**2015-16 Community Grants Program – North Central Victoria**

**Landcare Network Grant Application Form**

***These grants are proudly funded by the Australian Government’s National Landcare Programme and the Victorian Government’s Victorian Landcare Grants.***

# Completing this Landcare Network Grant application form

Complete pages and submit with supporting documentation to the North Central CMA for assessment. This application form should be read in conjunction with the *2015-16 Community Grants Program – North Central* *Victoria* regional guidelines. The guidelines provide important information about project eligibility and advice on how to complete this application form.

**Contact details**

For further information or assistance in completing your application, please contact the North Central CMA on:

Postal address: 628-634 Midland Highway (PO Box 18), Huntly VIC 3551

Email: [landcare@nccma.vic.gov.au](mailto:landcare@nccma.vic.gov.au)

Phone: (03) 5448 7124

Website: www.nccma.vic.gov.au

The project team will also be available at the North Central CMA’s Huntly office by appointment.

**Submitting application**

**Applications close 5.00 pm Friday 14 August 2015.** **Late applications WILL NOT be accepted.** They should be submitted via:

Email: [landcare@nccma.vic.gov.au](mailto:landcare@nccma.vic.gov.au)

Post: North Central CMA, PO Box 18, Huntly VIC 3551.

# Landcare Network Grant Application

# 1. Applicant details

Landcare Network name: Upper Campaspe Landcare Network

Contact person: Sandy Scheltema

Postal address: P.O Box 1248

Phone number: 0408722997

Email: uclandcare@gmail.com

Landcare Network incorporation number: #AOO119

ABN: 71 437 573 716

Is your Landcare Network registered for GST? Yes

# 2. Insurance

Is your Landcare Network insured? **Yes**

If yes, insured through **FTLA**

Have you attached a copy of the Insurance certificate of currency?  Yes no No

**Note:** A copy of the Certificate of Currency or ‘Confirmation of Cover’ of insurance must be provided, unless you are insured through the FTLA (the FTLA will provide a list of current members to the North Central CMA).

# 3. Previous project funding

Is this a new or ongoing project? **New**

Does your Landcare Network have carry over Victorian Landcare Grant funds?

2014-15  Yes  No

Previous years  Yes  No

If so what is the amount of funding left over and from which year? $      Year

**Note:** All unused Victorian Landcare Grant funding prior to 2014-15 must be returned to the North Central CMA. The money will be added to this year’s funding pool. If your group has any outstanding reports due to the North Central CMA (except 2014-15) then funding will be withheld until final reports are received.

Have you received funding from another CMA or any other source for this project?

**No**

If yes, please include this information in your project budget in this application.

# 4. Supporting Landcare in North Central Victoria survey

Please confirm that you have completed the ‘*2015 Supporting Landcare in North Central Victoria*’ survey?

Not completed but discussed with Tess Grieves 31 July 2015 (email attached) – Survey not received and was unable to be completed by the time this application was due with our facilitator being on annual leave. It is a priority for the Network and will be completed when our Facilitator returns from leave.

**Note:** Further information is available in the guidelines about how to complete the survey if you have not yet done so.

# 5. Applicant declaration

On behalf of the Landcare Network we understand that this is an expression of interest only and that final approval will be subject to funding availability and project suitability. Funding is not available for work completed prior to project approval and the signing of an agreement.

If you, or a member of your Landcare Network are employed by the Australian or Victorian Government (e.g. Parks Victoria, the North Central CMA) and works proposed in this application are occurring on your private property you **must** declare a conflict of interest when submitting the project grant application.

Successful Landcare Networks will be required to enter into a signed agreement with the North Central CMA. The agreement will be a legal document. By signing the agreement your Landcare Network will be agreeing to abide by the terms and conditions of the agreement.

We declare that the Landcare Network has been consulted about the details of this application and have agreed to apply for the above specified grants. We confirm that the information provided is correct and complete and certify that the necessary approvals required by our Landcare Network have been granted for the project to proceed.

**Name:** Sophie Bickford

**Position:** Upper Campaspe Landcare Network Committee Member

**Date:** 8 August 2015

**Office bearer’s signature:**  

**Name:** Sandy Scheltema

**Date:** 31st July 2015****

***Privacy***

*Personal information supplied by you is collected, stored and maintained for the purpose of administering this grant process. This information may be disclosed to relevant government organisations or other agencies for the sole purpose of administering the grant for which the information was collected. The information collected is not traded, sold, licensed nor used for commercial marketing purposes. You have the right to access this information. Sites are to be made available for auditing, monitoring or demonstration purposes at the request of CMA staff.*

# 6. Project information

**Project title**: UCLN Building Links to the Future: Action Planning Upper Campaspe-region Biolink and Buffer Cluster Projects

**Project aim(s)**:

1. To provide a strong foundation for long term collaboration between member groups of the network
2. To develop Action Plans for two areas - ‘Coliban Connections’ and ‘Cobaw-Macedon to Campaspe’ Action Plans.

