



East Gippsland **Water**

Native Vegetation and Habitat Creation Grants Program

As part of East Gippsland Water's commitment to environmental sustainability within the region, we have developed a Native Vegetation and Habitat Creation Grants program which is open to all educational and community groups within our service region.

Grant applications can be made for projects of any size or cost which meet our native vegetation and habitat creation criteria (see over), with an expected allocation of \$90,000 to the program each year.

With the completion of such projects, we are aiming to improve the liveability and environmental resilience of our region.

Grants are now open with applications closing 4.00pm Friday 16 July 2021. Successful applicants will be announced Friday 13 August 2021 and published on our website and in our 'In the Flow' page in the East Gippsland News.

For all general enquiries, please contact James Sanford or Ronan Carroll at our Bairnsdale Office on 5150 4444; or alternatively email grants@egwater.vic.gov.au



APPLICATION FORM

APPLICANT DETAILS

Applicant Name: (School/Community group*)

* must be a registered group (have an ABN or operate under the auspices of an incorporated organisation).

Contact Details:

Primary Contact Person:

Contact Number:

Postal Address:

Email:

Secondary Contact Person:

Contact Number:

Postal Address:

Email:

How did you find out about this program:

EGW Website

Local Paper

Word of Mouth

In The Flow

On Tap Newsletter

Other

SELECTION CRITERIA

- Project must be undertaken within an East Gippsland Water's water service area.
- Native Vegetation projects must plant species that are local to the area being vegetated.
- Created habitats must be for local native species.
- Project must be sustained for at least two years after completion.
- Project has support from local community / stakeholders.
- The project must show benefit to the local community or landscape.
- The project must be achievable within the time frames and budget.
- The project must have land owner consent (supplied with application)



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APPLICANT DECLARATION

I declare that:

- all details of this application are true and correct
 - the project site is owned by the project applicant or the applicant has written permission for the project to be undertaken (attached to this application)
 - the applicant is committed to sustaining the project for at least the next two years
 - the applicant is committed to completing the specific project for which support is being sought within the time frame outlined in the application
- I have completed and attached the Application Form, including a signed copy of the Eligibility, Terms and Conditions; and attached your public liability and personal accident insurance.
- I give permission for East Gippsland Water to use photographs of the project provided, and to take additional photographs of the project for use in annual reports, website, newsletter and other communication materials.

NOTE: Please let us know if individuals are not able to be photographed.

Primary Contact Person: _____

Signature: _____

Date: _____

SUBMISSION OF APPLICATIONS

Applications must be submitted by 4.00pm Friday 16 July 2021 and will be accepted by the following methods:

Mail: EGW Grants, PO BOX 52, Bairnsdale VIC 3875
Email: grants@egwater.vic.gov.au
In Person: EGW Head Office, 133 Macleod Street, Bairnsdale VIC 3875

PROJECT DETAILS

Project Name: _____

Applicant Group: _____

Project Location:

Please attach a map. Project location must be within EGW water service area



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Does the project provide a benefit to the local area? Please provide details

Your project focuses on:

Native Vegetation*

Habitat Creation

Both

*Refer to <https://www.environment.vic.gov.au/native-vegetation/native-vegetation> for information on Victoria's Native Vegetation requirements.

Project Description:

A summary of your project and a description of what your group expects to achieve on completion. (Max. 200 words)

Supporting material such as electronic media, posters and photos can be supplied.

When do you expect to commence your project?	When do you expect to complete your project?
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Project time line:

Briefly describe the project plan outlining timelines and activities. Also indicate any risk and contingency plans for weather, personal changes or other factors.

Is this an: Existing project New project

Are you partnering with anyone to complete this project? Yes No
E.g. Local Landcare, CMA, school, community group?

If yes who are you partnering with:

Please provide contact details:

Name: _____

Contact Phone: _____

If there is local support for the project, please attach any supporting materials or other documentation, letters etc.



