

Grassroots Grants 2026-27

Frequently asked questions

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Part 1: Application Details

What is a legal entity?

A legal entity is an individual or organisation that can enter into a legal agreement. This includes:

- Individuals (natural persons)
- Partnerships (two or more individuals)
- Companies under the Corporations Act 2001 (e.g. Pty Ltd, Ltd)
- Incorporated associations under the Associations Incorporation Act 1985 (e.g. "Inc.")
- Trustees of a trust (e.g. John Smith as Trustee for the Smith Family Trust)
- Local government bodies under the Local Government Act 1999
- Most Australian universities

What is not a legal entity?

The following are not considered legal entities:

- Unincorporated associations or groups
- Trusts (however, the trustee may be a legal entity)
- Business names (without a registered company)
- Some private schools (depending on their structure)
- Public schools (applications must be made through the relevant government entity)

When do I need a sponsor?

You will need a sponsoring organisation if you are not a legal entity. A sponsor is responsible for:

- Submitting the application
- Receiving and managing grant funds
- Meeting reporting requirements

Common examples include:

- Groups of landholders working together on a project
- Unincorporated community groups (e.g. Friends of Parks groups using a state body as sponsor)

If you require a sponsor:

- A letter of support from the sponsoring organisation must be included with your application
- If you are unsure who could act as a sponsor, please contact your local Landscape Officer for assistance

I am a landholder wanting a grant for works on my property. Can I apply?

Landholders are eligible to apply for the Community Grant streams. However, for your application to be considered for funding, you will need to demonstrate community engagement, benefit to the broader community and matching contributions.

Alternatively, you could apply for funding for a not-for-profit project, in partnership with a community organisation or farming system group.

I run a commercial business. Can I apply?

Yes, provided the project is not-for-profit and meets one or more of the priorities laid out in Section 3 of the Guidelines for Applicants.

Part 2: Project Details

What kind of projects are eligible?

Projects must deliver environmental or sustainable agriculture benefits on the Eyre Peninsula.

Examples of eligible projects include:

- Weed management (priority will be given to coordinated control across neighbouring properties, or projects that deliver biodiversity outcomes) *Note: Routine compliance activities expected of landholders are not eligible*
- Pest or disease management
- Fencing to protect native vegetation
- Revegetation activities
- Erosion management
- Water or wetland management
- Sustainable agriculture trials
- Educational activities
- Community awareness and participation in landscape management

Where do I find the standard output measures list?

The standard output measures list is provided below to help you select the activities that best align with your project. These should be included in the activities table in Part Two of the application.

Capturing this information is important, as it allows the Eyre Peninsula Landscape Board to aggregate and report on project outcomes at a regional scale.

Note: This list is not exhaustive. If your proposed activities are not included, please discuss this with your local Landscape Officer, who can provide appropriate output measures.

Activity type / Project service	Standard Output	Unit
Communications	Media release, interviews	number
	Social media	number
	Information sheets / brochure / flyer	number
	Signage	number
	News article, printed publications	number
	Newsletter	number
	Video	number
	Group emails	number
	Virtual Tour	number
	Other (specify)	number
Community / stakeholder engagement events (including capacity building events)	Conference / seminar	number
	Field day	number
	Meeting/presentation	number
	Tour	number
	Training / workshop	number
	One-on-one technical support / advice interactions	number
	Other (specify)	number
Volunteer support and engagement	No. of volunteer groups supported / engaged	number
	No. of volunteers supported / engaged (regular volunteers or members of volunteer groups)	number
	No. of short-term volunteers supported / engaged (not regular members / volunteers, just engaged for this project)	number

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Activity type / Project service	Standard Output	Unit
Community and individual support and engagement (excluding schools and volunteer groups/volunteers)	No. groups or organisations supported / engaged	number
	No. of members of above groups supported / engaged	number
	No. of individuals (not members of any groups) supported / engaged	number
	No. of individuals (not members of any groups) supported / engaged	number
Education support and engagement	No. of schools supported / engaged	number
	No. of learners supported / engaged	number
Aboriginal support and engagement	No. of Aboriginal groups or organisations partnered / supported / engaged	number
	No. of Aboriginal people supported / engaged	number
Partnerships & collaborations	Number of partnerships	number
	Number of collaborations	number
Citizen Science	Number of citizen science projects undertaken	number
	Number of community members engaged in citizen science project	number
Skills and knowledge survey	Number of people completing survey	number
	Number of skills and knowledge surveys conducted	number
Farm management survey	Number of farm management surveys conducted	number
Access control	Fencing - Length installed	km
	Temporary fence - Length installed	km
	Structure installed	number
	Signage installed	number
	Area protected by access control - Fencing	ha
	Area protected by access control - Signage	ha
	Area protected by access control - Temporary fence	ha
Area protected by access control - Other (specify e.g. rock barriers on informal tracks)	ha	
Pest animal control	Area treated for pest animals - Specify species	ha
	Number of control programs -Specify species	number
	Number of baits supplied - Specify species	number
	Area benefitting from pest animal control - Specify species	ha
	Number of landholders engaged in coordinated pest animal control program - Specify species	number
Pest animal survey	Area surveyed for pest animal - Specify species	ha
Impact causing native species control	Area treated for impact causing native species - Specify species	ha
	Number of control programs -Specify species	number
Impact causing native species survey	Area surveyed for impact causing native species - Specify species	number
Pest plant control (Removing weeds)	Area treated for weeds (ha)	ha
Pest plant (weed) distribution survey	Area surveyed for pest plants - Specify species	ha

