

Early Needs Weed Management Program

Grant Guidelines



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More information

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Acknowledgments

The \$13 million Early Needs Recovery Program is part of the \$150 million Primary Industry Support package which is co-funded by the Australian and NSW governments. Local Land Services is delivering the ENRP in collaboration with the Department of Regional NSW and the NSW Department of Primary Industries

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Disclaimer: The information contained in this publication is based on knowledge and understanding at the time of writing May 2023. However, because of advances in knowledge, users are reminded of the need to ensure that information upon which they rely is up to date and to check currency of the information with the appropriate officer of Local Land Services or the user's independent adviser.

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Background

The record-breaking storms and flooding that occurred in parts of NSW from February 2022 has had a significant impact on communities. The flooding events have caused wide-spread weed dispersal and ground disturbance leading to increased weed infestations.

Local Government Areas (LGAs) in NSW have been declared a natural disaster zone under the Australian Government Reference Number (AGRN 1012), including areas in the South East and Greater Sydney regions.

The \$13 million Early Needs Recovery Program (ENRP) is part of the \$150 million Primary Industry Support package which is co-funded 50-50 by the Australian and NSW governments under the Disaster Recovery Funding Arrangements (DRFA).

The \$1.5 million Early Needs Weed Management Program (the program) is part of the Early Needs Recovery Program. The flooding events are understood to have caused wide-spread weed dispersal and disturbed ground (which supports weed infestation). This program is designed to directly support recovery of primary production, by providing landscape scale support for weed management, control activities and projects.

The program is offering a targeted, competitive grant opportunity over one round of funding, to eligible Local Control Authorities (LCA's) within the Greater Sydney and South East regions.

All applicants are encouraged to read the guidelines prior to applying. All projects are required to be completed by 31 May 2024.

Local Land Services (LLS) is delivering the ENRP in collaboration with the Department of Regional NSW (the Department) and the NSW Department of Primary Industries (DPI).

Program purpose and objectives

LLS aims to protect the region's environments, communities, and economies from the negative impacts of invasive plants, based on the objectives of the Regional Strategic Weed Management Plans.

Weed management is a shared responsibility of public authorities, regional land managers and landholders whose objective is to identify and manage state priority and regional priority weeds. All weeds in the ENWMP are aligned to priorities in the relevant region's Strategic Weed Management Plan. Weeds which have infested new areas as a result of the flood and are proved to have or have the potential to impact on the recovery of production in the LGA may be controlled under the program.

LLS is seeking applications from Local Control Authorities who are committed to delivering actions from the Strategic Weed Management Plan and can work within specific weed related programs while implementing regulations under the *Biosecurity Act 2015*.

Key dates

Table 1 - Key dates for Weeds Management Grant applications

Program Stages	Dates
Applications open	12pm AEST 10 May 2023
Applications close	11:59pm AEST 16 June 2023
Assessment process	8 – 30 June 2023
Application outcome date	Applications will be assessed by staff within LLS and the Department. Applications will be assessed based on the eligibility criteria and the assessment criteria.
Funding deeds executed with successful applicants	7 July 2023
Program completion	31 May 2024

In extenuating circumstances, applications submitted after the deadline may be accepted at the sole discretion of LLS. All requests for an application extension must be received in writing by 12pm AEST on the application closing date.

Program funding

The total grant funding available under the program is up to **\$1,500,000** GST exclusive. Total eligible grants cannot exceed the amount of available program funds.

Eligible applicants can apply for a minimum of **\$50,000**, up to a maximum **\$400,000** GST exclusive. Other maximum amounts will apply for project activities and are shown in Table 2 below.

Applications will be merit assessed and funding prioritised to LCA's that are able to:

- deliver activities that directly address flood recovery in primary production impacted areas from 22 February 2022 flooding
- allocate a higher percentage of total grant funding requested to control and surveillance activities
- target priority weeds on high-risk pathways
- fund on-ground works beyond the program timelines.

LLS at its own discretion may negotiate proposed scope, cost, and total project value with successful applicants.

