



Biodiversity  
Conservation  
Trust

# Conservation Partners Grants Expression of Interest / Application form

April 2024

## Before filling out this form

Before preparing this EOI / Application form, please read the [Conservation Partners Grants: Guide for applicants](#) provided on the website. Please fill in the information as accurately as possible and contact the BCT if you require assistance. Please do not hesitate to contact us if you have any concerns regarding the Privacy Notice included on page 4.

### The following information must be included to enable your EOI to be processed:

- Your GST status – are you registered for GST?
- Your ABN (if applicable)
- Consent of all owners. The owner/s is required to sign the Grant Agreement

## Lodging your EOI form

Once completed, send the expression of interest form with any attachments to the BCT. Applications can be made at any time of the year.

**Submit form electronically** via email to: [info@bct.nsw.gov.au](mailto:info@bct.nsw.gov.au)

### Or submit form by post:

NSW Biodiversity Conservation Trust, Conservation Partners Grants

Locked Bag 5022, Parramatta NSW 2124

**1. Applicant details**

First name			
Surname			
Company name (if applicable)		ABN: (Must be associated with the management of the property)	Is this ABN registered for GST?  Yes      No
Telephone		Mobile:	
Email			

**2. Property details**

Property name and address			
Do you have a conservation agreement on your property?	Yes: (Please specify type): Conservation Agreement Wildlife Refuge Agreement (established under the Biodiversity Conservation Act) Wildlife Refuge (established under the National Parks and Wildlife Act) Registered Property Agreement Nature Conservation Trust Agreements	No:	I am a member of the Humane Society International's Wildlife Land Trust
Agreement Number (if known)			
Size of area involved in application(ha)			

### 3. Activities to be funded

Do you need advice on what activities are a priority in managing your conservation area? <input type="checkbox"/>	
If you know what activities you are seeking funding for, please tick relevant activities.  (Optional: complete details in Attachment 1)	<input type="checkbox"/> Assisted regeneration and weed control (as part of assisted regeneration strategy)
	<input type="checkbox"/> Fencing
	<input type="checkbox"/> Introduced pest animal control
	<input type="checkbox"/> Revegetation (including supplementary planting)
	<input type="checkbox"/> Habitat restoration
	<input type="checkbox"/> SoS management actions
	<input type="checkbox"/> Other maintenance
	<input type="checkbox"/> Native vegetation restoration planning
<input type="checkbox"/> Project/grant management	
If a site visit has already occurred in relation to this expression of interest, please provide details	Name of person and organisation who visited:
	Date of visit:

### 4. Acknowledgement of EOI by property owner(s)

*In submitting this expression of interest form I/we confirm that I/we meet the eligible entity requirements as set out in section 2 of the Conservation Partners Grant: Guide for applicants and that the activities I/we wish to be funded are eligible.*

*Note: All landowners must make this acknowledgement.*

*I also confirm that I am not a close family member of any BCT staff or BCT Board member, or contractor engaged by the BCT.*

Name		Name	
Date		Date	
Name		Name	
Date		Date	

### Checklist – before you send off your expression of interest

Have you confirmed your GST status?

Are all owners in support of the expression of interest?

Keep a copy of this form for your records

## Privacy Notice

Information from this form is collected for the purpose of administering the BCT's Conservation Partners grant program, and consideration of your eligibility for the BCT's other programs and future opportunities. The BCT may use information provided on this form to contact you about those programs and opportunities.

If the application is successful, information from this form may be publicly disclosed on the [NSW Government Grants and Funding Finder register](#) in accordance with the [NSW Grants Administration Guidelines](#), including the program name and function, recipient name, recipient location, grant, program delivery location, funding amount and program term.

The supply of this information is voluntary. However, if you do not provide the information, we will not be able to consider your application.

The *Government Information (Public Access) Act 2009* may require the BCT to publicly disclose information you have provided in this form – for example, in response to an access application made under that Act.

Information from this form may be disclosed to the Department of Climate Change, Energy, the Environment and Water (DCCEEW) to assist with administering any agreement you enter into with the BCT as a result of this application and maintaining public registers.

Your details will be stored in accordance with the requirements of the *State Records Act 1998* and securely destroyed once it is no longer needed. Information will be stored and managed in accordance with provisions under the *Privacy and Personal Information Protection Act 1998* and the [BCT's Privacy Statement](#). It will not be used for any other purpose and will not be given to any other third party except where required or authorised by law.