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Activity type / Project service	Standard Output	Unit
Management plan (pest plant / animal / impact causing native species)	Number of management plans developed (new)	number
	Number of management plans revised	number
Management plan (site/farm/project)	Number of management plans developed (new)	number
	Number of management plans revised	number
Enhancing capacity (soil, habitat and land management)	No. of landholders supported	number
	Area of land improved	ha
Erosion management	Area benefitting from erosion control	ha
	Area of erosion control	ha
	Length of watercourse / coastline treated for erosion	km

Activity type / Project service	Standard Output	Unit
Monitoring	Number of monitoring regimes established	number
	Number of monitoring regimes maintained	number
Baseline data collection	Number of baseline data sets collected and or synthesised	number
Data sets / databases established and maintained	Number of data sets / databases established and maintained	number
Habitat augmentation	Area of augmentation - initial	ha
	Area of augmentation - follow-up	ha
Debris removal	Area of debris removal	ha
	Length covered by debris removal	km
	Volume of debris removed	m ³
	Weight of debris removed	tonnes
Improving hydrological regimes	Area covering the hydrological regime change	ha
	Number of hydrological regimes improved	number
Improving land management practices	Area covered by practice change	ha
Improving site management practices (to protect habitat)	Number of structures installed e.g. path rationalisation	number
	Area covered by practice change	ha
Remediating riparian and aquatic area	Area remediated	ha
Revegetating habitat	Area of habitat revegetated	ha
Revegetating habitat (individual plants)	Number of plants propagated	number
	Number of cuttings collected	number
	Number planted	number
Revegetating habitat (seed collection)	Number of days collecting seed	number
	Weight of seed collected	kg
Plant survival survey	Number of plant survival surveys conducted	number
	Area surveyed for plant survival	ha
Site preparation	Area of site preparation	ha
	Length of site preparation	m
Fauna survey	Number of fauna surveys conducted - baseline	number
	Area surveyed (fauna) - baseline	ha
	Number of fauna surveys conducted - indicator (follow-up)	number
	Area surveyed (fauna) - indicator (follow-up)	ha
Flora / vegetation survey	Number of vegetation surveys conducted - baseline	number
	Area surveyed (vegetation) - baseline	ha

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Activity type / Project service	Standard Output	Unit
	Number of vegetation surveys conducted - indicator (follow-up)	number
	Area surveyed (vegetation) - indicator (follow-up)	ha
Undertaking interventions to protect priority threatened species and/or ecological communities	Number of interventions - initial	number
	Number of interventions - follow-up	number
Water quality survey	Number of water quality surveys conducted	number
Research and evaluation / Science and knowledge	Number of science / research projects undertaken	number
Identification and assessment of potential project sites - Terrestrial carbon, blue carbon, carbon + biodiversity	Number of potential project sites identified and assessed - Specify terrestrial / blue carbon / carbon + biodiversity	number
Identification and assessment of potential project sites - Significant Environmental Benefit offset (SEB)	Number of potential project sites identified and assessed - Significant Environmental Benefit offset (SEB)	number

Activity type / Project service	Standard Output	Unit
Planning or management activities explicitly considering future climate scenarios	Number of planning or management activities explicitly considering future climate scenarios	number
Project planning and delivery of documents for delivery of services	Number of planning and delivery documents for delivery of services and monitoring (Specify document)	number
	Number of days project planning/preparation	number
Other activities not defined by standard outputs (Specify)	<i>Provide details</i>	<i>Provide unit</i>

Part 3: Budget

What can't the funding be used for?