Table 2 – Maximum funding values for each activity type

Activity Type	Maximum funding of total grant value applied for
Capital Expenditure (for example vehicles and machinery)	50% of total grant value
Education & Extension	50% of total grant value
Administration Costs	10% of total grant value
Weed surveillance and control activities	Unlimited up to total grant value

Unspent funds

If the situation arises where a grant recipient’s project is completed and there are unspent funds remaining from the grant allocation, LLS may require the grant recipient to return the unspent funds. If the grant recipient requests to use the funds to extend the scope of the project, LLS may assess that request if it aligns to the objectives of the grant program. LLS may require the grant recipient to provide supporting information such as revised economic or social impact data.

Eligibility Criteria

Eligible applicants

Applicants must:

- be a recognised Local Control Authority representative of the respective declared region/s
- have an Australian Business Number (ABN) and confirm if registered for GST. Businesses not registered for GST are ineligible to receive GST component
- be delivering activities in the Greater Sydney and South East regions (refer eligible project activities), within the defined disaster area for the NSW floods that occurred from February 2022- 2023 (AGRN 1012). Refer to Appendix A – Eligible LGAs for a list of eligible areas
- be able to confirm that there is primary production within your eligible LGA/s
- currently hold a minimum of \$20 million public liability insurance
- be able to commence activities within 3 months of the commencement of the Funding Deed; have completed all activities and all claim submissions completed by 5pm AEST 31 May 2024 as outlined in the project funding deed
- identify if your LCA is one of the following:
 - a local council
 - joint organisation of councils.

Eligible projects

Eligible priority projects can include:

- weed control programs
- weed surveillance programs

Project activities must be located within Local Government Areas (LGAs) within the Greater Sydney and South East Regions, which have been declared a natural disaster zone under the Australian Government Reference Number (AGRN 1012).

Eligible (other) activities can include:

- employing or contracting a person/organisation to coordinate and/or deliver control/surveillance activities
- grant administration (maximum of 10% of total grant value)
- weed identification and control workshops, field days, seminars, educational materials, and roadshows with a weed identification, control, and surveillance focus
- weed related and focused communication materials including development of newsletters, handbooks, fact sheets, webinars, podcasts, videos, and website content.
- capital expenditure for items that will contribute directly to weed control/surveillance programs (for example – boats, sprayers, trailers, drones, ATV, laboratory equipment, safe storage facilities etc.

Ineligible projects

- any activity that does not meet the project eligibility requirements.
- projects which have already received and or have approvals under additional funding sources will be ineligible for funding under (AGRN1012)
- costs that have been incurred and paid for through another grants program
- projects that include downstream recipients – on granting of funds.

Eligible project costs

Eligible project activities costs can include:

- administration of grant including monitoring and reporting, if not employing or contracting a person (maximum 10% of total grant amount)
- wages and oncosts (it must be demonstrated costs are being spent on delivering of weed related control, surveillance, and educational activities)
- contractors/consultants delivering eligible of weed control, surveillance, and educational activities
- development and distribution of weed identification and educational communications materials
- capital expenditure for items that will contribute directly to weed control/surveillance programs

Ineligible project costs

Ineligible projects and costs are those that are considered (or may be considered):

- projects that do not meet the eligibility criteria for project and/or activities
- costs that have been incurred and paid for through another grants program
- direct funding to third party persons for items that are eligible under other programs within the 2022 Primary Industries Support Package.

Assessment Criteria

You must address all assessment criteria (Table 3) in your application. We will assess your application based on the weighting given to each criterion.

The application form and Project Plan template (Appendix B) ask questions that relate to the assessment criteria in Table 3. The amount of detail and supporting evidence you provide in your application should be relative to the project size, complexity and grant amount requested. The application form displays size limits for answers.

Important: The application must meet the applicant eligibility criteria outlined within these grant guidelines to progress to the merit-based assessment.

