Victorian Landcare Grants

Wimmera CMA region Guidelines 2025

Applications close: 5:00 PM Wednesday 16 April 2025

Photo Credit:

Credit: Arawata Landcare Group – West Gippsland CMA

Our commitment to inclusion and diversity

The Victorian Landcare Program supports liveable, inclusive and sustainable communities. The Victorian Landcare Program supports a Landcare and environmental volunteering culture that is diverse in ability, gender, sexuality, age, socio-economic status, and cultural and linguistic background. The Victorian Landcare Program believes everyone has the right to feel safe, welcome and have their life experience valued. Fostering diversity and inclusion helps people to learn from each other and develop new ways to work effectively.

We acknowledge and respect Victorian Traditional Owners as the original custodians of Victoria's land and waters, their unique ability to care for Country and deep spiritual connection to it.

We honour Elders past and present whose knowledge and wisdom has ensured the continuation of culture and traditional practices.

DEECA is committed to genuinely partnering with Victorian Traditional Owners and Victoria's Aboriginal community to progress their aspirations.

Accessibility

To receive this document in an alternative format, phone the Customer Service Centre on 136 186, email customer.service@delwp.vic.gov.au, or contact National Relay Service on 133 677. Available at DEECA website (www.deeca.vic.gov.au).

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Victorian Landcare Grants in the Wimmera CMA region

What are Victorian Landcare Grants?

The Victorian Government is providing funding to support Landcare and environmental volunteer groups/networks with on-ground works, education and engagement projects that:

- protect and restore our land and natural environment

- expand participation and engage new and diverse volunteers

- enhance knowledge and understanding of our land and environment

- sustain and develop groups/networks

- recognise Traditional Owners' longstanding connection to Country and support Traditional Owners aspirations in healing and ongoing care for Country and culture

Victorian Landcare Grants:

- fund projects that address local, regional and state land and environment priorities delivering:

  – on-ground works

  – community education and engagement

  – group/network development activities

- support Landcare and other environmental volunteer groups/networks, particularly those whose continuing existence will benefit from this support.

How much funding is available?

A total of $3.55 million is available for the Victorian Landcare Grants program in 2025.

What type of grants are available?

Project Grants	Support Grants
If you're a group/network, you may be eligible for funding of up to $20,000 for: • on-ground works, community education and engagement, and group/network development activities that protect or improve natural assets such as native vegetation, native fauna, waterways, wetlands and soils. Note: You must complete your project and report on it by 30 November 2026 You can submit more than one application.	If you're a group/network, you may be eligible for funding of up to $500 for: • assistance with costs such as insurance, incorporation and operational needs. Note: You can apply for both Support and Project Grants, but if you receive a Project Grant, you won't get a Support Grant.
Please read these guidelines before completing your application: delwp.smartygrants.com.au/2025VLG-Wimmera	Please read the eligibility requirements in these guidelines before completing your application at: delwp.smartygrants.com.au/2025VLG-Wimmera

When do applications close?

Applications close at 5:00 PM on **Wednesday 16 April 2025.**

Eligibility Requirements

Who can apply?

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

You must also be:

- an incorporated association

  or

- affiliated with Landcare Victoria Incorporated as a member group. See: Landcare Victoria Inc. Member Group Grants Policy for more information

  and

- insured with at least $20 million of public liability and personal accident insurance to safeguard volunteers and participants for the duration of the project. If your group is a Landcare Victoria Inc. member, you'll automatically meet this insurance requirement.

If your group/network doesn't meet the above incorporation and insurance requirements, you can still apply for funding but you'll need to operate under the auspices of a sponsor organisation that meets these requirements. Please supply written approval (such as supporting letter) from your sponsor (auspice) as part of your application.

See 'Do we need a sponsor (auspice)?' on page 13.

Ineligible applicants

You can't apply if you're a:

- private company
- private individual
- Australian Government agency
- Catchment Management Authority
- industry body
- State Government statutory body/authority
- water authority
- Local Government

If you previously received VLG funding and have outstanding reporting requirements you are ineligible until reporting requirements are met.

2025 Group Health Survey

You must complete the 2025 Group Health Survey as part of your application.

The information from the survey is vital for understanding the health of Landcare and other environmental volunteer groups/networks across Victoria. Data is used in CMA and Victorian Government planning, reporting and communications.

Project Grant Requirements

What could be funded?

