



Grassroots Grants 2020-21 Guidelines

The Green Adelaide Board is funding Grassroots Grants to support individuals, volunteers, community groups and other bodies working on local projects that contribute to improved management of the environment.

In 2020-21 the total funding available for the program in the Green Adelaide region is \$1 million.

The objectives of the Grassroots Grant Program are:

- Protection and ecologically sustainable management of landscapes and their interconnected elements, in particular land, soil, water, native fauna and flora.
- Protection and conservation of biodiversity, and restoration or rehabilitation of ecological systems and processes so they are resilient to changes.
- Prevention or control of impacts caused by pest species of animals and plants that may have an adverse effect on the environment, primary production or the community.
- Encouragement of the restoration or rehabilitation of ecological systems and processes that have been lost or degraded.
- Support for primary industries, interest of Aboriginal peoples and resilient communities.
- Provision of information, educational initiatives and support mechanisms to strengthen the skills, knowledge and capacity of people to sustainably manage natural resources.

Key dates

- Applications open – 5 August 2020
- Applications close – 28 September 2020
- Assessment period – October 2020
- Successful applicants announced – November 2020

Who can apply?

To be eligible for a grant you must be a legal entity or sponsored by a legal entity. The project must be within the Green Adelaide region (see map on page 7) and undertaken on a not-for-profit basis.

The program encourages partnerships to achieve the grant program objectives.

Eligible entities include:

- an incorporated community group or organisation (or a non-incorporated group with a sponsor)
- an individual
- a non-government organisation
- a school, university or other educational entity
- an incorporated Aboriginal organisation (or a non-incorporated group with a sponsor)

Local councils are ineligible to apply.

If you are not incorporated you will need to seek sponsorship from a legal entity that is prepared to take responsibility for the legal and financial accountability of for the project in order to apply. The sponsor will receive the funding on your behalf and will be required to provide a final acquittal of project funds.

Note: The Applicant’s sponsor organisation can apply for administration costs of up to 10%.

What are the Green Adelaide Board’s priorities?

The board recognises the importance of connecting community to nature and managing the urban environment through an integrated approach, from the hills to the sea.

The board is focused on seven priorities, and projects must align with one or more of these:

- coastal management
- water resources and wetlands
- green streets and flourishing parklands
- biodiversity sensitive and water sensitive urban design
- controlling pest plants and animals
- nature education and community well-being
- fauna, flora and ecosystem health in the urban environment

What activities will be funded?

For the purposes of the Grassroots Grants Program, landscape includes natural resources, coasts and seas, and human values and uses that interact with the environment. Natural resources include land, soil, water, geological features, native vegetation, native animals and other organisms, and ecosystems. Projects must deliver benefits across the community.

Funding is available for a variety of activities which contribute to the objectives of the Grassroots Grants Program and related expected outcomes. Activities may include but are not limited to:

Type of activity	Examples	Quantity (measure)
Assessment and monitoring <i>Tell us about the surveys/monitoring the project will be undertaking, what you will be monitoring and survey technique</i>	Fauna survey, flora survey, pest animal survey, plant survival survey, water quality survey, weed mapping and monitoring, soil testing, cultural monitoring, workshop, skills and knowledge survey	Number
Aboriginal partnerships/ engagement/knowledge sharing <i>Tell us about the type of Aboriginal partnerships/engagement/knowledge sharing the project will be undertaking</i>	Aboriginal on-country visits, cultural training sessions, connection to Country workshop/field day, Aboriginal educational programs, conference/ seminar presentation	Number
Educational and communication materials <i>Tell us about the types of publications produced and the purpose</i>	Extension materials, fliers, media release, report, social media posts, videos, signage	Number

Community/stakeholder engagement <i>Tell us about the types of events the project will be undertaking and the purpose</i>	Conference/seminar presentation, field day, training session, working bee, workshop	Number
Conservation actions <i>Tell us about the conservation actions targeting threatened species/threatened ecological communities</i>	Installation of nest boxes or other breeding/refuge structures	Number
Fencing <i>Tell us about the barriers or other upright structures the project will be undertaking to mark a boundary or control access</i>	Bollards, conventional fence, waterway fence	Length (km)
Controlling pest animals <i>Tell us about the pest animals and the actions the project will undertake to control them</i>	Bait and trap, bait only, biological control agents, fumigation, harbour destruction, trap and remove	Area (ha)
Controlling pest plants <i>Tell us about the pest plants and the actions the project will undertake to control them</i>	Biological, chemical, manual, mechanical	Area (ha) OR Length (km)
Debris removal <i>Tell us about the actions the project will undertake to remove debris from land and/or water systems</i>	Hand removal, removal by mobile machinery	Area (ha) OR Length (km)
Erosion management <i>Tell us about erosion and the actions the project will undertake</i>	Windbreak, vegetated waterways	Length (km)
Managing disease <i>Tell us about the disease/s and the actions the project will undertake</i>	Biological control agents, fumigation, host destruction, positive competition	Area (ha) OR Length (km)
Revegetating habitat <i>Tell us about the revegetation activities and the actions the project will undertake</i>	Direct seeding, long-stem planting, mulching, plant guarding, supplementary watering, thinning, seedling planting	Area (ha)

Note

Other activities or specific expenditure may be eligible where they support achievement of the grants program objectives and achievement of associated outcomes.

