

Southern Incentives 2010-2011

Southern Shores Coastal Grant Program (Round 2)



Guidelines

ALL WORKS MUST BE COMPLETED BY 29 APRIL 2011

South Coast Natural Resource Management Inc in collaboration with the South Coast Management Group invites applications for on-ground activities through Southern Incentives 2010-2011: Southern Shores Coastal Grant Program.

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 between land managers, community groups, educational institutions, non-government organisations and other not-for-profit groups.

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.

Objectives

Applicants are encouraged to undertake a range of activities to address natural resource management issues in an integrated way. Whilst relating to a larger strategy or management plan, Southern Incentives funds on-ground works that complement previous works. Work is never funded in isolation. Southern Incentives 2010-2011 funding was obtained by South Coast NRM through the Australian Government's Caring for our Country Business Plan 2009-10.

The aims of the Southern Incentives 2010-2011: Southern Shores Coastal Grant Program are to:

- Engage community organisations in coastal rehabilitation, restoration and conservation projects;
- Increase community knowledge, skills and participation in natural resource management; and
- Implement activities in line with the guiding principles of *Southern Shores 2009-2030: a strategy to guide coastal zone planning and management in the South Coast Region of Western Australia* (South Coast Management Group, 2009).

Priority will be given to those projects which:

- Implement activities aligned with local coastal management plans and/or site specific plans;
- Integrate capacity building initiatives;
- Build partnerships between community groups and land managers, and seek to engage others;
- Demonstrate good invasives management awareness and implementation of hygiene protocols;



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- Protect sensitive coastal sites, including culturally significant indigenous sites;
- Use local-provenance seed in rehabilitation efforts, in both direct seeding and seedling propagation;
- Occur on public lands; and
- Have a high likelihood of long-term success due to an on-going maintenance commitment.

Where projects can be undertaken

Projects must be located within coastal environments of the South Coast NRM Region of WA.

As per the Australian Government’s Caring for our Country Business Plan 2009-10 (p.74):

“Coastal environments include intertidal zones, beaches, dune systems, estuaries, inlets and coastal wetlands, islands and reefs and their associated coastal vegetation, including mangroves, coastal woodlands and heathlands. They also include near-shore coastal waters and those areas immediately landwards of the coastal waters where there are processes or activities that affect the coast and its values.”

Coastal lands include the local government areas of the Shires of Denmark, Jerramungup, Ravensthorpe, Esperance, and the City of Albany; Department of Environment and Conservation estate; and Unallocated Crown Land and Unmanaged Reserves.

Ineligible activities

- Retrospective works;
- Major capital works, including the construction of seawalls, groynes or roads, and large infrastructure;
- Projects which adversely affect plant and animal species or communities listed as threatened under the *Wildlife Conservation Act 1950* (WA), or the *Environmental Protection and Biodiversity Act 1999* (Commonwealth); and
- Regional and local coastal planning strategies.

Funding amounts, rates and in-kind contributions

- Grant applications of up to \$19, 999 (GST exclusive) will be considered.
- Organisations may partner in multiple applications, provided there are different partner organisations.
- In-kind project contributions are encouraged to be at least one third of total project costs.
- In-kind contributions can include, but are not limited to direct cash contributions, site planning, labour, travel and machinery.
- Suggested costing of in-kind contributions by volunteers is \$30/h and paid technical staff is \$35/h.

Payment of funds

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



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General Conditions

All project applications must comply with the following:

- Land owners/managers must support proposed works and projects must be consistent with management strategies and priorities.
- All media articles must acknowledge funding providers, e.g. "This project is supported by South Coast NRM through its Coastal Community Engagement program and funded by the Australian Government's Caring for our Country initiative." Publications and signage panels must incorporate both South Coast NRM and Caring for our Country logos.
- 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 Inc.
- 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 involving works on land registered as Aboriginal sites will need to provide evidence of consultation on this matter and obtain necessary approvals and permits required under the *Aboriginal Heritage Act 1972* before works commence. South Coast NRM Inc wishes to protect sites of heritage and cultural significance to indigenous people. If a Department of Indigenous Affairs site inquiry has indicated that there may be sites of significance within 1km of the proposed works, South Coast NRM Inc staff, with the support of local elders and stakeholders, may need to undertake a survey the site (with land owners/managers permission), to ensure that works will have no negative impact and they may recommend alterations to project design if needed.
- All project activities must adhere to protocols to minimise the spread of *Phytophthora* dieback into dieback-protectable areas. If the project area is dieback-protectable or its dieback status is unknown, an operational Dieback Hygiene Plan is required. A Dieback Hygiene Planning Decision Flow Chart is available at <www.southcoastnrm.com>.
- 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 Inc.
- Successful applicants must maintain accurate records relating to approved funding including but not limited to financial details such as receipts and expenditure. A Final Report, including a summary of proposed and actual project expenditure and in-kind contributions, as identified in the project application and contract, will be required on completion of the project.
- Applicants will be required to identify and address project maintenance requirements, including infrastructure maintenance and follow up weed control.