This project aims to build our local knowledge base and develop action plans for coordinated and strategic long-term landscape-restoration. It will focus the member Landcare groups efforts around significant ecological assets and improve their capacity to undertake on-ground works.

**Project Partners:**

List all the Landcare Network member groups involved in this project:

Woodend Landcare; Malmsbury Landcare; Tylden Landcare; Carhlsrue Landcare; Friends of Bald Hill; Newham Landcare; Trentham Landcare; Ashborne Landcare

List all other project partners (e.g. local council, university):

NCCMA, Hepburn Shire Council, Macedon Ranges Shire Council, Coliban Water;

**Land ownership**

Is your proposed project site/s on:

Public owned

Privately owned

Both

***Note:*** *You are required to have permission from the land manager for any project that includes on-ground works. Please refer to section 14 and ensure you have sought approval prior to submitting this application.*

No physical on ground works are planned as part of this project other than the Walk and Talk events. As part of the process is to identify wherethese events are best held, it is not possible to identify the landholder at this stage. Permission will be sought at the appropriate time, and the events will be constructed to ensure we only visit sites where we have permission.

**Project site**

Where is your project located?

|  |  |
| --- | --- |
| Melway or Vic Roads reference | Various – see below |
| Nearest town/locality | Various – Trentham, Kyneton, Malmsbury and Woodend |
| Local council | Macedon Ranges Shire Council and Hepburn Shire Council |

Please attach a scaled map and/or aerial photograph if your project includes on-ground works.

All maps should show the site/sites where on-ground work will be undertaken. If there are multiple sites then mark them ‘site 1’, ‘site 2’ etc and provide an itemised description of the proposed works at each site and the size of the area. Refer to the ‘Mapping’ section (Appendix C) in the guidelines for further advice.

**Are you seeking funding from other investors to support this project?**

We are not seeking funding from other investors at this stage as the project has only recently been brought together. However the UCLN Committee will be looking into other potential funding sources to support its member group capacity building objectives and actively seeking further financial support for them (eg Landcare Australia; Philanthropic Trusts including Wettenhall Foundation and Helen Macpherson Smith Trust).

# 7. Project Manager’s contact details

Name: Sandy Scheltema

Postal Address: P.O Box 1248

Phone Number: 0408722997

Mobile: 0408722997

Email: uclandcare@gmail.com

# 8. Project description

# Provide a description of your project. The description should include any on-ground works and capacity building activities that you plan to deliver and how these activities build the capacity of the Landcare Network.

# *Maximum word limit: 500 words.*

A number of Landcare groups of the Upper Campaspe Landcare Network met to discuss the merit of working collaboratively in priority landscapes identified in the UCLN Strategic Plan. They identified 2 areas where an alignment of their efforts, and the development of partnerships with other key stakeholders, would result in greater ecological outcomes, including functional connectivity and increasing and improving habitat for threatened species and ecological communities, at a landscape scale:

* The Upper Coliban Corridors incuding the Coliban River from its headwaters to Malmsbury Reservoir, the Kangaroo Creek, the Little Coliban River and other creeklines feeding into the Upper Coliban.
* Cobaw – Macedon Ranges to Campaspe Connections

Greater knowledge of the values, their ecology and threats to them within priority landscapes was identified by the Landcare group representatives as being the key to increasing the capacity of groups to strategically target their actions.

This project will further develop the capacity for the landcare groups to work strategically and collaboratively across these priority zones, and act as pilots in developing capacity building processes for other priority zones identified in the UCLN Strategic Plan.

It will do this through holding a series of action planning workshops that bring together ecological expert knowledge with community knowledge in each area. The workshops will involve walking selected representative stretches of the zones (eg reaches of the river) identifying and documenting existing values, threats and conservation opportunities. The workshops will be lead by a river ecologist, terrestrial ecologist and local indigenous representative who will discuss and impart their knowledge of the areas. Facilitated planning sessions will be incorporated into the field workshops.