If you are concerned that the safety or well-being of any person would be affected by any personal information you have provided in this form being made publicly available, you may request the Environment Agency Head remove your personal information, or not place your personal information on, the NSW Government Grants and Funding Finder register and not disclose your personal information to the public. The Environment Agency Head will consider your request in accordance with section 58 of the *Privacy and Personal Information Protection Act 1998*.

You may access or correct your personal information, or request that the Environment Agency Head suppress your personal information from the NSW Government Grants and Funding Finder register for safety or well-being reasons, by contacting [info@bct.nsw.gov.au](mailto:info@bct.nsw.gov.au) or the Department of Climate Change, Energy, the Environment and Water (DCCEEW) Privacy and Information Access Unit at [gipa@dpie.nsw.gov.au](mailto:gipa@dpie.nsw.gov.au) or 02 9860 1440.

## THIS ATTACHMENT IS OPTIONAL TO COMPLETE AT THE EXPRESSION OF INTEREST STAGE

### Attachment 1: Details of funding sought and proposed works

The following sections can be completed if you are clear on what management activities you wish to undertake and the associated costings. Please fill out as much as you can, including

- 1) Funding amount sought
- 2) Map/s showing the location of proposed works
- 3) Details of management activities

Refer to the [Conservation Partners Grants Guide for Applicants](#) for details on eligible activities and what level of detail is required.

#### For costings, please note:

- Allocate funds to each work type for each year (not just total yearly funds requested)
- If you are not registered for GST, include total costs payable by you for the activities (i.e., include any GST you will be charged by a supplier or contractor)
- If you are registered for GST, please provide GST exclusive costings
- Attach any quotes for purchase of materials and all work by contractors. Quotes must identify the cost and separately show any GST payable. Some quotes will include materials in the hourly rate, if so, there is no need to show material costs here.
- Do not include your in-kind contributions in funding amounts.

#### Other important notes before you complete this application form:

- Payment for your own labour is not an eligible activity for grant funding
- If your application involves funding for activities where you are going to use chemicals, you must have the minimum chemical handling qualifications. See the Conservation Partners Grant Guidelines provided on the [BCT website](#) for details

Funding is available for up to 3 years. The first year of funding starts when the grant agreement is signed. Funding does not run by calendar years or financial years.

**1. Funding amount sought**

Please show how much funding you are asking for.

**Table 1: Funding sought – labour and materials**

(Add figures without commas i.e. as 1234 not 1,234)

Project work	Materials	Labour	Year 1 Grant funds	Year 2 Grant funds	Year 3 Grant funds
Weed control – contractor labour					
Weed control – materials					
Fencing – contractor labour					
Fencing – materials					
Pest animal control – contractor labour					
Pest animal control – materials					
Planting – contractor labour					
Planting – materials					
Habitat restoration – contractor labour					
Habitat restoration – materials					
SoS management actions – contractor labour					
SoS management actions – materials					
Other maintenance – contractor labour					
Other maintenance – materials					
Native vegetation restoration planning					
Project / grant management					
<b>TOTALS</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>

**Summary of grant funds**

**Table 2: Summary of funding sought**

Project work	Year 1 grant funds	Year 2 grant funds	Year 3 grant funds	Subtotals
Weed control				\$
Fencing				\$
Pest animal control				\$
Planting				\$
Habitat restoration				\$
SoS management actions				\$
Other maintenance				\$
Native vegetation restoration planning				\$
Project / grant management				\$
<b>TOTALS</b>	\$	\$	\$	\$

