



Southern Incentives 2010-2011

Weeds of National Significance

Guidelines

ALL WORKS MUST BE COMPLETED BY 31 March 2011

South Coast Natural Resource Management invites applications for on ground activities through Southern Incentives 2010-2011.

Southern Incentives grants are for projects designed to improve the condition and amenity of assets located in the South Coast region of Western Australia. South Coast NRM aims to achieve this goal through building and maintaining partnerships with land managers, community groups, educational institutions, non-government organisations and other not-for-profit organisations.

This guide describes:

- the activities and types of projects that may be funded;
- the criteria that applicants must meet to be eligible to receive funding; and
- how to complete and submit an application

Southern Incentives Objectives

Weeds of National Significance

Applicants are encouraged to undertake a range of activities to address natural resource management issues in an integrated way. Southern Incentives 2010-2011 funds on-ground works that are not undertaken in isolation, but complement previous works or form part of a larger strategy or management plan.

The broader aim is to support biodiversity protection, through reducing Weeds of National Significance (WONS). Weeds of National Significance known to occur in our region are Gorse, Boneseed, Lantana, Tamarisk, Bridal Creeper, Blackberry and Willows. A full list of WONS can be found at <http://www.weeds.org.au/natsig.htm>

Priority will be given to those projects which:

- Treat WONS with limited distribution in the region such as Gorse, Lantana, Tamarisk or Boneseed
- Treat more than one WONS
- Are treating an infestation located some distance from other populations
- Align with a management plan or strategy.
- Have a high likelihood of successful rehabilitation due to on-going management activities

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Where projects can be undertaken

Projects are to be located within the South Coast region of WA which includes the Shires of Denmark, Plantagenet, Cranbrook, Tambellup, Broomehill, Gnowangerup, Jerramungup, Ravensthorpe, Esperance, and the City of Albany and includes some parts of the Shires of Kojonup, Manjimup and Kent.

Ineligible Activities

- Retrospective works
- Funds may not be used to treat weeds other than Weeds of National Significance.

Funding Amounts, Rates and In-kind Contributions

- Grant applications of up to \$10 000 (GST exclusive) will be considered.
- The indicative funding rate is up to 66% of cost
- In-kind contributions can include, but are not restricted to site planning, in-kind labour, travel and machinery

General Conditions

All project applications must comply with the following:

- All media articles must acknowledge funding providers.
- Land owners/managers will be required to apply occupational health and safety and visitor risk safety standards to all works.
- Land owners/managers must ensure that appropriate standards of human resource management based on the Principles of Natural Justice that encourage merit, equity and probity are implemented. The Western Australian Public Sector Standards in Human Resource Management should be considered as the minimum standard required where an award does not exist.
- Land owners/managers will be required to maintain sufficient insurance, including but not limited to workers' compensation and/or personal accident insurance, public liability insurance and appropriate vehicle insurance whilst conducting activities funded by South Coast NRM.
- The laws applicable to any Agreement shall be those in force in Western Australia and, where relevant, the laws of the Commonwealth of Australia.
- All activities requiring a permit or involving works on land registered as Indigenous Heritage sites will need to provide evidence of consultation on this matter. South Coast NRM wishes to protect sites of significance to Indigenous people. If a Department of Indigenous Affairs site enquiry has indicated that there may be sites of significance within 1km of the proposed works, South Coast NRM staff may need to undertake a survey the site (with landholder's permission), to ensure that works will have no negative impact on the site and to recommend any alterations to project design if needed.
- Successful applicants will be required to carry out activities within the time frame specified in the Agreement. Funding not utilised for the agreed work is to be refunded to South Coast NRM.
- Successful applicants must maintain accurate records relating to approved funding including but not limited to financial details such as receipts and expenditure.
- Applicants undertaking weed works will enter into a 2 year agreement to conduct follow up weeding of the site.

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Guidelines to Completing the Application Form

Numbers in this section relate to numbers on the application form and details provided here are designed to assist with completion of the various sections contained within the application. If you require further assistance please contact Pip Tilbrook at South Coast NRM on (08) 9845 8537.

