

# SIR Catchment Education and Awareness Grants 2007/08 APPLICATION FORM

**CLOSING DATE FOR APPLICATIONS: Friday 19th October 2007**



The Catchment Education and Awareness Grant process is committed to protecting information provided in accordance with the principles of the **Information Privacy Act 2000**. The information collected on this application form will be stored at Dept of Primary Industries, Tatura and used by the DPI and the Goulburn Broken Catchment Management Authority for the purposes of administering and reporting on the Catchment Education and Awareness Grants. This information may also be used to contact you with further Catchment Education and Awareness Grant news in the future. You have the right of access to this information. To ensure accuracy of your details please keep us informed when they change. Please advise us if you do not wish to receive further information about the Catchment Education and Awareness Grants. The Catchment Education and Awareness Grant officer can be contacted at the address mentioned on this application form.

**PLEASE TAKE TIME TO ANSWER ALL QUESTIONS THOROUGHLY**

**OFFICE USE**  
Project No. ....

1. Name of Group / Organisation: .....
2. a) Is the Group Incorporated:  Yes  No Incorporation Number:.....  
 b) What is your Australian Business Number (ABN) .....
- c) Is your Group registered for GST :  Yes  No

**PROJECT DETAILS**

3. Project Title (*The title of your project should not exceed 10 words*):  
 .....  
 .....

4. Please tick the theme your project applies to (can be more than one):  
 Climate Change  Salinity  Water Quality  Biodiversity  Pest Plants and Animals

5. Please nominate two people from your group who can be contacted about this project.

Project Contact Person

Group / Organisation Representative

Name:.....  
 Position: .....  
 Address:.....  
 Town ..... Postcode .....  
 Phone .....  
 Signed: .....  
 Date: .....

Name:.....  
 Position: .....  
 Address:.....  
 Town ..... Postcode .....  
 Phone .....  
 Signed: .....  
 Date: .....

6. Project Location: ..... Grid Ref: .....

7. Project Duration: Start Date ..... Expected Completion Date .....

8. How did you hear about SIR Catchment Education and Awareness Grants?

- Newspaper  Agency person  Radio  Landcare/Local Area Planning groups

Other (please specify) \_\_\_\_\_

**9. Project Description** (*Please ensure the purpose of the project and expected outcomes are clearly identified otherwise project may not be funded*)

***Purpose of Project***

.....  
.....  
.....  
.....  
.....  
.....

***Expected Outcomes***

.....  
.....  
.....  
.....  
.....

***Project Description***

.....  
.....  
.....  
.....  
.....  
.....

**Note: Refer to "Eligibility and Guidelines" to ensure your project meets the criteria**

**10. How does your project lead to works on the ground?**

.....  
.....  
.....

**11. Have you applied for another grant for this project?       Yes       No**  
If YES, which grant program and when do you expect to know if you're successful?

.....

**12. Which of the following would your group be prepared to undertake to promote your project?**

- Presentation to Implementation Committee     Newspaper Article     Poster     Story  
 Future promotion of SIR Catchment Education and Awareness Grants     Other

Details.....  
.....

13. Details of project costs and funding requirements for 2007

Budget Items	A Grant	B Group Contribution	C Other
Administration		\$	\$
	\$	\$	\$
	\$	\$	\$
	\$	\$	\$
<b>Operating Costs:</b>	\$	\$	\$
Labour (Cost at \$20.00 / hour)		\$	\$
Travel	\$	\$	\$
Equipment Hire	\$	\$	\$
	\$	\$	\$
Equipment Purchase (list)	\$	\$	\$
	\$	\$	\$
	\$	\$	\$
	\$	\$	\$
	\$	\$	\$
	\$	\$	\$
Materials (list)	\$	\$	\$
	\$	\$	\$
	\$	\$	\$
	\$	\$	\$
	\$	\$	\$
	\$	\$	\$
	\$	\$	\$
	\$	\$	\$
	\$	\$	\$
<b>TOTAL</b>	<b>A \$</b>	<b>B \$</b>	<b>C \$</b>

14. Total Project Value (A + B + C)

15. TOTAL GRANT REQUESTED (A)  \* Must be < \$ 8,000  
 \* Grant (A) may be up to 70% of the Total Project Value (D)

16. Give details of key people outside your organisation who have provided technical or other assistance in the development of the project.