Merit assessment criteria

Table 3 - Merit Assessment Criteria details and scoring for each requirement

Criteria categories	Evidence requirements	Criteria weighting
<p>Project appropriateness Provides sufficient evidence that the proposed projects/activities will directly support recovery of primary production, by providing landscape scale support for weed management, control activities and projects.</p>	<p>You should demonstrate this by addressing the following:</p> <ul style="list-style-type: none"> • outlining how your proposed project activities target nominated weed species, their significance status and how it will be implemented • identifying how the project activities will have a direct impact on the recovery of primary production within eligible LGAs • outlining the impact these weeds are having on primary production within your LGA/s • outlining if targeted area of weed treatment and/or surveillance are within high-risk pathways associated with flood events from February 2022 flooding • identifying the categorisation of nominated weeds as outlined in your Regional Strategic Weed Management Plan • demonstrating that a high percentage of total grant funding requested will be expended through control and surveillance activities 	50%
<p>Value for money Provides sufficient evidence that the costs are appropriate for the resourcing required to deliver project activities and the outcomes they will achieve</p>	<p>You should demonstrate this by addressing the following:</p> <ul style="list-style-type: none"> • outlining the resourcing that is required • providing the estimated hectares of nominated weed populations which are expected to be controlled/surveyed by this project • providing the estimated number of land managers who will be reached by educational workshops, communications, and advice through the nominated project • outlining how the projects efforts will be sustained beyond the length of the project • ensuring that administration costs do not exceed 10% of the total grant funding being requested. 	10%]

<p>Viability Provides sufficient evidence that the project is realistic and likely to be delivered within the budget and timeframe</p>	<p>You should demonstrate this by addressing the following:</p> <ul style="list-style-type: none"> • providing a detailed weed management/surveillance/educational/communications focused plan or project including planned activities, dates, milestones, budget, and deliverables. An Excel template is provided to be completed as a requirement for this criterion • ensuring that timelines and budgets are realistic given all relevant circumstances (including weather, availability of staffing, equipment if required, and resource costs etc.) • identifying project risks and proposed mitigation of those risks 	<p>30%</p>
<p>Project Readiness Provides sufficient evidence that the project is likely to commence within required timeframe</p>	<p>You should demonstrate this by addressing the following:</p> <ul style="list-style-type: none"> • outlining your organisations readiness to begin the project activities • identifying if on-grounds work activities will be LCA supported post program end 	<p>10%</p>

Application Process

Applications must be submitted by 11:59pm, Friday 16 June 2023

- Completed applications marked “Early Needs Weed Management Program” to be submitted online via Qualtrics. [CLICK HERE](#) to apply.
- For assistance or design with applications contact the Project Manager, Peta Holcombe on 0456 760 556 or email: peta.holcombe@lls.nsw.gov.au
- A funding deed will be required to be executed by no later than the 7 July 2023.

Stage One: How to Apply

All applications must be completed online, [CLICK HERE](#) to apply. On receipt of the application, confirmation will be emailed to the applicant.

The program will be a single stage application process and applicants can only submit one application. Applications cannot be submitted after the closing time/date (refer to Table 1).

Applicants must provide the following information to determine their eligibility for the program:

Online application:

- applicant details
- evidence of business registration
- evidence of legal entity status
- evidence of \$20 million public liability insurance in applicant’s name
- description of project
- evidence of organisational skills and experience that address the assessment criteria.
- applicant declarations.

Excel workbook (project and activities detail):

- project activity name and description
- how is the project supporting weed management in flood affected areas?
- identify which weed species you are targeting
- have the floods increased their range since February 2022?
- activity type
- which suburbs do you intend on targeting?
- project delivery timeframe including start and end dates
- intended communications strategies and promotional platforms for the project
- person responsible for each activity- project
- risk identification, management, and rating
- total cost of proposed projects and grant funding requested
- forecasted expenditure for each quarter in 22/23 and 23/24 financial years
- identification of any additional funding sources (non-government funding).

Stage Two: Assessment Process

Applications will be reviewed by an independent assessment panel and approved by the Executive Director – Regional Delivery (Local Land Services), Department of Regional NSW.

Each application will be assessed on its merit and compared to other eligible applications before a recommendation is made in writing to the decision maker.