If you are unsure about the eligibility of your proposed project or activities, please email: DEW.GreenAdelaideGGP@sa.gov.au or phone 8226 8527.

How much can I apply for?

The total value of the Grassroots Grants for Green Adelaide in 2020-21 is \$1 million.

The table below describes the level of funding, project time and reporting requirements for each of the three tiers of funding available.

Level	Funding	Project time	Reporting requirements
Tier 1	Up to \$10,000	Up to 12 months	Reporting frequency: end of project Must include: <ul style="list-style-type: none">• photographs of activities and outcomes• completion of other agreed monitoring and reporting requirements as per grant agreement• final financial acquittal
Tier 2	\$10,000-\$50,000	Up to 18 months	Reporting frequency: six-monthly and end of project Must include: <ul style="list-style-type: none">• photographs of activities and outcomes• end of financial year acquittal• final financial acquittal• completion of other agreed monitoring and reporting requirements as per grant agreement
Tier 3	\$50,000-\$150,000	Up to 24 months	Reporting frequency: six-monthly and end of project Must include: <ul style="list-style-type: none">• financial reporting against agreed budget• photographs of activities and outcomes• final financial acquittal• completion of other agreed monitoring and reporting requirements as per grant agreement

Tier 1 funding will be paid 100 per cent upfront, with proof of project completion required within 12 months of grant agreements being signed by both parties.

Tier 2 and Tier 3 funding may be granted to multiple-year projects (e.g. two years); however, funding under these tiers will be paid in instalments according to milestones and subject to satisfactory reporting as agreed to by the applicant and the Green Adelaide Board.

It is anticipated that Grant agreements will be finalised in November.

Risks

Grant applications will require assessment of possible risks associated with the project. When addressing risk in your application, consider risks such as insufficient community interest or engagement, climate and seasonal conditions, availability of contractors/volunteer, safety risks (volunteers, contractors) that may impact on the delivery of these activities and describe how these risks will be managed i.e. for insufficient community interest or engagement, consider timing of the event, ensure it has been promoted across various mediums etc. For Tier 2 and 3 projects, a risk management table may be attached in the Supporting Documents tab if preferred.

Limits on grant activities

Grassroots Grants cannot be used for:

- activities that are causing or likely to cause environmental damage, either directly or indirectly
- reimbursement of personal labour costs
- property boundary fencing
- preparation of the grant application
- purchase of larger machinery, plant and equipment
- retrospective funding of activities; projects cannot start until a grant agreement has been signed by all parties
- existing debts or shortfalls
- marketing and promotion of the organisation or existing services (unless directly associated with the project and educational in nature)
- projects that have been funded through another source
- activities that are unlawful

Note

Only expenditure incurred by the funding recipient or sponsor, directly attributable to the approved project, will be considered eligible expenditure.

How will grants be assessed?

Applications will be assessed by a panel of Green Adelaide staff, with final funding decisions made by the Green Adelaide Board or its delegate.

Priority will be given to projects that:

- Detail how they will specifically contribute to achieving the Grassroots Grant objectives and expected outcomes (projects aimed at achieving multiple objectives and delivering on multiple outcomes may be given preference)
- Leverage other funding sources or provision of in-kind funding (e.g. fencing funded privately combined with a Grassroots Grant for tube stock, tree guards and weed control)
- Provide a high level of value for money based on the scale and impact of the project
- Demonstrate how well the project complements or supports existing programs/initiatives
- Include clear timelines, milestones and management of potential risks for the proposed project
- Stimulate the local economy
- Utilise strategic partnerships and collaborations
- Demonstrate how monitoring and evaluation of the project outcomes will be undertaken
- Demonstrate how the project outcomes and outputs will be supported and maintained into the future

Green Adelaide staff may work with applicants to refine project design, partnerships, scope and scale before entering into a grant agreement.

All applicants will be formally advised on the outcome of their application in writing. Verbal feedback will be provided to unsuccessful grant applicants upon request.

How can I apply?

Applications can be made via the Department for Environment and Water's online grant management system, which allows you to track your application throughout the grant process:

<https://gmsportal.environment.sa.gov.au> for the external portal to be accessed outside of Government network

<http://gmsportal.environment.sa.gov.au> for the external portal to be accessed within Government network

<http://gmsportal.env.sa.gov.au> for the external portal to be accessed within Government network on CITRIX

Conditions of funding

Successful applicants will enter into a grant agreement which may (depending upon the level of the grant) outline:

- key objectives and expected outcomes of the project;
- project and grant payment milestones;
- monitoring and reporting requirements;
- data sharing agreement;
- acknowledgement of grant in any media/promotional materials;
- sharing of any media/promotional opportunities;
- process for any project variation and/or extension requests;
- responsibility for public liability insurance
- process for variations and time extensions; and
- any other terms and conditions as deemed appropriate

Unspent funds

Any unspent grant funds must be returned to Green Adelaide Board in accordance with the grant agreement.

Assistance with project submissions and further information

For enquires on the guidelines, application or process email DEW.GreenAdelaideGGP@sa.gov.au or phone 8226 8527.

For Aboriginal engagement assistance, email DEW.Kaurnapartnerships@sa.gov.au

For assistance in accessing the Grants Management System, logins and passwords please email: DEW.Grants@sa.gov.au or phone 8463 7883.

Green Adelaide Region

