Welcome to the Victorian Landcare Grants - 2025 Application

How the form works

Saving

The form **does not autosave**. You will need to press the save button regularly to avoid losing your progress. **You can save your responses and come back to them later.**

Tables

You can add more rows to a table by clicking [**+**] on the right-hand side of the table, and remove rows (empty or not) by clicking [**-**].

Word limits

Some text boxes have word limits. You will not be able to submit your application until your response is below the word limit for that question. Smartygrants will tell you if you've gone over.

How can I work on this application at the same time as other people?

To work on your application the same time as others, your organisation will need an have ABN to create a SmartyFile account.

SmartyFile allows many people to work on your application, with each person having their own login and access level. You can also pre-fill information into forms and manage, view, search and sort submissions across multiple funders in one spot.

To learn more go to applicanthelp.smartygrants.com.au/smartyfile

What do I need before I submit this application?

For Project Grants:

- a budget and detailed costing for your project
- your organisation's ABN and incorporation number (if using an auspice, you'll need their details)
- a copy of your $20 million public liability insurance (unless Landcare Victoria Inc. insured or if using an auspice, you'll need their details)
- a map of your proposed project area, if your project includes on-ground works
- evidence of support from landholders and/or public land managers (*where applicable*)
- to complete the Group Health Survey

For a Support Grant

- your organisation's ABN and incorporation number (if using an auspice, you'll need their details)
- to complete the Group Health Survey

Privacy

2025 Victorian Landcare Grants West Gippsland
Form Preview

The Department of Energy, Environment, and Climate Action (DEECA), CMA's and Melbourne Water are committed to protecting personal information provided by you in accordance with the privacy principles in the *Privacy and Data Protection Act 2014 (Vic)*.

The information you provide will be used to assess and administer your grant application, for promotion and administration of the Victorian Landcare Program, and for regional and statewide reporting. The information that you provide about your group and project (including your group name and the project's title, summary and the amount of funding received) may be made publicly available. Any further information that is publicly available (such as regional and statewide report cards) will be deidentified.

The information you provide will be made available to the Minister for Environment, other Victorian Government bodies, Landcare Victoria Inc. and third-party providers.

You may access the information that you have provided to DEECA and the CMA by contacting the Victorian Landcare Program team via email landcare@deeca.vic.gov.au

Eligibility

* indicates a required field

You can apply if you are a Victorian Landcare or environmental volunteer group/network that is **community-led** and **has a focus on on-ground land and natural environment improvement work.** This includes:

Landcare groups/networks, Friends of groups, Conservation Management Networks, Coastcare Victoria groups, Committees of management, Aboriginal groups/ organisations working on Country

Is your organisation a community-led Victorian Landcare or environmental volunteer group/network? *

○ Yes   ○ No

Does your group/network focus on *on-ground* land and natural environment improvement work? *

○ Yes   ○ No

To apply for a grant, you will also need to meet one of the following criteria:

1. be an incorporated association** **with** $20 million of public liability and personal accident insurance**OR**
2. be a current financial member group with Landcare Victoria Incorporated (LVI)*****OR**
3. have an auspice organisation that does meet one of the above requirements

**Other types of incorporated associations include Committees of Management under* *the Public Land Act or asscociations incorporated through the Registrar of Indigenous Corporations,*

****See: [Landcare Victoria Inc. Member Group Grants Policy for more information.](#) LVI* *financial member groups automatically meet the insurance requirement.*

Is your organisation a current financial member of Landcare Victoria Inc? * 　 ○ Yes 　 ○ No

Is your organisation an incorporated association? * 　 ○ Yes 　 ○ No

Are you insured with at least $20 million of public liability and personal accident insurance? * 　 ○ Yes 　 ○ No

Auspice

Your answers indicate that you would need an auspice (also sometimes called a sponsor) to apply for this grant.

The auspice organisation would enter into the funding agreement and receive the funding on your behalf, and would be legally responsible for delivering the grant and the contractual obligations. There can be additional costs when using an auspice arrangement - these need to be included in your budget and cannot exceed any limits on budget items (such as project management).

To apply under an auspice arrangement, you will need to upload written approval from the auspice organisation (e.g. a letter of support), showing that they are willing to take on this project if you are successful.

Do you have written approval from your sponsor (auspice)? * 　 ○ Yes 　 ○ No

Your answers indicate that you are not eligible to apply for this grant.

Please review the 2025 Victorian Landcare Grants Guidelines for more information about the eligibility criteria.

