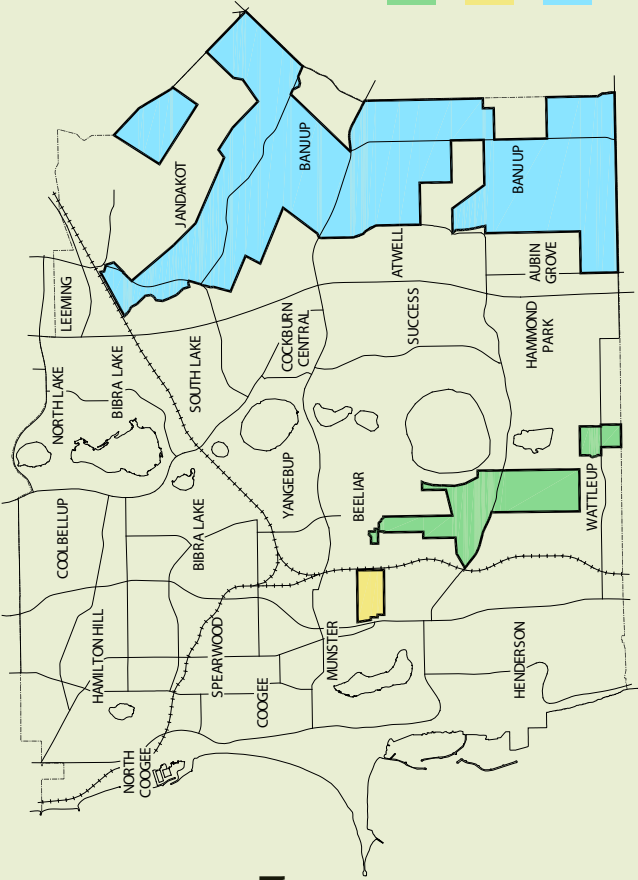


**The Landowner Biodiversity Conservation Grant Program is available to residents in the rural, rural living and resource zones:**



## How to apply

1. Contact the City's Environmental Services on 9411 3444 to discuss your project ideas;
2. Complete an electronic application form, or download it from the City's website or hard copies are available on request;
3. Return completed application form to the City by 31 October (your application must include copies of the quotes you receive for works).

An inspection of your property may be required by council staff. Successful applicants will be notified by 30 November.

## Further information

City of Cockburn  
 9 Coleville Crescent  
 Spearwood WA 6163  
[customer@cockburn.wa.gov.au](mailto:customer@cockburn.wa.gov.au)  
 Phone: 9411 3444  
[www.cockburn.wa.gov.au](http://www.cockburn.wa.gov.au)

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This document is available in alternative formats on request.



Spicers Paper

# Landowner Biodiversity Conservation Grant Program

Helping rural private property owners manage their bushland and wetland areas

## What is a Landowner Biodiversity Grant?

*The landowner biodiversity conservation grant program provides financial support to Cockburn residents living in the rural, rural living and resource zones who wish to conserve and enhance the natural bushland and wetland areas on their property.*

## How much is offered?

You can receive up to \$3000 per property. Adjoining landowners are encouraged to make joint applications.

## Important Dates

The grant round opens in September each year, and closes on 31 October.

## Project Ideas

The funding can be used for a range of management projects including:

1. Weed control
2. Revegetation
3. Fencing to exclude stock
4. Dieback control
5. Habitat creation/water quality enhancement.

## Grant Selection Criteria

1. Properties must be situated in the rural, rural living or resource zones (refer to map on back page);
2. Remnant bushland or wetland areas must exist on the property and proposed works must benefit the conservation value of these areas. Preference will be given to properties with larger areas of bushland/wetland of good biodiversity value. Smaller areas will be considered if linked to adjoining properties or green corridors or if the conservation value of the area in question is extremely high, e.g. declared rare flora (poorly represented vegetation complexes will be given priority);
3. Projects must have a significant financial or in-kind contribution from the landowner (all manual in-kind labour is to be calculated at \$30/hr);
4. Applicants must be the owners of the property (vacant land or land where the owner is not in residence may qualify and will be assessed on a case-by-case basis);
5. Environmental management practices must be technically sound;
6. All revegetation work must use only local native plant species (the City can supply a list of appropriate species for your property).

7. Single and groups of properties are eligible;
  8. Funding will not be for personal items such as uniforms, food or tools (some equipment may be considered e.g. spray unit);
  9. Priority will be given to landowners whose property has no lawful protection e.g. properties with conservation covenants are not eligible;
  10. Funds must not be used to comply with any conditions associated with any planning approval;
- Not all applications will be successful. Grants will be allocated in order of merit based on addressing selection criteria until funding pool is exhausted.

## Grant Conditions

All successful applicants need to do the following:

1. Sign a 3-year Voluntary Management Agreement and Conditions of Funding form;
2. Work with the City to develop a Property Management Plan for your bushland and/or wetland areas;
3. Complete a 'statement by a supplier' form. This will avoid 48.5% 'Withholding Tax' being deducted from the grant;
4. Attend a workshop hosted by the City;
5. Submit a final report within 12 months of receiving the grant.





