

Reducing our carbon footprint

*Protecting, repairing,
restoring the environment*



**Grant guidelines
and application form**

**Natural Resources
Awareness Grants**

2010

Guidelines for applicants

Climate change is one of the most significant challenges facing the world today. As the climate changes, we need to change the way we interact with our environment.

We all have a part to play in addressing climate change and in taking individual responsibility for reducing our carbon footprints.

The Queensland Government wants as many Queenslanders as possible to examine their day-to-day lifestyles and find ways to reduce their carbon emissions in the home. As part of *Towards Q2*, the government has set a target to reduce the state's household carbon footprint by a third by 2020. Visit <www.towardq2.qld.gov.au> for more information.

The Queensland Government has a range of programs and initiatives to help Queenslanders reduce their carbon footprint. Visit <www.climatesmart.qld.gov.au> for more information.

Natural resource management issues include some of the most important challenges facing Queenslanders—fighting salinity, conserving biodiversity, restoring land productivity, protecting livelihoods and managing our natural resources sustainably. How we deal with these issues today will affect generations of Queenslanders for years to come.

World Environment Day on 5 June 2010 presents an excellent opportunity for the many local community groups—working tirelessly to monitor the health of the land and waterways, repair environmental damage and protect our precious natural and productive resources—to showcase their efforts. It recognises and celebrates the community's valuable work in partnership with the Department of Environment and Resource Management (DERM) and aims to inspire more people to get involved in groups such as Landcare, Bushcare, Coastcare and Waterwatch.

Celebrating our natural resources and the volunteers who protect them

Community natural resource management (NRM) groups play a vital role in our response to climate change and our goal for sustainable development. In recognition of this contribution, DERM is asking for applications from community NRM groups for awareness grants. These grants are offered to fund activities which demonstrate the value of our natural resources and encourage people to become involved in their protection.

This year, the grants' theme is, 'Reducing our carbon footprint'.

Applications may include partnerships with other community NRM groups and schools. Applications that focus on engaging Queenslanders in reducing our carbon footprint will be highly regarded.

Why not get involved? We all have a part to play in finding ways to use our resources more wisely, reduce our carbon footprint and to live more sustainably. Apply for a Natural Resources Awareness Grant.

Natural Resources Awareness Grants

Grants of up to \$5000 (excluding GST) are available to community NRM groups such as Landcare, Bushcare, Coastcare and Waterwatch. The grants are used to help these groups develop small projects promoting the importance of natural resources in our lives, while encouraging Queenslanders to become involved in looking after these resources.

Groups throughout Queensland, in metropolitan, provincial and remote areas are all encouraged to apply.

Community NRM groups working in partnership with other like-minded organisations, schools, businesses or local government may consider applying jointly. Grants of up to \$10 000 (excluding GST) will be considered where projects are a genuine collaboration between two or more organisations.

These grants will fund activities that strengthen community understanding of the importance of our natural resources and encourage people to become involved in natural resource management activities during World Environment Day on 5 June 2010. So, projects should be educational and of general interest.

The grants are not intended to fund core, on-ground NRM activities. See the back page of the application form for examples of activities.

Non-incorporated groups may apply for a grant but will need to be sponsored by an incorporated body.

Grants are for one year only.

Applicants are encouraged to apply every year—previous years' applicants are welcome to apply.

Applications close Friday 18 December 2009.

Stages of application and assessment

Stage 1—Planning October 2009

Carefully study the assessment criteria (detailed in Stage 4) and conditions to determine whether your proposed project would satisfy these requirements.

Copies of the grant guidelines and application form are available from the grants coordinator or can be downloaded from <www.derm.qld.gov.au>.

Stage 2—Prepare your application November/December 2009

All questions in Section A (Organisation details), Section B (Application form—Project details) and Section C (Budget estimate form) must be completed.

If you require assistance or clarification to complete your application, please phone the grants coordinator on (07) 3330 5302.