The workshops will be supported with mapping and knowledge from a desktop study that will collate existing spatial information on conservation and landuse issues, prior survey work and threat information.

The field-based learning sessions and collaborative discussions will result in the development of action plans with clear project objectives, management strategies and strategic actions that are based on:-

* Local community knowledge of the social, economic and environmental dynamics of the zones,
* Scientifically sound information on conservation values and ecological systems,
* Key species habitat and connectivity requirements,
* Local indigenous economic, social and spiritual values of this landscape,
* Key ecological processes supporting the maintenance or reconstruction of biodiverse and resilient ecosystems,
* Significant threats,
* Conservation opportuntities,
* Best practice management actions.

An evaluation framework will be developed for the project and evaluation will be undertaken after the workshops have been run and the Action Plans have been developed. Outcomes will be collated and used to inform on-going network capacity building activities.

The project will increase the capacity of individual landcare groups by enhancing knowledge, awareness and skills. On-ground works by the groups will be facilitated by the provision of an Action Plan to guide future activities. The development of long-term projects with inspiring visions will result in the recruitment of other community members to Landcare, thus strengthening individual groups and the network.

# 9. Project’s strategic alignment

# Please explain how this project delivers on the Landcare Network’s strategic plan or aims to develop a strategic plan for the Landcare Network. Furthermore, how does your project link with other local, regional, state and national plans or strategies.

# *Maximum word limit: 400 words.*

# UCLNs recent strategic planning process identified a number of priority zones in the Upper Campaspe region for maintaining and restoring landscape-scale connectivity and ecological function. The areas were based upon (i) the values that individual landcare groups are already motivated by and managing (2) principles of connectivity science.

# This project focuses on two of those priority zones; the Upper Coliban River to Malmsbury Reservoir and the other around the Cobaw-Macedon Ranges Biolink and surrounding connections to the Campaspe River. The UCLN Strategic Plan identifies the need for: fine-scale planning within the priority zones, refinement of assets within them, identification of threats to them and the development of zone action plans.

# The Coliban River is a priority waterway asset in the North Central Catchment Regional Catchment Strategy 2013-19 with the objective of improving the condition of the Coliban River from moderate to good (based on Index of Stream Condition) by 2050. The project’s objectives align with the aims of the North Central CMA Waterway (2014) and Victorian Waterway Management Strategy (2014) for govt – community partnership approaches to maintain or improve the condition of rivers, estuaries and wetlands.

# The Cobaw- Macedon Campaspe Connections takes in part of the Daylesford-Wombat and Kyneton Woodlands Priority Biodiversity Assets, identified in the NCCMA RCS 2013-19. It takes builds connections to the upper reaches of the Campaspe River, a priority waterway in the 2014 North Central CMA Waterway Strategy.

# The priority zones considered in this project take in remnant EPBC Listed Victorian Volcanic Plains Temperate Native Grasslands and Grassy Eucalyptus Woodlands and align with as well as other threatened EVCs including Plains Grassy Woodland; Grassy Woodland; Valley Grassy Forest; Damp Sands Herb-rich woodland and Riparian Woodlands.

# The project aligns with a number of the pest plant and animal control and native flora and fauna objectives involving working with Landcare and other stakeholders in the Coliban Water’s Drinking Water Storage and Management Plan 2014-2019.

# 

The project directly aligns with Macedon Ranges Shire Council Planning Schemes objective to protect the Cobaw Link (between the Cobaw and Macedon Ranges). It also aligns with Macedon R. Shire Councils Weed and Pest Animal Strategy in taking asset based and local community capacity building approaches to weed and pest control. It supports aspects of the Open Space Strategy 2014, focusing on protecting Bushland Reserves and buffers surrounding them. It likely relates to the Macedon Shires Roadside Vegetation Strategy.

# 10. Project outputs

# Funding recipients will need to report against the outputs outlined below at the end of their project period. For each activity you are involved in, you need to state the quantity of work you expect to achieve.