These grants could fund **up to $20,000** for projects that:

- are delivered within the Wimmera CMA region

- deliver activities to protect or improve natural assets such as native vegetation, native fauna, waterways, wetlands and soils including:

  – **on-ground works** such as revegetation, artificial habitat creation, weed control, pest plant and animal control, protective fencing, and soil stabilisation (conditions apply to some works – see 'What won't be funded' below)

  – **community education and engagement activities** such as property planning courses, field days, education events, demonstration sites and knowledge-gathering (e.g. surveys)

  – **group/network development activities** such as developing a strategic plan, succession planning, and expanding the volunteer base

- meet the following conditions:

  – **project management** costs must be specific to the project and can't exceed 15% of the total funding requested. Costs may include salary for a paid project manager, project organisation and delivery. Project reporting, printing and office space can be included in this cost.

  – **communication**, including advertising, marketing and promotion can be included as a separate cost to project management

  – total cost of **capital items and equipment** can't exceed $3,000. You'll need to show a clear need and community benefit for any capital items included in your budget. Capital items must become your or your auspice organisation's registered assets

  – **group operating costs** up to $500, such as insurance, incorporation and operational needs, can be included as a separate budget line in your project.

- ensure **health and safety, cultural heritage and biodiversity impacts** have been considered, particularly for eligible activities that have the potential for harm such as warren/den ripping. Allow funds in your budget for this, including any permit requirements and consultation with Traditional Owners.

- can be completed and reported on or before **30 November 2026**.

Your group/network can submit more than one project grant application.

Value for money will be considered in the assessment process. You'll need to show that:

- all activities and budget items are necessary for the project's success

- amounts requested are reasonable

- in-kind contributions such as time, resources or funds, are clearly outlined.

We recommend that your project is designed to be **scalable** to allow partial funding if full funding isn't available.

Generally, higher scoring projects will be funded, but the Regional Assessment Panel will also consider:

- overall mix of project types, locations and geographic coverage

- overall mix of groups/networks to be supported.

Please contact your Regional Landcare Coordinator to discuss your project and how it relates to regional priorities before you apply.

What won't be funded?

The following activities won't be funded:

- Amenity and beautification projects

- Shooting, poisoning, trapping, explosive or fumigation* methods for pest animal control, including engaging a contractor to undertake these activities

- Boundary fencing and barbed-wire fencing

- Non-indigenous vegetation

- Vegetation corridors less than 10 metres wide. Minimum project width of 10 metres is required (minimum 10 metres from the top of the bank in riparian areas). Contact your CMA regarding regional-specific requirements

- Actions or costs associated with native vegetation offset sites or activities

- Control of some weed species. Please limit funding for weed control 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

- Purchase of capital items over $3,000

- Project management or administration costs that collectively total more than 15% of total funding requested

- Computers, laptops, tablets and smartphones

- Purchase of goods for competitions, prizes, giveaways, vouchers or alcohol

- Any other action/activity determined by the Regional Assessment Panel to be an inappropriate or unsuitable use of the funds.

*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

- Ripping can't be conducted – e.g. where there are threatened flora and vegetation communities listed under the *Flora and Fauna Guarantee Act 1988 - Threatened List* present

- Written approval is provided by the 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.

Project location and mapping

Projects can be on private or public land in Victoria.

You'll need to map the location(s) of the on-ground component of your project and label project sites with a site ID if working on more than one site. Please map the proposed works on the Wimmera CMA Pozi online mapping portal and copy and include the link in your application.

Aboriginal cultural heritage

Aboriginal cultural heritage in Victoria, including Aboriginal intangible heritage (traditional practices and knowledge), Aboriginal sites, places and objects is protected under the *Aboriginal Heritage Act 2006* and *Aboriginal Heritage Act Regulations 2018*. It's our responsibility, as the carers of the land, to respect, understand and protect our Aboriginal heritage.

We recommend that you conduct an Aboriginal cultural heritage check early in the planning stage via the relevant Registered Aboriginal Party or the Aboriginal Victoria Heritage Operations Team.

To determine if your planned project is within an identified area of cultural heritage sensitivity, use the First Peoples State Relations website's online mapping tool.

If your proposed project site is within an area of cultural heritage sensitivity, please refer to the First Peoples State Relations website for more information.

