



# National Parks and Wildlife Service Friends of Parks - Small Grants Program Grant Guidelines

**Applications close at 2pm, Monday 17 October 2022 (ACDT)**

## 1. Introduction

To further support the substantial work undertaken by Friends of Parks groups across South Australia's national park reserves and other important conservation-based initiatives, the Minister for Climate, Environment and Water has approved the *Friends of Parks - Small Grants Program 2022-23*.

The *Friends of Parks - Small Grants Program* offers grants of up to \$5,000 per application, with funding of up to \$250,000 available in 2022–2023. Groups may apply for more than one grant using a separate application for each.

The *Friends of Parks - Small Grants Program* is focused on conservation-based activities including the conservation of biodiversity, Aboriginal cultural heritage or European heritage activities across national parks and reserves, and the broader landscape where the outcomes are consistent with the objectives of the *National Parks and Wildlife Act 1972*. This may also include the purchase of minor plant/equipment and other materials/services that supports a group's project conservation outcomes.

Grant funding is available for activities up to 12 months in duration, with the project commencing when payment is received.

The Friends of Parks Inc. Board is administering the grants program and will transfer the funds into the successful group's bank account upon approval by the Minister for Climate, Environment and Water. The individual group will be responsible for payment of all invoices and acquittals as per a signed grant agreement.

## 2. Grant Program Parameters

### Examples of what sort of project activities will be funded?

- Pest plant and animal control, protective fencing, revegetation, habitat restoration or maintenance, wildlife monitoring and survey work, coastal systems, inland waterways and wetlands, track maintenance, European or Aboriginal heritage site maintenance/protection/restoration. Interpretive signage must be approved by National Parks and Wildlife Service (NPWS) staff (or the relevant landowner)
- Personal Protective Equipment (PPE), safety training or equipment, hand tools, secure storage and monitoring equipment.

- Where member groups apply for fuel reimbursement as part of the budget submission, the NPWS draft Fuel Subsidy policy criteria will apply i.e. first 300km travelled is the individual's cost, then the motor vehicle allowance rate of \$0.78 cents per kilometre to a maximum of \$300.00 per/vehicle per year can be claimed. This policy is currently under review.

The following conditions apply:-

- Groups will need to demonstrate that the project activities and budget items sought in their application are necessary for the success of the project/activity and/or contributes to the group's capacity, and the funding requested matches the project activities and outcomes.
- Projects must be supported by an approved plan, e.g. park management plan, regional landscape plan, biodiversity plan, fire management plan, species recovery plan and/or supported by the relevant National Parks and Wildlife Manager.

### **What will not be funded?**

- Large plant or equipment such as a ride on mower, large trailer, tractor
- Amenity and beautification projects (due to ongoing maintenance requirements)
- Boundary and barbed wire fencing
- Non-indigenous vegetation
- Laptop computers, software, software licences, subscriptions or smartphones
- Purchase of goods for competition, prizes, gifts, vouchers, giveaways or alcohol
- Accommodation or food
- Directional signage (responsibility of National Parks and Wildlife Service) and publication of books (pamphlets/information sheets on park or conservation biodiversity and interpretive signage are acceptable)
- Shooting and shooting signage, explosives, trapping or fumigation methods for pest animal control (this does not include 1080 baiting)
- Any other action or activity determined by the Assessment Panel to be inappropriate or unsuitable use of the funds within the context of park management

### **Project location**

Projects/activities can either be located on-park i.e. land protected under the *National Parks and Wildlife Act 1972*, *Wilderness Protection Act 1992*, *Marine Parks Act 2007*, *Adelaide Dolphin Sanctuary Act 2005*, or off-park located on other land tenure. Note: landholders' permission is required as part of the application.

### **Project Assessment Criteria**

Grant applications will be assessed by an Assessment Panel, comprising Friends of Parks Inc. Board members and Department for Environment and Water (DEW) staff. The Board will provide the Minister for Climate, Environment and Water with a list of recommended projects for approval. Successful grants will be announced by the Minister. Successful and unsuccessful applicants will be notified by letter of the outcome.

