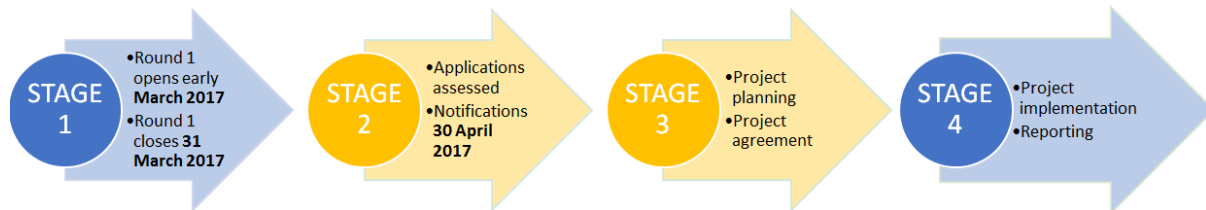


Rainforest Aboriginal Grants Guidelines

The Rainforest Aboriginal Grants Program supports Rainforest Aboriginal people and their organisations to enhance knowledge, fulfil cultural responsibilities to country and improve capacity to manage the cultural and natural values of their traditional land and sea estates in the Wet Tropics Region. The program will be rolled out in a staged format which will make the process of applying for financial support for projects more streamlined for applicants.



**Please note ~ Blue stages identifies what the applicant is responsible for and the yellow stages represents what the Authority and Terrain are responsible for.*

STAGE 1	<p>Expression of Interest</p> <p>A call for expressions of interest (EOI) for projects which align to one or more of the project outcomes below</p> <p>Round 1 EOI opens Early March 2017</p> <p>Round 1 EOI close 31 March 2017</p>
STAGE 2	<p>Panel Assessment</p> <p>Applications will be assessed by a panel of representatives from the Authority and Terrain</p> <p>All expressions of interest will be notified of the outcome by 30 April 2017</p>
STAGE 3	<p>Project Planning and Project Agreement</p> <p>The Authority and/or Terrain will assist successful applicants to develop a project plan</p> <p>Once a plan has been developed and approved an agreement will be prepared and signed by successful applicants and the Authority and/or Terrain</p>
STAGE 4	<p>Project Implementation and Reporting</p> <p>Six month report</p> <p>Project completion report and financial report</p>

STAGE 1 Expression of Interest (EOI)

What Projects will Terrain fund?

Terrain will fund group-to-group and individual learning and networking opportunities to enhance the capacity of Rainforest Aboriginal people and/or organisations to manage cultural and natural resources in the Wet Tropics. Some examples are:

- Bringing a trainer to the organisation
- Enrolling individuals into mentoring and leadership courses
- Sending staff onto secondments to other organisations (e.g. travel or wage)
- Facilitating travel to workshops, conferences and or other Traditional Owner groups to gain knowledge and insight of other groups (e.g. conference registration)
- Purchase of small items of equipment to assist in facilitation of learning outcomes (e.g. video equipment, manuals, reference materials, IT equipment)

What projects will the Wet Tropics Management Authority fund?

The Authority will fund projects that support Rainforest Aboriginal people and their organisations to;

Develop World Heritage partnerships and fulfil traditional land management practice e.g.

- Weed and feral animal control
- Fire management projects for cultural and/or ecological conservation
- Protection, presentation and monitoring of cultural sites
- Establishing and maintaining walking tracks

Enhance cultural recognition and presentation of cultural values e.g.

- Research and recording of traditional ecological knowledge
- Cultural education and training
- Communication products that promote the Wet Tropics cultural landscape

Support sustainable livelihood opportunities and involvement in World Heritage Area management e.g.

- Projects or planning that contributes to social or cultural development of Rainforest Aboriginal people
- Projects or planning that contributes to management of country and economic opportunities through ranger programs, tourism and scientific research

What are the eligibility conditions?

- Projects must fall within the Wet Tropics NRM Region or the Wet Tropics World Heritage Area.
- Applicants must be a legal entity or sponsored by a legal entity who can enter into a contract
- Projects must be consistent with current legislation and policies of the Queensland and Australian Governments
- Applicants must not have any outstanding grant or contract obligations with the Authority or Terrain



- Projects must be started and completed by 30 June 2018

What will not be funded?