Even if your project isn't within an area of cultural heritage sensitivity, there still may be Aboriginal sites in the area. If an unregistered Aboriginal site is found during your project delivery, you must STOP IMMEDIATELY and contact Aboriginal Victoria on 1800 762 003.

If a Cultural Heritage Permit is required, you may need to include budget in your grant application and allow 30 days to complete the permit process. For more information contact your Regional Landcare Coordinator, Registered Aboriginal Party or Aboriginal Victoria.

For further guidance please follow the Aboriginal Cultural Heritage Guide.

Do I need to contribute towards my project's budget?

You need to provide evidence of any funding you've secured from other sources and any in-kind contributions you'll make to the project. This will help you to demonstrate that your project represents good value for money. Funding and in-kind contributions can include a combination of:

- volunteer time dedicated to the project costed at $44.16 per hour (including project planning, organising and delivery)
- in-kind support e.g. photocopying, loan of equipment (at no cost), donation of materials
- staff time allocated to completing the project, where the salary comes from another source
- funding from other sources e.g. donations, philanthropic grants program.

How will my project be assessed?

Project Grant applications will be assessed by a Regional Assessment Panel that will consider your project's contribution to:

- protecting and restoring land and environment in accordance with local and regional priorities
- community engagement and skill development
- demonstrated need and community benefit
- project design and group/network ability to deliver
- value for money.

More details are provided in Appendix 1 on page 11.

How do I apply?

You:

- apply on-line through SmartyGrants: delwp.smartygrants.com.au/2025VLG-Wimmera
- can save your application and work on it until you're ready to submit
- should start your application as early as possible
- can sign up to SmartyGrants with a generic group email and provide that email address and password to whoever needs to contribute to the application.

Remember:

- the application can only be accessed by one set of login details
- if you don't own a computer, you can use one at a public library, where technology support is often available
- if internet connectivity is an issue in your area, request a PDF version of the application form from your Regional Landcare Coordinator.
- hard-copy applications won't be accepted, so if you're working offline, you'll need to copy and paste your prepared responses into the online application form to submit once you have internet connectivity. If you require assistance, contact your Regional Landcare Coordinator.

Questions

For any questions or to discuss your application please contact:

Joel Boyd

Regional Landcare Coordinator

Wimmera CMA

joel.boyd@wcma.vic.gov.au

0429 949 196

Appendix 1: How will my application be assessed?

Eligible Project Grant applications will be assessed by a Regional Assessment Panel against the criteria below.

Table 1. Project Grants assessment criteria

Criteria	Value	Description
Land and environment outcome	20%	The extent to which the project contributes to protecting and restoring land and environment.
Partnerships and skill development	20%	The extent to which the project uses partnerships and builds on the skills of the group and/or volunteers.
Demonstrated need and community benefit	20%	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.
Project design and group/network capacity	20%	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.
Value for money	20%	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.

In addition to the above criteria, the Regional Assessment Panel will also consider:

- overall mix of project types, locations and geographic coverage
- overall mix of groups/networks to be supported

What happens after applications close?

Assessment process

The Regional Assessment Panel will assess your application based on the information you provide.

The panel may decide to recommend partial funding of some Project and Support Grants.

If you apply for more than one project and one of your projects is funded, preference may then be given to unfunded applicants over your other projects.

Notification of outcome

You'll be advised of the outcome of your application in writing after the assessment process is completed. All decisions are final and aren't subject to further review. However, if your project isn't awarded a grant, you're welcome to ask for feedback on your application.

If your application is successful

If your organisation is successful then you'll have 4 weeks after receiving your letter of offer, including the funding agreement, to submit your organisation's signed funding agreement, and any other documentation outlined in the letter of offer. If you don't submit the documentation within this timeframe, the funding may be reallocated to other projects.

You'll receive payment once all paperwork has been completed and submitted. If you have an auspice, they'll receive the payment on your behalf.

Funding conditions

If you're successful, you or your sponsor organisation (if an auspice is used) is required to:

- enter into a funding agreement with the CMA
- be responsible for meeting contractual obligations to deliver the project and submit project reports by 30 November 2026
- adhere to all relevant legislation including OHS requirements
- acknowledge the CMA and Victorian Government funding in publications and promotions
- confirm that the activity doesn't include using the funding for political campaigning or advocacy activities for political parties.

Reporting requirements

Once the project is complete, you'll need to submit a report using the reporting template provided by Wimmera CMA.

