



Landcare Action Grants Program

PROGRAM GUIDELINES

November 2020

Natural and Cultural Heritage Division
Department of Primary Industries, Parks, Water and Environment



State entity:	Department of Primary Industries, Parks, Water and Environment
Administering entity	Tasmanian Farmers and Graziers Association
Date guidelines released:	November 2020
Type of grant opportunity:	Open competitive

Contents

Contents	3
1. Background.....	4
2. Grants Available	4
3. Program Objectives	4
4. Program Eligibility.....	4
4.1 Recognised primary producer eligibility	4
4.2 All other eligibility requirements.....	5
4.3 Who is <i>not</i> eligible	5
5. Assessment Criteria	5
6. Eligible Expenditure.....	6
7. Application Process	7
8. Assessment Process.....	8
9. Successful Applicants	8
10. Workplace Health and Safety	9
11. Permits and insurance	9
12. Taxation and Financial Implications of Grant Funding.....	9
13. Confidentiality	9
14. Publicity of Grant Assistance	10
15. Personal Information Protection.....	10
16. Helpful Technical Advice	10
17. Enquiries and Contact Details.....	10

1. Background

The Tasmanian Government allocated funding of \$1.8m over four years in the 2018-19 State Budget for the establishment of the Landcare Action Grants Program (the Program). The Program has been established to provide State funded grant opportunities to co-invest with farmers, Landcare, and other community organisations on practical on-ground works for sustainable agriculture and Rivercare type activities.

The Tasmanian Farmers and Graziers Association (TFGA) will deliver the Program on behalf of, and in partnership with, the Department of Primary Industries, Parks, Water and Environment (DPIPWE).

2. Grants Available

The Program will allocate up to \$400,000 based on applications received in 2020 - 2021

- ❖ The minimum grant amount is \$1,000
- ❖ The preferred maximum grant amount is \$10,000 (consideration will be given to larger projects of outstanding merit).

A final grant round will be open in 2021-22

3. Program Objectives

The Program is designed to:

- ❖ Improve landscape and riverine health, stability and resilience;
- ❖ Support enhanced land management practices to reduce erosion and sedimentation; and
- ❖ Assist the community to holistically manage natural and productive land and waterways across the landscape.

4. Program Eligibility

The Program is designed to provide eligibility to a broad range of individuals, groups and organisations.

4.1 Recognised primary producer eligibility

To be eligible to apply for a grant through the Program as a primary producer the applicant must:

- ❖ have an Australian Business Number (ABN);
- ❖ be registered with the Australian Taxation Office (ATO) as a primary producer; and
- ❖ derive at least 50% of your income from farm business.

4.2 All other eligibility requirements

Individuals, community groups and primary producers must:

- ❖ clearly demonstrate how the proposed activity and/or purchase will contribute to the Program Objectives;
- ❖ undertake to complete the activities or purchases within 12 months of grant approval;
- ❖ commit to reporting to the TFGA following the completion of agreed activities or purchases;
- ❖ provide a letter of consent from the land owner/manager for your activity where the applicant is not the land owner/manager;
- ❖ if wishing to undertake projects on publicly-owned land, including land that has been leased to a private business or individual, as well as providing a letter of consent from the relevant public land manager, also provide evidence of an ability to undertake long-term maintenance.
- ❖ provide a letter of support from each of the project partners, in the case of joint applications.
- ❖ Provide written evidence of quotations for contractors, works and materials. Past invoices used for individual item prices and verbal telephone quotes will not be accepted.
- ❖ In-kind contribution will be viewed favourably in the assessment process

4.3 Who is not eligible

Ineligible applicants include:

- ❖ Commonwealth, State, Territory or local government bodies (including government business enterprises);
- ❖ regional natural resource management organisations;
- ❖ research institutions;
- ❖ peak bodies (bodies that represent their members and have a charter of advancing their members in terms of development, research, process and advocacy); and
- ❖ political parties, political organisations or lobbyists.

5. Assessment Criteria

Eligible applications will be assessed against the following criteria:

1. The demonstrated capacity for the activities or purchases to meet the Program Objectives. Factors to be considered will include the scale and appropriateness of works to be undertaken.
2. Capacity for the applicant to complete the proposed activities within the specified timeframes.
3. Demonstration of ongoing maintenance of project sites and, where appropriate, purchases beyond the duration of the Program.