| **Outputs** | **Quantity** |
| --- | --- |
| Fence | km |
| Vegetation  Native Indigenous modify (top-up revegetation, i.e. additional plantings in remnant native vegetation)  Native indigenous establish (new planting of native indigenous plants in a non-vegetated area e.g. paddock shelterbelt) | Ha        Ha |
| Pest animal control - Rabbit | Ha       No. sites |
| Pest animal control - Fox | Ha       No. sites |
| Weed control - Please specify species name  -  -  -  - | Ha       No. sites        Ha       No. sites        Ha       No. sites        Ha       No. sites |
| Plan - Community driven plan/ Action plan   * + Workshop Implementation Plan   + Colban Action Plan   + Cobaw Action Plan | No.  3 |
| Engagement event - Awareness raising project/activity/event - Please specify   * + Development of the Workshop Implementation Plan will necessarily lead to numerous meetings between member groups, both raising skill levels and sharing knowledge   + Colban Walk and Talk – the knowledge shared by the facilitarors will benefit individuasl group members as will the transfer of local knowledge back to the facilitators   + Cobaw Walk and Talk – the knowledge shared by the facilitarors will benefit individuasl group members as will the transfer of local knowledge back to the facilitators | No.  3  No. |
| Engagement event - Skills and training project/activity/event - Please specify   * + as detailed above, the engagement events will also provide ample opportunities for increasing personal skills | No. 3  No. |
| Publication - Community group publicity material - Please specify   * + Promotional material will be provided to the groups for distribution to their membership   + At least two local media press releases are planned to to put and keep the Biolink concept before the local community | No. 3  No. |
| Agricultural Practices – trialling of new practices  Dryland  Irrigation | Ha.  Ha. |
| Agricultural soil treatment  Biological (e.g. compost tea)  Chemical (e.g. liming)  Mechanical (e.g. deep ripping) | Ha.  Ha.  Ha. |
| Other (*For example project signage, monitoring using photo points)*  -  -  - |  |

# 11. Project budget

Please provide costs for all outputs you plan to deliver, as outlined in section 10 of this application form.

|  |  |  |  |
| --- | --- | --- | --- |
| **Output** | **Task** | **Grant funding**  **(ex GST)** | **Other cash or in kind contribution** |
| Priority zones planning knowledge base and maps | Fine-scale planning Base Maps and online mapping set up: Zone boundaries; land tenure; property boundaries; EVCs; Species records; threatened sp lists; roadside veg; | $1800 | $3600 (Volunteer labour surveying roadsides 20hr X $30 per hour and K Lust full vegetation survey and reports $3000) |
| Workshop implementation plan | UCLN subcommittee meetings to develop detailed workshop implementation plans including strategy for engaging with key stakeholders including landowners | $0 | $1620 (3 meetings at 2 hours each @ $30 per hour, rep from each LC group) |
| Promotional material | Develop and diseminate promotional material | $1000 |  |
| Workshop delivery | Implement Field-based engagement, knowledge and planning events: 2 walk and talk and action planning workshops including   * Facilitator – Natalie Moxham * Grassland/Woodland ecologist (Paul Foreman) * River restoration ecologist * Indigenous expert (Ricky Nelson) | $9,000 | $14,400 (30 volunteers at 2 x 8 hour workshops at $30 per hour)  Cash contribution from Groups and Network $1900 |
| Coliban Connections Action Plan and Cobaw-Macedon Action Plan | Consultant to write up and mapping of Workshop outcomes - UCLN subcommittee to review | $1800 | $2070 (6 hours @ $30 per hour from a rep from each lc group and 2 days for Sophie to incorporate changes) |
| Project evaluation plan |  |  | $1500 (50 hours @ $30 per hour from Project Mangement Team) |
| Project management |  | $900 | $900 (10 hours each from 3 volunteers @ $30 per hour) |
| **Total** | | **15,000** | **27,090** |

***Notes:***

1. ***GST:*** *Do not include GST in project budgets. All costs should be exclusive of GST. If you group is not registered for GST, the group will have to cover the GST costs.*
2. ***Contractors:*** *Please provide quotes from contractors.*
3. ***Project management cost:*** *limited to**up to 15% of the grant funding sought.*

# 12. Project work plan

Outline the main activities to be undertaken from November 2015 to October 2016.

|  |  |
| --- | --- |
| **Date** | **Task** |
| Early November 2015 | Project agreement received, signed and returned |
| November 2015 – Feb 2016 | Workshop implementation planning |
| Early November 2015 | Commence Desktop analysis – expected completion Dec 2015 |
| Early March 2016 | Prepare and release promotional material |
| March 2016 | Desktop study and mapping completed |
| March 2016 | Prepare and release promotional material |
| Autumn 2016 | Workshops – 2 x Facilitated Walk and Talk events |
| June 2016 | Prepare Action plans – complete by mid July 2016 to be available for member group reference in 2016/17 grant round |
| August/Sept 2016 | Final reporting and Acquittal |

# 13. Monitoring

# You will be required to report on the success of your project at its completion as part of a final report. Please describe how you will measure the effectiveness of the project?

