

2022-2023 ACT Environmental Grants Program
ACT Environmental Grants Program: Application Form
Application ENV20222300007 From Macquarie Primary School P&C Association
Form Submitted 28 Mar 2022, 8:16pm AEDT

ACT Environmental Grants Program Application Form

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About the Program

This application form is for the ACT Environmental Grants Program which includes the Environment, Nature in the Cities and Environmental Volunteer Assist Grant streams.

The program provides an opportunity to support and empower the community to address environmental issues, restore and conserve natural places that are special to them, and engage other community members to do the same. The program helps to build community awareness and assists with the capacity of the community that play a valuable role in caring for the environment of the ACT.

The ACT Environmental Grants Program Guidelines are available at: <https://www.environment.act.gov.au/act-nrm/grants-and-support-packages/act-environment-grants>

If you have any questions, issues or concerns in regards to the grants contact the Grants Coordinator, on 62077331 or by emailing: actnrm@act.gov.au

If afterhours and you have a technical issue please contact Smarty Grants directly by emailing service@smartygrants.com.au or phoning 03 93206888.

How did you hear about the 2022-2023 ACT Environmental Grants Program?

We would like to be able to gauge our exposure for the Grants Program. Please select the option where you heard about the Grants Program.

How did you hear about the Grants Program *

- Other:
 - environment.act.gov.au
 - Facebook
 - Media and Radio
 - Local Environment Groups
 - Regional Agriculture Landcare Facilitator Newsletter
 - Previous Applicant
- Please select 1 site you heard about the current round of the Grants.

Application Prerequisites

Applications close: 11:59pm on Monday 18th April 2022

Incomplete applications and/or applications received after the closing date will not be considered.

Before completing this application form, it is important that you make yourself familiar with all of the requirements to be included in your application.

Before filling out this application please confirm: *

- I have read and understood the ACT Environmental Grants Program Guidelines.
- I am able to demonstrate alignment between my project and the funding priorities of the grant program.
- My organisation is incorporated, or is sponsored by an incorporated organisation for this

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application.

- My project is located in the Australian Capital Territory.
 - I am able to demonstrate financial viability of the project and organisation I am representing.
 - I am not representing a political party, or government agency.
 - My organisation (or sponsor) prepared to enter into a deed of grant with the Territory.
- PLEASE NOTE: All boxes must be selected to meet the eligibility requirements to proceed with this application

Contact Details

* indicates a required field

Privacy

We pledge to respect and uphold your rights to privacy protection under the [Australian Privacy Principles](#) (APPs) as established under the *Privacy Act 1988* and amended by the *Privacy Amendment (Enhancing Privacy Protection) Act 2012*. To view our privacy statement, go to:

<https://www.planning.act.gov.au/about-us/privacy>

Application Summary

Name of Applicant *

Macquarie Primary School P&C Association

If you are an individual or other non-incorporated applicant you will need to lodge your application through an incorporated organisation (Sponsor) (See ACT Environment Grants Program Guidelines).

Does your application need sponsorship? *

Yes No

Refer to sponsorship in the ACT Environment Grants Program Guidelines

Project title *

Macquarie Microforest Mulangari (Ngunnawal for alive)

Primary contact details

Please insert name of primary contact for the project *

Shirley Johnston

This is the project manager within the incorporated organisation or sponsor responsible for delivering the project.

Position within organisation

Vice President and Grants Officer

This is the Project Manager within the incorporated organisation (the Sponsor).

Address *

46 Bennelong Cres
Macquarie ACT 2614 Australia

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Address Line 1, Suburb/Town, State/Province, and Postcode are required.
If you project requires sponsorship, this is the address of the sponsor.

Phone Number *

Must be an Australian phone number.
If you project requires sponsorship, this is the phone number for the primary contact from the sponsor.

Contact Email *

Must be an email address.
If you project requires sponsorship, this is the email address for the primary contact from the sponsor.