Name:	Signature
Position/Role:	Phone No:
Organisation:	

Name:	Signature:
Position/Role:	Phone No:
Organisation:	

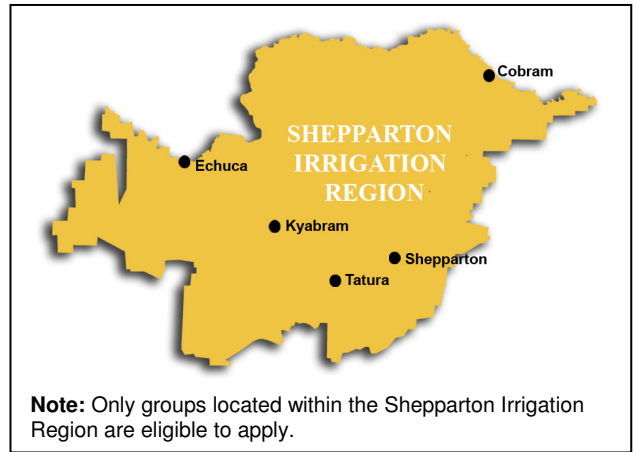
***New ideas and projects are always welcome, provided they are in line with the eligibility criteria below:***

## Eligibility and Guidelines

### ELIGIBILITY

THE FOLLOWING LIST DESCRIBES PROJECTS **NOT** ELIGIBLE FOR CATCHMENT EDUCATION AND AWARENESS GRANTS

- Projects that are eligible for funding under any other existing programs that provide incentives for on-ground works
- Catering/meals/accommodation
- Salaries ie. consultants
- Maintenance or repairs to equipment
- Purchasing equipment such as photocopiers, computers, office equipment and large capital items
- Projects that have been undertaken and / or completed before the closing date for CEAG applications



### GUIDELINES

- No catering or food will be funded as part of these grants
- Projects must contribute primarily to awareness and education of regional issues including salinity, water quality, biodiversity and pest plants and animals
- Grant applications will be accepted from established, non-profit community groups, schools and local governments
- Proposals must be in line with the priorities in the Shepparton Irrigation Region Catchment Strategy
- In 2007, priority will be given to projects that
  - have a climate change focus
  - have a wide community benefit and deliver broad community impact
  - involve a number of groups
  - involve bus tours if a number of groups have linked together to run the tours
  - include written quotes from suppliers
- The total value of the grant application/s for any one group must not exceed \$8,000
- Government contributions may be up to 70% of the proposal's cost. The group's contribution may be cash or in-kind (eg. labour)
- Applications will be assessed by a panel comprising of an Implementation Committee community member and government representatives
- Grants apply to projects that are ran within 12 months from the date funds are received by the group
- Groups will be required to report on completion of the project

### GST (GOODS AND SERVICES TAX)

- Under the GST system, payment of invoices to suppliers who do not quote their Australian Business Number (ABN) obligates the payer to deduct 48.5% of the total amount and pay this amount to the ATO (for the credit of the Supplier). If not registered for GST, ensure the
- The payment of grants by the Goulburn Broken Catchment Management Authority is in the nature of a taxable supply and therefore will be subject to GST in so far as the recipient of the Grant is registered for GST.

	GST Registered &		Not registered for GST	
	With ABN	No ABN	With ABN	No ABN
	\$	\$	\$	\$
Grant	4,000	4,000	4,000	4,000
GST 10%	400	400	N/A	N/A
Total	4,400	4,400	4,000	4,000
Less Tax	-	-	-	1,940
Net Payment	4,400	2,460	4,000	2,060

***For further information, or to send your application contact:***

Lucy Breen  
 Department of Primary Industries  
 Private Bag 1, Ferguson Road, Tatura, 3616  
 Ph: (03) 5833 5355

**Applications sent by fax and late applications will NOT be accepted**