Your report must include:

- how you spent the grant (keep receipts and tax invoices, as these must be produced on request)
- what you achieved with the funding for the protection and restoration of land and environment
- data that you collected during the project (data may be made publicly available)
- what you learned while completing the project
- how the project will support the group, network or partnership into the future
- images of the project, including on-ground works and/or capacity building activities and/or community education and engagement activities (images may be made publicly available and will require consent release forms).

Appendix 2: Useful information and resources

Regional Catchment Strategy

The Wimmera Regional Catchment Strategy (https://wimmera.rcs.vic.gov.au) provides an integrated planning framework for managing land, water and biodiversity resources, and sets out regional objectives and priorities for their protection and improvement. You should design your projects to make clear contributions towards Regional Catchment Strategy objectives and priorities.

Do we need a sponsor (auspice)?

If your organisation doesn't meet the eligibility requirements stated in these guidelines, you'll need to partner with another organisation, known as an auspice, to act as a project sponsor. All unincorporated organisations that aren't financial members of Landcare Victoria Inc. will need a sponsor to apply for a project grant.

You'll need approval from your sponsor organisation before applying for a Victorian Landcare Grant, as that organisation will be legally responsible for delivering and administering your grant on your behalf.

If your application is successful, your sponsor organisation has to sign the funding agreement and manage the grant funding.

A sponsor organisation must:

- be either an incorporated association registered with Consumer Affairs Victoria or a Victorian Government/ statutory body/authority
- hold at least $20 million of public liability and personal accident insurance to safeguard volunteers and participants involved in the funded activities
- approve of the project and be willing to take responsibility for the management and safety of the volunteers and participants involved
- sign the funding agreement and receive the grant payment
- be responsible for delivering and reporting on the project

Potential auspice organisations may include:

- local governments
- Victorian Government agencies, e.g. Parks Victoria
- statutory authorities
- umbrella not-for-profit associations, e.g. Landcare Victoria Inc. or Landcare/community networks in your area.

If your organisation meets the eligibility criteria on your own, you don't require an auspice.

Landowner and land manager support

All projects that involve on-ground works, events or community activities will need support from the landowner or land manager.

If your project is on land owned or managed by more than one organisation/person, you'll need support from each separate landowner or land manager.

Public land – including Parks Victoria, local council and Department of Energy, Environment and Climate Action (DEECA)

A letter or email demonstrating in-principle support is sufficient for your grant application. If your project is successful in receiving funding, seek formal approval before works start. Formal approval may take time – ensure you've taken this into account when designing your project. Check whether any permits are required and what costs are involved.

Provide evidence of land manager consent/support in your application. For advice about land manager consent please refer to following relevant contacts:

- Parks and reserves – contact **Parks Victoria** on 13 1963 or your local Parks Victoria staff
- Crown land – contact **DEECA** on 136 186 or through your local DEECA office
- Contact your local government authority.

Private land

List landowner details (name and address) in your application for all private properties where on-ground works will be taking place. If your application is successful, you'll be required to confirm that you can provide evidence of private landowner's consent for on-ground works to take place upon request.

Protecting Victoria's Environment – Biodiversity 2037

Protecting Victoria's Environment – Biodiversity 2037 is Victoria's plan to stop the decline of our native plants and animals and improve the natural environment, so it is healthy, valued and actively cared for. Find out more about how the plan is being implemented here.

Naturekit is a free online mapping and data exploration tool that displays biodiversity information and supports investment and management decisions to deliver Biodiversity 2037. It includes the Strategic Management Prospects (SMP) decision support tool. SMP assesses the cost-effectiveness of landscape-scale actions across Victoria and compares the benefit these actions will have for the species at each location, helping to inform priority actions. To do this, it combines evidence-based models for thousands of plant and animal habitats, major threats to their survival and indicative costs of management. SMP can be a useful resource when considering the potential biodiversity benefits of landscape-scale management actions at a location.

Volunteering for Nature – Environmental Volunteering Plan

The Volunteering for Nature – Environmental Volunteering Plan (2018) addresses the opportunities, challenges and changing needs of the environmental volunteering sector to help volunteers do more for nature when, where and how it suits them.

Using the Landmate Service

Groups with Victorian Landcare Grants funding can use Landmate Crews at 'no cost' to support delivery of on-ground works. The Landmate program is run by Department of Justice and Community Safety (DJCS), with support from DEECA and provides prisoners with work and training in environmental management as part of their custodial sentence. Landmate crews are available from prisons at Ararat, Langi Kal Kal (Trawalla), Castlemaine and Beechworth.