Application type - Incorporated organisation

* indicates a required field

Incorporated organisation

5. ABN and GST registration *

43 499 892 005

Information from the Australian Business Register

ABN	43 499 892 005
Entity name	MACQUARIE PRIMARY SCHOOL P & C ASSN INC
ABN status	Active
Entity type	Other Incorporated Entity
Goods & Services Tax (GST)	No
DGR Endorsed	No
ATO Charity Type	Not endorsed More information
ACNC Registration	No
Tax Concessions	No tax concessions
Main business location	2614 ACT

Information retrieved at 2:56am yesterday

Must be an ABN.

Statement about the Applicant.

Please provide a statement outlining the principal aims and objectives of the applicant. *

The Macquarie Primary School P&C brings together parents, citizens, students, staff and local residents from the Macquarie and Belconnen communities.

Our primary objective is to strengthen community connections across a small school in the ACT with approximately 360 students. The school's community is very diverse, with 42 different native languages spoken by families and almost half of the student

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population speaking a language other than English at home. 6% of students identify as Aboriginal or Torres Strait Islander. A significant number of students and families come from disadvantaged backgrounds. These factors combine to make building connections across our community challenging - but also exciting.

A particular focus for the P&C at present is increasing the accessibility of the P&C to all community members through events and facilities that are inclusive and easy to access-- including for individuals and families from disadvantaged backgrounds, with disabilities, and from the school's diverse English as an Additional Language/Dialect community.

Must be no more than 200 words.

Project Description

* indicates a required field

Funding Stream

Funding Stream Applying for: *

- Environment Grants
- Nature in the Cities Grants
- Environmental Volunteer Assist Grants

Please refer to the ACT Environmental Grants Program Guidelines to select the Funding Stream for this round of Grants. IMPORTANT: You can only apply for one stream per application but you can make multiple applications for each Stream ensuring you address the Funding Priorities for each Stream.

Project Term

All projects are for a maximum of 12 months and if your application is successful and will commence from the Date of the signing of the Deed of Grant.

Project Description

Please provide a description of your project, its intended outcomes and how it aligns to the funding priorities for the stream you are applying for. Make sure you provide accurate facts and information about your project. The funding priorities for each stream can be found in the ACT Environmental Grants Program Guidelines.

This information may be used to showcase your project for media or communication purposes should your application be successful.

Project Description *

The Macquarie Microforest project will contribute to the 're-wilding' of Canberra through the planting of a native microforest in an underutilised and somewhat barren part of the Macquarie Primary School grounds. The project will involve removing invasive species, and working with the community to improve the area's biodiversity by planting a range of species native to the Canberra region, including Indigenous food and medicine plants. Through the planting and management of the microforest, the P&C will connect community members with nature through innovative initiatives around nature-based education, including workshops delivered by Indigenous organisation Yurbay. These workshops will provide opportunities for Ngunnawal Traditional Custodians and other Aboriginal and Torres

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Strait Islanders to share their knowledge of Indigenous food and medicine plants with the Macquarie community as we work to rehabilitate our local environment.

Must be no more than 250 words.

Provide a short description (250 words recommended) of your project?

Project Location *



Latitude: -35.25087 | Longitude: 149.06002
Only applicable to on ground work

Addressing the Merit Criteria

* indicates a required field

Project Merit Criteria

Your application will be assessed based on the information you provide against the merit criteria as described in the ACT Environmental Grant Program Guidelines. These include:

- **Alignment with funding priorities.**
- **Feasibility and effectiveness.**
- **Project planning.**
- **Value for money.**
- **Community engagement.**

More information about each of these can be found in the ACT Environmental Grant Program Guidelines .

You must address all merit criteria for your application to be valid.

Merit Criteria 1: Alignment with funding priorities.

For Merit Criteria 1 please only answer the question related to the stream you are applying for. If you would like to apply for additional streams please submit additional applications.

