

# SAMPLE APPLICATION FORM 2009-10 Community Action Grants

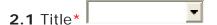
Mandatory Fields are marked with an \*

#### 1. Proponent organisation details

This proposal must be completed by the organisation which is a legal entity able to enter into a funding agreement with the Australian Government - the 'proponent organisation' is the legal entity. If your community group is not a legal entity, you require an organisation that is a legal entity to submit a proposal on your behalf.

require an organisation that is a legal entity to submit a proposal on your behalf.
1.1 Do you have an Australian Business Number (ABN)?*
1.2 (a) Australian Business Number (ABN) Validate ABN
Note: Validate the ABN to populate the read only fields from the Australian Business Register. If you do not know your ABN you may search the register <a href="here">here</a>
(b) Are you GST Registered?
1.3 Name of Proponent*
(a) Legal name*
(b) Trading name
1.4 Entity type* Select
1.5 (a) Incorporation number
(b) Date of incorporation [ [Format DD/MM/YYYY]

2. Proponent Organisation Contact Person Details



2.2 (a) First Name*
(b) Last Name*
2.3 Position in organisation*
2.4 Phone number (business)*
Note: enter phone numbers (including area code for landlines) without spaces
2.5 Fax number
2.6 Alternate Phone Number (provide at least one)*
(a) After hours landline
(b) Mobile
2.7 (a) PO Box or street address*
(b) Suburb/town*
(c) State/Territory* Select
(d) Postcode*
2.8 (a) Email
(b) Confirm email address
3. Authorised Person Details
This is the person within the proponent organisation who is authorised to sign the funding agreement with the Australian Government.
Is the authorised person the same as the proponent organisation contact person
(details above in Section 2)? If Yes go to Section 4.
3.1 Title*
3.2 (a) First Name*
(b) Last Name*

Caring for our Country 2009-10 Community Action Grants

3.3 Position in organisation*
3.4 Phone number (business)*
3.5 Facsimile
3.6 Alternate Phone Number (provide at least one)*
(a) After hours landline
(b) Mobile
3.7 (a) PO Box or street address*
(b) Suburb/town*
(c) State/Territory* Select
(d) Postcode*
3.8 (a) Email*
(b) Confirm email address*
4. Community Group Details
Is the proponent organisation sponsoring another community group to undertake the project? If No go to Section 6. If Yes complete sections 4 and 5.
4.1 Name of community group*
4.2 Entity type* Select
5. Community group contact person for the project
Please provide a contact person for the community group which is undertaking this project.
5.1 Title*
5.2 (a) First Name*

SAMPLE FORM ONLY - DO NOT COMPLETE OR SUBMIT THIS FORM

(b) Last Name*
5.3 Position in organisation*
5.4 Phone number (business)*
5.5 Fax number
5.6 Alternate Phone Number (provide at least one)*
(a) After hours landline
(b) Mobile
5.7 (a) PO Box or street address*
(b) Suburb/town*
(c) State/Territory* Select
(d) Postcode*
5.8 (a) Email
(b) Confirm email address
6. Community Group undertaking the project
6.1 How many years has the community group been in operation?*
6.2 Is the community group an Indigenous organisation?*
6.3 Membership*
How many voting and/or financial members does the community group have?
OR
In the case of a Trust, how many volunteers are associated with your group?  Select

Caring for our Country 2009-10 Community Action Grants

<b>6.4</b> The principal objective(s) of the community group as set out in its constitution or mission statement is: *				
the protection/enhancement of the natural environment				
Sustainable farming and/or land management				
7. Community Group – Activities				
7.1 Recent activity				
(a) Please indicate what community activities your group has undertaken within the last 12 months:				
☐ Community group meetings and/or public meetings				
☐ Field days and/or workshops				
Raising community awareness about environmental, sustainable farming and/or land management issues				
☐ On-ground environmental and/or sustainable farming works				
☐ Environmental and/or sustainable land management planning				
(b) Please provide brief details (up to 700 characters ie about 100 words) describing the activities mentioned above (eg frequency, number attending).				
<b>7.2</b> Please indicate what funding the community group has attracted for projects in the last 3 years (from January 2007).				
Project name  Source of funding  Amount of ted completion) date  Completion/(expect ted completion)				
Select -				

Select

[Format DD/MM/YYYY]

[Format DD/MM/YYYY]

7.3 Has the community group been successful in receiving funding from the
2009-10 Caring for our Country business plan (including Reef Rescue)?*
7.4 (a) Do you have any overdue final reports and/or acquittals for Australian Government natural resource management funding?*
(b) If yes please indicate which program(s).
□ Natural Heritage Trust 1 or 2, including Envirofund
■ National Action Plan for Salinity and Water Quality
☐ National Landcare Program
☐ Caring for our Country
☐ Other, please specify
<b>7.5 Do</b> you (the applicant and/or sponsor) have any current or planned proposals to other funding programs (government, industry, regional body etc) for this
project or components of this project?*
If yes, please indicate the name of the program or programs, the title of the proposal and when you expect the announcement of successful funding bids for that program?
8. Project Details
8.1 Project title*
8.2 Project Description
(a) Provide a short project description, including the environmental, sustainable farming and/or land management issue(s) the project will address (up to 700 characters ie about 100 words).*

Caring for our Country 2009-10 Community Action Grants

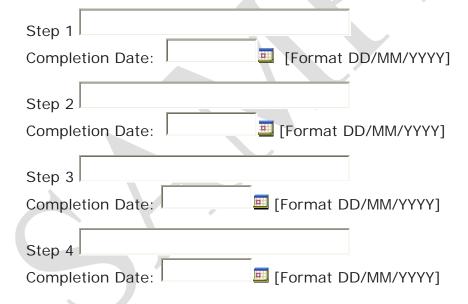
**(b)** Describe your project **methods**, including how your chosen activities will help you achieve the project within its timeframe (up to 700 characters ie about 100 words).\*



