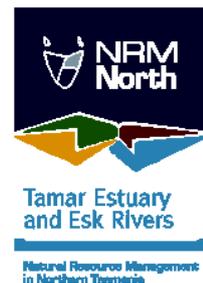




## Tamar Estuary and Esk Rivers (TEER) Program

# RIVERBANK EROSION GRANTS 2016

The Riverbank Erosion Grants program is supported by the *Tamar River Recovery Plan* partners:



*‘Working together for healthy waterways’*

# GUIDELINES

Applications close: **May 20<sup>th</sup>, 2016**

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## 1 Background

NRM North's Tamar Estuary and Esk Rivers (TEER) Program was established in January 2008. The program is a regional partnership between the statutory agencies responsible for waterway management within the Tamar estuary and Esk Rivers catchment area. TEER's role is to improve our scientific understanding of the issues impacting upon the health of the TEER waterways so that we can better identify and target priority areas requiring on-ground action. TEER fosters collaborative partnerships and works closely with a range of industry, community, government, research and business partners to monitor and report on waterway health as well as developing strategies and coordinating activities to reduce pollutants entering waterways. The TEER area covers approximately 15% of Tasmania and includes; the Tamar, North Esk, South Esk, Macquarie, Brumby- Lake, and Meander catchments. A specific focus of the program is water quality improvement within these catchment areas.

In 2014 TEER secured funding to undertake catchment management activities aimed at reducing the loads of sediments, nutrients and other pollutants from entering the Tamar estuary through the Australian Government's National Landcare Programme investment in the 'Tamar River Recovery Plan'. These Riverbank Erosion Grants represent one of the key activities funded through the Tamar River Recovery Plan to reduce the load of sediment delivered to the Tamar estuary through riverbank erosion occurring in the catchment.

## 2 What is the purpose of the Riverbank Erosion Grants?

The Riverbank Erosion Grants program provides small grant funding to; community groups, industry groups, local government and individual land managers to enable them to undertake projects that will help reduce sediment delivery to waterways within the TEER area (see Figure 1).

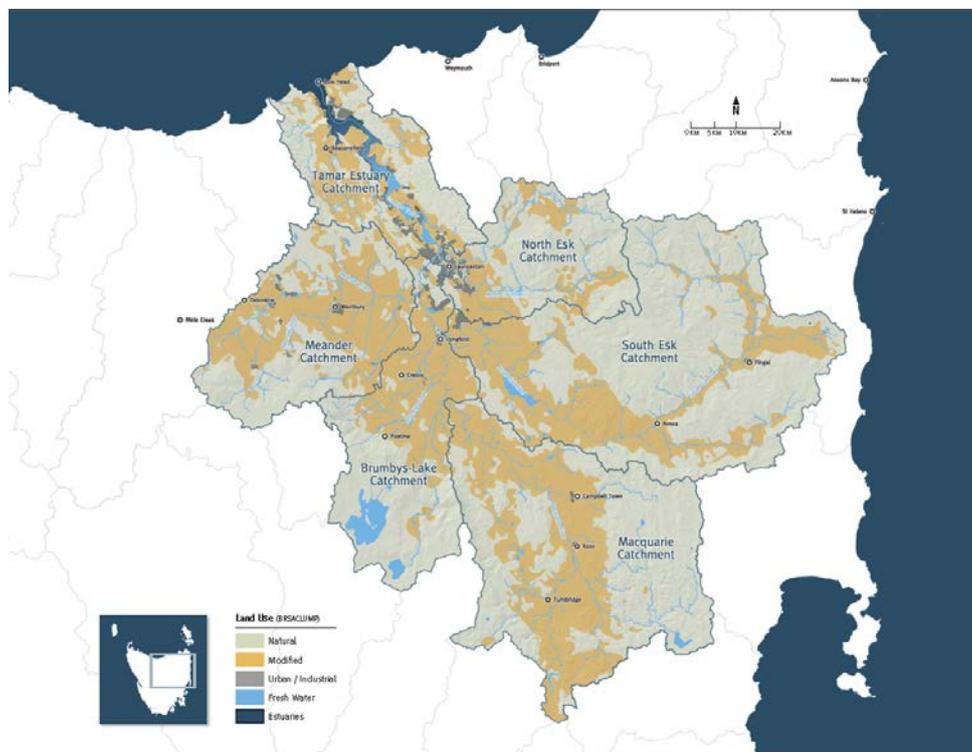


Figure 1. Tamar Estuary and Esk Rivers catchment map

Successful projects will be showcased to promote a significant reduction in riverbank erosion leading to a substantial improvement in water quality.