For more information please refer to the ACT Environment Grant Program Guidelines or contact the ACT Environment Grants Coordinator.

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Merit Criteria 1a: Alignment with Funding Priorities for the Environment Grants Stream

Please indicate which of the following funding priorities are relevant to your project.

- Enhancing ecological condition and connectivity,
- Connecting people with nature,
- Protect native plants and animals,
- Rewilding Canberra,
- Caring for Country,
- Food and Fibre initiatives,

Please describe how your project aligns with the funding priorities selected and improves the environment under the Environment Grants stream

The Macquarie Microforest Mulangari project is a collaborative, community-led initiative which will draw on local Indigenous knowledge. The project covers an area close to 850m² on the grounds of Macquarie Primary School, and aligns with almost all funding priorities for the Environment Grants Stream.

In relation to enhancing ecological condition and connectivity, the project will reduce threats to biodiversity by removing invasive species from the space and regenerating the landscape through a range of Indigenous land management techniques and the planting of native species, including traditional bush food and medicine plants. The regenerated space will include large rocks to create habitats for native lizards, as well as a small stream where we hope to attract some of the ACT's 22 frog species, thus creating new habitats for native plants and animals like the Corroboree Frog, which is not found anywhere in the world outside of Canberra. We will work with ACT Frogwatch to ensure the habitat we are creating is suitable for Canberra frogs.

Re connecting people with nature, students, teachers, families and members of the Macquarie and Belconnen community will work collaboratively under the guidance of Indigenous gardener and Wiradjuri man Adam Shipp, through his organisation Yurbay, to rehabilitate our site. A number of informative workshops and working bees will be held for and with community volunteers, providing tangible opportunities for Macquarie/Belconnen residents to not only connect with nature, but also to increase their understanding of biodiversity, land management, native plants and animals, bush foods and medicines and caring for country. School students will also participate in nature-based education programs in the space, led by horticulture-trained teachers. By working with some of our youngest citizens - a significant proportion of whom live in medium- and high-density housing and so therefore don't have the opportunity of a backyard where they can explore nature - we are creating a future generation of Canberrans with an understanding of, and love for, nature. Indigenous parents connected with the school will also be invited to share their knowledge about caring for country by working with our volunteers in this space. Furthermore, by working with ACT Frogwatch, we will be creating opportunities for existing Ginninderra Landcare volunteers to contribute to our project, as well as opportunities for members of our community to contribute to the ACT and Region Frogwatch Program.

The project clearly contributes to the rewilding of Canberra: as evidenced by the attached photographs, we will take a relatively 'greenfield' site and will work with our community to convert it to a thriving and self-sustaining microforest. This includes establishing biodiverse plantings, including native groundcover, trees and bee-attracting plants, and using other natural resources such as large boulders to create lizard habitats, and developing a small stream to attract native frogs. We will also be removing invasive species from the area. Must be no more than 500 words.

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Merit Criteria 2: Feasibility and Effectiveness

In this section of your application you must address the following statements in regard to the feasibility and effectiveness of your project:

1. What is the problem you have identified and how will your project help address that problem?
2. Does your project include on-ground work? If yes please provide information about:
 - the proposed scale and scope of on-ground activities using quantifiable measures. e.g. number of hectares to be revegetated and number of stems to be planted.
 - evidence of current condition of the site(s) you propose working in. This information will be used as a project baseline and enable the project to be monitored and assessed.
 - a photo showing the current condition of your site.
3. Provide any site maps or plans that further conveys the effectiveness of your project, please upload.

Merit Criteria 2: Feasibility and effectiveness of your project *

The proposed site is an unused area of land of approximately 850m² within the grounds of Macquarie Primary School. The "problem" we have identified is that the space is grassed and contains a number of invasive species (ie weeds), as well as trees which are not native to Australia.

