



# Frequently Asked Questions

May 2017

## 2017 Community Action Grants

1. [What's different from the 2016 Community Action Grants' guidelines?](#)
  - Applications for State NRM Program grants will only be accepted online, through SmartyGrants.
  - The grant funds available to each project have been lowered to \$5 000 minimum and \$55 000 maximum.
  - You are reminded of your responsibility to ensure your project activities do not contribute to spreading pests and diseases, especially dieback in the south west.
  - Aboriginal consultation for your proposed project will require a minimum of two steps: first a check with the Aboriginal Heritage Inquiry System; then consultation with your local Aboriginal group.
  - Proposed projects **MUST** be completed by 31 December 2018. Funding has not been approved by the State Government beyond this date.
2. [How much detail should be included in my application?](#)

As a guide you should assume that the assessors know nothing about your project.

Make sure you read the questions carefully, understand what is being asked, and check that you have answered them.



If you are happy that you have answered each question fully then you have probably provided enough detail.

A useful idea is to get someone who is unfamiliar with your project to read through your application and give you feedback.

3. [What are the most common reasons that applications are rejected?](#)
  - Incomplete applications - with insufficient detail, lack of accurate budgeting or missing attachments.



- Lack of consultation – aboriginal stakeholders and the wider community.

Your application should reflect how well you plan to manage your project, so you need to show that you have planned well.

#### 4. How will the assessment panel evaluate my project? Do they look for certain criteria?

The main things the panel look for are:

- Feasibility of the proposed work.
- Succinct, relevant information with all supporting documents including maps (see page 5 of the guidelines).
- Strong partnerships and co-contributions (cash or in-kind). Ideally the total co-contribution should equal to or exceed the grant you are applying for (see page 6 of the guidelines).
- Solid Aboriginal engagement. The engagement process doesn't need to be complete when you submit your application, and you need to show that you have begun the two required steps (see page 6 of the guidelines).
- Good community consultation. This should include anyone likely to be impacted by your project's activities, including neighbouring landholders and user groups.
- Evidence of good natural resource and public benefit. Search the [project page](#) of our website to see some examples of projects similar to yours that have good natural resource and public benefit.

#### 5. How does the funding work? Is it allocated straight away in one lump sum or in small amounts throughout the project?

Grant funds are typically allocated in amounts up to \$25 000.

Different payment amounts can be negotiated depending on the nature and timing of your funding requirements.

#### 6. What's the best way to apply for a grant for ongoing or staged projects?

You can apply for funding every year to do phases or stages of a project.

There is no guarantee that you will be successful each year, however a series of strategic projects delivered over a number of years will present well.

You need to detail the stages of your project in the application and identify which stage your application is addressing.

#### 7. How does native title impact my application?

If native title exists over the land where your project is situated, you must contact and work with the group that holds native title over the area. Evidence of this consultation and the outcome of consultation must be provided in your application.

#### 8. Would it more beneficial to have an Aboriginal group involved as a partner or to use a consultant?

You need to consult with local Aboriginal groups as part of your project development.



If you don't already have contacts in the local Aboriginal community the best place to start is your regional NRM group and/or Land Council (see pages 6 and 7 of the guidelines).

The outcome of this consultation will help you determine if a local Aboriginal group or representative should be a partner in your project.

#### 9. Public Liability Insurance – Is it included in the grant?

No. If your group doesn't have Public Liability Insurance you can use some of the amount available in the 'administration allowance' to cover the premium (see page 4 of the guidelines).

#### 10. Professional Indemnity – What is it?

Professional Indemnity insurance is designed for professionals who provide advice or a service to their customers. It protects you against legal costs and claims for damages to third parties that may arise out of an act, omission or breach of professional duty in your day to day work.

This may not be relevant for your project. Please contact the State NRM Program team if you are not sure.

#### 11. What percentage of applications are accepted?

It depends on the number, merit and feasibility of applications received.

All applications are assessed by an Independent Assessment Panel.

The panel aims to fund as much activity as possible. If they are unable to recommend complete funding for a proposed project they may recommend part-funding for elements of the project they assess as having strong NRM

outcomes.

#### 12. How are the community members chosen to become a part of the panel?

Assessment panel members are invited to participate based on their experience in the NRM industry, their local and regional knowledge, and their ability to provide unbiased, quality advice.

Panel members are selected to represent a wide range of interests and expertise to ensure a fair, transparent and robust decision-making process.

#### Contact

The guidelines for this round are an excellent source of information for your application.

Give yourself adequate time to review, re-read and check your application well before the closing date and time.

If you have any queries not covered in these FAQs or in the guidelines, please don't hesitate to contact the State NRM Program team.

You are encouraged to contact us as early as possible, to allow yourself enough time to consult with us and complete your application.

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