Your answers indicate that you are eligible to apply

Are you applying for a project grant or support grant? *
○ Project Grant (up to $20,000)
○ Support Grant (up to $500)

Is this your group or network's only application for the 2025 Victorian Landcare Grants? *
○ Yes, this is our only application
○ No, we have other applications
Including applications in other CMA regions.

Project Grant - additional information

You've selected that you are applying for a project grant.

If your project grant is unsuccessful, would you like to apply for a support grant? *   ○ Yes   ○ No

Support Grant - additional information

You've selected that you are applying for a support grant only.

You won't need to fill out any of the project-related sections - these will be automatically greyed out.

Project Outline

* indicates a required field

Project outline

Title

Provide a short title for your project (no more than 15 words). The title may be made publicly available. It doesn't form part of the assessment of your project.

Examples

- Waste, Wildlife & Our Waterways
- Gazing through the Grasses
- Reedy River: protection; propagation; revegetation; engagement

Project Title: *

Summary

In 75 words or less, provide a short description of your project:

- what is the issue that you want to address?
- what would you like to do?
- what do you hope to achieve?

This summary isn't assessed and may be made publicly available. It should make sense to someone who doesn't know much about your project.

You'll be able to provide more detail about your project in the assessment questions on the next page.

Project Summary: *

Word count:

Assessment Questions

* indicates a required field

Land and environment outcome (20%)

Criteria description: The extent to which the project contributes to protecting and restoring land and environment.

Strong responses include:

- Identify the specific issue/s that the project will address in the short term.
- Explain the difference your project will make in the long term.

How does your project contribute to protection and restoration of land and the environment in the next 12-24 months? *

Word count:
Must be no more than 100 words.
What are the specific issues that your project will address in the short term?

How will your project benefit the land and/or the environment over the next 5-10 years? *

Word count:
Must be no more than 100 words.
Explain the difference your project will make in the long term

Partnerships and skill development (20%)

Criteria description: The extent to which the project uses partnerships and builds on the skills of the group and/or volunteers.

Strong responses include:

- the specific partners that will be involved
- their level of involvement
- level of support from landowners and/or land managers
- the skills that the group and/or volunteers will learn

Will you work with any partners or other funders to deliver this project? *
- ○ Yes
- ○ No

e.g. land holders, schools, Traditional Owners,

Please describe the support that partner organisations plan to provide for the project.

Strong responses describe the contributions that your partners plan to make which could include:

- other grants or financial contributions

- loaned or donated equipment
- donated materials
- donated time

Who will you partner with?	How will they be involved?
e.g land holders, schools, Traditional Owners, other groups, philanthropics and other funders	Must be no more than 50 words.

How will the project build the skills of the people involved with the project? e.g volunteers, participants, landholders, partners *

Word count:
Must be no more than 100 words.
What skills will those involved learn?

Demonstrated need and community benefit (20%)

Criteria description: Alignment with a natural resource management strategy, such as the Regional Catchment Strategy or Biodiversity 2037, identifying the need for this project or activity to be delivered and the community benefit.

Part A - Alignment with plans and stragegies

Please indicate your project's alignment with a natural resource management strategy, such as the Regional Catchment Strategy or Biodiversity 2037, identifying the need for this project or activity to be delivered.

Biodiversity 2037

Protecting Victoria's Environment – Biodiversity 2037 is Victoria's plan to stop the decline of our native plants and animals and improve our natural environment, supported by two overarching goals:

- **Victorians value nature**, and
- **Victoria's natural environment is healthy**.

Does your project align with the Biodiversity2037 goals of Victorians value nature? *

☐ Victorians connecting with nature
☐ Victorians acting to protect the natural environment
☐ No
At least 1 choice and no more than 2 choices may be selected.

Does your project align with the Biodiversity2037 goals of Victoria's natural environment is healthy? *

☐ Threatened species conservation
☐ Pest herbivore/predator/weed control
☐ Revegetation
☐ Permanent protection of private land
☐ No
At least 1 choice and no more than 2 choices may be selected.

Regional Catchment Strategies

Catchment management authorities (including Melbourne Water) are responsible for coordinating the development and implementation of regional catchment strategies with their partners, communities and Traditional Owners under the *Catchment and Land Protection Act 1994.*

The strategies reflect community priorities for catchment values and align with relevant state and federal policies and program priorities.

West Gippsland CMA Regional Catchment Strategy can be found here: Regional Catchment Strategy West Gippsland

Landcare Plan

Landcare Victoria Inc (LVI) Landcare Plan for Victoria outlines the collective goals and priorities of the landcare community and highlights the key actions and areas where support is needed to deliver on its vision.