In its current state, the site is not contributing to Canberra's biodiversity - as such, our "problem" is more of an "opportunity" than a problem per se: we see this project as having significant potential to contribute to the re-wilding of Canberra, increasing biodiversity through native plants and creating a safe space for a range of small native animals such as frogs and lizards. It will also be a way to increase the engagement and understanding of Canberra's biodiversity across the Macquarie and Belconnen community, and will enable local Indigenous leaders to share their knowledge of caring for country with our diverse community.

The project comprises significant on-ground work, including

- removing invasive species
- reshaping parts of the area and installing several large boulders to create a lizard habitat
- build a natural garden stream and pond (with pump to recirculate water and bog filter at top of stream)
- planting over 100 native and biodiverse plants, including groundcover, bee-attracting plants, bush foods, medicine plants, shrubs and trees.

In principle approval for all proposed works has been provided by the school principal, the P&C's Gardens and Grounds Officer (an engineer and experienced project manager with an extensive background in construction) is excited about managing the project, and local Indigenous organisation Yurbay has also confirmed they are keen to be involved (letter of support attached).

Must be no more than 500 words.

Attach supporting documents *

Filename: Macquarie Microforest invasive species 1.jpg
File size: 1014.7 kB

Filename: Macquarie Microforest invasive species 2.jpg

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File size: 983.0 kB

Filename: Macquarie Microforest proposed location.png
File size: 1.3 MB

Filename: Macquarie Microforest proposed site 1.jpg
File size: 667.7 kB

Filename: Macquarie Microforest proposed site 2.jpg
File size: 717.6 kB

Filename: Yurbay letter of support Maquarie primary school P&C application .docx
File size: 1.9 MB
This could include site maps, current condition, plans etc.

Merit Criteria 3 - Project Planning

In this section of your application, you must demonstrate that you have effectively planned your project. There is three steps to this criteria:

- Project plan,
- Post project maintenance,
- Monitoring, reporting and evaluation.

Merit Criteria 3a: Project Plan

Complete a project plan which shows the steps involved in undertaking your project including

- Key Steps/Activities (eg. recruitment of volunteers, quotes for works eg costings of plants and weed treatment)
- Description of activity (eg. email availability request to volunteer base)
- Timeline/Key Dates (eg. prior to planting day (Spring 2022))

Key step/activities	Activity	Timeline/Key Dates	Description
Finalise design	Develop a detailed site plan	Plan finalised by end August	Work with Indigenous organisation Yurbay, and a volunteer landscape architect (current school parent and former member of the P&C), and other relevant stakeholders (eg ACT Frog-watch) to develop a detailed site plan

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Prepare site	Remove invasive species, shape site as required	Complete works during September	P&C volunteers and landscapers to remove invasive species from site. Engage landscaper to conduct required earthworks i.e. to reshape the site ready for boulder and stream installation
Order required components	Order boulders, rocks and other equipment required	Order to be placed in early September	Select and order boulder(s) for lizard habitat from local stone supplier. Order rocks and pebbles for stream base. Order other supplies required for stream (e.g. filter and pump)
Receive delivery of boulders/rocks	Order placed in September received	By end September/early October	Landscapers, community volunteers install stream and boulders
Order plants/seeds	Order plants	Order to be placed by early September	Based on site design, order plants/seeds and other associated materials (e.g. stakes, plant protectors etc)
Community working bees	Host community working bee and workshop on Indigenous plant use	First one in October, second workshop in February/March	Indigenous man Adam Shipp from Yurbay to lead two half-day working bees / workshops for volunteers and community members on Aboriginal plant use on site at the school. Tasks to include planting

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Student working bees	Student working bee during school hours	Ongoing during school hours from late October 2022 for remainder of project (and beyond)	Horticulture-trained teachers at the school to lead small groups of students and parent volunteers in mini-workshops on site. Focus is on ongoing maintenance and care of the microforest as it is established e.g. looking after the plants, weeding, pruning, staking etc
P&C community working bees	Regular quarterly P&C working bee	Quarterly	The P&C hosts quarterly working bees at the school where parents and community volunteers spend a half-day on-site maintaining the garden and grounds. There is one per term - these will be additional to the workshops on Indigenous plant use led by Yurbay as outlined above

Merit Criteria 3b : Maintenance of your project post end date

Please describe how the outcomes of your project will be maintained after your project is completed.

