**Partnerships Against Pests Grants Program – Round 3**

**Regional and Local Community-Based Organisations**

**APPLICATION FORM**

Project proponents should familiarise themselves with the [Partnerships Against Pests Grants Program – Round 3: Grant Proposal Guidelines for Regional and Local Community-Based](https://agriculture.vic.gov.au/__data/assets/word_doc/0016/1055230/Partnerships-Against-Pests-Grant-Proposal-Guidelines-for-Round-3-Stream-2-Regional-and-Local-Community-Based-Organisations.docx) Organisations before completing and submitting this proposal form.

For general grants program enquiries, please contact the Partnerships Against Pests Grants Team via email at: [partnershipsagainstpests@agriculture.vic.gov.au](mailto:partnershipsagainstpests@agriculture.vic.gov.au)

We strongly recommend that all grant applicants contact Agriculture Victoria to discuss their project proposal prior to submitting a grant application per the below contacts:

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| --- | --- | --- |
| **Region** | **Contact Person/s** | **Contact Email** |
| Northern and Eastern Victoria | Alastair Campbell | [alastair.campbell@agriculture.vic.gov.au](mailto:alastair.campbell@agriculture.vic.gov.au) |
| South West Victoria and Metro Melbourne | Doug May | [doug.may@agriculture.vic.gov.au](mailto:doug.may@agriculture.vic.gov.au) |

Applicants should also familiarise themselves with the template for the Grant Agreement before completing this form.

**APPLICANT DETAILS**

Please provide the details of the person preparing this proposal

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| **Organisation Name** |  | |
| **Name of Authorised Person**  Person delegated with the authority to submit a proposal on the organisation's behalf, i.e. Chair, Deputy Chair or Secretary) |  | |
| **Details of Key Contact Person**  All correspondence will be sent to this person, including letters, emails, and funding contracts. | **Name** |  |
| **Postal Address** |  |
| **Email** |  |
| **Phone Number** |  |

**ORGANISATION DETAILS**

Please provide the details of the business or sponsor organisation submitting this proposal

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| --- | --- | --- |
| Registered Organisation Name |  | |
| Registered Street Address |  | |
| Australian Business Number (ABN) ­­­­­­­­­­­­ |  | |
| Incorporated Association Registration Number |  | |
| Public Liability Insurance | **Insurer Name** |  |
| **Insured Amount** |  |
| **Policy Number** |  |

**PROJECT PROPOSAL**

1. **Project Title**

Provide a short title for your project.

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Maximum 15 words.

1. **Which species listed under the CaLP Act are you targeting?**

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Maximum 20 words.

1. **How will your project contribute to the following Agriculture Victoria objectives to strengthen the biosecurity system?** (50% assessment weighting)

The objectives of the Partnerships Against Pests Grants Program are:

1. **Capacity Building** - Educational events boost community awareness and technical knowledge of best practice management options.
2. **Capability Building** – Training and educational opportunities for community leaders and advocates boosts knowledge and skills in areas such as leadership, governance, strategic thinking, risk management, project management, communications and engagement, and monitoring and evaluation.
3. **Strategic Planning** –Strategies guide self-sustained and accountable future action. Landscape management plans and identified goals deliver positive progress beyond the tenure of the program.
4. **Raising Awareness** - Communication tools and products boost community awareness and technical knowledge of best practice management options.
5. **Partnerships & Collaboration** - Communities work collaboratively to sustain long term established invasive species management benefits.
6. **Partnerships & Collaboration** – Regional and localised place-based initiatives connect agencies and community members to act on established invasive species issues.
7. **Partnerships & Collaboration** – Community-based organisations build partnerships and work collaboratively with Traditional Owner Corporations (TOCs) and Aboriginal Victorians to deliver established invasive species management capacity and capability building projects that align with Whole-of-Country plans, respect Traditional Owner expertise, and recognise and implement decisions that Traditional Owners make over traditional lands and resources.

In your responses, consider:

* How will your project contribute to one or more of the objectives?
* What are the capabilities that your community will build or gain?
* What specific areas of the community will be involved or will benefit?
* What level of support do you have from landowners and / or project partners?
* What connections will your project create or strengthen?
* How does your project link with your organisation’s strategy?

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Maximum 500 words.

1. **Briefly describe how you will use the grant funding if your proposal is funded.**

(20% assessment weighting)

Describe your project:

* What is the issue and/or species that you want to address?
* What would you like to do and what is the target area?
* What do you hope to achieve?
* How will you demonstrate value for money/return on investment?

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Maximum 300 words.

1. **Describe how the project aims to demonstrate innovation while aligning with the objectives of the program.** (20% assessment weighting)

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Maximum 200 words.

