Our Healthy Environments Grant Program Guidelines

Introduction

All rateable properties in City of Moreton Bay are levied a City Environment Separate Charge to help fund the costs of a range of environmental initiatives. A portion of the City Environment Separate Charge provides funds for environmental grants that:

- *Engage and support communities involved in the protection and enhancement of the environment and its native wildlife in City of Moreton Bay.*

Our Healthy Environments Grants provide financial assistance to community organisations to deliver projects in City of Moreton Bay and contribute to our strategic priorities, including:

- 'Our Healthy Environments' goal, as detailed in our Corporate Plan 2022-2027:
  - *By 2033, our Moreton Bay will be renowned for its healthy natural and built environments that enhance our identity, support biodiversity and our sustainable lifestyles.*
- Key outcomes, as detailed in our Environment & Sustainability Strategy 2042:
  - 'Biodiversity and Habitats': *Our special natural areas and wildlife habitats are connected, protected, and enhanced*.
  - 'Coasts and Waterways': *Our coasts and waterway catchments are used sustainably, and environmental values are protected and enhanced*.

Applications will open annually on 1 December.

Closing Date	Amount	Notification of Outcome	Project Start Date*
28 February	Up to $50,000	Approximately 8 weeks after closing date	1 June

** Projects must commence on or after this date and must be completed within 12 months of this date.*

Program Aims and Priorities

To provide funding for community organisations to deliver projects that:

- Facilitate urban greening.
- Connect, protect and enhance ecological linkages and wildlife habitats.
- Sustain conservation-significant species across the landscape.
- Improve catchment health.
- Support Traditional Custodian organisations to maintain and enhance biodiversity through traditional knowledge and practices.
- Build community knowledge, awareness and capacity, and improve biodiversity data.
- Address biodiversity knowledge gaps.

Funding will be prioritised for projects that:

- Are undertaken on public or private land in key parts of our conservation network (e.g. core areas, stepping-stone habitat, ecological corridors, restoration areas).
- Enhance urban biodiversity.
- Improve ecological connectivity (e.g. restore ecological corridors, remediate barriers to fish passage).
- Improve stewardship of biodiversity values and catchment health (e.g. recover conservation-significant species and habitats, or restore waterway, wetland and coastal environments).

- Manage threatening processes (e.g. invasive species, soil erosion and sedimentation, altered fire regimes, stock access to riparian areas).
- Build community networks to foster participation in biodiversity conservation and citizen science initiatives.
- Support community nurseries in City of Moreton Bay and use locally native plants (see moretonbay.qld.gov.au/Services/Environment/Community-Nurseries).
- Protect and connect biodiversity values through recognised Conserved Areas (under the National Other Effective area-based Conservation Measures Framework) and designated Protected Areas (e.g. National Parks, Conservation Parks, Nature Refuges).
- Improve biodiversity data which contributes to datasets such as QWildlife, WildNet, iNaturalist Australia (e.g. strategic assessments of conservation-significant species, BioBlitzes).
- Support recognised Traditional Custodian Groups representing Jinibara, Kabi Kabi and Turrbal peoples in delivering Country-centric biodiversity initiatives.
- Address biodiversity knowledge gaps to improve community understanding of conservation requirements, including, but not limited to:
  - Recovery requirements for conservation-significant species and ecosystems.
  - Environmental characteristics for identifying climate refugia and species migration and adaptation pathways.
  - Biodiversity responses to climate change.

Eligible Expenditure

- Commissioning seed collection, propagation, and purchase of locally native plants from any of the community nurseries in City of Moreton Bay.
- Purchasing consumables (such as soil, mulch, fertiliser, herbicide, plant guards, erosion and sediment controls), fixed assets (such as pipes and fencing), equipment hire, and specialist labour costs.
- Personal Protective Equipment (PPE) for volunteers of the funded project.
- Engaging contractors or consultants to undertake project activities.
- Installation costs - i.e. initial installation and establishment costs.
- Education and awareness raising materials.
- Event related costs, such as venue and equipment hire, and advertising.
- Administration costs (such as costs associated with the overall management, coordination, reporting, and governance of the funded project) up to 10% of the grant funding.
- Portable physical items directly related to the project, (such as tools, wildlife cameras and pumps), are eligible up to a maximum of 10% of the grant amount requested.

Ineligible Expenditure

- Funding for projects that have already taken place or are in progress, or where project costs are already paid for.
- Maintenance works associated with previously completed projects.
- Activities that are required by law or fall within the responsibilities of the community organisation, including ensuring their own financial sustainability, providing core services, governance, and accountability.
- Ongoing administrative and operational costs (e.g., wages, rates, rent, insurance, utilities, subscriptions).
- Uniforms/clothing (except where it is PPE).
- Purchase of vehicles or machinery.
- Travel and accommodation.
- Works that contravene any local, state, or federal legislation or policy.
- Works that do not have landowner/asset owner consent.