Victoria's Environmental Volunteering (EV) Plan

The EV Plan is a coordinated and revitalised approach to environmental volunteering that supports and fosters a sustainable, modern, effective and valued environmental volunteering sector in Victoria.

Have you aligned your project with the Regional Catchment Strategy, LVI's Landcare Plan for Victoria, or Victoria's Environmental Volunteering Plan? *
○ Yes
○ No

Pick the plan or strategy that your project aligns with most strongly.

Strong responses will refer to specific sections, priorities and actions in the plan, where possible

Plan or strategy	How does your project align?
	Must be no more than 50 words.

Does your group/network use a documented plan to guide its activity? *
○ Yes
○ No

Have you aligned your project with another plan? e.g. council plan, sub-catchment plan *
○ Yes
○ No

Type of plan or strategy	Name of plan or strategy	How does your project align to this plan or strategy?

		Must be no more than 50 words.

Part B - Community benefit

How will the community benefit from project? *	

Word count:
Must be no more than 100 words.

Project design and group/network capacity (20%)

Criteria description: The ability of the group/network to plan and deliver the project, including group resources and technical feasibility. Priority will be given to eligible projects that are well-planned, achievable and outline the project delivery method. Past project delivery will be considered.

Priority will be given to eligible projects that are well-planned and achievable.

Provide an explanation of why you have chosen your proposed project activities.

Strong responses for the following two tables will:

- be specific (for example, how many trees will be planted)
- help the assessors understand the sequence of activites involved in your project
- show the assessors that you have considered the timing of activities (e.g planting, weed control)
- show that you have access to the skills and resources needed to complete the project

Outline the timing of key activities to show how your project will be completed and reported by 30 November 2026

List your key activites	When will this happen	Why will the activity happen at this time?
Eg revegetation, weed control, education events,	e.g Nov 2025, April 2026	Must be no more than 50 words.

What skills and resources will be used to deliver this project?	Where will these resources come from?
Volunteer contributions and time, project management, business management, botany, species identification, etc	e.g group members, external consultants, volunteers, paid staff Must be no more than 50 words.

Project location and land manager support

* indicates a required field

Land manager consent

All projects that involve works (e.g. planting, construction) on a physical site will need support from the land owner or public land manager.

For the application stage, a letter or email showing in-principle support is enough. If your project is funded, you will need to seek formal approval before starting works. Formal approval takes time and may cost money - ensure you have taken this into account when designing your project.

Common public land managers include:

- Parks Victoria,
- Local councils
- DEECA

Private land owners include:

- Individuals & sole traders
- Businesses

If your proposed project covers land that is owned or managed by more than one organisation or person, you will need to seek support from each land manager.

For example, works near a waterway may need support from both water authority and your local council.

Note: Projects proposing awareness and education actions on public land may also need land manager support and an event plan (e.g. Parks Victoria Event Permits)

Project land status

Does your project occur on *

- ○ Public land
- ○ Private land
- ○ Both
- ○ Not applicable (non on-ground projects)

You will be required to provide contact details and/or letters of support from land managers

Project Location- nearest town or locality *

Nearest town or locality

Public land manager consent

If your project is planned over multiple sites, please number each site and match site numbers on the map you will provide on the Supporting Documents page.

In the Supporting Documents page, you can also attach evidence of support from each public land manager you will work with.

Public land manager name Site Address   Site ID

e.g. Parks Victoria, DECCA, Council, Water Authority		These site ID's should also be used on your project map

Private landholder support

If your project is planned over multiple sites, please number each site and match site numbers on the map you will provide in the Supporting Documents page.

In the Supporting Documents page, you can also attach evidence of support from each land holder you will work with.

Name	Site Address	Site ID
		These site ID's should also be used on your project map

Activity outputs

* indicates a required field

Activity outputs

You will need to estimate the number of activity outputs to be delivered through the proposed project.

- **Choose** the outputs relevant to your project from the list below
- **Quantify** them for your project (e.g. km's of fencing, hectares of revegetation)

If your project has outputs that don't appear in the list, describe it in the "Other" section and include a unit of measure.

If your application is successful you will be required to report against these targets at the completion of your project.

Select your projects outputs *
- ☐ Fencing
- ☐ Revegetation
- ☐ Rabbit control
- ☐ Weed Control
- ☐ Engagement events
- ☐ Publications
- ☐ Assessments
- ☐ Other

Fencing

Fencing should comply with the Fencing Standards (Part 2, Section 1, Page 5 or for exclusion fencing look under the relevant threat – eg rabbits)

Note: *boundary and barbed wire fencing will not be funded*

You can add more rows by clicking [+] on the right-hand side of the table, and remove rows (empty or not) by clicking [-].