Examples may include:

- construction of a localised wetland area or drainage diversion to a streamside reserve or vegetation buffer to minimise sediment delivery to a waterway;
- construction of hard or soft riverbank stabilisation to reduce or eliminate riverbank erosion and sediment deposition;
- establishment of stock fencing to mitigate riverbank erosion caused by stock access to waterways;
- innovative ways to reduce sediment run off from roads, particularly in upper catchment areas with high slope and rainfall;
- establishment of stock crossings to minimise disturbance of river sediments; or
- establishment of vegetation buffers in agricultural areas or forestry areas (above standard requirements) to reduce sediment delivery to waterways.

If you are interested in undertaking a project with funding through the Riverbank Erosion Grants, please contact us.

### 3 When is the application period?

The application period will be open from **Monday, 21<sup>st</sup> March 2016** and will close on **Friday, 20<sup>th</sup> May 2016**. Applications received after this date will not be considered.

### 4 Who can apply?

Applicants must be:

- Incorporated, or
- Individual landholder with relevant insurances, or
- Industry groups and Local Government will be considered where there is a very high public benefit demonstrated and the applicant provides a matching contribution of 50% cash towards the project funds requested.

Area of works must be within the TEER boundary and in one of the following catchments:

- |                                    |   |
|------------------------------------|---|
| <input type="checkbox"/> Meander   | <input type="checkbox"/> Macquarie      |
| <input type="checkbox"/> North Esk | <input type="checkbox"/> Brumbys - Lake |
| <input type="checkbox"/> South Esk | <input type="checkbox"/> Tamar Estuary  |

### 5 How much money is available for my project?

You may apply for grant funds ranging from a **minimum of \$1,000 to a maximum of \$25,000** (excluding GST). Be aware that if the applicant is not registered for GST, this amount may be affected.

NRM North will fund projects which can demonstrate an in-kind contribution from the applicant. This may be in the form of cash, materials or voluntary labour. A matching in-kind contribution of the funds requested is desirable however not a requirement for individuals and incorporated groups. Projects demonstrating a high level of in-kind contribution will be favourably considered during assessment.

Industry groups and Local Government will be considered where there is a very high public benefit demonstrated and the applicant provides **50% cash** towards the total project cost. Capital works or activities which are the legal responsibility of the applicant to undertake will not be funded.

## 6 Technical Input

It is important that applicants receive technical advice for their application by a qualified river engineer and/or fluvial geomorphologist. NRM North will seek expert project advice for geomorphology and river engineering on your behalf once your application has been submitted. **It is the landholder's responsibility to seek quotes from contractors to estimate the costs of works proposed.**

Project proposals **will be viewed favourably** where an applicant has demonstrated that they have sought additional expert advice during development of the project proposal before submission to NRM North (eg. letters from council staff, engineers, agricultural consultants, NRM facilitators, state government etc).

**It is the applicant's responsibility to seek a letter of support and/or project approval from the relevant Local Government authority, particularly for any proposed in-stream works.** A copy of the final approved project proposal from NRM North can be provided to the Council upon request.

## 7 What can be funded?

Resources are limited and if demand exceeds allocated resources, applications will be assessed and prioritised based on common selection criteria.

***Not every application that meets the assessment criteria will necessarily receive a grant.***

### ESSENTIAL CRITERIA

Projects **MUST** aim to deliver on **each** of the following objectives:

- Projects must be in the North Esk, South Esk, Meander, Brumby – Lake, Macquarie or Tamar catchment area
- Total project costs **requested** should not exceed \$25,000 (GST exclusive)
- Address a key sediment or erosion issue within a target catchment
- The applicant provides NRM North the right to promote the project as a demonstration site
- Demonstrated value for money (including 50% cash from Local Government or Industry group applicants or in-kind from a landholder applicant)
- The group must have acquitted funding from all previous projects funded by NRM North
- The applicant agrees to maintain the site for a 10 year period upon completion of the project

### DESIRABLE CRITERIA

Priority will be given to the following:

- Projects that align with relevant NRM strategies, local or regional (please refer to the website, [www.nrmnorth.org.au](http://www.nrmnorth.org.au))
- Increase or encourage community/landholder partnerships (e.g. in-kind support has been provided by other landholders, the local nursery, local council or stakeholders)
- Encourage the sharing of knowledge and resources through the life of the project and thereafter (e.g. applicant demonstrates a willingness to promote the project in the community through holding field days, writing media articles, and showcasing the project)

**Examples of eligible activities and projects that will be considered include:**

- stabilisation of riverbank erosion and in-stream works;
- construction of sediment traps;
- construction of localised wetland areas or drainage diversion to a streamside reserve or vegetation buffer;
- establishment of stock crossings where a demonstrated high sediment load is generated from stock accessing waterways;
- establishment of vegetation buffers in agricultural areas or forestry areas (above standard requirements);
- native planting and revegetation;
- fencing and other stock exclusion for site rehabilitation/management;
- hire of a contractor to undertake work; and
- erosion control measures.

Other works and activities will be considered based on project merit and subject to technical advice and approvals.

**The following are NOT eligible for funding:**

- Management or site plans (this can be included as an innovative activity if it is conducted as part of the in-kind contribution).
- Retrospective funding, i.e. projects that have commenced before the notification date.
- Projects that cannot be completed 12 months from date of signing contract.
- Activities considered to have a commercial benefit or for fundraising.
- Any general operating expenses - funding will not cover expenses such as electricity, lease/rent payments, telephone, uniforms etc. that are part of the ongoing expenses of the landholder or group,
- General public liability costs for the organisation.
- Wages for permanent staff or for project staff positions that are planned to continue after the project has been completed without an identified future funding source.
- Projects which are the individual's legal responsibility to maintain or provide significant private benefit.

**Funding limits are applicable to the following materials and expenses:**

- Maximum rate for fencing is \$4500 per 1 km (for game proof fencing on waterway with required buffer).
- Revegetation is limited to \$4.10 per plant (inclusive of weed mat, bags, stakes etc).
- Labour (an in-kind rate is applied at \$30 per hour for labour, administration, and coordination and \$50 per hour for project management)
- Excavator Hire is limited to \$160 per hour (including operator hire).
- Rock material – if funding is sought a quote is required to be submitted to NRM North with the application.
- Water infrastructure (e.g. poly pipe, stock watering troughs, pumps etc.) funding will require a quote to be submitted to NRM North with the application.
- Funds requested by Local Government and Industry Groups need to demonstrate that 50% of the cost of the item is matched.
- Machinery hire - if funding is sought a quote is required to be submitted to NRM North with the application.

Please note that funds provided will be based on the receipt of invoices from contractors.

## 8 How do I apply?

### Step 1: Determine if you are eligible to apply

Refer to Section 4

### Step 2: Develop a well-planned project proposal

This includes ensuring that:

- Your project and its components are eligible, practical and technically sound.
- Your project effectively addresses the funding criteria. (Refer to Section 7)
- Your project has the necessary technical advice and approvals (NRM North will seek geomorphology and river engineering advice for projects where required however it is the applicant's responsibility to ensure that the Local Council has been advised of the project if proposing in-stream works and a letter of support has been provided).
- You have carefully considered the extent of 'in-kind' you can contribute to the project.
- You can demonstrate successful completion of the activity, including how the objectives of your project will contribute to longer-term natural resource management (sediment reduction). This will include taking before and after photographs, providing maps, collection of receipts and compiling promotional material throughout the course of your project.
- The budget has been reviewed so that your figures are reliable and demonstrate 'value for money'.
- Responsibilities can be assigned to manage the project, and that it will be completed within the required timeframe.
- You have consulted with relevant stakeholders, such as the relevant land manager and can demonstrate their support (letters of support). Proposals received from groups must have the support of the group membership.
- You have provided NRM North with a quote from any contractors who will be engaged to do work on your project in support of your budget.
- You have considered working with other organisations to improve delivery of your project.
- You have considered whether there are any relevant existing local or catchment natural resource management plans or other activities your project may align with (please refer to the website, [www.nrmnorth.org.au](http://www.nrmnorth.org.au)).
- All of the information needed to support your application has been collected.

### Step 3: Complete the application form

Complete the Riverbank Erosion Grants application, available on the NRM North website at [www.nrmnorth.org.au/teer](http://www.nrmnorth.org.au/teer) or by contacting the office for copies of the grant application documents. Please contact us if you have any difficulties with this.