Who Can Apply?

- Incorporated associations, registered charities, schools, school P&Cs, kindergartens, churches, not-for-profit organisations, recognised Traditional Custodian organisations[1], or groups registered with the Australian Government Office of the Registrar of Indigenous Corporations.
- Unincorporated community organisations may apply through an auspice that is one of the above organisation types and is able to accept legal and financial responsibility for the project.

Who Cannot Apply?

- For-profit organisations.
- Government departments and agencies, except for schools.
- Political organisations.
- Organisations that:
    - Have an outstanding debt to City of Moreton Bay.
    - Have an overdue acquittal and/or have not satisfactorily reported to City of Moreton Bay for the expenditure of any previous grant funding.

Required Supporting Documents

- Evidence of in-principle consent from the landowner, except where the land is owned by City of Moreton Bay. (Note: The applicant must have discussed any proposed use of Council land with City of Moreton Bay officers prior to submission of grant application.)
- Current public liability insurance certificate, motor vehicle indemnity insurance (if required to drive on Council's land), group volunteer accident cover and/or workers' compensation insurance.
- Most recent audited or verified financial statements.
- Quotes (or evidence of published pricing) for all expenditure items.

How to Submit an Application

Applications must be submitted online via SmartyGrants. A link to the application form will be provided after the project has been discussed with City of Moreton Bay to confirm alignment with grant priorities and eligibility criteria.

City of Moreton Bay reserves the right not to accept incomplete or late applications.

Assessment Criteria

Grants provided through City of Moreton Bay's Our Healthy Environments Grant Program are competitive. Even if an application may meet the eligibility criteria, success will depend on the number of applications received; the relative merit, quality and feasibility of the proposed project; how well the project aligns with City of Moreton Bay's strategic priorities, the program aims and priorities; assessment criteria; and available funds. City of Moreton Bay reserves the right to part-fund any application.

[1] Traditional Owner Groups in City of Moreton Bay are recognised as such through native title claims registered in the Federal Court of Australia in accordance with the *Native Title Act 1993* (Cth)

A project that is the same or substantially the same as one that has been funded by Council in the previous three years may be considered a lower priority.

Eligible applications are assessed against the following criteria.

Need:

- The application responds to an environmental need (i.e. it identifies an environmental problem, issue or opportunity) and addresses the need (i.e. it identifies a solution to the problem or issue).
- The project contributes towards City of Moreton Bay's strategic priorities (listed above).
- The project aligns with at least one of the grant program aims and at least one of the project priorities (listed above).

Benefit:

- The project demonstrates a benefit for City of Moreton Bay residents and our healthy environments (i.e. it delivers positive outcomes for the environment or community capacity building/awareness-raising).
- The application provides evidence of consultation and community partnerships, as well as capacity building through education and/or awareness (where appropriate).

Value for Money:

- The project budget is realistic (informed by quotes or evidence of published pricing) and expenditure items are relevant to the project.
- For ongoing projects, the applicant demonstrates that the project can be financially sustained after the grant funding ends and that appropriate arrangements are in place to deliver ongoing maintenance, post-establishment.
- The project uses local suppliers, where possible.

Capacity:

- The applicant has the skills and resources (internal or external) to:
  - Seek the necessary in-principle consents and/or approvals.
  - Effectively and efficiently manage and deliver the project activities.
  - Meet risk management and on-site safety training requirements.
  - Build community capacity (where possible).
  - Supervise contractors (where relevant).
- The applicant can attend project meetings and respond to City of Moreton Bay requirements.
- The applicant demonstrates experience successfully delivering similar projects.
- The applicant demonstrates an understanding of the project stages and deliverables.

Terms and Conditions

Successful applicants are required to comply with the terms and conditions associated with City of Moreton Bay's funding agreement, which will be attached to the letter of offer.

Successful applicants must not commence their project prior to receiving written notification from City of Moreton Bay and execution of the funding agreement.

Enquiries

For further information about Our Healthy Environments Grants Program, please contact City of Moreton Bay on (07) 3205 0555 or email grants@moretonbay.qld.gov.au.

TTY - National Relay Service

A 24-hour national relay service offers an over-the-phone solution for people who are deaf or have a hearing or speech impediment.
TTY and Voice: 133 677
Speak & Listen (SSR): 1300 555 727
SMS Relay: 0423 677 767

Translating and Interpreter Service (TIS)

Interpreter assistance is available in 160 languages and dialects. To use an interpreter, phone 131 450.