Activities that will not be funded include:

- Infrastructure development that would require ongoing maintenance
- Purchase of assets of more than \$5,000 (GST exclusive) in value
- Long term lease or purchase of motor vehicles
- Wages or travel allowance where these are already paid by the organisation
- Overseas travel

How much can applicants apply for?

Funding and support for leadership, mentoring and knowledge sharing projects from \$5,000 - \$15,000 (GST exclusive) through Terrain.

Funding and support for World Heritage partnerships, cultural recognition and sustainable livelihoods projects from \$5,000 - \$10,000 (GST exclusive) through the Authority.

If you decide to apply and would like assistance

Please feel free to contact staff from the Aboriginal Partnerships team at the Authority or the Community Partnerships team at Terrain to discuss these grants or your ideas further.

Download and complete 'Expression of Interest' form located on the Authority and Terrain websites.

Submit applications by **31st of March 2017** to either Alicia.Haines@wtma.qld.gov.au or Vanessa.Drysdale@terrain.org.au

STAGE 2 Panel Assessment

What are the assessment criteria for the EOI's?

- Well defined project outcomes with detail on how each outcome will be achieved.
- Clear project cost (GST exclusive) and value for money.
- Why there is a need for the project including how project responds to:
 - any existing plans such as country based plan or IPA plan
 - partnerships with other organisations
 - how the project contributes to traditional or cultural outcomes
- The extent to which the project outcomes will be shared, provide assistance to the broader community and be maintained in the future.



- Contribution of project outcome to the management, protection and presentation of cultural and natural values in the Wet Tropics NRM region and the Wet Tropics World Heritage Area.
- Applicant's capacity to achieve the project outcomes including project governance, business management, collaborative arrangements and strategies to minimise risks.
- Encouraging a diverse range of projects across as many Rainforest Aboriginal groups in the Wet Tropics as possible within available grant limits.

STAGE 3 Project Planning and Project Agreement

The Authority and/or Terrain will assist successful applicants to develop a project plan which provides more detailed information on:

- Project milestones and detailed costings of the project, including the applicant's in-kind contributions.
- The agreement of any partners, including financial and/or in-kind contributions, and an outline of benefits they bring to the project.
- How the project will aid in the management, protection and presentation of cultural and natural values in the Wet Tropics NRM region and the Wet Tropics World Heritage Area.
- Benefits the project will generate for Rainforest Aboriginal people and/or their organisations to better manage country or build capacity within their organisations.
- How the project will improve sustainable livelihood opportunities and promote good land management in the Wet Tropics region.
- Explain the extent to which the project outcomes will be shared, provide assistance to the broader community and be maintained in the future.
- Indicate how any infrastructure or capital items purchased will be insured and maintained in the future.
- Develop communications plan to promote the project to the broader community.
- Evidence of landowner/PBC/Traditional Owner group support such as a letter of support.

On completion of the project plan, the Authority or Terrain will prepare a project agreement with the applicant. Once the project agreement has been signed the funds will be released.

STAGE 4 Project Implementation and Reporting

Implementing and completing the project

The project should commence on signing of contract and will need to be finalised by **30 June 2018**.

What is the reporting requirement?



Project managers will need to submit a six month project progress report as well as a final report which includes a financial expenditure report on completion of the project.

Throughout the life of the project the Authority and/or Terrain will be available for assistance if needed.

What kind of report?

Innovation in outcomes reporting is encouraged and supported by the Authority and Terrain. Final reports can be submitted either via traditional report templates or using a mix of written reports, video evidence, voice recording or pictograms. Reporting methods will be developed in consultation with the Authority and/or Terrain during the project development phase and will be specified in the project agreement.

Promoting your Project

Successful applicants will develop a communications plan with the Authority and Terrain during stage 3. It is important that applicants promote their project and acknowledge Terrain and/or the Authority's support to the broader community.

Further Information

Round Two EOI's will be advertised in August 2017.

For more information about the Rainforest Aboriginal Grants Program, please feel free to get in touch with the contact officers below:

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Aboriginal Partnerships

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