We prefer applications to be completed and submitted electronically. Handwritten applications will only be accepted if written clearly, legibly and in **BLOCK** letters using blue or black ink.

To **check boxes electronically** double-click on the box to bring up the 'Check Box Form Field Options' window. Under 'Default Value', select 'Checked' and then 'OK'.

We do require **site coordinates** where applicable. These can be obtained easily by using Google Earth or Google Maps to identify a site's location using the cursor, which will display a longitude and latitude for use.

All applications must be **signed** by the landholder, authorised person or Group Chair/President, if applicable.

When preparing to begin your project, ensure that you have reviewed the **report form** and are aware of NRM North's reporting requirements, so that you are able to keep records throughout the course of the project. This will save time and inaccuracies.

#### **Step 4: Submit your application**

An electronic copy and hard copy of the application form, including any supporting documents, signatures and receipts (if relevant) should be submitted by **Friday, 20<sup>th</sup> May 2016**, to:

**RIVERBANK EROSION GRANTS**  
**NRM North**  
**Level 2, 63-65 Cameron St**  
**(PO Box 1224)**  
**Launceston**  
**TAS 7250**

Emailed applications can be sent to: [jwebster@nrmnorth.org.au](mailto:jwebster@nrmnorth.org.au)

## **9 What happens to my application once it is submitted?**

- You will receive acknowledgement of receipt of the application.
- Applications will then be assessed by a selection panel according to how they satisfy the criteria outlined above.
- Successful and unsuccessful applicants will be notified by email or phone and in writing within 3 months of the closing date.
- Successful applicants will be sent two copies of an agreement to sign, and return one copy to NRM North.
- Successful applicant must also provide a 'Certificate of Currency' (Public Liability Insurance for the property stating period of cover and expiry date).

### **Financial arrangements**

All grant recipients must provide a suitable invoice for the grant amount in order to receive funds. Grants (according to the payment schedule) will be paid within 4 weeks of receipt of tax invoice addressed to NRM North along with: **completion photographs, copy of supplier invoices paid by you and landholder contribution sheet.**

Additional financial information and a payment schedule will be provided to the applicant upon confirmation of a successful project.

### **GST**

The Australian Taxation Office considers grant funded projects to be a taxable supply under the GST act. If the applicant or sponsor is registered for GST the grant amount will be grossed-up for GST (increased by 10%) If the applicant or sponsor is not registered for GST no additional amount is payable beyond the amount awarded, For advice regarding GST contact your tax advisor or the Australian Taxation Office on 13 24 78 or via their website on [www.ato.gov.au](http://www.ato.gov.au)

## 10 Other details

- NRM North must be notified of changes to circumstances that may affect the outcome of a grant recipient's project.
- All grant recipients must submit the Riverbank Erosion Grants **Final Report** along with data and information required by NRM North. This reporting includes; **photographic points taken prior to work commencing, during construction, post-works, and after high flow or flood events in the following 12 months.**
- Funds received must be acquitted within 3 months of project completion and any leftover funds returned to NRM North.
- In applying for funding recipients agree to site visits and the use of their group project and photos for promotional and reporting purposes via newsletters, NRM North website, and in other media.

## 11 Who can help me?

For assistance directly relating to the grant application process contact the facilitator for your area or NRM North on:

**NRM North**  
Stormwater and Catchment Officer  
Jesse Webster  
Telephone: 03 6333 7785  
Email: [jwebster@nrmnorth.org.au](mailto:jwebster@nrmnorth.org.au)

**Tamar**  
Megan Dykman  
Telephone: 03 6333 7775  
Email: [mdykman@nrmnorth.org.au](mailto:mdykman@nrmnorth.org.au)

**Break O'Day**  
Polly Buchhorn  
Telephone: 03 6376 7900  
Email: [polly.buchhorn@bodc.tas.gov.au](mailto:polly.buchhorn@bodc.tas.gov.au)

**Meander Valley**  
Stuart Brownlea  
Telephone: 03 6393 5321  
[Stuart.brownlea@mvc.tas.gov.au](mailto:Stuart.brownlea@mvc.tas.gov.au)

**Northern Midlands**  
Monique Case  
Telephone: 03 6397 7319  
Email: [monique.case@nmc.tas.gov.au](mailto:monique.case@nmc.tas.gov.au)