Stage 3—Submit your application Deadline Friday 18 December 2009

Closing date for applications

Applications must be received via mail by close of business Friday 18 December 2009, addressed to:

The Coordinator
2010 Natural Resources Awareness
Grants Program
Department of Environment and Resource Management
GPO Box 2454
Brisbane Qld 4001

Stage 4—Assessment of applications January 2010

A panel of landcare and catchment management representatives and officers from DERM will assess the grant applications.

Projects will be assessed on the following criteria:

- The extent to which the project raises awareness about the importance of the health of our natural resources to the wellbeing of the whole community and in reducing our carbon footprint.

- The extent to which the project includes partnerships with other community NRM groups, schools, businesses or local government, which will add value to the project by contributing additional cash or in-kind support.
- The extent to which the project encourages people, particularly youth, to become involved in natural resource management activities or community groups involved in NRM such as Landcare, Coastcare, Bushcare or Waterwatch.
- The educational or cultural value of the project.
- The novelty of projects and their distribution across the state.

Stage 5—Results of applications February 2010

All applicants will be advised of the outcome of their submission by mail.

Successful applicants will be contacted to finalise agreements and allocate grants so that they may proceed with approved projects.

DERM's Media Services unit will support Natural Resources Awareness Grants by promoting projects to the media before and during World Environment Day.

Stage 6—Deadline for projects

Applicants have until 5 June 2010 to complete their projects. Projects will occur or be profiled during World Environment Day.

Stage 7—Reporting

All successful applicants will be required to submit a project report. The report should include:

- maximum two-page story about the project
- print quality, colour photographs (either in hard copy or digitally in JPEG format with a resolution of 300 dpi)
- an income and expenditure statement (schedule 2)
- a signed certification form (schedule 3).

The project report must be submitted by Wednesday 5 July 2010.

Suggestions for Natural Resources Awareness Grant projects

Community natural resource management groups could form partnerships with other like-minded community groups, schools, businesses or local governments to promote the importance of our natural resources and encourage people, particularly youth, to get involved in looking after them. Here are some suggestions:

- Tree planting to sequester carbon.
- Write and perform a play about natural resources, healthy catchments and how they relate to a low carbon future.
- Present a series of workshops or seminars to businesses across a region on the value of natural resources in reducing our carbon footprint and to the wealth of the community.
- Stage a photographic competition to depict a neutral carbon footprint through good natural resource management practices in action or a healthy environment.
- Profile an Indigenous perspective on natural resources and a low carbon lifestyle.
- Create a community garden to grow vegetables, reducing the carbon footprint by reducing the need for transport.
- Community awareness-raising of how to reduce the carbon footprint, e.g. provide a list/brochure of the types of products currently in the market which can lower people's carbon footprint.
- Develop an online database to assist car-pooling and promote it.
- Manage local natural resources wisely and promote a low carbon lifestyle through use of end of trip facilities, e.g. bike lockers.
- Develop a natural resources trail along a creek or river with signs naming significant trees and explaining how they are important in reducing our carbon footprint.

Conditions of grants

1. All promotional material must acknowledge funding from DERM.
2. Funds granted must be spent on the activities outlined in the application and as approved by DERM.
3. The project report must be completed and received within 30 days after the completion day and no later than 5 July 2010.
4. In the event of the cancellation of a funded activity, DERM must be notified in writing and the unspent funds returned to DERM immediately.
5. The organisation funded will be forwarded a funding agreement and a letter detailing the financial and operational requirements of the grant. The approved organisation must enter into and comply with the funding agreement accepting the grant in accordance with these guidelines.
6. Any variations to the agreement should be applied for in writing to the coordinator and approved before implementation.
7. Applicants must be covered by insurance and be able to demonstrate such cover.
8. The approved sponsoring organisation must remain the project sponsor for the duration of the agreement or until a new sponsor is approved.
9. Acceptance of payment of the grant indicates the recipient's acceptance of all the funding conditions.

Checklist

If you require assistance to complete your application please phone the grants coordinator on (07) 3330 5302

Complete application form:

- Section A (Organisation details)
- Section B (Activity details)
- Section C (Budget estimate)
- Mail applications to:
The Coordinator 2010 Natural Resources Awareness Grants Program
Department of Environment and Resource Management
GPO Box 2454
Brisbane 4001

#29004