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COST BREAKDOWN

Estimated Total Project Cost: \$ _____

Cost breakdown for project:

Please outline items and rough costings. Examples include but are not limited to; shovels, plants*, fencing, weed matting, items for habitat creation, soil wetting agents, irrigation equipment, tree guards, nest box building equipment, etc.

*Please include plant species list.

Item	Cost	Item	Cost
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$

Are you looking to seek additional funding over the period 2020-2023 for this project?

Yes No

If you are seeking additional funding, please provide a breakdown of costs per year in the following table.

Cost breakdown for future funding.

Year	Cost	Items
	\$	
	\$	
	\$	



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Have you completed a project like this before? Please provide details

Any additional information you would like to add to your application?

Please Note: ALL applications submitted will be assessed against criteria as outlined in the Application Form. Funding is not guaranteed.



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ELIGIBILITY, TERMS AND CONDITIONS

- A. East Gippsland Water is the grant facilitator and will distribute funding to successful applicants to enable the Native Vegetation or Habitat Creation project to be undertaken.
- B. The Applicant is the grant recipient and project manager. It is their responsibility to undertake the project and provide accurate progress/completion reports and acquittal information to East Gippsland Water as required.

For a project application to be eligible for consideration and assessment the applicant group must: (tick as appropriate)

- Be an educational facility or community group
- Be incorporated or operate under the auspices of an incorporated organisation
- Have current public liability (\$10M) and person accident insurance (or operate under the auspice of an organisation that carries such insurance)
- Provide a copy of the certificate of currency for public liability and personal accident insurance
- If previous grants have been successfully applied for, has the applicant submitted all relevant reports (if applicable).
- All project costs, including incidentals and implementation costs, must be accounted for in the initial application including Project Management costs (maximum of 10% of total budget).
- The grant must be used solely for the project outlined on the application form. Any changes to the project must be approved by East Gippsland Water prior to implementation or action.
- East Gippsland Water is to be mentioned in all advertising, media releases, promotion, marketing material and social media posts for the project. All media tracking is to be detailed on project progress reports. East Gippsland Water will supply a copy of their logo for publicity use.
- All media releases, advertising, promotional or marketing material must be passed through East Gippsland Water (Community Engagement Team) for approval prior to being released. East Gippsland Water reserves the right to amend the above as required.
- The applicant will consult with all stakeholders and written consent will be provided as part of the application process.
- It is the responsibility of the Applicant to be aware of laws and protocols that regulate the way they undertake the project. These laws may include but are not limited to:
 - a. Working With Children - <http://www.workingwithchildren.vic.gov.au/>
 - b. Indigenous Cultural and Intellectual Property
 - c. Privacy Issues
 - d. Equal Opportunity



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- e. Antidiscrimination
- f. Affirmative Action
- g. Native Vegetation – reference <https://www.environment.vic.gov.au/native-vegetation/native-vegetation>
- The Applicant acknowledges that East Gippsland Water is required to comply with the Charter of Human Rights. The Applicant agrees to comply with the Charter of Human Rights in the same manner and to the same extent as East Gippsland Water.
- The project must begin within three months of the predicted commencement date outlined on the Application Form.
- A progress report must be provided every six months for the life of the grant. This report will be provided via the template provided by East Gippsland Water. Additional pictures, information and presentations can be provided as relevant. If the project will run for less than six months, only a completion report will be required to be submitted.
- At the completion of the project a completion and acquittal report must be submitted via the template provided by East Gippsland Water. Additional pictures, information and presentations can be provided as relevant.
- East Gippsland Water will NOT project manage Native Vegetation or Habitat Creation programs undertaken within the grants program.
- Once a project has been approved, East Gippsland Water will pay the total invoice amount for that particular financial year.
- If the applicant breaches conditions of the grant East Gippsland Water will withhold any further project funding. The applicant will be required to repay East Gippsland Water the funds equal to that of the grant invoices outlaid for the project.

Declaration and acceptance of the terms and conditions of the East Gippsland Water's Native Vegetation and Habitat Creation Grants Program.

Name:

Date:

Signature:
