

# 2021-22 Friends of Parks Grants

## Program

### Frequently Asked Questions



Ref: DEW D0013521

#### **Question 1.**

Are two Friends Groups allowed to combine forces for an application? e.g. there's two Friends groups located near to each other, and there may be a possibility for some wildlife surveys to be completed with the help of both groups in both parks.

#### **Answer:**

Yes, absolutely! Groups are encouraged to join forces if a project complements each group's goals and aspirations. Yes, for either the Small Grants or Partnership Grants. Groups often have similar ecology/skills/ knowledge and it is a great social opportunity also.

Particularly with the partnership grants, larger scale projects may suit a partnering approach, but there's nothing stopping groups also applying for the small grants with a combined application.

Note: One group will need to be the principal grantee named on the grant agreement.

#### **Question 2.**

Can groups apply for funding from both the Small Grants *and* the Partnership offer *for the same project*? Or is it one or the other?

#### **Answer:**

Yes, groups could apply for both grant funds for a similar project – they'd need to show that they wouldn't be 'doubling up', but be able to describe how they'd expand the footprint or equivalent of a project if they were funded through both, or over multiple years (for the partnership grants). The important aspect is to show the assessment panel that 'X' could be achieved with the small grant funds, and then what and how 'Y' would achieve, either if they were only successful in a partnership grant, or a small grant, or was successful with both. If one depends upon the other being successful then that should be identified.

#### **Question 3.**

Who can be a partner group or organisation? E.g. Friends Group, Landcare - does it depend on size or governance?

**Answer:**

There are numerous partnering opportunities under both the Small and Partnership Grants. Friends of Parks Member Groups can partner with each other or with other relevant organisations such as environmental NGO's, Landscape Boards, local Government or other community volunteering groups. Especially for the larger-scale partnership grant applications, projects may benefit from the expertise, equipment or additional resources another organisation could bring to it. Please contact the Volunteer and Visitor Programs Unit if you'd like to discuss partnering opportunities more.

**Question 4.**

Can a group apply for two separate grants that will go towards the same project? e.g. Weed control of a large area may require more than \$5k with the pre-surveys, and post-monitoring. Or would the applications need to be for completely different projects?

**Answer:**

Multiple grant applications for the same project type at a park / location can be submitted as long as the applicant clearly describes / shows that the project areas are separate to each other (a map showing the different areas may be helpful). Groups should also demonstrate in their application their group's capacity to undertake multiple projects/sites within the one year (or split across multiple years if a partnership grant), particularly when a grant is based on a very limited seasonal window e.g. weed management. If it's for funding a contractor with a group providing additional planning, mapping, monitoring etc. activities, groups need to clearly articulate the separate elements in their application to provide the panel sufficient confidence with the proposal.

**Question 5.**

Is there value in over-subscribing to ensure future funding? What is the time-frame of the closing of the two grants?

**Answer:**

The Minister is encouraging Friends groups to submit applications and would like to see a high level of demand for the grant funding. The Small Grants applications close on 5 Sept 2021. The Partnership Grants will be opened for applications shortly, and will then be open for eight (8) weeks. Further detail including closing dates will be provided to groups with the application form and guidelines when the Partnership Grants are opened.

**Question 6.**

If a project involves property adjoining a park, do you need to show the landowner's contribution?

**Answer:**

Yes, this is an important component of an application for cross-boundary or off-park grant projects. The land owner adjoining the park might be keen to contribute to a weed management or habitat restoration project located on either park and their property, and give funds or loan machinery. Note. You will need to provide a copy of the landholder's legal permission (letter) providing access to their land to undertake the project. Applications should also describe the identified conservation outcomes across the different land tenures, and the relevant plan the project links to.

**Question 7.**

Some NGO's identify a percentage admin fee e.g.10% in grant applications. Is this okay?

**Answer:**

If a group partners with another organisation e.g. a LAP group, the NGO should provide a fair and reasonable quote for the complete work they would be undertaking, and an administration component could be part of that fee.

**Question 8.**

One Friends Group looks after multiple parks. Is there a limitation on the number of grants they can apply for?

**Answer:**

There is no limit on the number of applications, but the Assessment Panel will consider the number of applications a group is applying for along with the other applications received, and the grant funding available. Therefore, it's suggested that groups identify the priority order of their grant applications if submitting multiple applicants for a particular grant category.

**Question 9.**

Partnership Grants are for up to three years. Will the second and third years be contingent on the success of the first year?