**PROJECT PARTNERS**

1. **Detail the partnerships established by the group.**

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| --- | --- | --- | --- |
| **Name**  (organisation name) | **Nature of partnership**  (type of support provided – e.g., in-kind, in-principle, financial, collaborative) | **Confirmed?**  (Y/N) | **Confirmation evidence**  (e.g., letter of support, meeting minutes, verbal only) |
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**PROJECT BUDGET**

1. **What is the total value of your project? ($ amount, excluding GST)**

Please note that the minimum grant application is for $10,000 and maximum is $50,000 ex GST.

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1. **Please provide an itemised budget for this proposed project.**

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| **Budget item**  (i.e. what the money will be spent on) | **Funding amount sought from grant program**  ($ ex GST) | **Other funding contributions**  ($ ex GST) | **In-kind support**  ($ value. Volunteer time should be valued at $44.16 per hour) | **Source of other funding contributions or in-kind support**  (please state if confirmed or unconfirmed) |
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**PROJECT OUTPUTS**

1. **Please estimate the quantity of outputs (activities) to be delivered through the proposed project.**

Please refer to the [Partnerships Against Pests - Applying for a grant](https://agriculture.vic.gov.au/support-and-resources/funds-grants-programs/partnerships-against-pests-grants-program/applying-for-a-grant) page for more information and examples about the output types.  
  
Please only add quantifications against the outputs relevant to your project and include any relevant details, e.g. number of reports, number of meetings, number of publications, number of workshops.

If your project has outputs that do not appear in the list, describe it in the “Other” section and include a unit of measure.

If your application is successful, you will be required to report against these targets at the completion of your project.

Select which outputs type(s) you will undertake and quantify.

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| Output Type | Example | Number | Description |
| Field day | Farm walk / discussion |  |  |
| Presentation | Subject matter expert webinar |  |  |
| Training event | Formal training e.g., VRAN bootcamp, AgVet Chem Course |  |  |
| Workshop | Discussion and practical demonstrations |  |  |
| Meeting | Stakeholder planning meeting |  |  |
| Seminar | Full day multiple subject event |  |  |
| Farmer groups | Coordinated farmer group |  |  |
| Cultural Heritage activities | Training, workshop or on country learning |  |  |
| Online event | Webinar |  |  |
| Conference / Expo | Formal gathering to deliver research findings |  |  |
| Assessment / Survey | Post activity evaluation |  |  |
| Plan / Strategy | Group plan or strategy for 1 or more species |  |  |
| Research | Research activity with direct community involvement |  |  |
| Communications | Social media posts, newsletter |  |  |
| Publications | Fact sheets, resource documents |  |  |
| Advertising | Road signs, print or online promotion of events |  |  |
| Mapping | Weed mapping |  |  |
| Video / Audio production | TV ad, YouTube video or podcast |  |  |
| Event Stand | Stand/stall at field day, eg Elmore Field days, local market |  |  |
| Other |  |  |  |

**PROJECT TIMELINES**

1. **Please nominate your proposed project timelines, of either 12 or 24 months.**

Project to be completed by 19 December 2025, with final project report submitted by 30 January 2026.

Project to be completed by 18 December 2026, with final project report submitted by 29 January 2027.

1. **Please outline the project timelines, including any proposed project milestones.**

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Maximum 200 words.

**PROJECT EVALUATION**

1. **How will you determine if this project is successful?**

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Maximum 200 words.

**RISK ASSESSMENT**

1. **What do you see as risks associated with this proposed project, and how will these be managed?**

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Maximum 200 words.

1. **Has your organisation got the capability and capacity to deliver your project in a sustainable manner?** (10% assessment weighting)

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Maximum 200 words.

**SUBMISSION**

Applications for Round 3 of the Partnerships Against Pests Grants Program are open from Monday 2 September 2024 until **11:59pm on Friday 11 October 2024**.

Applications can be submitted on **either:**

* the [Grants Online Portal](https://deeca.my.site.com/)

**OR**

* **this** Round 3 Grant Application form

Applicants should take care to apply through only **one** platform.

More information on submission is available in the [Partnerships Against Pests Grants Program – Round 3: Grant Proposal Guidelines for Regional and Local Community-Based Organisations](https://agriculture.vic.gov.au/__data/assets/word_doc/0016/1055230/Partnerships-Against-Pests-Grant-Proposal-Guidelines-for-Round-3-Stream-2-Regional-and-Local-Community-Based-Organisations.docx)*.*

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| **If you are using this offline proposal form, please submit it and any supporting documents to** [**partnershipsagainstpests@agriculture.vic.gov.au**](mailto:partnershipsagainstpests@agriculture.vic.gov.au) **by**  **11:59pm on Friday 11 October 2024.** |