

Nature Refuge Landholder Grant

Guidelines

The Nature Refuge Landholder Grant (NRLG) provides financial assistance to nature refuge landholders, in the form of small grants, to undertake on-ground projects to protect and enhance the conservation values of their nature refuge.

Eligible applicants

To be eligible, applicants **must**:

- Be a current nature refuge landholder as noted on the property title
- Have successfully acquitted all Nature Refuges Program/Private Protected Area Program funding previously received for that nature refuge (e.g. NRLG, NatureAssist, Koala Nature Refuge Program) or any current funding is on schedule as per the terms and conditions of the Grant Deed
- Make a contribution (in-kind or financial) to the funding sought
- Hold public liability insurance cover for the proposed activities or provide evidence of public liability insurance held by the nominated consultant or contractor
- Obtain all permits and approvals required under legislation for the proposed activities
- Clearly demonstrate their capacity to manage the project and maintain project outcomes into the future
- Clearly demonstrate their capacity to administer any funding provided by the State.

Grant conditions

Successful applicants will be subject to the following **conditions**:

- The applicant **must** enter into a Grant Deed with the Department of Environment and Science (DES), which outlines the Terms and Conditions for the funding received
- The applicant **must** return the signed Grant Deed within **four weeks** of the date-of-issue on the grant package or the funding offer will be withdrawn
- The applicant **must** provide a copy of the current public liability insurance OR a copy of your consultant's current public liability insurance, and where applicable provide copies of appropriate approvals and permits required for the funded activities
- The applicant **must** complete the project within **six months** of DES executing the Grant Deed, unless written approval for a project variation has been obtained from DES
- The applicant **must** submit a Completion Report within one month of the Project Completion Date*
- Funding will be released in **two instalments**; 75% upon execution of the Grant Deed by DES, and the remaining 25% when the Completion Report is received and approved by DES
- Tax invoices or other evidence of expenditure **must** be provided with the Completion Report as evidence of all grant expenditure
- The applicant **must** use grant funds for the purpose for which the funds were awarded, and according to the Grant Deed, unless written approval for a project variation has been obtained from DES
- The applicant **must** allow DES officers to conduct site inspections to inspect project progress if requested
- The applicant **must** allow DES officers to use information/images relating to the project e.g. for promotional materials. Applicants will be consulted before images are used for promotional purposes.



- Projects that involve flora or fauna surveys/monitoring may require permitting under the Nature Conservation (Protected Areas Management) Regulation 2017
- Any fauna or flora data collected through funded projects is to be made available to DES for entry into the department's WildNet database.

***The Project Completion Date is up to a maximum of six months from execution of the Grant Deed.**

Funding (GST exclusive)

NRLG funding is limited and will be offered from a minimum amount of \$1,000 to a maximum amount of \$10,000.
Please note funding is provided as a GST exclusive amount.

If the applicant is **not** a GST registered ABN holder, DES cannot pass on the GST component of project costs and the applicant will need to cover the GST component. In such cases, the GST component can be used as part of the landholder contribution.

If the applicant is GST registered, DES will automatically pass on the GST component of project costs.

Contribution by landholders

To be eligible for a grant, landholders will need to contribute to the project. Contributions can be in the form of in-kind, financial or a combination of both.

An in-kind contribution is where the landholder contributes their project management time and/or physical labour, own machinery or project materials. In-kind contributions are valued at \$41.72/hour for labour and fair market value for hire/purchase of like machinery and the purchase of like project materials.

Financial contributions involve the landholder paying for materials or contract labour at their own expense.

Application requirements

To be eligible for consideration, all applications **must** include:

- A detailed and realistic budget outlining: a breakdown of item costs for the funding sought and the details of your matching contribution. **Refer to Appendix for example project budget**
- Detailed quotes for any materials or proposed use of contractors. A copy of the quotes must be attached to the online application. Materials or contractors over \$5,000 (GST excl.) require two quotes to be attached where possible.
- Validation of all in-kind costings; e.g. market evidence of materials, equipment and labour costs
- A copy of your Certificate of Currency as proof of public liability insurance OR a copy of your consultant's current public liability insurance, must be attached to the online application
- A property map clearly defining the location and extent of the project on the nature refuge. Maps can be hand drawn or created using an online program such as [Queensland Globe](#). Contact your local Private Protected Area Program officer if you require assistance. A copy of the map must be attached to the online application. **Refer to Appendix for example project map.**

How applications will be assessed

- No late applications will be accepted.
- The value of applicant contribution towards the project will be taken into consideration.
- Applications will be assessed by a departmental panel, and may involve a site visit to your property to inspect the proposed activity area and to confirm activity suitability if required.
- All applicants will be notified by DES of the outcome of their applications.
- Stronger weighting will be given to projects that provide strong environmental benefits for the nature refuge, offer value for money, and demonstrate an ability to deliver project objectives and maintain the project outcomes over following years.

Timeframes

- It is expected that applications will be assessed within one month of the close of the application period stipulated by DES.
- The initial 75% payment of grant funds will be made available to successful applicants within 3 weeks of the department's execution of the Grant Deed.

