



CORANGAMITE CMA

Ramsar grants program

2019-20 GUIDELINES

Port Phillip Bay (Western Shoreline)

Bellarine Peninsula Ramsar Site

(Grants <\$20,000)

Applications close 5pm Monday 12 August 2019



*healthy and productive lands and waters
cared for by thriving communities*

Corangamite CMA Ramsar Grants Program

What are the Corangamite CMA Ramsar Grants?

The Corangamite CMA is providing Victorian Government funding to support community-based groups, schools, NGOs and public land managers to undertake projects focused on the Port Phillip Bay (Western Shoreline) and Bellarine Peninsula Ramsar site for:

- Activities that engage, educate and raise awareness of the benefits and importance of the Ramsar site and its ecological values among the broader community, and/or
- On-ground activities to restore, protect or enhance the ecological values of the Ramsar site, and/or address threats to biodiversity e.g. weed invasion, habitat loss etc.

The objectives of the Ramsar Grants Program are to:

- Fund projects that address local and regional ecological priorities for the Ramsar site through delivery of:
 - Community education and engagement activities.
 - On-ground works projects.
- Raise awareness and generate enthusiasm for participation and innovation in the Ramsar site and its management.
- Increase community interest and knowledge of the Ramsar sites ecological values.
- Enhance and maintain the capacity of community groups, schools, NGOs and land managers to communicate, educate and raise awareness for the ecological values of the Ramsar site and their protection.
- Enhance and maintain the capacity of community groups, schools and NGOs to undertake on-ground activities that protect the ecological values of the Ramsar site.

What type of grants are available?

Community education, awareness and engagement activities

Up to **\$20,000** per project may be provided to eligible groups and land managers for community education and engagement activities that promote and educate the community on the ecological values of the Ramsar site.

Some examples of eligible activities include forums, field days, newsletters, brochures, signs, training days, school events, workshops, digital media, and/or research projects.

Note: Projects must be completed and reported on **by 31 May 2020**.

More than one application can be submitted.



On-ground works activities

Up to **\$20,000** per project may be provided to eligible groups and land managers for on-ground work activities that protects or improves the ecological values (such as native vegetation, native fauna, threatened species and wetlands) of the Ramsar site.

Some examples of eligible activities include weed and pest animal management, wetland protection, vegetation protection and enhancement and/or protective fencing.

Note: Projects must be completed and reported on **by 31 May 2020**.

More than one application can be submitted.



To apply for a Project Grant read these guidelines before expressing interest with the Corangamite CMA by **calling Rob Bone, Senior Project Officer on 0477 719 148** or emailing robert.bone@ccma.vic.gov.au

How much funding is available?

Up to \$20,000 is available for both on-ground and engagement projects. A **total of \$140,000** is available for projects across the Ramsar site.

Who can apply?

Grants are open to:

- environmental volunteer groups,
- 'friends of' groups,
- Landcare networks/groups,
- schools,
- non-government organisations,
- public land managers, and
- Committees of management.

Project Grant Requirements

What will be funded?

These grants will fund projects **up to \$20,000** that:

- Deliver activities in, or focused on, the Port Phillip Bay (Western Shoreline) and Bellarine Peninsula Ramsar site (see figure 1 for site map).
- Deliver activities to protect or improve the ecological values of the Ramsar site such as native vegetation, native fauna, threatened species and wetlands including:
 - **Community awareness, education and engagement activities** such as forums, field days, newsletters, brochures, signs, training days, school events, workshops, digital media, education events, demonstration sites, knowledge-gathering (e.g. surveys)
 - **On-ground works** such as weed control, pest animal control, protective fencing, revegetation, artificial habitat creation and wetland protection activities, (conditions apply to some works – see 'What will not be funded' below).
- Can demonstrate at least 1:1 matching investment. This can be either a cash or in-kind contribution or a combination of both.
- Meet the following conditions:
 - Total cost of capital items and equipment not to exceed \$3,000. You will need to demonstrate a clear need and community benefit for any capital items included in your budget.
 - Ensuring that health and safety, cultural heritage and biodiversity impacts have been taken into account, particularly for eligible activities that have the potential for harm, e.g., rabbit warren/den ripping.
- Can be completed and reported on no later than 31 May 2020.

More than one project grant application can be submitted by an organisation or group.

Benefits and costs will be considered in the assessment process. You will need to demonstrate that all activities and budget items are necessary for the success of the project and that the amounts requested are reasonable.

What will not be funded?