**Landholder contributions**

**NOTE: Landholders cannot receive NSW Biodiversity Conservation Trust funds as payment for their labour**

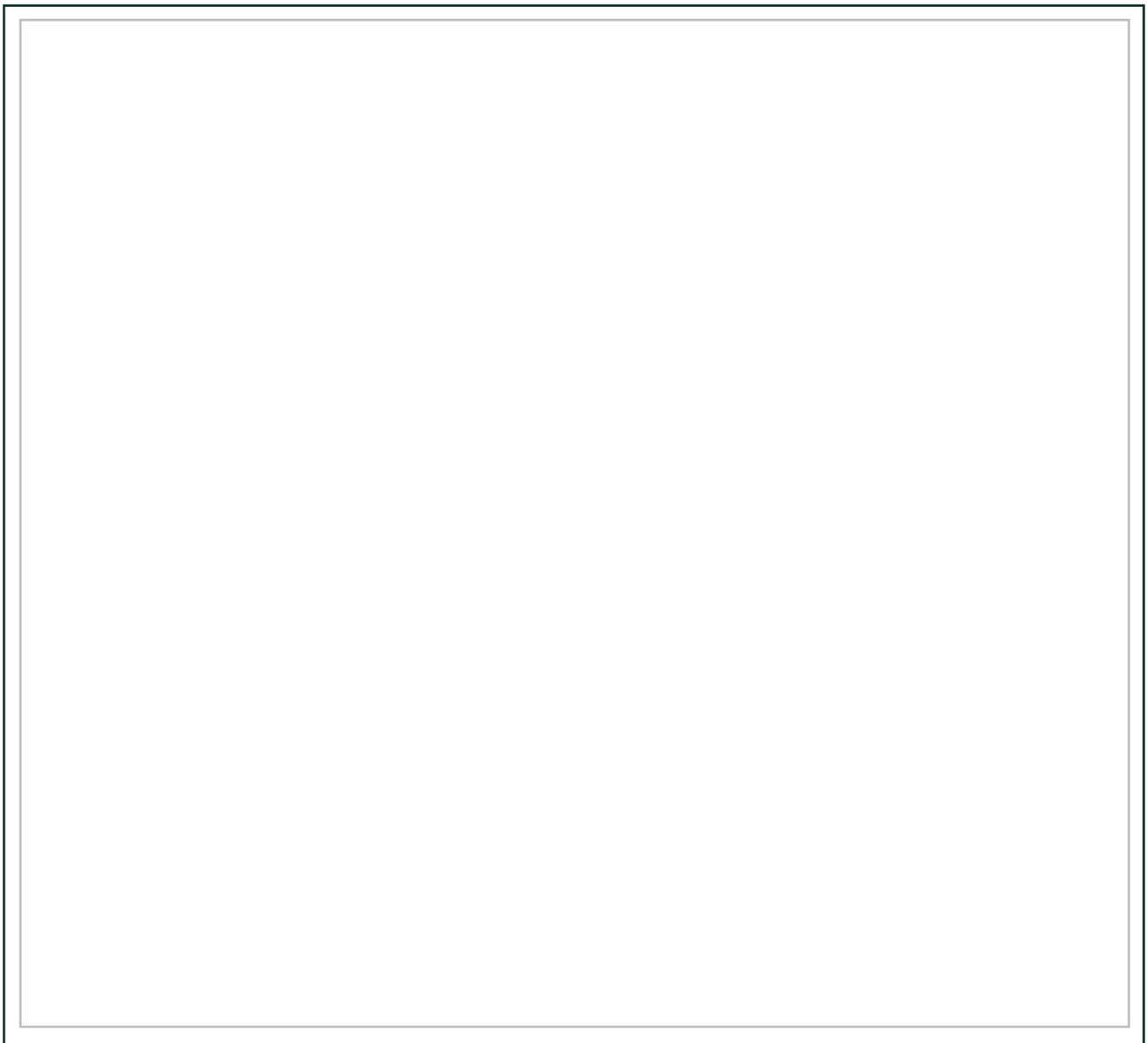
Are you using your own labour to do works?	Yes - all hours of works	Yes - some hours <i>Number of hours</i>	No hours
If <b>yes</b> , please outline how you are capable and with necessary experience to undertake the activities			
Are you contributing in addition to labour? (e.g., own materials)	Yes	No	
Estimate of your contribution (\$)			

## 2. Sketch map of works activities

Please provide a sketch map (preferably as a separate attachment). **The map should show:**

- Property boundary (and show which direction is north)
- Conservation area (area under agreement)
- Areas of weed infestation, shown as zones on the map (no more than 3 zones)
- Any proposed fencing
- Area of other proposed works, specifying what type of work

Wherever possible, mapping details should be overlaid on an aerial image of suitable scale, or a topographic map. Google Maps may provide a suitable base layer for maps, or alternatively, maps from the actual agreement which protects the (relevant part of the) property may be used.



*If you submit your application electronically, please send a scan of your Sketch Map as an attachment to [info@bct.nsw.gov.au](mailto:info@bct.nsw.gov.au).*

3. Details of activities

A. Assisted regeneration and weed control (as part of an assisted regeneration strategy)

If your application is for weed control as part of an assisted regeneration strategy for native vegetation, please complete the table below listing the species of weed targeted, the estimated area of infestation and proposed method of control and, indicate the level and estimated area of infestation on your sketch map. Landholders may apply for the NSW Biodiversity Conservation Trust to contribute to their gaining of necessary chemical handling qualifications needed to carry out funded works.