Preference will be for applications which represent good value for money including activities that:

- ❖ incorporate co-investment of funds and in-kind resources (e.g. labour, expertise, equipment);
- ❖ are supported with other partnering individuals or organisations; and

- ❖ are recognised as priorities in planning documents (e.g. catchment management plans, natural resource management strategies etc. Please note that the cost of producing such management and planning documents is not considered In-kind contribution to a project)
- ❖ Assessment committee may request further information to ensure appropriate assessment of an application

6. Eligible Expenditure

The type of **activities** eligible for funding through the Program include:

- ❖ Removing weeds (small scale projects not otherwise funded, such as by the Weed Action Fund)
- ❖ Fencing to protect natural values
- ❖ Providing off-stream watering points
- ❖ Controlling pest animals
- ❖ Maintaining and improving ground cover (including pastures)
- ❖ Protecting and enhancing on-farm remnant native vegetation, including planting of new areas of native vegetation, and improving the management of existing remnants
- ❖ Managing fire regimes
- ❖ Protecting and revegetating habitat (including threatened species and communities)
- ❖ Habitat augmentation, such as installation of artificial fauna movement devices, artificial nesting or roosting habitat, environmental thinning or seed banking

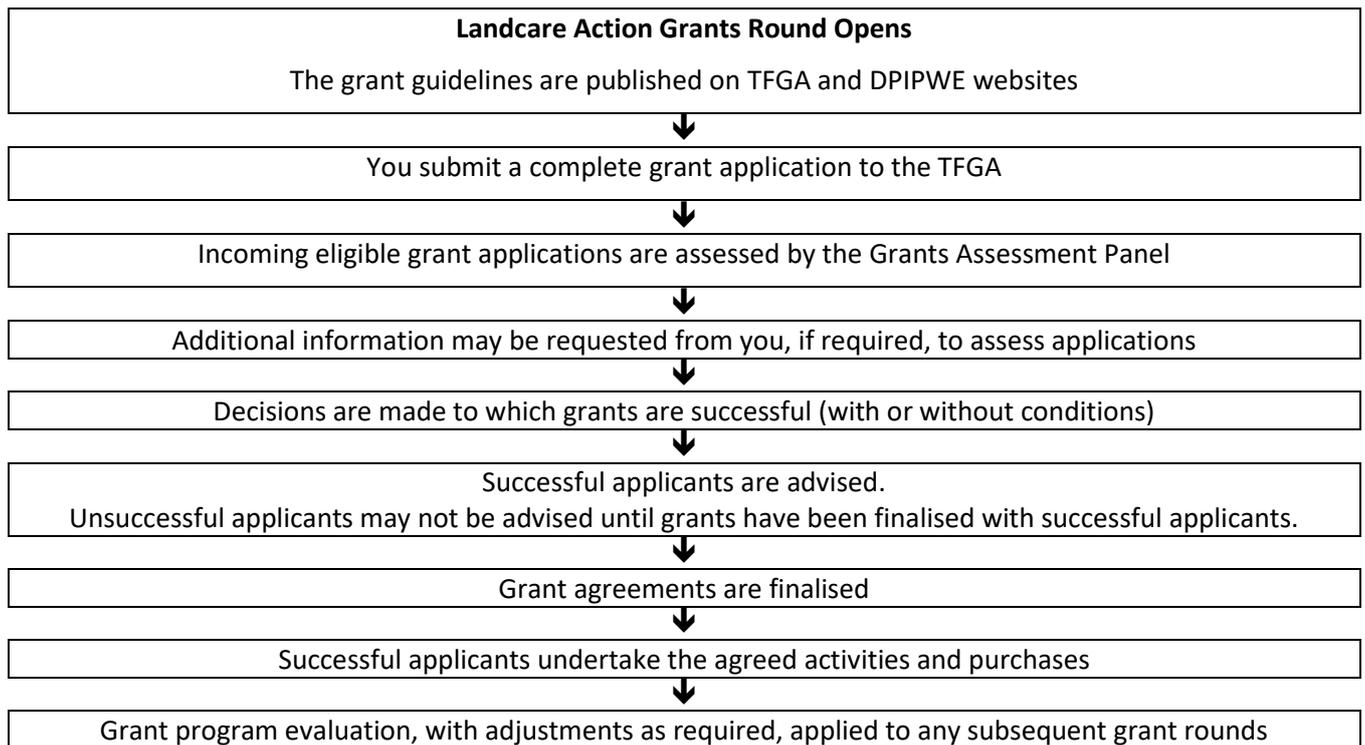
The type of **purchases** eligible for funding through the Program include:

- ❖ Tools and equipment to be used in proposed activities of a grant being applied for through the Program
- ❖ Tools and equipment necessary for individuals, community and care groups to conduct landcare type activities outside the scope of the Program but which align with the Program Objectives.

The following are **NOT** eligible for funding:

- ❖ Purchases or expenses related to day to day operations of a business;
- ❖ The purchase or transport of livestock or feed;
- ❖ The purchase of machinery;
- ❖ Purchase of crop or pasture seed except where required for rehabilitation of damaged land;
- ❖ Construction, repairs or modification of infrastructure such as sheds, bridges, culverts and tracks;
- ❖ Replacement of damaged equipment such as pumps;
- ❖ Repair of dams and/or other off stream water storages;
- ❖ Projects that cannot be completed within 12 months;
- ❖ Activities considered to have a purely commercial or private benefit or for fundraising;
- ❖ Any general operating expenses - funding will not cover expenses such as electricity, lease/rent payments; telephone, uniforms etc. that are part of the ongoing expenses of the individuals, landowner or group;
- ❖ General public liability costs for the individuals, landowner or group; and
- ❖ Projects or activities which are the individual or group's legal responsibility to maintain or which provide significant or purely private benefit, including but not limited to boundary fencing.
- ❖ Landholders labour costs are not eligible for funding however can be included as In-kind contribution

7. Application Process



Applicants are encouraged to discuss their proposed application with the TFGA prior to submitting.