The following activities will not be funded:

- Amenity and beautification projects.
- Barbed wire fencing.
- Non-indigenous vegetation.
- Purchase of capital items over \$3,000.
- Project management or administration costs that collectively total more than 15% of total funding requested.
- Computers, laptops and smartphones.
- Purchase of goods for competitions, prizes, giveaways, vouchers or alcohol.
- The costs associated with the establishment and maintenance of an organisation.
- Provision of incentives for activities where an existing duty of care requires them to occur (typically through legislation).
- The hire of equipment owned by organisations' or groups members (may be shown as contribution in kind).

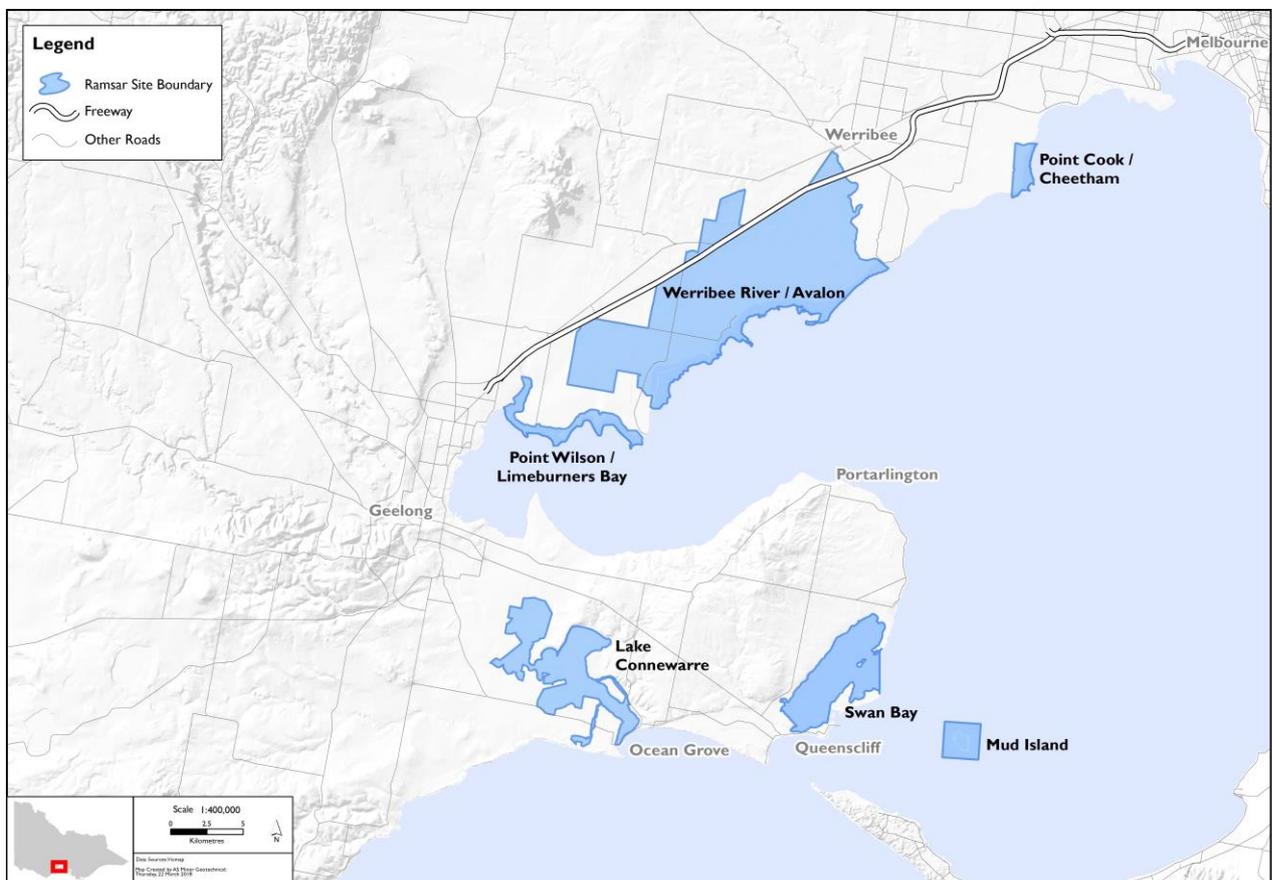


Figure 1. Map of the Port Phillip Bay (Western Shoreline) and Bellarine Peninsula Ramsar Site

How do I apply?

To apply for a grant to fund your project, you will need to express your interest with the Corangamite CMA by calling Rob Bone, Senior Project Officer on 0477 719 148 or emailing robert.bone@ccma.vic.gov.au.