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Completing the Application Form

Details and examples provided here relate to sections on the application form. If you require assistance with the application form, please contact South Coast NRM staff (see Contacts p.7).

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 needed. Community groups are eligible to be the lead applicant, but projects with on-ground works must be supported and co-signed by the relevant coastal manager.

7 RELATIONSHIP OF THE PROJECT TO A COASTAL MANAGEMENT PLAN, REGIONAL NATURAL RESOURCE MANAGEMENT PLAN OR STRATEGY

Briefly outline support for the project from plans and strategies relevant to the project, including:

- *Southern Shores 2009-2030: a strategy to guide coastal zone planning and management;*
- Coastal management plans in the local government areas of the Shires of Denmark, Jerramungup, Ravensthorpe and Esperance;
- National Park management plans; and
- *Southern Prospects 2004 – 2009: the South Coast regional strategy for natural resource management.*

Where no local plans exist, technical advice must be sought in project development. The land manager must support the proposed works and projects must be consistent with management strategies and priorities.

8 INDIGENOUS CONSULTATION AND INVOLVEMENT

All aspects of the physical, biological and social landscape are important to indigenous people. South Coast NRM wishes to protect sites of heritage and cultural significance and sustain the relationship indigenous people have with country. It is important to allow time in project planning to determine who to consult with, and consider if and how they may like to be involved in the project.

A search can be undertaken for Aboriginal sites registered in the Aboriginal Heritage Inquiry System on the Department of Indigenous Affairs website <http://www.dia.wa.gov.au/>. The *Aboriginal Heritage Act 1972* protects all sites with traditional or historic associations with indigenous people, whether they are registered or not. Therefore it is just as important to provide opportunity to discuss the project with local people and groups, as important sites may not be registered.

If you already have a working relationship with appropriate elders, please discuss the project with them, and also provide a written brief to relevant organisations which outlines your proposal and invitation for feedback and involvement.

For consultation advice, please contact the Department of Indigenous Affairs or South Coast NRM staff.

10a) ASSET & THREATS What will the project protect? What condition is the site in? What is threatening the site? Is the area infested or dieback-protectable? Please refer to photos.

E.g. Coastal Cove is a popular recreation site within the 10ha Coastal Reserve. Although most of the site is in good condition, informal foot access to the beach has trampled vegetation and led to multiple tracks over the dunes. With increasing use of the site, access management is required to prevent further degradation. Hooded plovers have been sighted on the beach. The dieback status of the reserve is unknown.

10c) METHODOLOGY How will you undertake the project? Outline who, what, when and how. For on-ground work attach a hand drawn site plan and construction plans if relevant. Please document any invasives hygiene management protocols you will put in place to address weeds and *Phytophthora* dieback.



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Phytophthora dieback is a water-mould that attacks susceptible native plant root systems and is causing a devastating effect on bushland communities. All project activities must adhere to protocols to minimise the spread of *Phytophthora* dieback into dieback-protectable areas. If the project area is dieback-protectable or its dieback status is unknown, an operational Dieback Hygiene Plan is required. A Dieback Hygiene Planning Decision Flow Chart is available at <www.southcoastnrm.com>. A best-practice plan might include:

- only work in the area when soil conditions are dry;
- all equipment, vehicles, soil or materials brought on site must be dieback-free; and
- all workers must clean and sterilise boots and tools before entering the bush.

