

NPWS Friends of Parks and Nature 2025 Remote Travel Fuel Subsidy Grant Guidelines

Key Points

- **Funding is available to support groups for DEW endorsed trips to remote parks for a distance over 300km.**
- **Funding is to support NPWS managed groups undertaking approved activities and operating under the DEW Volunteer Safety Procedure.**

1. Introduction

To further support the substantial work undertaken by Friends of Parks and Nature Member 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 and Nature – Fuel Subsidy Grant Program*.

For travel over 300 km in private vehicles, the *Friends of Parks and Nature – Fuel Subsidy Grant Program* offers grant funding of up to \$2,000 per group. A total of up to \$30,000 in funding will be available in 2025 for Department for Environment and Water (DEW) endorsed trips. Groups may apply for one grant from this round.

The grants have been designed to support travel to and from remote parks and DEW encourages transport practices, such as carpooling, to reduce environmental impact.

This grant round will be administered via the Smarty Grants platform. Applicants will need to register as users if this is their first time using Smarty Grants and DEW staff are available to assist where help is required.

2. Grant Program Parameters

What will be funded?

Friends of Parks and Nature Member Groups will be provided a fuel subsidy for the use of private vehicles for approved activities. **Approved activities** are those that are endorsed by the NPWS Volunteer Safety Procedure and included in the group's approved annual program.

This subsidy is for on park volunteer activities (including travel to/from) according to the following guidelines:

- total distance of activity must be greater than 300km;
- a subsidy rate of 35c per km is applicable, with maximum caps of \$300 per vehicle per year;
- groups can apply for up to \$2000 in fuel subsidies per year, either through a single grant application or by distribution across multiple or different grant programs throughout the year. Calculation of total km's travelled will commence from the volunteer's normal home residence (if in South Australia) to the site by the shortest route. For interstate volunteers, calculation of the total distance travelled will commence from the Adelaide GPO to the site;
- where applications exceed \$30,000, individual grant amounts may be reduced to ensure an even distribution of funds among the most applicant groups.

What will not be funded?

- trips where the total distance travelled is less than 300 km;
- trips where the activity is not endorsed by the NPWS Volunteer Safety Procedure, nor included in the group's annual program or linked to an approved project.
- trips where the activity is taking place on private land or any land other than that owned by DEW/NPWS.

Grant Assessment

Grant applications will be assessed by an assessment panel, comprising of DEW staff. Funding amounts depend on the number of applications received, and there is no guarantee that requested amounts will be awarded. Successful and unsuccessful applicants will be notified via email of the outcome.

3. Eligibility

To be considered for funding, groups;

- must be a current financial member group registered with Friends of Parks and Nature Inc.
- must be incorporated, or otherwise Sponsored by an incorporated organisation such as local government, a Landscape Board, a Local Action Planning group, Friends of Parks and Nature Inc., etc. This sponsor relationship must be supported in writing and attached to the application.
- must not have outstanding grant acquittals longer than six months past their grant agreement deadline, unless prior approval has been obtained.

4. How to Apply

Written applications must be lodged electronically on the [DEW SmartyGrants](#) website **before the grant round closes at 2pm on 24 April 2025**. Late or incomplete applications will not be accepted.

New applicants will need to create an account via the [DEW SmartyGrants](#) online portal in order to lodge their application and this can be done ahead of time. Accuracy is important and the information contained in your application forms the basis for the grant agreement document, should your grant be successful.

Please get in contact early via DEWVolunteers@sa.gov.au if you require assistance to complete the application form, especially where technology, literacy, disability or English as a second language may be barriers to lodgement.

Once submitted, you will receive a confirmation via email from Smarty Grants that your application has been received.

5. Notifications of the outcome

Applications will be checked for eligibility and assessed competitively against other applications, and funding decisions will be made by DEW. An email will be sent to the address provided in the application to advise you of the outcome. This process is expected to take at least one month.

6. Grant agreements and payments

Successful groups ('grantees') will enter into a Grant Agreement with DEW which outlines the conditions of the funding, including:

Project Reporting

- the activity duration is up to 12 months from the time of funding payment. A final grant acquittal and report via Smarty Grants will be required from an authorised group representative at the completion of the 12 month period.
- in the case that events beyond the group's control delay the activity (such as unseasonal weather conditions, bushfire, COVID-19 etc.), groups must apply to DEW for a variation to the grant agreement, and these will be considered on a case-by-case basis.

Grant Payments

Grant agreements are to be signed by both parties (and the sponsor where required) and returned to DEW. Incorporated Friends of Parks and Nature Member Groups will be required to issue DEW with a tax invoice to trigger payment of the grant and need to be registered as vendors in the government's accounts payable system. Please contact DEW staff for assistance with this process. Unincorporated Friends of Parks and Nature Member Groups must send in a signed request for sponsorship by the board to DEWVolunteers@sa.gov.au. **Friends of Parks and Nature Inc. will then issue the invoice to DEW and receive the funds on behalf of sponsored groups.**

All grantees are required to provide either an Australian Business Number or a completed Australian Tax Office 'Statement by Supplier' form.

Contact

If you have any questions regarding your grant please contact DEWVolunteers@sa.gov.au or call the Community and Nature Partnerships Branch Grants Officer on 0439 870 378.