

Celebrating the contribution of youth and volunteers in Natural Resource Management



**Grant guidelines
and application form**

Natural Resources Awareness Grants

2011

Guidelines for applicants

Queensland's Natural Resources Awareness Grants 2011

managing Queensland's natural resources ... for today and tomorrow

The Department of Environment and Resource Management (DERM) is encouraging young Queenslanders and other volunteers to celebrate their contribution to natural resource management (NRM).

The Queensland Government has set a target to increase by 50 per cent the proportion of Queenslanders involved in their communities as volunteers by 2020.

www.towardq2.qld.gov.au

The United Nations has declared August 2010 to August 2011 the International Year of Youth. With its theme 'Our Year Our Voice', the aim is to achieve the full and effective participation of young people in all aspects of society.

NRM tackles 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 now will affect today's youth and future generations of Queenslanders.

We all have a part to play in addressing these issues and in taking individual responsibility.

World Environment Day on 5 June 2011 recognises and celebrates the efforts of 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. World Environment Day also aims to inspire more people to get involved in groups such as Landcare, Bushcare, Coastcare and Waterwatch.

Celebrating our natural resources and the youth and volunteers who protect them

Community NRM groups play a vital role in Queensland's response to tackling NRM challenges and our goal for sustainable development. In recognition of this contribution, DERM is asking community NRM groups to apply for Natural Resources Awareness Grants. These grants fund activities which demonstrate the value of our natural resources and encourage more youth and other volunteers to become involved in their protection.

The 2011 grant theme is 'Celebrating the contribution of youth and volunteers in NRM'.

Applications may include partnerships with other community NRM groups and schools. Applications that focus on engaging more Queensland youth and volunteers in protecting our natural resources will be highly regarded.

Why not get involved? We all have a part to play in finding ways to use our resources more wisely and to live more . . . 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 Queensland's youth and other volunteers 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 including schools, working in partnership with other like-minded organisations, 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 2011. 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 that can be funded by these grants.

Non-incorporated groups may apply for a grant, however they will need to be sponsored by an incorporated body. This means that the sponsoring organisation will take full responsibility for the legal and financial accountability of the proposed project, which includes signing a funding agreement with DERM.

Grants are for six months only.

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

Applications close Friday 26 November 2010.

To find out about opportunities for volunteering with DERM, visit the DERM website www.derm.qld.gov.au.

The Queensland Government has a range of programs and initiatives to help Queensland youth. For more information, visit the Community Services website www.communityservices.qld.gov.au.

Stages of application and assessment

Stage 1 – Planning October/November 2010

Carefully study the assessment criteria (detailed in Stage 4) and conditions further below 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/funding>.

Stage 2 – Prepare your application November 2010

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

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

Stage 3 – Submit your application Deadline Friday 26 November 2010

Closing date for applications

Applications must be received via mail by close of business Friday 26 November 2010, addressed to:

The Grants Coordinator
2011 Natural Resources Awareness Grants program
Department of Environment and Resource Management
GPO Box 2454
Level 5, 400 George Street
Brisbane Qld 4001

Stage 4 – Assessment of applications November/December 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
- 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 youth and other volunteers to become involved in natural resource management activities

- the extent to which the project encourages youth and other volunteers to become involved with community NRM groups 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
- value for money.

Stage 5 – Results of applications December 2010

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

Successful applicants will be contacted to finalise funding agreements and allocate grants, to proceed with approved projects.

Stage 6 – Deadline for projects

Applicants have until 5 June 2011 to complete their projects. Projects will occur or be profiled during World Environment Day.

Stage 7 – Reporting and acquittal

All successful applicants will be required to submit a project report and acquittal documentation on project completion. This should include:

1. maximum two-page project report description including:
 - the number of people who attended or participated in the awareness activity or event, and
 - the number of new recruits resulting from the project activity or event
2. print quality, colour photographs (either in hard copy or digitally in JPEG format with a resolution of 300 dpi)
3. an income and expenditure statement (Schedule 2)
4. a signed certification form (Schedule 3)
5. for grants over \$5000, an audit form signed by an independent auditor is required (Schedule 4)
6. a cheque for unspent funds.

The project report and acquittal documentation must be submitted by Friday 8 July 2011.

Suggestions for Natural Resources Awareness Grant projects

Community NRM groups, including schools, could form partnerships with other like-minded community groups, businesses or local governments to promote the importance of our natural resources with youth and volunteers, and encourage people to get involved in looking after them.

Suggestions include:

- Plant trees.
- Develop a natural resources trail along a creek or river with signs naming significant trees and explaining how they are important.
- Organise a healthy rivers awareness day to show the importance of clean water, mangroves, and aquatic plants and animals to the health of a local waterway and the survival of fish stocks.
- Write and perform a play for young actors about natural resources, healthy catchments and how they relate to a low carbon future.
- Present a series of workshops or seminars to local businesses about the value of natural resources in reducing our carbon footprint and contributing to the wealth of the community.
- Stage a photographic competition targeted to youth and volunteers to depict good natural resource management practices in action or a healthy environment.
- Profile an Indigenous perspective on natural resources.
- Manage local natural resources wisely.
- Hold a picnic in the park organised by and aimed at youth and volunteers with informative talks, demonstrations and advice on managing local natural resources wisely.

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 Friday 8 July 2011.
4. In the event of cancellation of a funded activity, DERM must be notified in writing and the unspent funds returned to DERM immediately.
5. A cheque for unspent funds must be returned to DERM at acquittal.
6. The successful grant recipient will be sent a funding agreement and a letter detailing the financial and operational requirements of the grant. The successful grant recipient must enter into and comply with the funding agreement accepting the grant in accordance with these guidelines.
7. Any variations to the agreement should be applied for in writing to the Grants Coordinator and approved before implementation.
8. Applicants must be covered by public liability insurance up to \$10 million and be able to demonstrate such cover.
9. The approved sponsoring organisation must remain the project sponsor for the duration of the agreement or until a new sponsor is approved.
10. Acceptance of the grant payment indicates the recipient's acceptance of all the funding conditions.

Checklist

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

Complete application form:

- Section A (Organisation details)
- Section B (Activity details)
- Section C (Budget estimate form)
- Mail applications to:
The Grants Coordinator
2011 Natural Resources Awareness Grants Program
Department of Environment and Resource Management
Level 5, 400 George Street
GPO Box 2454 Brisbane Qld 4001
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