# Landowner Biodiversity Conservation Grant Program

Helping rural private property owners manage their bushland and wetland areas

## Landowner Biodiversity Conservation Grant Program Procedures Manual

### Policy: AEW5

Date Effective: November 2009

### 1. Program Outline

The Landowner Biodiversity Conservation Grant Program provides educational and financial support, up to the value of \$3000 per property, to Cockburn residents living in the rural, rural living and resource zones who wish to conserve and enhance the natural bushland and / or wetland areas on their property.

The program has a number of supporting documents including the following:

1. Program Brochure;
2. Application Form;
3. Property Eligibility Checklist; and
4. Final Report Acquittal.

The funding can be used for a range of management projects including (but not limited to):

- I. Weed control;
- II. Revegetation;
- III. Fencing to exclude stock;
- IV. Dieback control; and
- V. Habitat creation / water quality enhancement.

The grant program is to be reviewed every 3 years to ensure the program outcomes are being met and exceeded where possible, and allow for improvements in delivery where necessary.

### 2. Grant Criteria

To be eligible residents must meet the following criteria:

1. Properties must be situated in the rural, rural living and resource zones;
2. Remnant bushland or wetland areas must exist on the property and proposed works must benefit the conservation value of these areas. Preference will be given to properties with larger areas of bushland/wetland of good biodiversity value. Smaller areas will be considered if linked to adjoining properties or green corridors or if the conservation value of the area in question is extremely high, e.g. declared rare flora, poorly represented vegetation complexes;
3. Projects must have significant financial or in-kind contribution from the landowner (all manual in-kind labour is to be calculated at \$30/hr;
4. Applicants must be the owners of the property (vacant land or land where the owner is not in residence may qualify and will be assessed on a case by case basis);
5. Environment management practices must be technically sound;
6. All revegetation work must use only local native plant species (the City can supply a list of appropriate species);
7. Single and groups of properties are eligible;
8. Funding will not be for personal items such as uniforms, food or tools (some equipment may be



# Landowner Biodiversity Conservation Grant Program

Helping rural private property owners manage their bushland and wetland areas

- considered e.g. weed spraying equipment);
9. Priority will be given to landowners whose property has no lawful protection e.g. properties with conservation covenants are not eligible; and
10. Funds must not be used to comply with any conditions associated with any planning approval.

## 3. Grant Conditions

All successful applicants need to:

1. Sign a 3 - year 'Voluntary Management Agreement and Conditions of Funding' form;
2. Work with the City to develop a property Management Plan for your bushland and /or wetland areas;
3. Complete a 'statement by a supplier' form. This will avoid 48.5% 'Withholding Tax' being deducted from the grant;
4. Attend a workshop hosted by the City; and
5. Submit a 'Final Report Acquittal' within 12 months of receiving the grant.

## 4. Application Process (Figure 1)

1. Advertise opening of grant round in August each year with closing date of end of October. Advertising media includes Cockburn Update Gazette Newspaper; Website; Cockburn Update Email; brochure distribution and direct mail-out to residents in rural, rural living and resource zones;
2. Visit properties that expressed an interest and / or submitted an application to ensure criteria are met. Complete Property Eligibility Checklist during site visit;
3. Provide advice to residents regarding priority of works and make recommendations on the types of works they should consider applying for.

## 5. Assessment Process

1. Not all applications will be successful. Grants will be allocated in order of merit based on addressing selection criteria until funding pool is exhausted;
2. Applications will be assessed based on the following merits, considering 'value for money' projects:
  - I. Condition of bushland and / or wetlands on the property;
  - II. Threats to the bushland and / or wetlands e.g. weed invasion – types of weeds and abundance; dieback; feral animal impacts;
  - III. Size (ha) of bushland and / or wetland area; and
  - IV. Improving ecological biodiversity corridors between properties.
2. Applications must include quotes for items or works over \$200. Fencing works or engaging contractors require more than one quote;
3. Once the applications have been assessed using the assessment matrix (Figure 2) a 'Recommendations Summary' is to be prepared;
4. A Memo is to be prepared to accompany Recommendations Summary to be approved and signed by Environment Services Manager and delegated authority holder Manager – Parks and Environment;
5. Successful / unsuccessful residents are to be notified by letter. Each resident needs to complete a Voluntary Management Agreement and Conditions of Funding form, along with a Statement by a Supplier



# Landowner Biodiversity Conservation Grant Program

Helping rural private property owners manage their bushland and wetland areas

form. Once the City receives completed forms, the grant money can be issued

6. A Memo is to be prepared and signed by Environment Manager to Finance for the grant cheques to be prepared and released; and

7. A letter is to be prepared to accompany grant payment.

## 6. Acquittal Process

1. Each applicant must complete a 'Final Report Acquittal' form within 12 months of receiving the grant. Extensions can be made and assessed on a case by case basis;
2. Site inspections are required to ensure grant outcomes have been met and if not, documented justification on the acquittal form is required – section 'Environmental Officer's Comments'; and
3. Prepare 'Annual Program Summary' outlining yearly outcomes to be provided to Environmental Manager and Manager – Parks Environment. Summary will be provided to Director – Engineering and Works. A summary will also be included in the Environment Service Unit brief within council's annual report.





# Landowner Biodiversity Conservation Grant Program

Helping rural private property owners manage their bushland and wetland areas

Figure 1 - Grant Procedure Flow Chart