To apply applicants must:

- ❖ Complete the appropriate application form in full;
- ❖ Include any necessary attachments; and
- ❖ Return to the TFGA for assessment

Expected timing of this grant process:

Activity	Timeframe
Assessment and approval of applications	4 – 6 weeks
Negotiations and award of grant agreements	1-3 weeks
Notification to unsuccessful applicants	2 weeks

8. Assessment Process

Application will be assessed by an Grants Assessment Panel, with representatives from TFGA, DPIPW and independent individual(s) with expertise in financial management, sustainable agriculture and environmental restoration.

Panel members will assess applications against the Program Objectives. The Panel may seek further information from the proponent. The Panel may also approve a project in part and/or recommend changes to the project.

Note: It is the applicant's responsibility to provide all necessary information at the time of submission. The Landcare Action Grant administrators cannot guarantee that they will be able to seek clarification from applicants if something is missing or unclear.

Panel members will be required to notify the panel of the existence of a conflict of interest or the possibility of a perceived conflict of interest.

9. Successful Applicants

Successful applicants will be required to enter into a grant agreement with the TFGA. Following this the grant funds will be made available in full to successful applicants to carry out the agreed activities and purchases.

The grant agreement will state the maximum funding to be provided. Additional funds will not be provided under any circumstances. If additional costs are incurred these must be met by the applicant.

Successful applicants will need to provide a satisfactory report to the TFGA to demonstrate proof of completed activities and purchases.

Successful applicants are required to advise the TFGA of any changes which may affect the completion of the agreed activities or purchases.

Unsuccessful applicants will be notified in writing. The decision of the grant administrators is final.

10. Workplace Health and Safety

Workplace Health and Safety (WHS) is a very high priority for the Program. Applicants must comply (and ensure that any of your subcontractors comply) with the provisions of all relevant statutes, regulations, by-laws and requirements of any Commonwealth, State, or local authority including those arising under the WHS laws. Applicants will be responsible for identification and assessment of safety risks, identification and implementation of mitigation strategies to address such risks, and for ensuring the safety of any participants in the project.

Applicants will be required to implement high standards of WHS at all project sites to the maximum extent possible, including providing a safe work environment and appropriate safety equipment for all project participants and ensuring safe access to project work sites.

11. Permits and insurance

It is the responsibility of the applicants to ensure that they have all the necessary approvals and permits that are required to lawfully undertake any works.

Applicants must also ensure that they hold appropriate levels of insurance.

12. Taxation and Financial Implications of Grant Funding

Grants under the Program attract GST. Payment amounts specified in grant agreements will include the amount of GST payable.

The receipt of funding from this program may be treated as income by the Australian Taxation Office (ATO).

While grants are typically treated as assessable income for taxation purposes, how they are treated will depend on the grantee's particular circumstances.

It is recommended that applicants consider seeking independent advice about the possible tax implications for receiving a grant under the Program from a tax advisor, financial advisor and/or the ATO, prior to submitting an application.

13. Confidentiality

The relevant parties, including the TFGA, DPIWPE and individual(s) on the Grants Assessment Panel, will use and disclose the information provided by applicants for the purposes of discharging their respective functions under the Program Guidelines. Information received in applications and during the performance of the Program may be used for reporting and evaluation purposes.

14. Publicity of Grant Assistance

As the funding provider, the Tasmanian Government is accountable for the distribution of those funds. As part of the accountability process, the Government or DPIPWE may publicise the level of financial assistance, the identity of the recipient (with permission), and the purpose of the financial assistance.

15. Personal Information Protection

Personal Information will be managed in accordance with the *Personal Information Protection Act 2004*. This information may be accessed by the individual to whom it is related by request to the appropriate organisation to which the grant application was submitted.

16. Helpful Technical Advice

The regional natural resource management strategies provide a wealth of information and identify priorities for natural resources across the state. At the rear of each there are “Knowledge Gateways” which also provide helpful avenues on sourcing information and advice for on-ground works planning and practitioners..

<https://www.nrmsouth.org.au/wp-content/uploads/2014/08/NRM-Strategy-SOUTH-2015.pdf>

https://api.nrmnorth.org.au/serve-resource/Appendix_1_NRM_North_Strategy/

https://issuu.com/cradlecoast01/docs/cradle_coast_regional_nrm_strategy_?e=34220803/64176333

17. Enquiries and Contact Details

Any enquiries on the Program, and for further information on the grants and application process, should be directed to:

Tasmanian Farmers and Graziers Association

Landcare Action Grants

Email: landcare@tfga.com.au

Phone: 6332 1800



Tasmanian
Government

Natural and Cultural Heritage Division

Department of Primary Industries, Parks, Water and Environment

Level 8, 59 Liverpool Street
HOBART TAS 7000

Email: naturalheritage.policy@dpiuwe.tas.gov.au

Website: www.dpiuwe.tas.gov.au