicide use in dry seasons, by using inter-row shielded spraying.

### ***Queensland***

#### **Farm Management Systems (FMS) - Demonstration of an approach to improve NRM on mixed enterprise properties in the Queensland Murray-Darling Basin (\$180,000)**

The project is assessing the applicability of the Queensland Farmer's Federation Farm Management System approach to selected mixed enterprise properties across the region. It is providing a strategic sub-catchment and property planning process for mixed farming enterprises and their operations.

#### **Saving our Soil: better soil and land management practices on dairy farms within the Condamine Catchment (\$107,000)**

The project is helping dairy farmers throughout the Condamine Catchment increase their profitability, competitiveness and sustainability by taking up improved on-farm soil and land management practices. It is focussed on the links between on-farm practices and the end-of-valley NRM targets, and priority NRM issues identified in the draft Condamine Catchment NRM Plan.

### ***Northern Territory***

#### **Best Practice for Sustainable Land Use in the Northern Territory (\$118,333)**

This project is aiming to increase NT horticultural industry uptake of sustainable horticulture/agriculture practices by developing Best Practice Guidelines, specific to both the Northern Territory region and industry.

### **Grazing Land Management (\$221,400)**

This project is improving the skills and motivation of managers of grazing lands by promoting, demonstrating and assisting in the use of tools and techniques for sustainable land management including fire and weeds. It encourages a systems approach to sustainable production on farms.

### **Creating Small-Scale Enterprises Based Upon the Utilisation of Wildlife to Achieve Employment and Natural Resource Management Outcomes (\$123 800)**

This project is engaging indigenous communities in creating industries based on the sustainable and commercial use of natural resources including wildlife.

#### *South Australia*

### **Growing Agricultural Excellence (\$149,500)**

The Yorke Peninsula Alkaline Soils Group is developing a combined task force with project partners to drive adoption of improved farming systems in areas that have been slow to take them up. The project supports the role and effectiveness of smaller district Agricultural Bureau branches in promoting improved sustainable resource management practices.

### **Evaluating monitoring tools for sustainable potato production in South Australia (\$118,160)**

The South East Potato Growers are evaluating strategies for more efficient use of nitrogenous fertilisers by potato growers through widespread adoption of crop monitoring and decision-support tools. This will lead to reduced leaching of nitrates into ground water, more efficient use of nitrogenous fertilisers and increased production from a limited water resource base.

#### *New South Wales*

### **Identification of sub-catchments that are the sources of salinity in surface waters (\$320,000)**

Funding is being provided to community groups to help them identify salinity 'hotspots' in Jugiong Creek and the Central West of NSW. They are taking regular readings of salinity levels as part of a 12-month trial. The trial will be to show which sub-catchments are discharging saline water, at what level, and where best to undertake on-ground work to reduce salinity discharge.

### **Shoalhaven Illawarra dairy industry NRM partnership (\$136,050)**

The project provides support and resources for dairy farmers to implement natural resource management projects on their farms. It addresses multiple issues, including reduced water quality from sediment and faecal inputs, decreased soil health and productivity from soil compaction, acidification and salinity, and threats to agricultural sustainability from pest plants.

#### *Victoria*

### **Red Gum Plains sustainable stocking rate and pasture management trial (\$53,370)**

This project involves providing benchmarks for sustainable grazing systems, and demonstrating to other producers that profitable stocking rates can be sustained on the Red Gum Plains by using the latest pasture species, fertiliser regimes and grazing systems.

### **Increasing the sustainability of production in south west Victoria by optimising crop, pasture and livestock interactions (\$344,750)**

The project is increasing the sustainability of livestock and cropping enterprises in the Corangamite and Glenelg-Hopkins regions, particularly by addressing feed shortages in late summer and mid-late winter. It includes initiatives to improve techniques for grazing crop stubbles and native grasses, integrated pest management and pasture drainage.

#### *Tasmania*

### **Integrating NRM into Farming Practices through Monitoring and Action-Oriented Learning, 2005-06 (\$120,000)**

This project involves farmer-driven discussion groups implementing on-ground changes through the adoption of best management practices. It involves intensive nutrient, chemical and soil monitoring, record-keeping, mapping and skills building.

