

Coastal Community Participation Grants

2020-21 Grant Program Guidelines

Objectives

The **Coast Protection Board's** *Coastal Community Participation Grants* support volunteer groups to partner with local government to undertake small-scale, on-ground coastal management initiatives.

The objectives of these grants are to:

- Involve communities in coastal management.
- Enhance community skills and knowledge in rehabilitation, restoration and conservation of the coast and marine environment.
- Facilitate partnerships in coast and marine management.
- Encourage environmental protection in the wider community.
- Achieve practical management actions and on-ground works which enhance conservation values and/or tackle the causes of coast and marine degradation.

Eligibility

Projects

Community Participation Grants are intended for the following types of coastal projects:

- Conservation and restoration activities (for example fencing, revegetation, access control)
- Educational activities (for example workshops, signage)
- Monitoring activities (for example beach pole, photopoint, king tide, intertidal reef, coastal vegetation)

This is not an exhaustive list, and innovative ideas are welcome. Please contact the Coast and Marine Branch via phone (08) 8124 4928 or email DEWCoasts@sa.gov.au if you wish to discuss your project idea.

Applicants

Volunteer groups can apply for funding if they gain the support of the relevant Council.

Council must administer the grant on behalf of the volunteer group. This may involve Council funding the project upfront. Council invoices the Coast Protection Board for the grant amount on project completion.

Equitability

Projects in Council areas which have not received funding in recent years may be prioritised to ensure a reasonable regional spread of funding.

Projects involving community groups which have not received funding in recent years may be prioritised to ensure a reasonable spread of funding between volunteers groups.

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Funding

The Coast Protection Board's *Community Participation Grant Program* is a component of the Board's Coast Protection Fund, and is valued at a total of \$49,000 in 2020-21.

The maximum Board contribution per application is \$10,000 (GST exclusive).

The Board can contribute *up to* 80% of the total project cost.

The Applicant must contribute a minimum of 20% through cash and/or in-kind support.

Applications

The Coast Protection Board's *Community Participation Grant Program* will be administered as a competitive, merit-based grant program in 2020-21.

Key Dates

ROUND	OPEN	CLOSE	OUTCOME
1	21 August 2020	14 September 2020	31 October 2020
2	27 November 2020	1 February 2021	31 March 2021

Applications must be submitted using the *Community Participation Grant Application Form*. Please contact the Coast and Marine Branch on (08) 8124 4928 or email DEWCoasts@sa.gov.au to request an *Application Form*.

Assessment

In their application, the volunteer group must provide evidence of/demonstrate:

- Partnership from the coastal Council via an email or letter of support.
- Support/permission of the land owner and/or land manager (where applicable).
- An understanding of any approvals required and acceptance of responsibility for any necessary licenses.

Applications are assessed by a panel of experts, with the approval of the Coast Protection Board.

Selection criteria

Applications are scored according to the following criteria:

1. Benefit to the coastal environment.
2. Benefit to the community, including fostering partnerships and community involvement in coastal management, education and conservation activities.
3. The proposed project is appropriate and feasible in terms of volunteer group capacity, budget and timeframe.

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Funding Agreement and Grant Payment

The funding agreement for approved *Community Participation Grants* is between the Coast Protection Board and Council, with grants paid to Council on project completion.

The volunteer group and Council are to arrange the transfer of grant funding between them.

Project Completion

On project completion, the volunteer group must submit a *Project Completion Report*. A reporting template is provided with the funding agreement. The report should provide evidence of project outcomes and completion, an updated project activity and actual budget breakdown, and invoices/receipts of expenditure.

Council should co-sign the *Project Completion Report* and prepare an invoice for the amount shown under 'Board Contribution' in the Budget Summary section of the *Project Completion Report*.

The *Project Completion Report* and invoice should be submitted together (by either the volunteer group or Council) to DEWCoasts@sa.gov.au by **31 May 2021**.

Invoices cannot be paid without an accompanying *Project Completion Report*.

Frequently Asked Questions

Is there a minimum or maximum grant funding amount?

Applicants can apply for any amount up to a maximum of \$10,000 (GST exclusive). There is no minimum amount. Please note that the final grant amount cannot exceed 80% of the actual total project cost.

What can the grant funding be used towards?

The grant funding is intended to provide financial support to volunteer groups to enable them to complete valuable, small-scale projects to enhance coastal management, conservation and education outcomes in their local area.

The Board's funding contribution can be allocated to various project costs, including hiring contractors to complete expert tasks (e.g. weed control, post hole drilling, video production), purchasing materials (e.g. fencing, signage) and consumables (e.g. providing food/drink for community education events).

The Board's grant cannot be used to pay volunteers, as the volunteer group's time is intended to comprise their in-kind contribution to the project.

How do we calculate in-kind support?

In-kind contributions need to be identified within the project budget breakdown.

The standard rate for calculating value of volunteer hours is \$30/hr.

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Who is responsible for the physical asset and/or ongoing maintenance that the project creates?

An ongoing commitment to maintenance by the volunteer group is encouraged.

For created assets, Councils must agree to accept full liability and adopt responsibility, including ongoing operational and maintenance costs beyond the grant timeframe. This may require a Crown lease or license.

The applicant must accept responsibility for any necessary licenses, and evidence of these must be provided to the Department for Environment and Water *before the project commences*.

Can we submit multiple applications?

Yes. However, applicants should consider their ability to provide their contribution and capacity to complete the projects if they are successful.

Do I need approvals in place at the time of application?

Applicants must provide evidence of support from the land owner/manager at the time of application.

The applicant should list the approvals that will be required in the application to demonstrate their understanding of the regulatory requirements, but approvals do not need to be in place at the time of application.

Applicants must ensure all necessary approvals are in place and evidence of relevant approvals must be provided to DEWCoasts@sa.gov.au before the project commences.

What happens if we change an aspect of the project for which the grant was provided?

All project variations (for example changes to scope, time frames, budget and project outcomes) must be proposed in writing and approved by the Coast and Marine Branch.

If variations are not advised and approved in writing, the Board may not acquit grant funding.

Any issues, including delays, should be reported to and discussed with the Coast and Marine Branch as soon as possible.

Significant variations may require a revised funding agreement.

Do projects need to be finalised within the financial year?

Yes, projects must be completed within the financial year.

If this may present a problem for your project at any point, please contact the Coast and Marine Branch to discuss as soon as possible.

If our application is unsuccessful, can the decision be appealed?

The Board's decision is final and cannot be appealed. Department for Environment and Water staff will provide verbal feedback to unsuccessful grant applicants on request.

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What happens if we spend more or less than what we were granted?

The *Project Completion Report* should provide a breakdown of actual project costs, including all expenditure and in-kind contributions.

If actual project costs are different to those estimated (as shown in the application and the funding agreement), the Board will grant the amount shown in the *Project Completion Report*, as long as this amount does not exceed 80% of the total project cost and is not higher than the amount awarded in the funding agreement.

Contact

Coast & Marine Branch
Department for Environment & Water
Email: DEWCoasts@sa.gov.au
Phone: (08) 8124 4928