1. PROJECT TITLE – Write a descriptive title of the project in ten words or less. (eg. Blackberry removal from Clare Creek)
2. APPLICANTS – This section identifies all the parties involved in the project. In the case of privately owned land, the land owner's details must be included in this section. If the land is public land (eg. reserve) then the land manager must be listed (eg. Shire of Wallington)
 - i) NAME OF LAND MANAGER/OWNER – (eg. farm manager, local council, land owner)
 - ii) COMMUNITY GROUP – (eg. Friends of Wallington Reserve)
 - iii) OTHER AUTHORITIES OR GROUPS INVOLVED IN THE PROJECT – (eg. Clare Creek Bush Carers Group)
3. CONTACT PERSON – This is the lead applicant who will be contacted if further information is required. All details are to be included to ensure contact can be made when required. If the lead applicant is not the owner of the property, a letter from the land owner/manager must be lodged with this application giving permission for the project works on their land
4. PROJECT LOCATION – Name of project site, nearest crossroad, distance and direction to nearest town, name and postcode of that town. Please attach a site map.
5. PROJECT OBJECTIVE – This is a brief description of the intended works (eg. to control 10ha of blackberry from the banks of Clare Creek in Wallington Reserve).
6. IDENTIFY ASSET – Provide a description of the asset (bushland, farmland) that is being targeted (eg. 25ha of good condition remnant Tingle Forest in Wallington Reserve, which includes 4km of the upper reaches of Clare Creek. This remnant is an important habitat for the endangered Bailey's Frog and home to the priority listed Golden Drop orchid **OR** 25ha of productive cropping land in the Juliuip area.)
7. IDENTIFY THREAT – Provide a description of the threat including the species you are planning to treat. (eg. blackberry has become established along Clare Creek. The infestation has been increasing annually and is now found in isolated patches throughout the reserve. This is impacting directly on the Golden Drop Orchid by reducing areas it now can be found in. The closest infestation of blackberry is located 5km away along Blair River adjacent to the intersection of Blair River Rd and Jasper Rd.)
8. IDENTIFY PROXIMITY OF WONS INFESTATION TO OTHER INFESTATIONS – Clearly identify how close your proposed project is to other infestations. Outlying or isolated infestations that have a greater chance of eradication will be viewed favourably.
9. PROJECT DESCRIPTION – This is a detailed description of the project giving the where, why, what, when and how of the project.
10. ONGOING MANAGEMENT – What ongoing management actions will you be undertaking to ensure the site is not reinfested? A commitment to minimum of a two year maintenance program is required.
11. RELATIONSHIP OF THE PROJECT TO A MANAGEMENT PLAN, REGIONAL NATURAL RESOURCE MANAGEMENT PLAN OR STRATEGY. – Identify how this project relates to any management plan, catchment plan, regional plan etc

12. INDIGENOUS CONSULTATION AND INVOLVEMENT – An Aboriginal Heritage Site Enquiry must be lodged along with the application form and these can be obtained online from the Dept of Indigenous Affairs. <http://www.dia.wa.gov.au/AHIS/Default.aspx>

13. DIEBACK MANAGEMENT – How do you propose to minimise the risk of spreading dieback while undertaking works for your project? If an area has a dieback-free status indicate how disease status has been determined. What strategies have you put in place? (eg The reserve is dieback-free as determined by DEC mapping. We intend to only work in the reserve when conditions are dry. In addition to this all equipment, soil or materials brought on site will be dieback-free. The project officer has a dieback hygiene kit and will ensure that all workers will clean boots and tools before entering the bushland. The seedlings will be purchased from Zamia Nursery which is an accredited plant provider.) A Dieback Hygiene Planning sheet can be downloaded from the South Coast NRM website to assist you with this question.

14. TECHNICAL ADVICE – If you sought technical advice to assist you with designing this project please include details of who assisted you, the agency they are employed by or organisation they are affiliated with.

