

**Enhancing Local Government Biosecurity Capacity (ELGBC) in far north Queensland**

**Application form**

**Building local biosecurity capacity**

Queensland Government funding – $403,000

Funding is available to assist in the coordination of regional arrangements for the management of invasive plants and animals and is offered to eligible applicants for projects run up to and including two years. The objective of the project should be to enhance biosecurity capacity in far north Queensland by building stronger and more effective working relationships at regional levels.

Funding is available for the development of collaborative partnership across local government areas and may include the employment of a local coordinator to facilitate improved regional pest management arrangements.

*Applications close at 5 pm on 12 May 2022*

The following eligible organisations may apply for grant funding:

* Local governments or
* A regional organisation of local governments or equivalent body

Individual local governments should contact neighbouring local government to discuss inclusion in a regional collaboration.

**Important information**

Integrated regional applications that address the funding objectives and seek to achieve enduring, and community-oriented outcomes are encouraged.

Eligible organisations are advised to read the Applicant Guidelines and how to apply and the Regional Collaborative Framework carefully and refer as relevant to the framework when developing the project and preparing this application.

Eligible organisations are invited to submit funding applications for projects of up to and including two years duration that address the objectives of regional collaboration as outlined in Regional Collaborative Framework (the Framework).

Applicant details

The applicant will be responsible for ensuring that project milestones, legal and financial requirements are all meet

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| --- | --- |
| Organisation name |  |
| ABN |  |
| Street address |  |
| Postal address |  |
| Project Manager name |  |
| Telephone  | (w)(m) |
| Email |  |

Identify anyone outside of the applicant’s organisation who assisted in developing the project or writing this application

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| **Organisation** | **Name** | **Contribution** |
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Proposed project details

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| Title |  |
| Duration of project |  |
| Funding amount  | $ is being requested in this application |

Project summary

Provide a short project summary

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Location

Provide a written description and maps (as attachments) of the project area/region, provide maps that clearly show the project area.

* On each map include an outline of all relevant Council boundaries, a scale bar and legend, clearly defining all symbols and markings.

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Details of proposed project

Criteria 1 – Complementary to existing activities

Outline the drivers for change and the regional challenges the project aims to address.

* How does the project enhance existing far north Queensland biosecurity and/or link to other regional initiatives?
* What is the legacy that this project aims to leave within the region?

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Describe the various methods of communication and engagement activities that will be delivered as part of the project.

* How do you plan to share information across the project partners and communities? Describe how you will communicate with your region about what the project is and what landholders can do to support the project.

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Criteria 2 – Strategic and best practice management

What strategic approach and best practice management will be utilised during the implementation and delivery of the project?

* What technical expertise will be utilised during the implementation and delivery of the project?
	+ If this expertise is from outside the region how will this support the capacity building with the applicant’s organisation

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How will your project draw on the Regional Collaborative framework during the implementation and delivery of the project?

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Criteria 3 – Aligned with local, regional, state and national priorities

Does the project align with current invasive plants and animal priorities at local, regional, state and federal levels?

* Consider a range of documents or legislation (please list or provide as an attachment). Examples could include, but are not limited to:
* Council or regional biosecurity plans, policies, or commitments
* State or federal strategies

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Criteria 4 – Governance systems established

Describe the governance arrangements for the project.

* Include the project’s governance structure, project management/leadership and steering committee membership if relevant.

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How does the project ensure the participation of key stakeholders?

* Projects should increase regional stakeholder capacity and willingness to work together to combat the impacts of invasive plants and animals.
* Have you engaged them and how will they support the project?

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Partnering Organisations and community groups in which you will partner with to deliver the project

* Include financial and/or in-kind contributions and on-ground delivery arrangements.

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| Organisation | Accountable officer name and how will they contribute |
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Criteria 5 – Budget and Value for Money

All figures are to be exclusive of GST, greater detail is to be provided in the Attachment A

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| Applicant, partner and landholder | Funds sought from additional sources | ELGBC value | **Total project value** |
| In-kind contribution | Cash contribution |
| $ | $ | $ | $ | $ |

How does the project demonstrate value for money?

* Have you considered opportunities for economies of scale and other efficiencies (including leveraging other funding sources where relevant).
* Will the project promote local employment?
* Have any other State or Federal funding sources already been granted or applied for to support the activities proposed in this application or for any complementary activities.
	+ Please provide details including the name of funding, total grant, application status, and a brief description of the project.

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Please provide details of funds being sub-contracted to other individuals or organisations.

* Are there any opportunities for economies of scale or other efficiencies?
* What is the governance around this process?

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Criteria 6 – Monitoring and Evaluation

Monitoring and evaluation is required to be incorporated into the project governance. This will be further developed, conjunction with the department, into a Monitoring and Evaluation plan and a Schedule of Work for approved projects.

List any baseline information that you have around existing regional partnerships and what evidence you could collect through the project to show how you have improved it.

When completing this section consider and identify:

* baseline data can be gained from local government databases, previous or complementary projects
* success indicators of this project both individual and regional targets
* sustainable agricultural and biodiversity outcomes from improved pest management
* capacity building of local governments and community groups from regional collaboration
* provision of accurate spatial data, where available

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| **Activities/Outputs** | **Measures** | **Baseline**  | **Targets / indicators** |
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Outcomes – economic, social, environmental

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| **Outcomes** | **Measures** | **Baseline**  | **Targets / indicators** |
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Risk management

Using the risk management section below, please describe the major risks associated with the proposed project and the management actions to be put in place to mitigate or avoid these risks.

* availability of people with required skills and/or materials in the timeframes you require,
* factors that affect the availability of key people for collaboration
* significant events such as those weather related, or other competing events

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|  |  | **CONSEQUENCE** |
|  |  | **Insignificant** | **Minor** | **Moderate** | **Major** | **Critical** |
| **LIKELIHOOD** | **Almost certain** | Low | Medium | High | Severe | Severe |
| **Likely** | Low | Medium | Medium | High | Severe |
| **Possible** | Low | Low | Medium | High | Severe |
| **Unlikely** | Low | Low | Low | Medium | High |
| **Rare** | Low | Low | Low | Medium | High |

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| **Risk** | **Likelihood** | **Consequence** | **Mitigation**  |
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Certification

The accountable officer for the applicant must sign this application.

I certify that the information given in this application is true and correct, and that all conditions of the grant will be complied with should it be approved.

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| Name |  |
| Position  |  |
| Organisation’s name |  |
| Signature |  |
| Date |  |

Submission

* Ensure that you include and label all attachments
* Email your entire application to betterpartnerships@daf.qld.gov.au