**(c)** Describe what outcomes your project will **achieve**, including how any works or infrastructure will be maintained following completion of the project (up to 700 characters ie about 100 words).\*



- **8.3** Project Management and Implementation (projects must finish by the end of June 2011)
- 8.3 (a) Describe up to 4 key steps in your project.\*



#### 9. Project Location

9.1 Project location

(a) State*			
(b) NRM Region <sup>3</sup>	,		

(c) Latitude*	[Format -xx.xxxxxxx]
(d) Longitude*	[Format xxx.xxxxxx]
Note: You may look up your Latitude and Longitude here	
(e) Nearest town*	
<b>9.2</b> Funding is available for projects in all areas; will your proarea that is mainly: *	oject take place in an
C Rural	<b>\</b> \ \ .
Peri-urban (non-urban land fringing an urban centre)	
C Urban	
<b>9.3</b> Funding is available for projects on all land tenures; will on land tenure which is mainly: *	your project take place
C Private land	
Public land	
<b>9.4</b> Is your project within or adjacent to: a World Heritage Alwithin the National Reserve system?	rea; or a property
See here for a list and map of World Heritage Areas.	
See <u>here</u> for a map of properties within the National Reserve	e system.
10. Community Engagement	
10.1 How many additional people or volunteers outside of you	our group's current
membership do you expect to participate?	
10.2 How many land/managers/farmers do you expect to pa	rticipate?
10.3 How many other organisations will you engage in with t	he delivery of your
please provide the name(s) of the organisation(s)	

Caring for our Country 2009-10 Community Action Grants

## 11. Caring for our Country alignment

11.1 Which of the following Caring for our Country national priorities will your project primarily address? *
■ Biodiversity and Natural Icons
Coastal Environments and Critical Aquatic Habitats
C Sustainable Farm Practices
11.2 Does your proposal align with any of the following Caring for our Country outcome(s)? If so, please indicate by checking box(s) below and then make a further selection from the drop down list.
Increase area of native habitat and vegetation managed to reduce critical threats
Reducing the impact of invasive species
Please select invasive species targeted Select
☐ Increasing the uptake of sustainable land management practices
☐ Increasing the number of farmers contributing to biodiversity conservation
Engaging the community in coastal rehabilitation restoration and conservation
Improve water quality in coastal hotspots
Name of hotspot
See <u>here</u> for locations of coastal hotspots.
Protecting Ramsar listed wetlands and other priority high conservation value aquatic ecosystems (HCVAE)
See <a href="here">here</a> for locations of Ramsar sites and priority High Conservation Value Aquatic Ecosystems.
Name of Ramsar site or HCVAE:
ACT Ginini Flats Wetland Complex
NSW Select
NT Select
OI D Select

Caring for our Country 2009-10 Community Action Grants

SA	elect	•
Tas	elect	•
Vic	elect	
WA	elect	
Commony	wealth	Select
11.3 Please tick	which eligi	ible activities you are seeking funding for.*
	ons for each	re are eligible for funding (see program guidelines for more activity). Selected activities will be automatically added to 11.
☐ Invasive spec	cies control	
☐ Fencing		
		nity awareness activities (trials/demonstrations, site developments)
☐ On-ground p	rojects for	improved land management practices
		ion (for public access management, protection of off-stream watering points for stock only)

Re-vegetation (e.g. for habitat, biodiversity corridors/linkages, erosion control)

☐ Indigenous land and sea country planning

☐ Audit/Accounting costs

Recording and use of traditional ecological knowledge

Administration support (no more than 15% of total project costs)

Caring for our Country 2009-10 Community Action Grants

#### 12. Project Budget \*

The total budget including GST must not exceed \$22,000.

Activity to be funded	Eligible item	Cost (including
		GST)
Invasive species control	Materials	
	Equipment hire	
	Labour	
Fencing	Materials	
	Equipment hire	·
	Labour	
Educational activities and community awareness	Materials	A \
	Equipment hire	
	Venue hire	
	Labour	
	Advertising costs	
On-ground projects	Materials	
	Equipment hire	
	Labour	
Infrastructure construction	Materials	
	Equipment hire	
	Labour	
Re-vegetation	Materials	
	Equipment hire	
	Labour	
Indigenous land and sea country planning	Materials	
	Venue hire	
	Labour	
Recording of Indigenous traditional knowledge	Materials	
	Equipment hire	
	Media equipment purchase	
	Venue hire	
	Labour	
Administration support (not more than 15% of total funding sought)	Phone/internet bills	
	Electricity bills	
	Printing/photocopying	
	Insurance	
	Legally required documents	
Audit/Accounting costs	Audit/Accounting costs	
Total Funding sought		

Caring for our Country 2009-10 Community Action Grants

#### 13. Declarations

☐ I declared that all information provided in this proposal is true and correct and no information is false or misleading.*
$\square$ I have the agreement of all parties identified in the proposal to include their details within this proposal.*
$\Box$ I understand that information provided in this proposal may be disclosed to various parties as described in the program guidelines.*
☐ I declare that I have approval from the landowner or land manager and have or will request all necessary Commonwealth, state and local planning permits and approvals required to undertake this project.*
I declare that, unless advised at question 7.5, I am not seeking funding for this proposal from elsewhere that could potentially duplicate funds requested through Community Action Grants.*