**Restoring the Balance: Landscape Solutions for Productivity and Sustainability in the Derwent Catchment, 2004-06 (\$114,114)**

This project involves landcare groups, farmers and local councils using demonstration farms and field days to showcase ways of boosting productivity by using best-practice weed control techniques, remnant/riparian fencing, establishing buffer zones and re-vegetation.

**Water Use and Nutrient Management on Tasmanian Dairy Farms 2005-06, (\$100,510)**

This project involves measuring water use, soil moisture and nutrient levels, irrigation scheduling and pasture performance, as well as the sustainability of management practices on 18 farms in three prominent dairy catchments.

*Australian Capital Territory*

**Implementation of the Molonglo Catchment Strategy (\$115,000)**

The Molonglo Catchment Group is engaging landcare groups and farmers to improve riparian management and water quality in the catchment and increase landholder's knowledge of sustainable agriculture practices.

**Open Farm Programme – Landcare on Location events which look at property level vegetation management (\$30,000)**

Greening Australia is hosting a series of field days for the community, farmers and scientists to share information and promote and encourage sustainable agriculture and natural resource management.

# NEW PROJECT APPLICATION

APPENDIX 2

Office use only  
Project No.



**Australian Government**

**Department of Agriculture, Fisheries and Forestry**  
National Landcare Programme

## Community Support Grants 2007-08

**It is necessary that applicants read the 2007-08 Community Support Component Guidelines prior to completing this form.**

Proposals must be submitted to the relevant regional body as a Microsoft Word document in the format shown below (downloadable from:

[www.daffa.gov.au/natural-resources/landcare/national-landcare-programme/community](http://www.daffa.gov.au/natural-resources/landcare/national-landcare-programme/community)).

Proposals may be submitted by email, floppy diskette or CD ROM.

*For funding in 2007-08, new projects will need to be developed and submitted on the new project application form to the relevant regional organisation in each state and territory by COB 26/2/2007.*

|                                     |   |
|-------------------------------------|---|
| <b>1. NRM Region (&amp; State):</b> | <b>2. Project location</b> (nearest town or towns): |
| <br>                                | <br>  |

|  |
|--|
| <b>3. Proposal Title</b> (10 words or less): |
| <br>   |

|  |
|--|
| <b>4. Applicant organisation</b> (also include ABN where applicable):            |
| <br>   |
| Is your organisation incorporated? <b>Yes / No</b> (circle appropriate response) |

|   |
|---|
| <b>5. Partner organisations</b> (where applicable): |
| <br>  |

|  |
|--|
| <b>6. Delivery agent</b> (who will carry out this project?): |
| <br>   |

|   |
|---|
| <b>7. Other regions involved in the project implementation</b> (if applicable)<br>(evidence of their support/ involvement should be provided/attached): |
| <br>  |

|  |
|--|
| <b>8. Is this activity the subject of any other applications for, or has it previously received Australian Government funding?</b> <b>Yes / No</b> |
| If yes, please provide details   |

|   |
|---|
| <b>9. Project description summary</b> (2-3 sentence paragraph, 50 words maximum): |
| <br>  |

|   |    |
|---|----|
| <b>10. Project budget summary: (Note: Projects are one year only)</b> |    |
| NLP funds   | \$ |
| Matching  | \$ |

**11. Project description (maximum 3 pages):**

1. Provide clear description of the:
  - a. project **and** its objectives;
  - b. NRM issue(s) that the project *addresses*;
  - c. briefly outline the proposed activities and methodology to be used in achieving these objectives;
  - d. specific NLP outcomes the project will deliver (with reference to page one of Guidelines) and the significance of these outcomes for sustainable agriculture and broader NRM issues; and
  - e. Briefly describe the organization that will be managing the project and its competency.

**Note:** keep in mind when writing your application the Assessment Criteria on page 2 of the Guidelines.

**12. Justification/Demonstration of Stakeholder Consultation and Support:**

Demonstrate or describe consultation, including technical advice sought, and support from stakeholders (if applicable). Provide letters of support, where appropriate, to strengthen claim.

**13. Links to relevant NRM regional planning process:**

Describe how your project will contribute to the regional investment strategy and regional catchment targets, **and** also which NRM priorities it targets.