In 200 words or less describe how you will maintain the Project post project end date. *

Our regeneration of the space will be based on the principles of biodiversity and will only use plants native to the Canberra region. This will help ensure that the project is able to be maintained (and indeed to further grow and develop!) after the initial 12-month funded period concludes.

The P&C also hosts quarterly working bees to assist maintain the school's outdoor environments - these working bees present the ideal opportunity to conduct ongoing maintenance and rehabilitation work e.g. weeding/removing any non-native species, pruning or staking as required etc.

Primary School also plans on using the spaces as an ongoing learning resource for students, providing them with a 'hands on' opportunity to learn about bush foods and medicines, as well as biodiversity and land management. Therefore students will also be involved in caring for the space in an ongoing way through their lessons in the space. Must be no more than 200 words.

Merit Criteria 3c: Monitoring and Evaluation of your Project

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Please describe how you will monitor and evaluate your project. How will you determine if you have achieved your outcomes?

In 200 words or less describe how you will monitor and evaluate your project *

We will have achieved our project's outcome if, after 12 months, a young microforest is starting to thrive on what was previously a relatively bare site. Most obviously, this will be evident from before and after photos of the site.

More specifically, the project will be evaluated via the following quantitative and qualitative metrics:

- site survey pre- and post- the project, to count the number of plant and animal species onsite (biodiversity expected to significantly increase)
- participant numbers in all working bees and workshops
- involvement of Indigenous leaders and community members
- media coverage and other publicity - number of community members who would have heard about the project (ie audience reach)
- adherence to proposed budget to evaluate value for money

We will have achieved our outcomes if site biodiversity increases (flora and fauna), if over 200 volunteers are involved (including community and student volunteers), if we are clearly able to demonstrate Indigenous involvement in the project, and if we achieve a media reach of over 1,000 in terms of community members hearing about the project and therefore better understanding the opportunities around 'nature in the city' and the importance of re-wilding Canberra.

Must be no more than 200 words.

Merit Criteria 4: Value for money

In the project budget below you must include the grant amount sought, and all other sources of funding, in-kind contributions, and volunteer and paid labour. The program is looking to gage a true value of the whole project particularly to determine value for money.

Merit Criteria 4a: Project Budget

In the budget below , you must:

1. **Provide an itemised budget of all expenses and a justification of how the items of expenditure are calculated.**
2. **Include all sources of funding, as well as any in-kind contributions to enable the full scope of the value of the project to be ascertained.**
3. **All amounts are to be GST exclusive.**
4. **General volunteer labour can be costed at \$41.72 per hour.**
5. **Specialist labour can be costed at current average industry rates.**
6. **A maximum rate of 10% of total grant funding sought may be attributed to administrative costs.**

Item	Basis of costing	Grant Funding Requested	Applicant Contribution	Budget
eg, plants, weed contractor, materials, equipment	eg, cost of seedlings, cost per hectares of treat-	(GST Exclusive) Must be a dollar amount.	(GST Exclusive) Must be a dollar amount.	This number/amount is calculated.