Funding will not be provided for:

- Projects, works or activities already funded through existing or future insurance claims
- Activities that cause, or are likely to cause, environmental harm
- Property boundary fencing
- Preparation of the grant application
- Purchase of machinery, plant or equipment that is not clearly justified in the application
- Activities that have already commenced prior to the grant agreement
- Project management or administrative costs that are not directly related to the project or not included in the project budget
- Routine business or administrative expenses (e.g. office rental, IT, legal or accounting fees, bank charges)
- Existing debts or funding shortfalls
- Marketing or promotion of an organisation or existing services (unless directly related to the project and educational in nature)
- Any unlawful activities

What level of budget information do I need to provide?

Your application must include a detailed project budget outlining:

- How grant funds will be spent
- Any cash contributions from you or other parties

Where possible, all expenditure should align with the activities described in your project details.

A sample budget table is provided below as a guide.

Project Budget (all figures <i>excluding GST</i>) ¹			
Budget item (2026-27)	Grant funds	Cash contribution	TOTAL
Pest plant control (removing weeds) – preparing the site for the propagation day - contractor	\$2,000	\$500	\$2,500
Tree planting (contractor and volunteers)	\$5,000	\$500	\$5,500
Flyer promoting planting day	\$200		\$200
Snacks, refreshment and other incidentals on the day for the volunteers	\$300		\$300
TOTAL	\$7,500	\$1,000	\$8,500

Please ensure your budget balances correctly. If you are applying for the optional 6-month extension, you will need to allocate your activities and funding across the relevant financial years.

All amounts should be provided as GST exclusive. Where the applicant or sponsoring organisation is registered for GST, the Eyre Peninsula Landscape Board will apply a 10% GST "gross up" to the approved funding amount.

Value for money and in-kind contributions?

Value for money is a key assessment criterion. It is important that your application clearly identifies all cash and in-kind contributions to the project.

Cash contributions must be included in your application. This includes:

- Contributions from you or your organisation, and
- Funding provided by project partners or other sources

All cash contributions should be:

- Included in the project budget (with a dollar value), and
- Identified in the Cash Contributions section, including the source of the funding

An example is provided below to guide how this information should be presented.

Cash contributions		
Will there be any other cash contributions to the project?	Yes	
If yes: Who are the funding parties?		
Our organisation	\$500	
Eyre Peninsula Council	\$500	
(Note: The \$ value for these cash contributions is to be included in the project budget)		
For cash contributions from other parties, is this funding subject to approval? We have our funds in our bank account ready, and the Council has committed to providing their contribution subject to approval of this grant... we will attach the letter as proof.		No

If funding contributions are not yet confirmed at the time of application, please indicate that they are subject to approval. If your application is successful, the grant may be offered on the condition that these funds are secured.

If contributions have already been confirmed, please attach supporting evidence to your application.

In-kind contributions are captured separately in the application. Please include all non-monetary support that will contribute to the project (e.g. labour, equipment, materials), whether provided by you or project partners, and provide an estimated value for each.

An example of how to present this information is provided below.

In-kind contributions		
Will there be any in-kind contributions to the project?	Yes	
If yes, briefly describe the in-kind contributions below.		
Note - in-kind support will help demonstrate your projects value for money in the assessment process. If you are committing your own time, or other volunteers time to the project this should be costed as \$50 per hour.		
e.g. Our volunteers will be coordinating the whole event, doing tree planting and weeding activities to reduce costs (estimate 100 hours of volunteer labour @ \$50 hr)		\$5,000
e.g. Council are going to bring down a skip for rubbish on the day, and will waiver dump fees		\$300
Please estimate the total amount of all in-kind support to your project		\$5,300

Can I request 100% funding, or do I need to provide a contribution?

You may apply for up to 100% of project costs. However, this may impact your assessment score (see Section 6 of the Guidelines for Applicants).

If you are unable to provide cash contributions, you can still demonstrate value for money through in-kind contributions.

What do you mean by ongoing financial commitments?

When funding is provided, it is important to consider the long-term sustainability of the project and any ongoing costs after the grant period ends.

- Ongoing costs may include activities such as:
- Maintenance and upkeep of infrastructure (e.g. fencing, signage, boardwalks)
- Ongoing management (e.g. weed control, watering, monitoring)
- Replacement or repair of project components

Some projects (e.g. one-off workshops) may have no ongoing costs, while others—particularly those involving on-ground works or infrastructure—will require continued investment. Applicants should clearly outline how these costs will be managed.

Can I purchase equipment to help me undertake on-ground works?

Funding is generally not provided for major assets. However, minor equipment may be considered where it is essential to delivering the project.

If you are requesting funding for equipment:

- Provide clear justification in your application
- Include details of any items valued at more than \$500

For larger equipment, applicants are encouraged to borrow or hire where possible. You may also wish to discuss equipment needs with a Landscape Officer, as some items may be available for loan.