Type of fencing	Description (Optional)	Length of fencing to be installed (km)	Area protected within the fenced area (ha)

	If you have multiple locations or fencing types, providing a short description may help the assessors to understand your project better.	Must be a number.	Must be a number.

Revegetation

You can add more rows by clicking [+] on the right-hand side of the table, and remove rows (empty or not) by clicking [-].

Revegetation method	Number of plants	Area to be planted (ha)
	For Direct Seeding, put zero (0) Must be a number.	Must be a number.

Rabbit Control

Rabbit control

The following rabbit management actions **WILL NOT** be funded; shooting, poisoning, trapping, explosive or fumigation* methods for pest animal control. **This includes engaging a contractor to undertake these activities.**

*Please note, while ripping is still the preferred control method, fumigation for pest rabbit control **may** be funded **if** the following conditions are met:

- Works take place on public land.
- Where ripping is unable to be conducted – e.g. where there are threatened flora and vegetation communities listed under the *Flora and Fauna Guarantee Act 1988 - Threatened List*
- Written approval is provided by the public land manager.
- Works are carried out by a contractor holding a valid Commercial Operator License (COL) **and** Agricultural Chemical Users Permit (ACUP).
- Preferably includes a combination of both methods, not solely fumigation.

You can add more rows by clicking [+] on the right-hand side of the table, and remove rows (empty or not) by clicking [-].

Control method	Description (optional)	Area of control (ha)
		Must be a number.

Weed control

Pelase complete the table below.

You can describe the associated costs of the proposed weed control in the budget section.

Funding for weed control is to species on the [Advisory list of environmental weeds in Victoria](). The CMA may use its discretion where there's a clear public benefit to control other weed species

Only include area to be treated for weed control.

You can add more rows by clicking [+] on the right-hand side of the table, and remove rows (empty or not) by clicking [-].

Control method	Delivery method	Weed Type	Weed species	Area of control (ha)
				Must be a number.

Engagement events

These can include but are not limited to education and engagement activities such as property planning courses, field days, education events or demonstrations.

You can add more rows by clicking [+] on the right-hand side of the table, and remove rows (empty or not) by clicking [-].

Type of engagement event	Description (optional)	Number to be held
		Must be a number.

Total number of events

This number/amount is calculated.

Publications

Publications are: the preparation and issuing of a material or other work for public consumption.

Audio: radio, podcasts, etc.

Visual: television, online videos, DVDs, etc.

Written: printed or online publications.

You can add more rows by clicking [+] on the right-hand side of the table, and remove rows (empty or not) by clicking [-].

Publication type	Description (optional)	Number of publications
		Must be a number.

Total number of publications *

This number/amount is calculated.

Assessments

You can add more rows by clicking [+] on the right-hand side of the table, and remove rows (empty or not) by clicking [-].

Assessment type	Description (optional)	Number of assessments
		Must be a number.

Total number of assessments *

This number/amount is calculated.

Other outputs

You can add more rows by clicking [+] on the right-hand side of the table, and remove rows (empty or not) by clicking [-].

Please describe any activities you're seeking funding for which do not fall into the categories listed above	Number	Unit of measurement
	Must be a number.	

Does your project include work benefitting Threatened Species? *
- ○ Yes
- ○ No

Which Threatened Species does your project benefit? *

Plase list each one

Budget

* indicates a required field

Project Budget

This section will account for 20% of your assessment score (Value for money).

Criteria description: The budget represents good value for money, including itemised costs, budget items are relevant, appropriate, and aligned with the scope/scale of the project and a clear justification is provided.

Funding available

- You can request up to **$20,000 (ex GST)** in total. *Use whole dollars only.*
- You can apply for **up to 15%** of your total funding request for Project Management.
- The total cost of capital items and equipment **can't exceed $3,000**
- Group operating costs **up to $500** may be included as a separate budget line in your project (e.g., costs such as insurance, incorporation and operational needs)

Please ensure you refer to the guidelines for 'What will be funded?"

Strong examples:

If your activities are "rabbit control" and "construct exclusion fencing", then your budget items might be:

Category	Item	Description
Site ID	Funds requested	

- Fencing   Contractors   6km riparian fence construction
  ABC001 $4,980
- Fencing   Materials   Wire, steel posts and end assemblies
  ABC002 $11,740
- Rabbit control   Contractors   10kms of roadside warren ripping
  SITE01 $3,280

Weak example:

- Fencing   Materials   Fencing
  (no site ID) $800
- Rabbit control   Contractors   Rabbit ripping
  (no site ID) $15,000

Quotes

Including a quote will provide necessary explanation and justification to your application. Applications that have quotes attached will demonstrate better value for money than applications without quotes. These can be uploaded in the Supporting Documents page.