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hire, communications, admin costs etc labour	ment, contracted hours, volunteer hours)			
Site design involving Yurbay and volunteer landscape architect	Quote from Yurbay, cost of specialised labour	\$2,000.00	\$1,000.00	\$3,000.00
Site preparation	Contracted earthworks including equipment hire, volunteer (approx 50 hours) and specialised (approx 20 hours) labour	\$8,500.00	\$1,669.00	\$10,169.00
Purchase of boulders, rocks and filtration system	Cost of supplies	\$6,000.00	\$0.00	\$6,000.00
Purchase of plants	Cost of seedlings and seeds	\$10,000.00	\$0.00	\$10,000.00
Yurbay to lead two half day workshops on Indigenous plant use	Quote from Yurbay	\$2,000.00	\$0.00	\$2,000.00
Planting working bees	30 volunteers, two planting working bees, three hours each (general labour). Note this is a very conservative estimate: we expect to have a significantly greater number of volunteers involved over the 12 month project, but have kept these numbers very modest here so as not to inflate the project budget.	\$0.00	\$7,510.00	\$7,510.00

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Project management	Qualified engineer and project manager to oversee project delivery across the 12 months. 50 hours at \$150/hour (P&C committee member and volunteer)	\$0.00	\$7,500.00	\$7,500.00
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Total Funds Requested

\$28,500.00

This number/amount is calculated.

Total Applicant Contribution

\$17,679.00

This number/amount is calculated.

Total Budget

\$46,179.00

This number/amount is calculated.

What is the total budgeted cost (dollars) of your project?

Merit Criteria 5: Community Engagement

In this section of your application, please indicate:

1. An estimation on the number of community member (including Volunteers), you intend to engage in your project,
2. What the demographics of these community members are,
3. How you will engage these community members? Workshops? On ground activities?
4. How will the projects and outcomes be communicated to a wider audience?
5. What other groups or organisations you are partnering with (optionally attach any letters of support).
6. What each partner/s is/are responsible for or contributing to your project.

Merit Criteria 5: Level of Community and Stakeholder Engagement *

The P&C is committed to using this project as a vehicle to help reboot community engagement following an extended period where our community has been unable to come together in person due to COVID-19 restrictions.

There are approximately 360 students at the school, and all will be involved in the development of our Microforest, including via workshops led by Indigenous bush and medicine expert Adam Shipp, and existing school staff who are trained in horticulture. The P&C will also facilitate a minimum of two community working bees to help progress the project, inviting all members of the school community - and the community more broadly - to participate as volunteers.

In addition to families and friends of the school's 360 students, community members from the broader community will also be invited via the school's public noticeboard, and Canberra Weekly magazine's "What's on this week" page. We would therefore hope to have over 500 community members involved over the 12 months of the project - and have set a minimum number of 200 volunteers as a target in our evaluation plan.

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The demographics of the community are very diverse: of the school's 360 students, there are over 42 different native languages spoken at home. 6% of students identify as Aboriginal or Torres Strait Islander. The local area also has an extreme socio-economic profile, with a significant portion of community members in either the bottom or top quartile of socio-economic (dis)advantage.

As highlighted, community members will be engaged in the project via a number of interesting and interactive workshops to regenerate the space which will be led Indigenous leader Adam Shipp through his Indigenous microenterprise, Yurbay. Community engagement will also be driven through student-led projects around the space, focussed on biodiversity and Indigenous landcare principles suited to the Canberra region.

We will also seek to communicate key outcomes from this project via a range of channels, including the school's newsletter and public Facebook page, the ACT P&C Council (to engage other schools and P&Cs) and local media such as the Canberra Weekly magazine. This will enable us to communicate opportunities to participate in the project to an audience beyond the immediate community. We will also use these channels to share successes from the project.

To deliver this project, we will be partnering with Indigenous organisation Yurbay (letter of support attached). The P&C will manage the overall project delivery, including project planning, budget management, event organisation, communication/publicity and volunteer engagement. Yurbay will propose a design for the space to maximise the area's biodiversity and capacity to attract native animal species, develop the list of plant species to purchase, and lead and deliver working bees/action workshops for the community. We will also consult with ACT Frogwatch on the proposed design to ensure the microforest is a suitable habitat for Canberra's frogs.

Must be no more than 500 words.