Applicants may be contacted during this step to clarify information provided in their application or resubmit a document if the assessment panel deem it necessary. The Department will notify applicants if additional information and supporting material is required and the timeframes in which it is required.

The assessment panel may recommend a lesser amount of funding for an application or defer a recommendation pending further information.

The assessment panel may take other factors into consideration when recommending an application for funding including but not limited to the total amount of funding available, geographical distribution of projects across regional NSW, suitability of a project for other government funding opportunities and alignment with existing NSW Government policies and strategies. LLS, at its own discretion, may negotiate proposed costs and total project value.

Decision making

The decision maker for the Grant is the Executive Director- Regional Delivery (Local Land Services), Department of Regional NSW.

The decision maker will review the availability of grant funds and the Assessment Panel's recommendation before deciding which grant applications to approve. The decision maker may take other factors into account that may make an application ineligible for funding, including issues that could cause reputational or other risks to the NSW Government.

The decision maker's decision is final in all matters, including:

- the approval of the grant
- the grant funding amount to be awarded, and

- the terms and conditions of the grant.

There is no appeal mechanism for decisions to approve or not approve a grant.

Probity advice

Independent probity advisors will provide guidance to the Department on any issues concerning integrity, fairness and accountability that may arise throughout the application, assessment, and decision-making process. This will ensure decisions are made with integrity, fairness, and accountability, while delivering value for money for NSW.

Can Ineligible Projects be referred to a more appropriate funding program?

Yes. Projects that are more suitable for other NSW Government programs may be referred to those programs. Applications that are referred will be subject to the full Assessment Criteria of the other NSW Government program to which they are referred. Applicants may need to update their application to meet the criteria of the referred program.

Successful Applications

Successful applicants will be required to enter a Funding Deed with LLS and submit claims for eligible costs as per the conditions outlined in the Funding Deed.

The funding deed will be based on the costs of activities and projects outlined in the Project Plan submitted by each organisation (see Appendix B for example).

Claims for eligible costs must be submitted by emailing recovery@lls.nsw.gov.au.

The claim submission period for eligible project costs commences from when the applicant has returned their signed agreement and concludes at 5pm on 31 May 2024.

The claim submission for an Eligible Cost must include:

- an invoice itemising the activity, item, and cost
- a report (a template will be provided that aligns with your funding deed) describing delivered projects including but not limited to:
 - project location
 - weed species controlled/surveyed
 - outcome- Continued surveillance, containment, eradication
 - extension – education materials developed and disbursed, workshops held, social media posts, etc.
 - weed/ biosecurity Officer workplan achievements.

The claim submission must only include Eligible Costs as outlined in the Funding Deed.

Successful applicants may submit multiple claims for eligible costs up until the claim submission period closes and up to the maximum amount that the applicant has been approved to claim. A payment schedule will be negotiated with the applicant and outlined in the Funding Deed.

Claim submissions will be assessed by LLS and approved based on the conditions outlined within the Funding Deed. The approved subsidy amount will be paid to successful applicants in arrears as set out in the Funding Deed.

Applicants must acknowledge the grant in any communications with the following:

“This project is supported by the Industry Grants Program as part of the Early Needs Recovery Program (ENRP) under the Primary Industry Support Package (PISP) and is co-funded by the Australian and NSW governments under the Disaster Recovery Funding Arrangements (DRFA)”.

Notification

- Successful Applicants will be notified in writing by letter and/or email.

Disclosure of grants awarded

Protecting an individual’s privacy

The NSW Government Grant Guidelines set out publishing requirements in Appendix C.

LLS has obligations to protect an individual’s privacy, as prescribed in the Privacy and Personal Information Protection Act 1998. LLS will not publish any information that identifies an individual when administering a grant program.

Publishing grant information

Officials must publish the following information about grants on the NSW Government Grants and Funding Finder at nsw.gov.au/grants-and-funding:

- upcoming grant opportunities
- open grant opportunity guidelines
- all grants awarded, noting LLS will not publish any information that will identify an individual, as set out in the Privacy and Personal Information Protection Act 1998
- the exercising of Ministerial discretion in making grant decisions that vary from the recommendation of officials, including the reasons for any such decision
- program evaluations.