Tables

You can add more rows to a table by clicking [**+**] on the right-hand side of the table, and remove rows by clicking [**-**].

Does your budget include items from these categories? *	☐ Project management ☐ Capital items and equipment ☐ Group operational costs ☐ None of the above Tick all that apply. Ticking these options will cause additional sections to open up in the budget table.

Project Budget - materials, contractors

Do not include project management, capital items and equipment, or group operational costs in this section of the budget.

If you have costs in those categories, please tick them in the question above and a specific section will appear.

Category	Item	Description of Item	Site ID (if relevant)	Funds requested

Project Management

Category	Item	Description of item	Site ID (if relevant)	Funds requested
Project management				

Capital items and equipment

Category	Item	Description of item	Site ID (if relevant)	Funds requested

Group operating costs

What costs are you seeking support for? *
- ☐ Insurance costs
- ☐ Incorporation costs
- ☐ Operational costs

Funds requested *

[   ]

Up to $500

Earlier in the form, you indicated that you'd like to apply for a support grant if your project grant is unsuccessful.

Would your support grant request be the same amount as group operating costs above? *
- ○ Yes
- ○ No

Project Grant budget check

This section checks that your budget items are within the limits for this grant.

You will be able to save the form if any of these items are over their limit, but you won't be able to submit the application until it is fixed.

Total Amount Requested *

$ [   ]

What is the total financial support you are requesting in this application?

Total capital items and equipment *

[   ]

Must be less than $3,000

Total project management *

[   ]

Percent of total budget *

[   ]

Must be 15% or less

Based on your current budget, your project management cap would be: *

[   ]

Organisation details

* indicates a required field

Organisation details

Please enter the contact details for your organisation. If you have an auspice, you will enter their details on the next page.

Organisation name *

Organisation Name

[   ]

What best describes your group/network type *

[   ]

Which Local Government Area are you in? *

[   ]

choose up to 5 - Find your council

Organisation Address *

Address

[   ]

[   ]

Suburb   State   Postcode

[   ]   [   ]   [   ]

Must be an Australian postcode.

Administration contact details

All correspondence will be sent to this person, including letters, emails and funding contracts.

Administration Contact *

First Name   Last Name

[ ] [ ]

**Position in Organisation
***

**Phone number (business
hours) ***

Include area code for landlines.

Email *

Must be an email address.

**Is this the best person to contact about
project queries? ***
○ Yes
○ No, I'd like to nominate someone else

Project contact details

This person will be the point of contact for all queries throughout the project delivery.

Project Contact *

First Name

Last Name

**Position in Organisation
***

**Phone Number (business
hours) ***

Include area code for landlines

Email *

Must be an email address.

ABN

**Does your organisation
have an ABN? ***
○ Yes
○ No

Applicant ABN *

The ABN provided will be used to look up the following
information. Click Lookup above to check that you have
entered the ABN correctly.

Information from the Australian Business Register
ABN
Entity name

ABN status	
Entity type	
Goods & Services Tax (GST)	
DGR Endorsed	
ATO Charity Type	More information
ACNC Registration	
Tax Concessions	
Main business location	

Must be an ABN.

Please tick one of the following reasons for not supplying an ABN. *

○   I/We do not expect to profit or gain from the grant
○   I/We are not running a business and are not entitled to an ABN
○   The grant is exempt income for me/us
○   The grant is for a private recreational pursuit or hobby
○   The grant is for an activity that is wholly of private or domestic nature

If you don't provide this information, the Australian Tax Office requires that we pay them 49% of your grant.

Incorporation

If affiliated with Landcare Victorian Incorporated as a member group, see Landcare Victoria Inc. Member Group Grants Policy for more information

Will you be using using LVI's incorporation number or do you have your own? *

○   We will be using LVI's incorporation number
○   We have our own incorporation number

You will need a letter of support from LVI, which you can upload on the Supporting Documents page.

Do not leave this to the last minute - LVI will need time to issue the letter.

To check your groups incorporation number visit:

- Consumer Affairs Victoria
- Office of the Registrar of Indigenous Corporations

Which of the following registrations does your organisation have? *

☐ Incorporated through Consumer Affairs Victoria
☐ Registered through the Office of the Registrar of Indigenous Corporations
☐ Incorporated through the Crown Land (Reserves) Act 1978

What is your group's incorporation number? *

e.g. A1234567B

The incorporation number entered above must match your organisation name. To check your incorporation number visit Consumer Affairs Victoria

Payment details

Please provide your banking details. If you are successful, this will assist the payment process.