**Answer:**

Yes. At the end of each financial year, an end of financial year project report and financial acquittal will be required from the Friends Group showing the progress and achievements, according to the signed grant agreement including the budget table. Variations may be sought for delays or changes beyond the control of the group. Its important groups continue to communicate throughout the project with relevant regional NPWS staff.

**Question 10.**

Are groups able to partner with any sort of non-Government organisation, including environmental e-NGO's and other NGO's?

**Answer:**

Yes, as long as it is a legitimate, formal group that they partner with, i.e. local government, environmental group, or landowner who can demonstrate that they support and contribute to the project's objects and goals.

**Question 11.**

The Small Grants guidelines mention things you cannot do e.g. trapping, using barbed wire

**Answer:**

The Friends need to seek advice from their local staff. Group members need to be qualified to do some things, i.e. chemical handling - appropriate training is required. The application needs to be supported by the NPWS region so it's important to work through the application with liaison staff. Not supported is the use of barb wire (WHS issue), and there are strict rules about fencing. Friends need to consult their staff. If it is part of the project, i.e. a Contractor is using barb wire, and is skilled to do so, that needs to be explained.

**Question 12.**

What is the approval process?

**Answer:**

Similar to the former FoP grant programs. The regional Parks & Wildlife Manager reviews and is required to endorse the application before it's submitted. Groups should work with regional NPWS staff to get the application to the P&W Manager in plenty of time. Other approvals may need to be obtained, e.g. collecting permits, letter from the landholder if the project is off-park, and these are to be attached to the application. Please ensure you leave ample time for this process to occur.

**Question 13.**

Are pest animal control activities allowed under the grants program e.g. fumigation, shooting, or baiting?

**Answer:**

Groups interested in applying for grants for projects that include these activities must discuss their proposal with NPWS regional staff, who will consider a range of issues including WHS and industry

requirements, appropriate qualifications, experience and equipment for the specific activity, and whether this activity is able to be supported by the region.

**Question 14.**

Can co-contributions include financial contributions/donations for a specific project/activity?

**Answer:**

Yes. Details of the co-contribution or donation need to be clearly described in the grant application against the actual project/activity i.e. no generalisations.

**Question 15.**

Will the Friends Group receive the funds directly?

**Answer:**

The Small Grants (\$250,000) will be administered by the Friends of Parks Inc. Board, like previous years. DEW has provided the funds to the Board and the successful Groups will receive the funds in full to manage the invoice payments themselves. Funding is over one year from receipt of the funds.

The Partnership Grants (\$500,000) will be administered by the Department. The Board, as the sponsor, will receive the funds for each grant it sponsors, and groups will need to send tax invoices through to the Board for payment. Projects may be implemented up to a three year period. Groups may apply for grants of up to \$25k each year for three years.

**Question 16.**

Will groups get the full amount including the GST component, or is GST deducted from the total grant sum?

**Answer:**

Small Grants – the GST component will be paid additional to the grant sum, so each group will get the full amount they applied for plus any GST component.

Partnership Grants – The GST component will be inclusive of the grant sum.

Please ensure you identify the relevant GST component in your application budget table.

**Question 17.**

If a group has previously applied for another grant e.g. Grassroots Grants but doesn't yet know the outcome, can a group apply for one of these grants on the chance that they're not successful with their other grant application – effectively applying twice for the same activity?

**Answer:**

Regarding the Grassroots Grants; it's expected that the Minister will announce the successful grants soon. Groups should apply now, and advise in the application that a Grassroots Grants (or other grant funding) has also been sought. It is anticipated that the outcome of the Grassroots Grants applications should be announced before the FoP Small and Partnership grants Assessment Panel finalises its recommendations. If successful through the Grassroots Grants, a Friends Group can then decline the offer, stating that funds have already been received. Alternatively, the Friends Group could advise that additional work / area in the same project could be undertaken if more funds are received via these grants. The VVPU will check with the relevant Landscape Boards if grant applications have been duplicated.

**Question 18.**

Should monitoring a contractor be included as part of their co-contribution in a group's application?

**Answer:**

Yes, the application can include working alongside a contractor as a portion of the overall project. However, under the Dept. Treasury and Finance requirements, groups need to ensure they provide sufficient information about what activities they will be undertaking to demonstrate that this is not wholly a procurement activity for the grant funding. The group needs to show their co-contribution e.g. time allocated for planning, monitoring, tidy up, or follow-up work afterwards, using the current ATO volunteer hourly rate of \$45.10.