The Assessment Panel will consider the contribution of the project/activity in terms of:

**A. Protection and/or restoration of land, biodiversity, environment, heritage sites (either European or Indigenous).**

- The extent to which the project contributes (to the above) through on-ground works, or follow up on previous on-ground work.

**B. Value for money**

- The budget demonstrates that the application represents good value for money, including realistic costs that are directly related to the grant proposal, and a clear justification for requested budget items.

**C. Project in-kind or co-contribution**

- To meet the Department of Treasury and Finance requirements groups must demonstrate an in-kind or co-contribution to their project of at least 50% of the funding amount being sought. This can include volunteer hours, other funds or other in-kind contribution e.g. third party support with freight or cartage costs. Further information can be found in the application budget table.

**D. NPWS Regional Staff/Local Government/Private Landowner Support**

- Project applicants must have obtained all necessary endorsements or approvals from either the National Park region and/or local government and/or private landowner for the proposed project to be undertaken, prior to an application being submitted. If legislative approvals or permits are required to carry out the proposed works, these have been obtained and attached to the application.

### **3. Eligibility**

To be considered for funding, groups;

- Must be a current full or affiliated member group registered with Friends of Parks Inc., and have a signed endorsement from a regional Parks & Wildlife Manager (and relevant landholder if undertaken off-park) as part of the application process.
- Who are not incorporated may be sponsored through the Friends of Parks Board Inc. or may choose to be sponsored by another incorporated organisation such as local government or a Local Action Planning group etc.
- Must not have outstanding grant acquittals longer than six months past their grant agreement deadline, unless prior approval has been obtained from the Board.

### **4. How to Apply**

- Applications must be received electronically by 2pm (ACST) on the closing date. **Late or incomplete applications will not be accepted.**

## 5. Conditions of funding

Successful groups will enter into a Grant Agreement with the Friends of Parks Inc. Board which outlines the conditions of the funding, including:

### Project Reporting

- The project/activity duration is up to 12 months from the time of funding payment. A final grant acquittal will be required from an authorised group representative upon completion of each project.
- In the case that events beyond the group's control delay the project/activity (such as unseasonal weather conditions, bushfire, COVID-19 etc.), groups may apply to the Friends of Parks Board for a variation to the grant agreement, which will be considered on a case-by-case basis.

**Note:** external contractors who are engaged as part of this grant program by volunteer groups on parks and reserves, for example a weed spray operator, must be managed by DEW staff along Departmental policy guidelines, not volunteers.

### Insurance and Safety

- Friends of Parks member groups will be eligible for injury and public liability insurance cover by the state government insurer, South Australian Government Financing Authority, subject to NPWS management approval. To maintain the health and safety of all volunteers, activities are guided by the *Work Health and Safety Act 2012*, and all volunteer activities must be undertaken using the DEW Volunteer Safety Procedure.

### Grant Payments

- All successful applicants will be required to sign a *Grant Agreement* between the group and the Friends of Parks Inc. Board. Once the grant agreement has been signed by the group and sent to the Friends of Parks Inc. Board's Secretary, direct transfer of the monies, including the GST component, will be made into the group's bank account by the Friends of Parks Inc. Board Treasurer. The successful applicant can then manage their own expenditure along the lines of the grant agreement, **including any GST payments**.

### Please note

If you have any questions regarding your grant project please contact your group's liaison ranger, or for affiliated group projects the relevant regional NPWS District Ranger.

For eligibility or specific grant application questions please contact Volunteer and Visitor Programs staff at: [DEWVolunteers@sa.gov.au](mailto:DEWVolunteers@sa.gov.au) or telephone 8124 4838.

For enquiries relating to system access or uploading your application please contact: [DEW.Grants@sa.gov.au](mailto:DEW.Grants@sa.gov.au)