Bank Account

Account Name

BSB Number   Account Number

Must be a valid Australian bank account format.

Email for invoice and payment notifications

Must be an email address.

Please note, limits to the bank details fields are set by SmartyGrants. If you need to provide any additional information about your payment details, use the optional field below.

Additional banking information

Is your group/network officially supported by a DEECA funded Victorian Landcare Facilitator? *

○ Yes   ○ No

What is your DEECA funded Victorian Landcare Facilitator's name? *

Auspice details

* indicates a required field

Your responses indicate that you need an auspice, as your organisation is not a legal entity, or does not have $20 million public liability and personal accident insurance.

To be eligible as an auspice, your auspicing organisation must:

- be either an incorporated association registered with Consumer Affairs Victoria or a Victorian Government/ statutory body/authority
- hold a minimum of $20 million public liability and personal accident insurance

Your auspice will sign the funding agreement, and be responsible for the delivery of your project. This includes:

- receiving the grant and ensuring the funds are spent correctly
- ensuring your participants are safe while completing the project
- ensuring all reports are completed

Auspice organisation name *

Organisation Name

Auspice organisation type *

Postal Address *

Address

Suburb	State	Postcode

Must be an Australian postcode.

Auspice administration contact details

Who is the best person to contact for admin matters, such as payments?

Name *

First Name   Last Name

Position in organisation *

Phone Number *

Must be an Australian phone number. Include "03" for landlines.

Email *

Must be an email address.

Auspice ABN and Incorporation number

Which of the following registrations does your auspice have? *

☐ ABN
☐ Incorporation number

What is your auspice's ABN? *

The ABN provided will be used to look up the following information. Click Lookup above to check that you have entered the ABN correctly.

Information from the Australian Business Register	
ABN	
Entity name	
ABN status	
Entity type	
Goods & Services Tax (GST)	
DGR Endorsed	
ATO Charity Type	More information
ACNC Registration	
Tax Concessions	
Main business location	

Must be an ABN.

What is your auspice's incorporation number? (through Consumer Affairs Victoria) e.g. A1234567B *

Payment details

Please provide your auspicor's payment details. If you are successful, this will speed up the payment process.

Auspice Primary Bank Account *

Account Name

BSB Number   Account Number

Must be a valid Australian bank account format.

Email for invoice and payment notifications *

Must be an email address.

Please note, limits to the bank details fields are set by SmartyGrants. If you need to provide any additional information about your payment details, use the optional field below

Additional banking information (optional)

Supporting Documents

* indicates a required field

LVI support

You have indicated that you are applying under Landcare Victoria Inc.'s (LVI) incorporation number.

As per LVI's rules, groups who want to use LVI's legal status as an incorporated association must get a letter of support before applying.

Expressions of interest (EOIs) should be made well in advance of funding deadlines, either by email or phone, so that Landcare Victoria has time to assess project proposals and provide any relevant support materials. Advice on grant process, relevant to each specific grant round, will be provided to member groups at this stage.

Please refer to the Landcare Victoria Inc. Member Group Grants Policy for more information

Please upload a letter of support from Landcare Victoria Inc *

Attach a file:

Partner support

You indicated earlier that you will be working with partners for this project. Here you have the option to upload evidence of the support they will provide.

Evidence of partner support	Description of file
Email, letter of support etc.	

Public land manager support

You have indicated that your project occurs on public land. Please upload evidence of project support from each land manager listed on Page 5

Evidence of project support / approval	Description - including Site ID
e.g an email or official letter of support from the land manager	e.g email from Local council - SiteA001

Private land holder support

You have indicated that your project occurs on private land. You have the option to upload evidence of project support from each land holder here

Evidence of Landholder support	Description - including Site ID
	e.g Letter of support from Jane Citizen - Site A001

Map upload

You indicated earlier in the application that your project has on-ground works. You will need to supply a map for your project.

 Please refer to the **guidelines** for instructions on what is required.

Use the **+** button on the right hand side to add multiple files.

Upload your map file(s) showing your proposed project activities	Site ID
Do not upload shape files.	

Map upload

You indicated earlier in the application that your project does not have on-ground works. You have the option to upload a map of where your proposed activities will take place.

Please refer to the **guidelines** for instructions on what is required.

Use the **+** button on the right hand side to add multiple files.

Upload your map file(s) showing your proposed project activities	Attach a file:

Quotes

Including quotes provides explanation and justification to your application. Applications that don't have quotes may score lower.

You can add more rows to a table by clicking [**+**] on the right-hand side of the table, and remove rows by clicking [**-**].