The work undertaken by prison Landmate crews includes fencing, tree planting, pest plant and pest animal control, erosion abatement and other environmental management works. Landcare groups can apply to use Landmate crews at no cost to assist them with on ground works in the projects that have been funded through the VLG.

To use Landmate crews, you must contact DJCS Landmate Manager to discuss where, how and the intended duration of use of the crews. Corrections Victoria will determine the suitability of the project.

In your VLG project application, you must include details on the tasks that will be undertaken by Landmate crews, where this will occur and how long the crews will be used. Your Group will need to maintain its volunteerism and in-kind support to projects and let Landmate crews take the project further. You will be required to report the use of Landmate crews in your final reporting back to your CMA.

Please contact your Regional Landcare Coordinator to obtain contact details for Landmate crews in your area

Invasive Plants and Animals Policy Framework

The Invasive Plants and Animals Policy Framework represents the Victorian Government's approach to managing existing and potential invasive species across the state. The framework expands the Victorian Government's vision for what invasive species management can achieve for the Victorian community. For more information about declared noxious weeds and pest animals, please visit the Consolidated lists of declared noxious weeds and pest animals website and the Advisory list of environmental weeds in Victoria.

Aboriginal cultural heritage resources

You must meet the requirements of the Aboriginal Heritage Act 2006 and determine if a Cultural Heritage Permit is required. More information is available at:

- Aboriginal Cultural Heritage Guide
- Cultural Heritage Sensitivity
- Online Map Tool
- Registered Aboriginal Parties

Occupational health and safety (OHS)

You must have a safe system of work in place to protect the health and safety of your group, volunteers and anyone else on your project site.

OHS resources tailored to community groups include:

- Victorian Landcare Gateway
- Victorian Workcover Authority

Fencing Standards

Please check that your application meets the standards set out in the Output delivery standards for the delivery of environmental activities (PDF, 1.4 MB)

For more information visit www.deeca.vic.gov.au/output-data-and-delivery-standards

Child Safe Standards

Child Safe Standards apply in Victoria. The Victorian Government has zero tolerance for child abuse and is committed to ensuring the safety of children. It takes deliberate steps to protect children from physical, sexual, emotional, psychological and cultural abuse and neglect and creates a culturally-safe environment for all children.

Organisations operating in Victoria, including community-based organisations, that provide service or facilities where children are involved are required to meet Child Safe Standards. More information on Child Safe Standards can be found on the Commission for Children and Young People website.

Coronavirus (COVID-19)

Continue to follow public health measures, advice and restrictions when planning and implementing your project. Stay informed at coronavirus.vic.gov.au.

Incorporation or registration to meet eligibility requirements

Your organisation may become:

- an incorporated association registered through Consumer Affairs Victoria
- affiliated with Landcare Victoria Incorporated as a member group. See: Landcare Victoria Inc. Member Group Grants Policy for more information
- an incorporated association registered through the Office of the Registrar of Indigenous Corporations.

GST

The maximum grant available for a project is $20,000 GST free.

All CMA payments require payment of GST to GST-registered organisations.

As an example, 2 groups apply for a $20,000 grant.

Group A is not registered for GST and Group B is registered for GST. Group A will invoice the CMA and receive $20,000. Group B will invoice the CMA for $22,000 (inc. GST) and claim a GST credit back through the ATO.

You'll need to work out the costs of your project that need to be funded by the grant (to a maximum of $20,000). This may include taxable supply items such as plants and materials which include a GST charge. In the project budget include each item for which you are requesting grant funding and its total cost.

Biodiversity Response Planning – Focus Landscapes

We encourage you to consider the Focus Landscapes maps and fact sheets prepared by DEECA regional staff with stakeholders in 2020. Biodiversity Response Planning is an area-based planning approach to biodiversity conservation in Victoria.

Use the link below to locate your project in or near a Focus Landscape.

Fact sheets are available that describe each Focus Landscape, including the species or communities that occur there, threats and actions to take that will achieve the best outcomes for biodiversity in that landscape. Use the fact sheets to help design your project.

Fact sheets and the Focus Landscapes interactive map can be found on the <u>Biodiversity Response Planning – Working together for biodiversity website</u>.