15. GPS LOCATION OF WORKS, SITE CONDITION AND SCOPE OF WORKS – A GPS reading is required for each project site. Indicate the site condition and attach photographic evidence to verify this. Indicate the area to be treated (ha or m²) at each site. Include details of the weed treatment to be used (eg Roundup 1l/ha or hand removal). Include any other details you think are necessary. Photographic evidence from each site should be provided.

16. BUDGET SUMMARY – This is taken from information supplied at 17.

17. PROJECT TIMETABLE, WORK PLAN AND BUDGET – This requires you to list the proposed tasks and break down each activity describing what will be done, when, how and by whom. Carefully itemise the cost of materials, equipment and labour. Provide detailed information to substantiate your application for funding. The following is an example of how to complete this section.

PROJECT ACTIVITY (MILESTONES)	TIMING		CONTRIBUTIONS (cash and in-kind)			
	Start Mth/Yr	Finish Mth/Yr	A Funds requested	B Other (Identify sources)	D Community Group	E Total Costs
GPS infestation and take before photos	3/10	3/10			\$200	\$200
Prepare for treatment (purchase materials etc and organise workers)	3/10	3/10	\$500		\$200	\$700
Treat infestation	5/10	6/10	\$500		\$500	\$1000
Monitor effectiveness of treatment (visit site x 2)	7/10	9/10			\$200	\$200
Take after photos and GPS points	3/11	3/11			\$200	\$200
Complete and lodge final report	4/11	4/11			\$200	\$200

Total for each column (excluding GST):

\$1000		\$1500	\$2500
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18. APPROVALS AND PERMITS – List any approvals or permits required before this work can be undertaken.

19. INVOLVEMENT OF THE COMMUNITY

i) How will the broader community find out about the project? – Indicate if you intend to advertise your project in the local paper, on a website, or any other strategies you have in place.

ii) What opportunities are there for the community to get involved? – Explain how interested community members may potentially participate in your project.

20. MONITORING AND EVALUATION – Outline how you intend to monitor the effectiveness of your project. Photo point monitoring with GPS points is the minimum required.

The following is an example of how to complete this section:

PROPOSED OUTCOME	WHAT WILL YOU MEASURE?	HOW WILL IT BE MEASURED?	WHO WILL COLLECT?	WHEN AND HOW OFTEN WILL IT BE COLLECTED?	HOW WILL THE INFO BE RECORDED?
To control 10ha of blackberry from the banks of Clare Creek in Wallington Reserve.	ha treated	GPS way points and photo point	Project manager	At completion of on-ground activity.	On photo-point monitoring sheet
Reduce the extent, health and vigour of blackberry infestation	Volume of the infestation (height of bushes multiplied by area)	GPS and tape measure	Project manager	Before treatment and 6 months after treatment	Excel spreadsheet

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Assessment of Applications and Landholder Obligations

- A Grant Assessment Panel will assess applications on the information submitted on the Application Form.
- Successful applicants will be required to enter into a Grant Agreement that will document agreed project activities and completion dates.
- The applicant will ensure all project monitoring and evaluation activities are undertaken and submitted as required.

Payment of Funds

- Funds will be paid in stages to the applicant.
- Payments will relate to project activities (milestones) as outlined in the application.
- The initial payment will be made upon lodgement of the signed Grant Agreement, a copy of the first photo point monitoring photos and a tax invoice including ABN.
- Final payments will be paid to successful applicants upon completion of the works and receipt of a tax invoice by South Coast NRM and the completion of a final inspection.

Queries

Please direct all enquiries to:

Pip Tilbrook
Project Officer
South Coast NRM

Phone: (08) 9845 8537

Email: pipt@southcoastnrm.com.au

Application Forms and Lodgement

Application forms are available online from www.southcoastnrm.com.au

Applications must be received by **17 March 2010**

It is preferred that applications are lodged by email. For those without access to email, applications can be lodged by fax, mail or in person.

Email: info@southcoastnrm.com.au

Fax: (08) 9845 8538

Mail: Southern Incentives
South Coast NRM
39 Mercer Rd
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In person: Lodge at reception
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SOUTHCOAST
NATURAL RESOURCE MANAGEMENT INC.



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FOR
OUR
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