Quotes	What is the quote for?

Insurance

Attach your current certificate of insurance *	Attach a file:

Also called Certificate of Currency

Information for Committees of Management

Through the Victorian Managed Insurance Agency (VMIA) DEECAprovides insurance for voluntary committees of management for Public liability (and Products liability), Professional liability (sometimes known as Professional indemnity) and Group Personal Accident (for volunteers including committee members). You can download a copy of the Certificate of Currency here.

Auspice

Please upload a letter or email showing that your auspice agrees to take responsibility for the grant. *

Attach a file:

Upload your auspice's current certificate of insurance, which shows at least $20 million in Public Liability and personal accident cover. *

Attach a file:

Other supporting documents

You have the option to upload any other documents that you think will enhance your application

Other supporting documents	Description of file

2024-25 Group Health Survey

* indicates a required field

If your organisation (group, network or other) is supported via the state government's Victorian Landcare Facilitator Program (VLFP), you only need to answer two questions. The standard Group Health Survey questions will be submitted via VLFP annual reporting. Please talk to your Landcare Facilitator or Network to ensure they can collect and report your group's data via VLFP.

If your organisation (group, network or other) is not supported officially through the VLFP, please continue to complete this survey.

For groups completing multiple applications, have you have already completed this survey. *

○ Yes- we confirm our survey was completed in a previous application
○ No- we have not yet completed the survey

Start the survey...

This survey is interested in your Landcare activity over the past 12 months.

The information you provide in this annual survey is vital for understanding the health and challenges of Landcare across Victoria.

Not sure how to answer these questions?

You can take this application including these questions (SAVE PROGRESS) along to a group meeting to discuss before entering the survey data here.

Tell us about your group/network...

Over the past 12 months......

How many individual adult members in your group? *

For Networks, please list the number of member groups you have

How many new members joined up? *

Must be a number.

Estimate the number of individual people (non-members) who participated in your group's activities *

Must be a number.

Volunteer Hours

What is Active Volunteering? Volunteering that happens in a structured way, either in a group or individually, where time is donated for the common good with an environmental outcome in mind.

Examples can include:

- *Participation in a community planting day at a local bushland reserve*
- *Writing the minutes of a Friends of group or Landcare group meeting or doing the work of a group Treasurer to manage a groups finances*
- *Donating of time to controlling environmental weeds on a farm as part of a district Landcare group project*

Over the past 12 Months......

Please estimate the number of individuals

Please note that active volunteers are those that have participated in activities rather than just paid a membership

that have been active volunteers *

...how did your Active Volunteers spend their time (in hours)?

Please estimate, in hours, for each of the following categories.

This includes members and non-members who participated in your activities.

On-ground Natural Resource Management (NRM) projects and works *

E.g planting, weed control, pest animal control, fencing, flora and fauna surveys, etc.

Learning and training *

E.g guest speakers, training courses, field days, demonstrations

Administration, planning, decision-making, reporting *

E.g meetings, people surveys, finance, applying for and reporting on grants etc.

Promotion, communications and recruitment for the group *

E.g newsletters, signage, website maintenance, etc.

Total hours of volunteering *

This number/amount is calculated.

Funding

Excluding Victorian Landcare Grants, what funding did your group secure in the past 12 months?

Name of grant program(s)	How much funding did you receive?
	$
	$
	Must be a dollar amount.

Group priorities

Please choose your groups **Top 3 priorities** for the next two years

Group priorities *

☐ Vegetation protection & enhancement

☐ Funding for facilitator support

☐ Waterway protection

☐ Sustainable farm practices

☐ Threatened species
☐ Improving land managers skills & knowledge
☐ Aboriginal cultural heritage awareness & knowledge
☐ Traditional Owner inclusion & involvement

☐ Volunteer recruitment
☐ Project funding

☐ Other: _____

Traditional Owner Engagement

In the last twelve months has your group/network engaged with a Traditional Owner group or an Aboriginal organisation? *

○ Yes
○ No

Which Traditional Owner groups does your group engage with?