**14. Contact person for project:**

First Name: \_\_\_\_\_ Last name: \_\_\_\_\_

Position: \_\_\_\_\_

Phone No.: \_\_\_\_\_ Facsimile: \_\_\_\_\_

Mobile: \_\_\_\_\_

Email address: \_\_\_\_\_

Postal Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Please indicate above with an asterisk (\*) the preferred method of contact (ie. via your phone/ fax/ mobile/ or email).**

## 15. Output Schedule:

What are the project outputs, what activities will be undertaken to achieve these outputs? Provide milestones to indicate completion of these activities. Definitions and an example are provided below.

### Definitions

**Objective:** Single sentence action statements of what the project aims to achieve. There could be up to 4 objectives, one must focus on communication.

**Activity:** A single sentence description of all activities required to achieve each objective.

**Outputs:** A single sentence description of an easily verifiable indicator of activity completion.

**Milestones:** Measurable indicators for determining the completion of outputs.

**Note: Acquisition of equipment to facilitate project activities is not an objective in itself**

### EXAMPLE OF OUTPUT SCHEDULE

| OBJECTIVES  | ACTIVITIES   | TIME<br>(Month/Year)  | OUTPUTS  | MILESTONES  |
|---|--|---|--|---|
| 1. To improve land condition through on-ground works.                     | <ul style="list-style-type: none"> <li>Select sites for activities.</li> <li>Fencing of riparian zones.</li> <li>Site preparation and revegetation of degraded grazing land with exotic and native perennials.</li> <li>Establish a demonstration farm forestry site.</li> </ul> | Include the quarter in which the activities will take place | <ul style="list-style-type: none"> <li>Riparian zones fenced.</li> <li>Degraded grazing land revegetated.</li> <li>Farm forestry site established.</li> </ul>          | <ul style="list-style-type: none"> <li>Over 20 kms of specified fencing erected.</li> <li>Over 600 ha revegetated with lucerne, saltbush and native trees.</li> <li>Demonstration site identified in the field and available to the community.</li> </ul> |
| 2. To increase awareness and capacity of landholders about farm forestry. | <ul style="list-style-type: none"> <li>Conduct farm forestry training courses</li> <li>Conduct a field day to promote farm forestry.</li> <li>Produce and distribute information leaflets suitable for extension staff and farmers.</li> </ul>                                   | Include the quarter in which the activities will take place | <ul style="list-style-type: none"> <li>Training courses conducted.</li> <li>Field day conducted on-site.</li> <li>Information leaflets about farm forestry.</li> </ul> | <ul style="list-style-type: none"> <li>4 training courses with 20 participants each completed.</li> <li>60 participants provided for at the field day.</li> <li>Distribution completed to 100 farmers and community members.</li> </ul>                   |
| 3. To ensure that project outcomes are communicated to the community.     | <ul style="list-style-type: none"> <li>Prepare website and fact sheets.</li> <li>Prepare the project final report.</li> </ul>  | Include the quarter in which the activities will take place | <ul style="list-style-type: none"> <li>Website established and fact sheets produced.</li> <li>Final report.</li> </ul>   | <ul style="list-style-type: none"> <li>Project website functional and 5 fact sheets printed and available.</li> <li>Final report received.</li> </ul>   |

## 16. Budget Table:

Develop a budget table and itemise the salary, operating and capital components of your proposal per year (**Note:** consultants/contractors should be detailed under operating expenditure). An example is provided below.

Please do not include GST in your estimate of costs of the project. Applicants who are registered for GST will need to pay 10% of the grant amount as GST to the Australian Tax Office. Applicants whose annual turnover (including the amount of this grant, if they qualify to receive it) exceeds \$50,000 are required to be registered for GST. Applicants are encouraged to seek independent tax/financial advice prior to lodging an application.