10e) PROJECT TIMETABLE, WORK PLAN & BUDGET

PROJECT ACTIVITY & MILESTONES (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.)	TIMING		CONTRIBUTIONS (cash and in-kind)				
	Start Mth/Yr	Finish Mth/Yr	A Coastal mngr	B Community group	C Other (Identify sources)	D Southern Incentives Funds Sought	E Total Costs
Monitoring – Photopoints before & after (vol labour 2ppl x 4h @ \$30/h) (Shire labour 4h @ \$35/h)	06/10	12/10	140	240			380
Pine for bollards (40 x 2.4m @ \$15ea)	06/10	12/10				600	600
Bollarding labour (vol 8ppl x 5h @ \$30/h)	06/10	12/10		1200			1200
Admin (<10% total project)	06/10	03/11				200	200
TOTAL			140	1440		800	2380

10g) MONITORING AND EVALUATION

How will the project be monitored to see if the proposed objectives are achieved? Please complete table below.

Objectives (as in 10b)	What will you measure?	How will it be measured?	Who will collect the information?	When and how often will information be collected?	How will it be recorded and documented?
To provide sustainable access to beach by stair infrastructure	Site condition	Photopoint monitoring	Community group	Before & immediately after works, thereafter 6 months monthly for 12 months	Shire reserve management system, before & after photos provided in final project report
To rehabilitate eroded track with brushing and planting seedlings	Seedling success rate	% survival of seedlings planted	Community group	3, 6 & 12 months following planting	Excel datasheet, numbers to date provided in final project report



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EXAMPLE PHOTOPOINT DATASHEET (for photopoint monitoring)

Photopoint number	1	2a	2b	3
Photopoint name (photo subject)	Access path	Stair up	Stair down	
Photopoint location description	Edge of carpark	Midway down dune (new stair platform)	Midway down dune (new stair platform)	
Photopoint location GPS e.g. 34°59'03"S 117°52'54"E	34°58'58"S 117°52'54"E	34°59'03"S 117°52'54"E	34°59'03"S 117°52'54"E	
Photopoint compass bearing (°)	180°	0/360°	180°	
Proposed works & date	Path definition, Oct 2010	Remove tyres, install stair infrastructure, Oct 2010	Remove tyres, install stair infrastructure, Oct 2010	
If weeding, control method & date				
Other	Sign at top of stairs	Sign at top of stairs		

11 APPROVALS & PERMITS What approvals and permits are required from whom and what action has been taken to obtain these?

The *Aboriginal Heritage Act 1972* protects all sites with traditional or historic associations with indigenous people, whether they are registered or not. Authorisation can be obtained for any non-deleterious, site-preservation activities proposed to be undertaken at Registered Aboriginal sites under the *Aboriginal Heritage Act 1972* and *Aboriginal Heritage Regulations 1974*, if consented to by appropriate people. There are other forms of consent for other activities under the Act. Please contact the Department of Indigenous Affairs for advice.

Flora and fauna are protected and managed under the *Wildlife Conservation Act 1950*, administered by the Department of Environment and Conservation. Activities such as seed collection require a license, land manager approval and must be undertaken within strict protocols.

Assessment and Obligations

- A technical and 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 reporting, monitoring and evaluation activities are undertaken and submitted as required.



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Information links

Organisations:

[South Coast NRM](#)
[South Coast Management Group](#)
[Shire of Denmark](#)
[City of Albany](#)
[Shire of Jerramungup](#)
[Shire of Ravensthorpe](#)
[Shire of Esperance](#)
[Department of Environment and Conservation](#)
[Department of Regional Development and Lands: State Lands Division](#)
[Department of Indigenous Affairs](#)
[Department of Planning & Western Australian Planning Commission](#)

References:

[Southern Shores 2009-2030: a strategy to guide coastal zone planning and management in the South Coast Region of Western Australia](#)
[Coastal Management Specification Manual 2010: a guide for the construction of coastal management infrastructure](#)
[Coastal Management and Planning Manual: a community guide for protecting and conserving the Western Australian coast](#)
[Department of Indigenous Affairs: Aboriginal Heritage Inquiry System](#)

Contacts

Please direct all enquiries to:

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Application Forms and Lodgement

Application forms are available on line from www.southcoastnrm.com

An attachment in pdf or doc format will be accepted containing supporting information and letters of support.

Applications for Round 2 must be received by **5pm, Friday 20th August 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: Southern Shores
South Coast NRM Inc
39 Mercer Rd
ALBANY WA 6330

In person: Lodge at South Coast NRM offices:
39 Mercer Rd, Albany; or
Esperance NRM Centre, Unit 3, Suite B,
113 Dempster St, Esperance.



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