At this stage basic details about the proposal and your group or organisation will be collected. The person registering should be suitably prepared to provide a basic overview of the project including details on activities planned, site location and approximate size, as well as information about the nature of the works to

be undertaken and contact details. This process is intended to determine whether the project meets the eligibility criteria of the grants program.

Following lodgment of an expression of interest, for community education, awareness and engagement projects that meet the eligibility criteria, an application form will be sent out to applicants for completion by a specified date.

For on-ground projects, applicants will be requested by a CMA Project Officer to attend a site visit of the project site, where additional site-specific information will be collected. The CMA Project Officer will then develop a management plan for the project in consultation with the applicant. The applicant will then be requested to provide costings for the project as a final step prior to the project being assessed by the Technical Evaluation Panel.

How will my project be assessed?

All projects applications will be assessed by a Technical Assessment Panel using the following criteria:

- **Engagement Projects:**
 - *Social Benefit* – partnerships, capacity building, awareness and education of the Ramsar site’s natural assets.
 - *Likelihood of success* – method/approach employed, evaluation processes, budget, expected benefits.
- **On-ground Projects:**
 - *Current Biophysical State* – condition/quality of remnant veg or wetland, threatened species/community present, size of the site.
 - *Likelihood of success* – method/approach employed, technical feasibility, budget, expected benefits.

Proponents will be notified of success of their projects following the assessment process (see ‘Timeline’ below).

Timeline



The fine print

Payment

Successful applicants are required to enter into a signed agreement with the Corangamite CMA. The Applicant shall receive 70% of the payment upon signing of the contract, 30% payment on satisfactory completion of the final report.

Reporting requirements

A final project report will be required **no later than Friday 29 May, 2020**. A standard reporting proforma will be supplied by the CMA, and will be based on the management activities of the project. Reporting will include the need to provide photo evidence of activities.

Land manager consent

If your project site is located on public land - you need to provide evidence of land manager consent/support in your application.

Further information

For further information regarding the Ramsar grants, please contact Rob Bone – Senior Project Officer on 0477 719 148 or email robert.bone@ccma.vic.gov.au.

Aboriginal cultural heritage

Aboriginal Cultural Heritage **MUST** be prioritised when planning on-ground projects.

It is a legal obligation in Victoria that all Aboriginal Cultural Heritage and Aboriginal Intangible Heritage (traditional practices and knowledge), including Aboriginal sites, places and objects, are protected under the Aboriginal Heritage Act 2006 and Aboriginal Heritage Act Regulations 2018. It is the responsibility of us, as the carers for the land, to respect, understand, and protect our Aboriginal Heritage.

To determine if your planned project is within an identified area of Cultural Heritage sensitivity, you will need to look at the online map tool, which can be found on the [Aboriginal Victoria \(AV\) website](#). Please note: Areas of Cultural Heritage sensitivity are shaded in green

Please be aware – If your project is not within an area of cultural heritage sensitivity, this does not guarantee there are no Aboriginal sites in the area – If an unregistered Aboriginal site is found during your on-ground works, you must STOP IMMEDIATELY and contact Aboriginal Victoria on 1800 762 003.

If your proposed project site is within an area of Cultural Heritage sensitivity, don't panic, there is an easy-to-follow process to ensure that your project is planned and delivered in the most efficient and effective way possible.

To maintain accordance with the Aboriginal Heritage Act 2006 and Aboriginal Heritage Act Regulations 2018, please demonstrate one of the following steps:

- If your project is on public land, contact the land manager (e.g. Council, Parks Victoria, etc). The land manager is responsible for ensuring the project complies with the Aboriginal Heritage Act 2006 and Aboriginal Heritage Act Regulations 2018
- Consult with the appropriate Registered Aboriginal Party (RAP) (link to state-wide RAPs provided below). If you need support with this process, please contact the Corangamite CMA.
- Contact the Aboriginal Heritage Operations Team at Aboriginal Victoria on 1800 762 003 or Aboriginal.heritage@dpc.vic.gov.au for further assistance.

If a cultural heritage permit is required, you may need to include a separate budget item in your grant application and allow a minimum of 30 days to complete the permit process. Please contact the Corangamite CMA to discuss your project application.

Any further questions regarding Aboriginal Cultural Heritage, please contact Aboriginal Victoria on 1800 762 003 or Aboriginal.heritage@dpc.vic.gov.au.

The Corangamite CMA encourages all applicants to engage the appropriate Traditional Owner group and/or Victorian Aboriginal community in either planning or delivering the proposed project. If you require further assistance to identify the appropriate person, please contact the Corangamite CMA.