| 2007-08  |                | <b>Matching Funds</b><br>(Detail sources, cash contributions and how any “in-kind” contribution is calculated) |                  |                |                |
|--|----------------|--|------------------|----------------|----------------|
| Budget Item  | NLP Funds (\$) | Source   | Cash (\$)        | In-kind (\$)   | Total (\$)     |
| <b>Salaries</b>  |                |  |                  |                |                |
| Technical Officer – strategic farm planning (1 FTE)  | 32,670         | Industry (include details of the industry source)  | 32,670           |                | 65,340         |
| <b>Operating</b>   |                |  |                  |                |                |
| Laboratory Services<br>Soil, Leaf, Fruit for Monitoring Plot Treatments & Evaluation   | 25,000         |  |                  |                | 25,000         |
| Demonstration site treatments & project evaluation: includes the use of soil-water monitoring devices including Full Stop™ wetting front detectors, tensiometers, neutron probes and metered bores | 44,720         | Community  |                  | 128,880        | 143,600        |
| Equipment Hire-soil survey on light truck to sample soils to 1.0-1.5m for perennial trees  | 3,200          | Community  |                  | 12,500         | 15,700         |
| Consultant -Soil Health expert (20 days @\$900 per day)  | 18,000         |  |                  |                | 18,000         |
| Fencing (32 km @ \$2,600 per km)   | 41,600         | Industry (include details of the industry source)<br>Community   | 20,800<br>20,800 |                | 83,200         |
| Perennial establishment (320 hectares @ \$50 per hectare)  | 8,000          | Industry (include details of the industry source)  | 8,000            |                | 16,000         |
| Vehicle lease  | 20,500         | Community  |                  | 20,160         | 40,660         |
| <b>Capital</b>   |                |  |                  |                |                |
| Monitoring equipment   | 5,650          | Community  | 15,600           |                | 21,250         |
| <b>TOTAL FUNDING</b>   | <b>199,340</b> | -  | <b>97,870</b>    | <b>161,540</b> | <b>428,750</b> |

**17. Applicants/s Declaration & Authority**

- I/we have read and understood the *National Landcare Programme- Community Support Component* Guidelines and obtained clarification where needed.
- I/we declare that the information provided in this application including attachments is true and correct and discloses all required and relevant details.
- I/we authorise the Australian Government Department of Agriculture, Fisheries and Forestry to seek any additional relevant information it may require to process this application, and I/we hereby request and authorise any parties to supply such information as requested by the Department.
- I/we understand that if the project is approved for funding, information about the project may be publicised by the Department or provided as required or permitted by law.
- If the project is approved for funding, I/we will obtain all necessary and appropriate clearances from the relevant Commonwealth, state or local governments before executing the grant agreement and undertake to manage the proposed project in accordance with relevant laws and regulations.
- If I/we accept an offer of funding then I/we accept (jointly and severally in the case of a group application) responsibility for administering grant funds and liability in the event grant funds are to be repaid.

**Signature of applicant/s**

X.....

X.....

(Printed name)

(Printed name)

Declared before

(Print full name. Witness must be over 18 years old and not a party to this application.)

at .....

this ..... day of ..... 2005

Witness to sign:

X.....

**OR**

The Common Seal of

ACN .....

was duly affixed to this Deed

in the presence of:

.....  
*Name*

.....  
*Position*

.....  
*Signature*

)  
)  
)  
)

and:

.....  
*Name*

.....  
*Position*

.....  
*Signature*

*Affix seal*

## NLP – COMMUNITY SUPPORT COMPONENT PRINCIPLES FOR MATCHING CONTRIBUTIONS

Australian Government NLP Community Support investments must be matched, at least dollar for dollar. Investments may be given a higher priority during assessment where the matching contribution is more than the minimum required.

Matching contributions will be considered at the regional level, i.e. aggregated across the region, rather than project by project. All activities will be expected to have some element of matching contribution.

Matching contributions can be in cash, or in kind or both. Contributions can be from the following or other appropriate sources:

- Cash from the community, local or state government.
- Local industry sponsorship (there must be strong community support for the project);
- Group and landholder volunteer time for project activities (but not travelling time or time for attending workshops).
- Group and landholder equipment and machinery use.
- Office and specialist computer support essential to the project.
- Salaries of staff involved directly in the project, where more than 20% of their time is allocated to the project.

Labour rates, equipment hire and other in kind costs will vary depending on the type of skills provided, equipment used etc. In kind contributions should be costed at local market rates and justification provided for these rates. It is the responsibility of regional organisations/proponents to ensure that the costs are reasonable given the requirements of the project.

Matching contributions cannot include contributions from the Australian Government except:

- Funds from the Indigenous Land Corporation or the Community Development Employment Programme (CDEP), provided Indigenous groups/communities identify *in kind* and other contributions they can bring to a project;
- A CSIRO or similar research organisation contribution where the project involves a significant community contribution; provision of technical expertise by CSIRO and similar organisations can be regarded as a cash or *in kind* contribution to a project where it is essential to achieve the project's *objectives*.

Green Corps and Work for the Dole participants cannot be counted as a matching contribution.