For each category of information listed above, officials must meet the specific information and data publishing requirements set out in Appendix C.

Funding Deed

Successful Applicants will be required to enter into a funding deed with the NSW Government. A sample funding deed can be requested at recovery@lls.nsw.gov.au.

Successful Applicants will be required to provide all supporting documentation and approvals before the Department of Regional NSW can enter into a funding deed. This includes \$20 million Public Liability Insurance, Development Approval, Early Needs Weed Management Program Grant and project proposal spread sheet.

LLS makes no binding funding commitment to an Applicant unless and until both parties sign a funding deed.

Successful Applicants must not make financial commitments for funded activities until funding deeds have been executed by both parties.

Grants will be paid via milestone payments set out in the funding deed. Timing and requirements will vary at the discretion of LLS.

Successful Applicants may be required to submit progress reports to the NSW Government as outlined in the funding deed.

Important Terms and Conditions

The NSW Government typically receives far more applications than it can support. Applicants are not guaranteed funding even if the application is of high merit. Further, even if an application is successful, it may not be funded to the full amount requested.

All projects must demonstrate they can commence within 3 months of the commencement of the funding deed and be completed by 31 May 2024 as outlined in the project plan.

Applicants must hold all relevant insurances, including a minimum \$20 million Public Liability Insurance.

Requests for variations or changes to the project will only be considered in limited circumstances.

All awarded grants will be GST exclusive. If the Applicant is registered for GST, this will be applied on top of the agreed grant value when payment is made. Grants are assessable income for taxation purposes, unless exempted by taxation law. It is recommended Applicants seek independent professional advice about taxation obligations or seek assistance from the Australian Taxation Office. The NSW Government does not provide advice on individual taxation circumstances.

Successful Applicants will be required to pay back unspent funds or those funds which have not been spent in accordance with the funding deed.

Successful Applicants will be required to participate in a program evaluation to determine the extent to which their projects have contributed to the objective of the funding. The evaluation will require applicants to provide evidence of how projects have resulted in a measurable change to the lives of local residents that is consistent with the objective of the funding.

Any information submitted by an Applicant may be used for promotional material prepared by LLS and the NSW Government.

The Department may choose to publicly announce funding for individual applications. It may also use information provided in the grant to develop case studies.

All recipients of NSW Government funding should acknowledge this financial support as per the Funding Acknowledgement Guidelines for Recipients of NSW Government Grants available at <https://www.nsw.gov.au/branding/sponsorship-and-funding-acknowledgment-guidelines>.

The Department reserves the right to undertake an audit of grant funding within a period 7 years from the signing of the funding deed.

Applicants must advise the Department of any changes to their legal status or of changes or delays to their project.

Unsuccessful Applications

Unsuccessful Applicants will be notified of the outcome and provided an opportunity for feedback by LLS.

Additional Information

Getting Support

More information about this Program, including frequently asked questions are available at:

[Early Needs Recovery Program FAQs | NSW Government](#)

If you require assistance or advice with your application, please contact:

Table 4 - Contact Details for Support with Early Needs Recovery Program – Early Needs Weed Management Grants

Contact Name	Role	Organisation	Mobile Number	Email
Kiera Turner	Project Coordinator, Early Needs Recovery Program	Local Land Services	0492 166 068	recovery@lls.nsw.gov.au
Peta Holcombe	Project Manager, Early Needs Recovery Program	Local Land Services	0456 760 556	recovery@lls.nsw.gov.au

Please check with the Department prior to submitting if you are unclear about any part of the application.

Improved outcomes for Aboriginal people

The NSW Government is committed to supporting Aboriginal people and communities to drive local and place-based initiatives and solutions through funded projects. It acknowledges regional communities are unique and therefore initiatives and solutions need to be bespoke, tailored and determined by the local community.