Year	Proposed activity Identify priority species to be controlled (see list of priority weeds by LLS region at <a href="https://www.lls.nsw.gov.au/biosecurity/weed-control">https://www.lls.nsw.gov.au/biosecurity/weed-control</a> )	Weed zone <i>As per weed zones in sketch map – Zone 1,2 or 3</i>	Estimated area of infestation <i>(approx. area (ha) of control activity OR approx. % of total conservation area)</i>	Level of cover <i>Sparse (S) Moderate (M) Dense (D)</i>  <i>Please tick</i>	Proposed method of control <i>E.g., splatter gun, spot spray, cut and paint, Refer to DPI handbook link below</i> <b>(specify)</b>	Materials needed  <i>E.g., Herbicide -</i>  <b>(specify)</b>
Year 1				S   M   D		
Year 2				S   M   D		
Year 3				S   M   D		

**Notes**

Works to be undertaken in accordance with the BCT Restoring Native Vegetation Guidelines [available on the BCT website](#).

Weed control activities are to be undertaken either by suitably qualified environmental weed control contractor/s or by landholders who have indicated that they are capable (and with necessary experience) to complete the tasks listed in the Works Program. You need to supply a copy of your current chemical handling qualifications if you propose to do your own herbicide spraying.

All weed control works are to be undertaken in accordance with industry best-practice environmental weed control/bush regeneration techniques, and as recommended for the target weed by the NSW Department of Primary Industries (DPI). <https://weeds.dpi.nsw.gov.au/>

Herbicides must be registered in NSW for the control of target weed species, or off label permit/s issued. Where weed control activities are occurring in proximity to water bodies, herbicides must be registered or permitted for aquatic situations.

Works done must comply all requirements under the Pesticides Act 1999 and Regulations.

**B. Essential conservation infrastructure - fencing**

If you are applying for funding to assist with essential construction fencing, the request will need to be consistent with the *BCT Fencing Guidelines* [available on the website](#). Please indicate the approximate location of the proposed fencing on your sketch map.

Length of fence (m)	Internal or Boundary fence ( <i>tick</i> )	Type of fence (E.g. 5 strand plain wire, TGP fencing) <a href="#">Refer to BCT guidelines on the website</a>	Standard or Difficult <a href="#">Refer to BCT guidelines on the website</a>	Total estimate costs of fence	Funds requested for fencing from BCT	Year that fencing commenced ( <i>tick</i> )	Year that fencing finished ( <i>tick</i> )
	Internal		Standard			Year 1	<input type="checkbox"/> Year 1
	Boundary		Difficult			Year 2	<input type="checkbox"/> Year 2
						Year 3	<input type="checkbox"/> Year 3

### C. Introduced pest animal control

Landholders may apply for the BCT to contribute to their gaining of necessary chemical handling qualifications needed to carry out funded works.

Year	Animal(s) targeted	Method/s (e.g., poison baiting, trapping, etc.)	Materials needed	Coordinated with neighbours? (Describe coordination efforts)
Year 1				Yes                  No
Year 2				Yes                  No
Year 3				Yes                  No

#### Notes

*Pest animal control activities are to be undertaken either by suitably qualified contractor/s or by landholders who have indicated that they are capable and with necessary experience (and registration and licences where applicable) to complete the tasks listed in the Works Program. You need to supply a copy of your current chemical handling qualifications if you propose to handle chemicals.*

*All pest control works are to be undertaken in accordance with industry best-practice environmental pest animal control techniques, and as recommended for the target pest animal by the NSW Local Land Services (LLS) (more information at <https://www.lls.nsw.gov.au/help-and-advice/pests,-weeds-and-diseases/pest-control/pest-species-control>).*

*All introduced pest animal control must comply with all requirements under the Pesticides Act 1999 and Regulations.*

*The BCT may support shooting as an introduced pest animal control method through conservation partner grants where such control is undertaken by a professional shooter, who has relevant licences and the BCT has evidence that the use of shooting is part of a coordinated pest management strategy. The BCT will not fund materials for landholders to undertake shooting as an introduced pest animal control method unless the BCT is satisfied that the landholder is a suitably qualified and experienced professional shooter (including having relevant registration and licences).*

*You should liaise with Local Land Services before undertaking pest control.*

**D. Revegetation (including supplementary planting)**

Revegetation will need to be consistent with the *BCT Guidelines for Restoring Native Vegetation* [available on the website](#).