## NATIONAL LANDCARE PROGRAMME DEVOLVED GRANTS PROTOCOL

### Introduction

This Protocol is based on the NRM Devolved Grants Protocol of July 2003

Devolved grants are a key community engagement tool and can be an efficient mechanism to deliver on-ground outcomes tailored to specific regional circumstances and priorities. This Protocol provides principles for the use and management of devolved grants under the Community Support component of the National Landcare Programme (NLP).

A devolved grant is one under which the granting of funds is devolved from the Australian Government to a third party. Under this arrangement some aspects of the investment may be unknown at the time funds are passed to the proponent. Potentially unknown aspects of the investment include the:

- final recipients of the funding;
- size of individual grants and hence the scale of the individual activities;
- the precise location and details of the individual projects on which funds will be expended; and
- the final terms and conditions under which the funds are granted.

In addition the final grant recipient may not understand the original source of the funds, the purpose for which they were granted nor give due acknowledgement.

There is a need to indicate the circumstances in which devolved grants can be used and specify the management arrangements for devolved grants. This is required to ensure that:

- the efficiencies of devolved grants are realised;
- their use aligns with the strategic intent of delivery of NLP outcomes at the regional level;
- there is appropriate reporting on NLP outcomes; and
- the Australian Government receives due recognition for provision of NLP funds.

### Management Arrangements

While location and proponent details may not be available initially, these details must be provided as part of the contract arrangements between the project funder and proponent. The contract arrangements should individually list, track and manage the sub-projects selected for funding in terms of milestone reporting, accountability and monitoring towards clearly identified resource condition outcomes and targets (where relevant) as per the agreed contractual and reporting arrangements under the bilateral agreements. These details should be kept up-to-date and be available on request as well as included in progress reports under contracts.

Administration of the devolved grants is to be covered by the body applying.

### Communication

In all circumstances where devolved grants and their sub-projects receive funds through the NLP appropriate acknowledgement must be given. Specifically:

- all correspondence, forms, pamphlets, and agreements sent to grant recipients must include prominent acknowledgment that all or part of the funding is from the NLP;
- any publications, articles, newsletters or other literary works prepared as part of a project acknowledge that it is being conducted under/received support through the NLP. A copy of any such publication is to be provided to the Australian Government;
- signs, posters or other appropriate means are used to acknowledge the NLP and the Australian Government financial support;
- the Australian Government's role and the NLP are acknowledged at relevant forums, conferences and at project openings; and

- priority should be given to obtaining the participation of the Federal Minister for Agriculture, Fisheries and Forestry and/or Federal local members in launches/awards for activities funded under the NLP.

NLP logos and text are available from the Department of Agriculture, Fisheries and Forestry (email: [landcare.contact@daff.gov.au](mailto:landcare.contact@daff.gov.au) or 02 6272 4350).

### **Monitoring, Evaluation and Reporting**

In accordance with the requirements of the bilateral agreements, progress reports will be required that summarise the details of the devolved grant and each individual project that is funded including:

- progress towards the stated outcomes for the devolved grant, including how the suite of projects funded are delivering or will deliver the stated outcomes and meet the stated objectives for the devolved grant;
- progress reports for each of the sub-projects funded through the devolved grant relating to the specific targets and outcomes for the sub-project;
- financial reports providing details for each project funded and for the overall devolved grant.

The devolved grant and the individual projects that are funded must:

- be consistent with the National NRM Monitoring and Evaluation Framework and the National Framework for NRM Standards and Targets; and
- be consistent with the requirements of the NLP.

### **Implementation of the Protocol**

Devolved grants and projects funded under the NLP are:

- to be consistent with NLP Community Support guidelines and are to result in NLP outcomes;
- not to be used for statutory/regulatory requirements; and
- not to be used for the management of previous devolved grant projects.

Priority for projects funded under a devolved grant arrangement should be given to:

- recipients that have demonstrated a commitment to changed practices and future management of the project; and
- projects that will result in the greatest leverage in terms of matching dollars and cash inputs.

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landcare/](http://www.nt.gov.au/nreta/naturalresources/landcare/)

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Website: www.burnettmarynrm.org.au

Cape York Interim Advisory Group  
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[www.regionalnrm.qld.gov.au/planning/plans/  
/cape\\_york\\_plan1.html](http://www.regionalnrm.qld.gov.au/planning/plans/cape_york_plan1.html)

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### **South Australia**

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shtml

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