The ultimate test of the success will be the delivery of on ground works by the member groups in future years, however the feedback from both the Facilitators and Member groups and individuals participating will all be sought and compiled into our final report. Feedback will also be sought from potential partner organisations such as Coliban Water and will be valued when assessing the success of our activities. Copies of local media coverage of our events will also be included as demonstration of community engagement.

# 14. Consultation, permits, approvals and compliance with legislation for on-ground works

**a. Land Manager**

Are proposed works on public land?

No physical on ground works are planned as part of this project other than the Walk and Talk events. As part of the process is to identify wherethese events are best held, it is not possible to seek permission of the landholder at this stage. Permission will be sought at the appropriate time, and the events will be constructed to ensure we only visit sites where we have permission.

Yes (seek public land manager approval and fill in declaration below)

No (please list all private landholders and get participants to sign)

Both

**Note:** Applicants must list the land managers involved in the project. If it isn’t possible to obtain written approval from the land manager prior to submitting the application, written approval must be received prior to payment of grant funding.

Declaration by land manager

As the responsible officer representing the manager of this public land, I declare that:

* I am authorised to give permission on behalf of the land owner/manager
* I have provided evidence of this authorisation
* I agree that the project described in this application can be undertaken on the project site in accordance with relevant occupational health and safety requirements
* It is agreed that the land owner/manager will maintain the project site for a minimum of five years after completion of the works undertaken during the project.

Name of person contacted:

Position:

Organisation:

Phone number:       Mobile:

Signature:

Participating landholders list

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Name** | **Site no.** | **Address** | **Has the landholder agreed to the project?** | **Signature** |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
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|  |  |  |  |  |

**b. Aboriginal Cultural Heritage**

Does your project involve works that cause disturbance of earth?  Yes  No

If yes, what steps have you taken to minimise harm to Aboriginal cultural heritage sites?

*Note: If your project is successful and in an area of cultural sensitivity, you will be required to provide a written plan demonstrating cultural heritage compliance prior to grant payment.*

**c. Native vegetation**

Native vegetation is defined as plants that are indigenous to Victoria, including trees, shrubs, herbs and grasses. Sometimes Landcare projects include works that may result in the removal, destruction or lopping of native vegetation (such as warren or burrow ripping).

Does your project negatively impact on native vegetation?

Yes

No

If yes, do you require a permit from your local council to carry out the project?

*Note: If you don’t need a permit you will need to show that this is the case. By providing a map or a copy of correspondence that clarifies the approval or an exemption. If your project is successful and you require a permit, you will be required to provide a copy of the permit prior to grant payment.*

**d. Invasive plants and animals**

Does your project control invasive plants and animals?

Yes

No

If your project does involves control of invasive plants and animals, have you consulted your local Department of Economic Development, Jobs, Transport and Resources Biosecurity Officer?

Name of person contacted:

Provide a brief summary of the issues discussed:

If no contact has been made, why?

**e. Works on Waterways**

Does your project involve on-ground works that may impact directly on the bed or bank of a waterway?

Yes

No

If yes, does your project require a ‘Works on Waterways’ permit?

*Note: If your project is successful and you require a ‘Works on Waterways’ permit, you will be required to provide a copy of the permit prior to grant payment.*

# 15. Checklist – Application form completed

Please ensure that all relevant sections of your application are complete. If unsure, please contact the North Central CMA for assistance by emailing [landcare@nccma.vic.gov.au](mailto:landcare@nccma.vic.gov.au) or calling (03) 5448 7124.

**Applications close 5.00 pm Friday 14 August 2015. Incomplete and late applications WILL NOT be accepted.**

Have you attached a copy of your group’s Certificate of Currency of insurance? (Unless you are insured through the FTLA, the FTLA will provide a list of current members to the North Central CMA).

Has your Landcare Network completed the *2015 Supporting Landcare in north central Victoria* survey?

Have you obtained project sign off from an office bearer of the Landcare Network?

Have you attached quotes if your project involves a contractor?

Have you attached a scaled map and/or aerial photograph if your project includes on-ground works?

Have you attached an indigenous plant species list attached if revegetation is part of the project? (Unless the site has altered conditions e.g. salinity and tolerant plants are required, please list).

Have you obtained necessary land manager approvals for on-ground works and listed all participating landholders?

Have you identified necessary advice, approvals and permits for on-ground works to ensure compliance with regulations? For example, ‘Works on Waterways’ permits, cultural heritage protection etc.