Eligible activities

Landholders can apply for assistance for the following **key natural resource** management activities:

- Activities that are wholly within the nature refuge boundary, and/or outside the boundary if it can be demonstrated there will be direct environmental benefit to the nature refuge
- Control of environmental weeds to rehabilitate native vegetation areas (includes biological control methods; class 1 pest plants will be considered)
- Installation of fencing to restrict/exclude stock accessing ecologically significant areas (note that fencing should be of best practice wildlife friendly design)
- Development and implementation of pest animal management programs/plans
- Revegetation of degraded areas and establishment of vegetation corridors
- Other activities deemed by the assessment panel as relevant to the conservation and management of the nature refuge values (e.g. fire management activities, ecological surveys, off-stream stock watering points, reducing sediment loss, wildlife monitoring, environmental education/interpretive material).

Ineligible activities

The NRLG is **not available** for activities that:

- Cannot be demonstrated to provide a clear environmental benefit to the nature refuge
- Are not permitted under the conservation agreement for the nature refuge
- Are a condition of a Development Approval, Rehabilitation Order or an offset requirement under a government offset policy
- Are the normal or legal responsibility of the landholder (e.g. maintenance of buildings)
- Are deemed to be landscaping for private or scenic amenity.

Eligible costs

Costs **eligible** for NRLG funding include:

- Hire of specialised equipment essential for the completion of the project
- Minor equipment purchases (e.g. mattocks, work gloves, 15L knapsack spray unit etc.)
- Purchase of pest plant/animal management equipment (e.g. monitoring cameras, vehicle mounted weed spray unit*)
- Fuel for landholder's own heavy machinery (e.g. grader, dozer), up to 50% of project cost

- Purchase of herbicides, surfactants and/or registered dyes
- Purchase of native tube stock, stakes and mulch for revegetation (note that plant species will need to be approved by DES prior to planting)
- Fees for engagement of suitably experienced and qualified contractors/consultants with an ABN
- Fencing which incorporates wildlife friendly design.

***Capped at 50% of purchase price**

Ineligible costs

Costs **ineligible** for NRLG funding include:

- Your own labour or labour provided by friends or relatives (this would contribute to your in-kind contribution)
- Purchase of vehicles*
- Costs of servicing equipment. Note that servicing costs can be counted towards your contribution
- Reimbursement of works that were commenced or completed prior to the submission of the funding application
- Payment of property or equipment running costs, e.g. insurance, vehicle registration and property rates.

***Any vehicle that requires registration**

Tips for a successful project

When **planning** a project, you should:

- Ensure you have thoroughly read this NRLG Guideline document and can meet **all** eligibility requirements and grant conditions
- Contact the department to discuss project suitability (contact details below)
- Ensure project outcomes are clear and well-defined
- Ensure the project demonstrates clear environmental benefits to your nature refuge
- Ensure the project can be completed and acquitted within **6 months** of signing the Grant Deed
- Ensure you have the capacity to maintain the project outcomes once the project is completed.

Privacy statement

The department is collecting personal information in the application for the Fire Management Planning Grant to assess your application for funding and prepare a grant deed, should your application be successful.

All personal information you provide in the application form, including all attachments, will be routinely provided to the following parties for assessing the application:

- other Queensland Government agencies
- external assessment panel members.

Where necessary, information contained in your application may also be provided to the Queensland Minister for Environment and Science and the Minister's office for reporting purposes (except for that information which relates to the department's confidentiality obligations).

The department will seek your consent for any uses or disclosures outside of these specific terms.

If your application is successful, the following information will be routinely published on the Queensland Government's website:

- your organisation's name
- total amount of funding allocated
- project name, location and description.

Your grant application and associated documentation is subject to the *Right to Information Act 2009*.

If you wish to access your personal information that is in the control of the department, contact the department's [Right to Information Services unit](mailto:rtiservices@des.qld.gov.au) by email rtiservices@des.qld.gov.au

If you have any questions or concerns regarding the privacy of your personal information, please contact the department's Privacy Services unit by email privacy@des.qld.gov.au

Contact details

To discuss project suitability, please contact grantsadministration@des.qld.gov.au or 3330 6360.

Appendix

Example project map

This map was created using the free online application [Queensland Globe](#).



Example project budget

A good project budget table will show the itemised breakdown of costs for the grant funding requested **and** the landholder contribution. Quotes and evidence of market value **must** be attached to your online application to support **all** costs outlined in the budget table for grant funding requested **and** landholder contribution.

Applicants that are **not GST registered** may include the GST component as part of their landholder contribution, as demonstrated in **blue text** in the below example.

Activity	Grant Funding Requested (GST excl.)	Landholder Contribution	Total Project Cost
Project management (15hrsx\$30)	\$0.00	\$450.00	\$450.00
Purchase 1000 plants	\$2,000.00	\$200.00	\$2,200.00
Purchase 1000 tree guards	\$300.00	\$000.00	\$300.00
Purchase tree guard stakes	\$150.00	\$000.00	\$150.00
Plant 1000 plants (24hrsx\$30)	\$0.00	\$720.00	\$720.00
Water 1000 plants (8hrsx\$30)	\$0.00	\$240.00	\$240.00
Weed control contractor	\$1,000.00	\$100.00	\$1,100.00
Purchase mulch 50m3	\$750.00	\$000.00	\$750.00
Spread mulch (bobcat)	\$0.00	\$320.00	\$320.00
Weed control (24hrsx\$30)	\$0.00	\$720.00	\$720.00
Total	\$4,200.00	\$2,750.00	\$6,950.00