Attach letters of support (optional)

Filename: Yurbay letter of support primary school P&C application .docx
File size: 1.9 MB

Approvals, Licences and Authorisations

* indicates a required field

Permission for on-ground activities

Please upload the appropriate authorisation from the Landholder or Land Manager. More information about approvals can be found in the ACT Environmental Grants Program Guidelines.

Does your project include work on land which is not owned by you? *

Yes No

Please upload evidence of authorisation from Land Manager or Landholder. *

Filename: Nature in the City - Principal - Letter of approval.pdf
File size: 82.8 kB

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Additional Approvals or Authorisations?

Does your project require additional approvals or authorisations. Example could be if your project is on sites which are of cultural or heritage significance.

If unsure please contact the ACT Environmental Grants Coordinator to discuss your project.

Please allow sufficient time to obtain the appropriate approvals or authorisations.

Does your project require additional approvals or authorisations? *

Yes No

If yes, please refer to the ACT Environment Grants Program Guidelines guidelines for more information.

Licences

Does your project require additional licences in order for it to proceed? Example could be if you have a project where there is interaction with native plants and animals?

If unsure please contact the ACT Environment Grants Coordinator to discuss your project.

Please allow sufficient time to obtain the appropriate licences.

Does your project require additional licences? *

Yes No

If yes, please refer above or refer to the ACT Environment Grants Program Guidelines for more information.

Risks and Mitigations

* indicates a required field

Determine the potential risks to the project.

There are four steps to fill out the risk assessment below:

1. Firstly In the risk assessment below detail any issues, risks, constraints or knowledge gaps that may inhibit the project achieving its objectives in the table below.
2. Then estimate the consequence and likelihood of each of the risks identified and put them in the risk assessment.
3. Then using the risk matrix at the bottom of the page identify the risk level (Low, Medium, High, Extreme) of any potential risks to the project and put that in the assessment.
4. Finally describe how you will respond to the risks identified in the project.

If you need assistance with the form please contact the ACT Environmental Grants coordinator.

Example: Identified Risk: Dry conditions impacting plants; Consequence: Major (the planting could fail); Likelihood: Likely (Canberra gets hot); Risk Level: Extreme (Could jeopardise the project outcomes); Response: Monthly supplementary watering over summer.

Project Risk Assessment

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Potential risk	Consequence	Likelihood	Risk Level	Proposed response
The description should provide an understanding of the context of the risk, as well as its likely cause and possible consequence				What will you do to mitigate or manage the risk? How does the project design address the risk
Dry conditions impacting plants	Major *	Likely *	Extreme *	Only use native plants ie plants that are more likely to survive in Canberra's harsh climate. Plant in spring so plants are established prior to the hottest months. Supplementary watering over summer as required.
COVID-19 impacting ability to host workshops and working bees	Major	Possible	High	Events to be held outdoors, and in warmer months, to maximise likelihood that they will proceed. Have capacity to separate planting working bees into several small group sessions if required (i.e. to limit number of people working together).

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<p>Insufficient number of volunteers sign up to be involved</p>	<p>Major</p>	<p>Unlikely</p>	<p>Medium</p>	<p>Parents and community members are used to volunteering at regular working bees - which means this is unlikely. However if we are unable to attract sufficient volunteers from within the Macquarie/Belconnen community, we will broaden our reach by calling on other interested volunteers e.g. via inviting existing Landcare and other community groups to be involved. The school and P&C also have a relationship with the CIT School of Horticulture, and horticulture students have volunteered on site previously - if necessary, we could also call on this group to increase volunteer numbers.</p>
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Unable to acquire sufficient numbers of local (native) plants due to supply shortages; unable to secure contractors for earthworks component	Minor	Unlikely	Low	Leverage existing networks (e.g. through community members who are landscapers and/or work in the construction industry) to access wholesale channels. If required, source suitable native plants from outside the immediate area.
Volunteer project manager (a member of the P&C who is also an engineer and very experienced manager of construction projects) is no longer available	Moderate	Rare	Low	The Project Manager has two children at the school so is unlikely to depart. However we have identified a 'back up' project manager, who is also experienced managing projects in the construction industry, if required.