☐ Barengi Gadjin Land Council Aboriginal Corporation
☐ Bunurong Land Council Aboriginal Corporation
☐ Dja Dja Wurrung Clans Aboriginal Corporation
☐ Eastern Maar Aboriginal Corporation

☐ First People of the Millewa Mallee Aboriginal Corporation
☐ Gunaikurnai Land and Waters Aboriginal Corporation
☐ Gunditj Mirring Traditional Owners Aboriginal Corporation

☐ Taungurung Land and Waters Council Aboriginal Corporation
☐ Wadawurrung Traditional Owners Aboriginal Corporation
☐ Wamba Wemba Aboriginal Corporation
☐ Wurundjeri Woi Wurrung Cultural Heritage Aboriginal Corporation
☐ Yorta Yorta Nation Aboriginal Corporation

☐ Other: _____

Map of Victoria's Registered Aboriginal Parties can be found here

Group Health

Select the best description for your group/network

Trail blazers (thriving)

-
  - **Our group has its own identity and strives for excellence.** We are the holder of expert knowledge concerning our area. We are clear on what we are trying to achieve and our role in achieving it. We determine the direction of work ourselves first and then seek suitable sources of resourcing. We know who can offer assistance and we tap into them when needed. We strive to ensure that

everyone in the district understands our role and is a member of our group. If any of our committee leaves, others will step up and our group would continue to prosper. We actively seek contacts and knowledge beyond our borders

Rolling along smoothly (strong)

-
  - **We have an action plan that we actively work on.** Our projects tend to be large in scale. Our committee is very motivated and can explain why the group exists, even if other members cannot. We have a broad and active membership. From time to time we actively seek contacts and knowledge beyond our borders. Our activities usually involve other organisations

Moving forward (OK)

-
  - **Our group/network has an action plan, or intends to develop one. We feel we are making progress.** We actively seek assistance from our support person, but we may still be dependent on a dedicated few. We are 'chugging' along, but we are not stretching ourselves right now - we are working within our current capabilities. We are happy within our own group borders – we rarely attend wider meetings or forums. Our activities do not usually involve other organisations to any great extent.

Struggling along with the same dedicated core (surviving)

-
  - **Our activities are often prompted by a funding round or a call from the support person.** Our office bearer positions were difficult to fill. We have few new members. We haven't got around to action planning yet, or we have one that we don't use. We don't all see the value of action planning. We tend to focus on single issues only, such as weeds or rabbits. We don't always talk about our group with pride.

Just hanging on (stalling or stalled)

-
  - **We don't have an action plan** (or we don't use it). Our meetings are irregular and only a few core members come, (or our meetings are non- existent). We don't really have agreed goals. There are little or no on- ground works happening, and if so it happens in an ad-hoc manner. We rarely talk about our group with pride. We have little contact with other groups and organisations and either don't have or don't access external support.

Group health rating *

[   ]

Thank you for completing the survey. Please move to the next page and complete the declaration.

Feedback and Declaration

* indicates a required field

Feedback

Your responses to the following questions will not be assessed - they will be used to help us improve our application forms and processes in the future.

How many people worked on this application? *

How many hours did your group spend on this application? *

Must be a whole number

How easy was the application form to use? *

○ Extremely easy   ○ Very easy   ○ Somewhat easy   ○ Not very easy   ○ Not at all easy

Do you have any feedback about the application process? (Optional)

Declaration

I understand that successful applicants and auspicing organisations (if an auspice is used) are required to:

- Enter into a funding agreement with the Catchment Management Authority.
- Be responsible for meeting contractual obligations to deliver the project and report on its success by the due date.
- Have appropriate land manager approval and relevant permits, including planning and cultural heritage.
- Adhere to all relevant legislation including Workplace Health and Safety requirements.
- Acknowledge the Victorian Government funding in publications and promotions
- Work with the CMA to identify and promote major project milestones and completion

I declare that:

- All the information in this application and attachments is to the best of my knowledge true and correct.
- I will notify the Catchment Management Authority of any changes to this information and any circumstances that may affect this application.
- I acknowledge that Catchment Management Authority may refer this application to external experts or other Government Departments for assessment, reporting, advice, comment or for discussion regarding alternative or collaborative grant funding opportunities.
- I understand that the Catchment Management Authority is subject to the *Freedom of Information Act 1982* and that, if a Freedom of Information request is made, the CMA will consult with the applicant before any decision is made to release the application or supporting documentation.
- I acknowledge that if this project is successfully funded, I will consent to my group's/ organisation's details being used for media opportunities.

- I understand that this is an application only and may not necessarily result in funding approval.
- The activities in this application have not been funded through another grant or fund source.
- We will notify the CMA within 14 days if our ABN status, GST status, insurance details or payment details change.
- We will maintain $20 million public liability and personal accident insurance for the duration of the project
- I am an authorised representative of the group or organisation

If no ABN was provided, I declare that:

- Under pay as you go (PAYG) legislation and guidelines administered by the Tax Office, I am not providing an ABN for this grant for the reason indicated in Section 6.

Acceptance of declaration *   ○ I accept

Name *   First Name   Last Name

Position in organisation *