Projects that seek to improve outcomes for Aboriginal people must align with the skills, aspirations, and experiences of local Aboriginal communities. Projects must address a demonstrated community issue and deliver positive impact on social outcomes for Aboriginal people and communities in regional NSW.

Government Information (Public Access) Act 2009

Applicants should be aware that information submitted in applications and all related correspondence, attachments and other documents may be made publicly available under the *Government Information (Public Access) Act 2009 (NSW)*. Information that is deemed to be commercially sensitive will be withheld.

The *Government Information (Public Access) Act 2009 (NSW)* makes government information accessible to the public by:

- requiring government agencies to make certain sorts of information freely available
- encouraging government agencies to release as much other information as possible
- giving the public an enforceable right to make access applications for government information
- restricting access to information only when there is an overriding public interest against disclosure.

Complaints

Any concerns about the Fund or individual applications should be submitted in writing to

recovery@lls.nsw.gov.au. If you do not agree with the way the Local Land Services handled the issue, you may wish to contact the NSW Ombudsman via ombo.nsw.gov.au.

Ethical Conduct

Applicants must not participate in any anti-competitive conduct.

It is a condition of the grant program application process that no gifts, benefits, or hospitality are to be made to any Department/Agency employee at any time. Any inducement in contravention of this condition may result in an applicant's proposal not being considered.

Conflicts of Interest

There may be a requirement for a conflict-of-interest declaration to be submitted with all proposals or in the application form.

Where a conflict-of-interest detrimental to the assessment process is identified, mitigation measures must be put in place, or an individual may be asked not to participate in the application, assessment, or delivery stage of the process.

Confidentiality

Funding decisions and assessment outcomes must be kept confidential until announced by the NSW Government. Successful applicants will be required to provide a confidentiality undertaking. This means they must keep the outcome of the application process confidential until the NSW Government makes a public announcement.

Upon entering into a funding deed, details about the funding deed may be made publicly available (subject to information which the Department/Agency deems to be commercial in confidence)

The applicant agrees not to disclose any confidential information pertaining to the grant program application or funding deed without prior written consent of the Department.

Department rights

The Department may, in its absolute discretion, and without limiting any other right which the Department may have, do all or any of the following at any time without giving notice or reasons:

- require additional information from an applicant
- change any of the requirements of these Guidelines
- alter or vary any process, procedure or timing related to the grant opportunity, including any process, procedure or timing regarding the consideration or the evaluation of any proposal or all applications
- suspend or terminate the grant opportunity
- negotiate with one or more preferred applicants without prior notice to any other applicant
- terminate any negotiations being conducted with any applicant
- readvertise for new applicants
- consider any non-conforming application
- terminate further participation in the grant opportunity by any applicant for any reason (including if the department reasonably considers an application to contain any false or misleading claims or statements)
- not proceed with any funding deed, or

- proceed with a funding deed in ways not contemplated in these Guidelines.

Intellectual property

All intellectual property rights in these Guidelines remain the property of the Department. Applicants are permitted to use these Guidelines for the purpose of preparing an application only. Applicants must not use these Guidelines, or any information contained in these Guidelines for any other purpose.

Applications submitted in response to these Guidelines remain the property of the applicant, unless otherwise agreed between the applicant and the department. The applicant agrees that the department may make copies and reproduce applications for any purpose related to the grant opportunity. In addition, the department will retain (electronic and hard) copies of all applications.

No offer

These Guidelines are not an offer, recommendation, or invitation by the Department in respect of any contract or commitment and, subject to a funding deed being fully executed by the parties to it, nothing in these Guidelines will form the basis of any contract or commitment.

Addenda

The department may, in its absolute discretion, issue an addendum to these Guidelines. In each case, an addendum becomes part of these Guidelines.

Disclaimer

The Department does not guarantee or warrant and accepts no legal liability whatsoever arising from or connected to, the accuracy, reliability, currency, or completeness of any material contained in this publication. Information in this publication is provided as general information only and is not intended as a substitute for advice from a qualified professional.