Year	Main species to be planted	Approx. number	Approx. area of planting proposed (ha)	Proposed method (e.g., hand planting, directseeding)	Materials needed (e.g., tube stock, guards)
Year 1					
Year 2					
Year 3					

**Notes**

*Works to be undertaken in accordance with the *BCT Guidelines for Restoring Native Vegetation* [available on the BCT website](#).*

*Funding for supplementary planting will only be considered where this activity is supported or permitted by the management requirements of the agreement on the land, or evidence that new threat has emerged, and a site visit has been undertaken.*

**E. Habitat restoration**

If applying for funding for specific works to improve habitat elements for threatened plants or animals, please indicate the species targeted and the works planned in the table below:

Year	Plant or animal whose habitat proposed works will improve	Works proposed <i>(Include numbers of items e.g., nestboxes, logs, rocks)</i>	Materials needed
Year 1			
Year 2			
Year 3			

**Notes**

*Placement of logs or rocks must be supported by the agreement management plan for the conservation area and should be supported by your BCT Landholder Support Officer. Advice should be sought from your BCT Landholder Support Officer before placement of nest boxes.*

*Proposals for nest boxes must be in accordance with the BCT Guidelines for Artificial Hollows [on the BCT website](#).*

**F. SoS management actions**

If applying for funding to undertake Saving our Species management actions, the proposal must be for management activities identified by the SoS program, and where the request applies to land that is within/contains an identified SoS site managed species site. Please indicate the SoS site managed species site, and the management actions proposed in the table below:

Year	SoS site managed species site	Management actions proposed	Materials needed
Year 1			
Year 2			
Year 3			

**G. Other maintenance or response to emergencies**

If applying for funding for other maintenance works (not covered above) needed to maintain conservation values on your property, please outline the works planned in the table below.

Following emergencies such as the 2019-2020 bush fires, grant funding will also be considered for:

- providing support to wildlife such as watering points and shelter
- additional weed control so that native vegetation can recover
- additional or higher frequency introduced pest animal control where prey cover has been removed by fire (this should be coordinated through Local Land Services, or NPWS when adjacent to a reserve)
- other site-specific activities to restore conservation values.

Please discuss any impacts from emergencies with the BCT so we can assist you with your funding needs.

Year	Conservation values to be maintained by the works	Works proposed	Materials needed
Year 1			
Year 2			
Year 3			

**H. Native vegetation restoration planning**

If applying for funding for a native vegetation restoration plan, the plan must be prepared by a suitably qualified practitioner, be consistent with the BCT Restoring Native Vegetation Guidelines, and costs for the plan be limited to 10% of total eligible funding amount (for 3 years):

Native vegetation restoration plan	Qualification/experience	Funding sought (Year 1 only)
<p>Assisted regeneration and weed control</p> <p>Revegetation (including supplementary planting)</p> <p>Both of the above</p>	<p><b>Name of practitioner preparing the plan:</b></p> <p><b>Qualifications/experience:</b></p>	<p>\$</p>

**Notes**

*In most circumstances, the plan should be developed before works are commenced, so landholders will be required to enter into a grant agreement for one year, to be acquitted after the plan has been developed and landholder reporting obligations fulfilled.*

**I. Project management**

If applying for funding for engagement of third party(s) to develop application and / or manage the grant, project management costs are limited to 5% of the total funding sought. Please provide an outline of costs below.

Total funding sought (over 3 years)	Total project management costs sought
<p>\$</p>	<p>\$</p>

**Checklist – before you send off your expression of interest**

Have you confirmed your GST status?

Are all owners in support of the expression of interest?

Keep a copy of this form for your records

**Checklist – If you have completed the optional Attachment 1:**

If you are not registered for GST include total costs payable (including any GST you will be charged)?

If you are registered for GST, have you included GST exclusive costs?

Does the map show all work areas and weed type areas if applicable?

When the application is completed, email it to the BCT: [info@bct.nsw.gov.au](mailto:info@bct.nsw.gov.au) Alternatively, you can print and mail it to:

Biodiversity Conservation Trust, Conservation Partners Grants, Locked Bag 5022, Parramatta NSW 2124