Insurance

* indicates a required field

Evidence of Public Liability Cover of Sponsor

Refer to the ACT Environment Grants Program Guidelines - Insurance.

If you are successful with your application your Sponsor will be required to enter into a Deed of Grant with the Territory and they will be required to provide evidence that they either have:

- a current public insurance policy with a minimum cover of \$20 million (Certificate of Currency); or
- has obtained a valid quote for a public insurance policy with a minimum cover of \$20 million.

Evidence of Insurance Cover *

Filename: 2021-22

P&C General Insurance Certificate.pdf

2022-2023 ACT Environmental Grants Program ACT Environmental Grants Program: Application Form

Applf

Form Submitted: 28 Mar 2022, 8:16pm AEDT

File size: 347.8 kB

Upload a current Public Liability Insurance policy (Certificate of Currency) or a valid quote for a Public Liability Insurance with a minimum of \$20 Million

Evidence of Level of Volunteer Accident Insurance Cover Insurance Cover

Refer to Environment Grants Program Guidelines - Insurance.

If you are successful with your application your Sponsor will be required to enter into a Deed of Grant with the Territory. If your project utilises a volunteer base, your Sponsor will be required to provide evidence that they either have:

- a current Volunteer Accident Insurance policy with a minimum cover of \$10 million (Certificate of Currency); or
- has obtained a valid quote for a Volunteer Accident Insurance policy with a minimum cover of \$10 million.

Evidence of Insurance Cover

Filename: 2021-22 P&C General Insurance Certificate.pdf

File size: 347.8 kB

Upload a current Voluntary Workers Insurance policy (Certificate of Currency) or a valid quote for a Voluntary Workers Insurance policy with a minimum of \$10 Million

CHECKLIST

* indicates a required field

Before submitting your application please ensure that:

*

- You have completed all sections of the application form applicable to your project.
- You have uploaded approvals from landholder/managers to conduct your project on their land (Required as part of your applications eligibility).
- If applicable, you have uploaded copies of any authorisations required (Example: ACT Heritage support/agreement).
- If applicable you have uploaded copies of location of the specific area you intend to undertake your project.
- You have uploaded all documentation in relation to Public Liability and Volunteer Workers Insurance (Certificates of Currency).
- If applicable, you have uploaded all relevant licences that may be required for your project (Example interacting with Native Plans and Animals).
- If you are an individual or non-incorporated organisation, you have uploaded letters of agreement from your Sponsor (Incorporated Organisation)
- You have completed all Sections relating to the Merit Criteria.

Please tick each statement that is applicable as verification of your completed application

Authorisation

2022-2023 ACT Environmental Grants Program
ACT Environmental Grants Program: Application Form

Form Submitted: 28 Mar 2022, 9:10pm AEDT

This section must be completed by an appropriately authorised person on behalf of the applicant (the Sponsor) or Incorporated Organisation.

I certify that to the best of my knowledge the statements made within this application are true and correct, and I understand that if the applicant organisation is approved for this grant, we will be required to accept the terms and conditions of the grant as outlined in the letter of approval.

If successful, I certify that we are eligible to enter into a Deed of Grant with the ACT Government and understand the implications and obligations of the funding.

I agree *

Yes

Name of authorised person (Sponsor or Incorporated Organisation) *

Name of authorised Person for the Incorporated Organisation

Position *

Vice President

Position within the Incorporated Organisation

Contact Phone Number *

Contact Number of the Authorised Person of the Incorporated Organisation

Contact Email *

Must be an email address.

Email address of the Incorporated Organisation

Date *

28/03/2022

Must be a date.