The Department recommends that users exercise care and use their own skill and judgment in using information from this publication and that users carefully evaluate the accuracy, currency, completeness, and relevance of such information. Users should take steps to independently verify the information in this publication and, where appropriate, seek professional advice.

Definitions

AGRN 1012 is the NSW Severe weather and flood event that occurred in February and March 2022 and is listed on the NSW Government disaster declarations website <https://www.nsw.gov.au/disaster-recovery/natural-disaster-declarations>

Defined disaster area for an eligible disaster means the area that the appropriate Minister has defined for the purpose of activating the Disaster Recovery Funding Arrangements. These are shown on disasterassist.gov.au and in Appendix A – Eligible LGAs.

These Guidelines are subject to change at any time at the sole discretion of the Department.

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Appendix A – Eligible Greater Sydney and South East Local Government Areas (LGAs)

Eligible LGAs

The declaration and list of disaster declared LGAs is outlined within the Australian Government Reference Number ([AGRN 1012](#)).

Greater Sydney Region

Bankstown
Bayside
Blacktown
Camden
Campbelltown
Canterbury
Central Coast
Cessnock
Cumberland
Fairfield
Georges River
Hawkesbury
Hornsby
Inner West
Ku-Ring-Gai
Liverpool
Northern Beaches
Parramatta
Penrith
Ryde
Strathfield
Sutherland
The Hills
Waverley
Willoughby
Wollondilly

South - East Region

Bega
Eurobodalla
Goulburn Mulwaree
Kiama
Queanbeyan Palerang
Shellharbour
Shoalhaven
Snowy Monaro
Wingecarribee
Wollongong

Appendix B – Project plan example

Project/Activity Title	Project/Activity Description	How is this activity supporting weed management in flood affected areas?	Identify which weeds you are targeting?	Have the floods increased their range?	Activity Type	Activity Number	Activity Measure	Projected Weed Outcome	Suburbs
Name your individual activities - these names will be used in all reporting. Administration component is compulsory	Enter a brief description of what the project will entail. Include numbers of workshops/events if applicable.	Provide a brief description of current impacts in your LGA's and how this project/activity will support primary production recovery.	Provide clarity on which weeds are being targeting along with the impacts they impose post flooding?	Advise if the flooding events have increased the targeted weeds range.	Select your activity type for each project from the above drop-down menu.	number of Activity measures e.g. For 50 hectares of weed control write 50 here and select "ha" in column K	ha/km/inspection s/sites/	Select the projected weed outcome (select N/A if activity isn't a weed control activity)	Please enter all suburbs you intend to target for each individual activity
<i>Demonstrate the administration component being 10% of the project (Compulsory - do not delete)</i>									

Cont....

Timeframe for Delivery	Person/position Responsible	Total Cost (ex. GST and in whole dollars)	Q4 22/23 Apr-Jun	Q1 23/24 Jul-Sep	Q2 23/24 Oct-Dec	Q3 23/24 Jan-Mar	Q4 23/24 Apr-Jun	Is there any other co-contribution for this activity such as in-kind and grant funding (excludes government funding)
Enter estimated timeframes for each project (start and finish dates)	Add one staff members name as direct contact.	Total cost for the life of the program (activities can only be run until ***** to allow for final reporting and invoicing 31 May 24)	Forecasted cost for each quarter	Forecasted cost for each quarter	Forecasted cost for each quarter	Forecasted cost for each quarter	Forecasted cost for each quarter	Please place an 'N/A' or '0' if no co-contribution is applicable. Please use whole dollar amounts if there is any co-contribution

Appendix C – Publishing requirements

Effective disclosure and publishing of grants information are essential for transparency and public accountability

Reliable and timely information on grant decisions supports public confidence in the quality and integrity of grants administration.

Local Land Services must ensure that information on the decisions made in relation to grants awarded under the Grant Program are published no later than 45 calendar days after the grant agreement takes effect. The information requirements include:

- Program name and function
- Recipient name
- Recipient location
- Program delivery location
- Funding amount
- Program term
- Number of applicants
- Number of recipients
- Source agencies
- Decision-maker