Part 4: Monitoring

Why do I need to monitor and report on my project?

Monitoring and reporting help track the progress of your project and demonstrate the outcomes achieved.

This information allows the Eyre Peninsula Landscape Board to:

- Understand how your project is progressing
- Identify and address any issues early
- Measure the overall impact of funded projects across the region

Monitoring requirements have been kept to a minimum and are focused on capturing the change or outcomes resulting from your project.

For example:

Community events: Collect participant feedback to understand what people learned, how valuable the event was, and how it could be improved. Measuring awareness before and after an event can help demonstrate impact.

On-ground works: Before and after photos (photopoint monitoring) provide a simple and effective way to show what has been achieved. While photos at the start and end of the project are required, taking annual photos is strongly encouraged for your own records and ongoing reporting.

What if my project does not align to the any of the monitoring you have listed, what should I do?

If your project does not align with the standard monitoring methods, you will need to propose an alternative approach that demonstrates the outcomes of your work.

For example:

- Tracking participation or engagement (e.g. event attendance, video views)
- Conducting surveys before and after an activity
- Recording changes in condition or behaviour over time

If you are unsure what monitoring approach to use, please contact a Landscape Officer for assistance.

Part 5: Approvals

What are project approvals?

You may need permits or approvals before undertaking certain project activities. The application will ask you to identify any approvals required and their current status (e.g. not yet applied, application submitted, approval granted).

Depending on your project, approvals may include:

- Landholder or landowner permission
- Aboriginal heritage or Native Title clearance
- Water Affecting Activity (WAA) permit
- Native vegetation clearance approval
- Coastal development or Crown land approvals
- Local council or development approval
- Other relevant approvals (please specify)

If approvals have not yet been obtained, they must still be listed in your application. You should also consider any associated costs and timeframes in your project plan and budget.

Failure to identify required approvals may impact the assessment of your application.

Will I need a Water Affecting Activity permit?

You will need to determine whether your project involves a Water Affecting Activity (WAA).

Activities that may require a permit include:

- Construction of dams
- Works within a watercourse (e.g. culverts, drainage works, erosion control)
- Well or bore construction

If a WAA permit is required, this must be identified in your application, along with any known conditions.

Eyre Peninsula Landscape Board staff can assist with the permit process as part of project development. However, funding will be subject to all required approvals being obtained.

For more information, visit: <https://www.landscape.sa.gov.au/ep/Water/water-affecting-activities> or contact your local Landscape Officer

Part 6: Risk Management

How do I assess the level of risk for my project?

Identifying and managing risks early is an important part of project planning.

Your risk assessment should consider:

- Risks that may impact your ability to deliver the project
- Risks that may arise from project activities
- Internal risks (e.g. staff or volunteer availability)
- External risks (e.g. weather conditions, delays due to illness)
- Risks to public safety (e.g. injury during events or on-ground works)

Please list the key risks associated with your project and outline:

- The potential consequences of each risk
- The likelihood of it occurring
- The level of consequence
- The overall risk rating (using the risk matrix below)
- The strategies you will put in place to manage or reduce the risk

		Likelihood of risk occurring				
		Rare	Unlikely	Possible	Likely	Almost Certain
Consequences of risk occurring	Catastrophic	H	H	H	E	E
	Major	M	M	H	H	E
	Moderate	L	M	M	H	H
	Minor	L	L	M	M	H
	Insignificant	L	L	L	M	M

Risk ratings: **E** (extreme risk), **H** (high risk), **M** (moderate risk), **L** (low risk)

Applications questions

Will I be able to get an extension past the closing date for a late application?

No. **Applications close at 11:00pm on 18 May 2026.** Any applications received after this time will not be accepted.

Can I apply more than once?

Yes. You may submit more than one application, provided each project is separate and distinct, and you or your organisation have the capacity to deliver them.

When will I find out if I've been successful?

All applicants will be notified of the outcome of their application by no later than **12 June 2026**.

Successful applicants will then be issued with a Grant Agreement.

How do I submit my application?

Once you have completed your application, checked all details, and signed the declaration, you must submit your application (including all supporting documents) via email to ep.landscapeboard@sa.gov.au

Applications close at **11:00pm on 18 May 2026**.

What type of supporting documents do I need to provide

You may be required to provide supporting documentation throughout the application. This may include:

- A copy of your (or your sponsor's) current insurance policy or certificate of currency
- Additional project information (e.g. site maps, project plans, letters of support, quotes for works)
- Evidence of any required project approvals

Providing relevant supporting documentation will help strengthen your application. All documents should be submitted as attachments with your application email.