

Hills and Fleurieu Landscape Board



GRASSROOTS GRANTS

Guidelines and eligibility for applicants 2025-26



“There is no power for change greater than a community discovering what it cares about.”

– Margaret J. Wheatley

At Landscapes Hills and Fleurieu, we exist to help people care for land, water and nature. We walk together with First Nations, land managers and the community to sustainably manage our beautiful, biodiverse and productive landscapes.

In 2025 we are again offering **Grassroots Grants** to support individuals, volunteers, schools, community groups/organisations and not-for-profit organisations who are working locally to care for the land they love.

The following document will share with you important information to ensure your Grassroots Grants application is within scope of the intended outcomes of this funding. It is important that you review these guidelines throughout your application process - ineligible projects will not proceed to assessment.

Grant Summary

A **total pool of \$260,000** funding is available for projects across two funding tiers. To ensure funding is awarded responsibly, the application process changes according to which funding tier your project falls within - outlined below.

Tier	Application process	Intent
Tier 1 Up to \$4,000	Online application – short form	Simpler application process for: Small-scale environmental projects
Tier 2 \$4,001 to \$20,000	Online application – long form	Larger scale environmental projects that strongly align with our Plan.

Consideration may be given to collaborative projects above \$20,000, however, sufficient justification must be provided and will be subject to additional scrutiny by the Assessment Panel. For projects above \$20,000 multiple project partners and significant co-contribution is expected. Contact our office to further discuss projects over \$20,000.

Funding will be awarded on merit to those projects that demonstrate strong alignment to the **Hills and Fleurieu Landscape Plan 2021-2026**, and best value for money.

Funding will not be provided for projects such as general house and garden landscaping/amenity activities for private homes, sporting clubs, schools and early learning centres. Community gardens including edible gardens will not be considered. In addition, projects seeking funds only for weed control on private property, generally will not be funded (unless there are significant biodiversity outcomes involved).

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Artwork: Ivy Campbell

Acknowledgement of Yerta / Ruwe (Country)

We have much to learn from First Nations in caring for Country.

The Hills and Fleurieu Landscape Board respects the Peramangk, Kaurna and Ngarrindjeri Nations as the Traditional Owners of the region and respects First Nations peoples' deep knowledge and relationship with Yerta/Ruwe.






We are committed to walking together with First Nations people to learn about and manage our lands and seas.

Who are the Hills and Fleurieu Landscape Board?

The Hills and Fleurieu Landscape Board is established under the *Landscape South Australia Act 2019*, and supports community to care for land, water and nature. The Grassroots Grants are provided by the Hills and Fleurieu Landscape Board through levy funding.

Hills and Fleurieu Landscape Board priorities

Eligible Grassroots Grants projects need to align with Priorities and Focus Areas in our **Hills and Fleurieu Landscape Plan 2021-2026**. Priorities and Focus Areas of our Plan have been carefully selected based on our research and conversations with regional stakeholders. They reflect the key needs and values of the region, and address our collective challenges

Priorities	Focus areas
 <p>Land Regenerating biodiverse and highly productive landscapes</p>	L1. Reduce the impact and spread of weeds
	L2. Reduce the impact of pest animals and impact-causing native animals
	L3. Support the uptake of regenerative agriculture and land management
	L4. Future-proof our agriculture
 <p>Water Managing water resources sustainably</p>	W1. Deliver water resource planning to meet ecological, economic, cultural and social needs
	W2. Improve on-ground management of our water resources
	W3. Build understanding of our water resources
 <p>Nature Conserving natural places, ecosystems and wildlife</p>	N1. Protect and restore our native vegetation and freshwater ecosystems
	N2. Conserve and rehabilitate our coastal, estuarine and marine ecosystems
	N3. Recover our threatened species and ecological communities
 <p>Climate Becoming a carbon neutral and climate resilient region</p>	C1. Transition to net zero carbon emissions
	C2. Build climate resilience of our nature
	C3. Build climate resilience of our communities and agriculture
 <p>Community Everyone caring for our landscapes</p>	P1. Foster a regional culture of landscape stewardship
	P2. Walk alongside First Nations in looking after Yerta / Ruwe (Country)
	P3. Strengthen shared understanding of landscape management challenges
	P4. Increase community capacity to manage our landscapes

See our Grassroots Grants webpage for examples of eligible projects.

Critical dates

The grant round is open for a period of 6 weeks:

- Applications **open** for submission from **10am Tuesday 4 March 2025**.
- Applications **close** and must be submitted by **midday Tuesday 15 April 2025**.
- Sorry, late applications will not be accepted.
- Projects can run between 1 July 2025 to 30 June 2026. However, if a project is likely to benefit from additional time for seasonally-dependent works such as late winter planting for example, applicants may apply for a later project end date, but no later than 31 December 2026.
- Final reports and acquittals are due one month after completion of project, with 31 January 2027 being the latest possible acquittal date.

Eligibility - who can apply?

Eligible applicants will need to:

- be an individual, volunteer, community organisation or other body working at the local level delivering a not-for-profit project. Please note, an entity or individual does not require “not for profit” status to be eligible for funding.
- be undertaking land management activities that help to achieve environmental or regenerative agricultural benefits at the local level.
- be a legal entity or be sponsored by a legal entity¹
- ensure adequate insurance with minimum of \$1 million public liability insurance² coverage for the life of the project.
- ensure that proposed project activities are not a component of any other funding agreement.
- ensure that written approval for any works undertaken on land owned by another person/entity other than the applicant, is attached to the application (i.e. a ‘support letter’).
- Include a site map showing location of proposed project and work. We recommend **NatureMaps**³. If you have trouble producing a map, contact us.
- be undertaking project activities within our geographic region. Hills and Fleurieu Landscape Board region (see Appendix A on pages 12 and 13 for a map of the region).
- have discussed their project details with a Hills and Fleurieu Landscape Board staff member prior to submission.

Schools and volunteer groups can apply for GreenSafe Grants (up to \$500) for PPE, materials, or minor tools. These are separate from Grassroots Grants and open each Spring (and sometimes Autumn, budget permitting). Visit our website for details - <https://www.landscape.sa.gov.au/hf/greensafe>

¹ If a ‘sponsoring organisation’ is to be used because the applicant is not a legal entity, please provide a letter of support from the sponsor with the application.

² Evidence of insurance cover is only required at the time of drafting the Grant Agreement for successful applicants. It is not required to apply.

³ <https://data.environment.sa.gov.au/NatureMaps/Pages/default.aspx>

Eligibility - which activities won't be funded?

Activities and groups ineligible for Grassroots Grants funding include:

- project activities causing or with the potential to cause environmental damage, either directly or indirectly.
- landscaping and amenity-enhancing projects.
- activities which are considered the land manager's statutory responsibilities under the *Landscape South Australia Act 2019*, e.g. control of declared pest plants and animals.
- projects seeking funding retrospectively for works that have already commenced.
- projects that are seeking to undertake weed control as a standalone activity without associated habitat restoration, revegetation or supported natural regeneration of native plant species at the site.
- time spent preparing the Grassroots Grants application.
- establishment of new agricultural production sites or facilities.
- Friends of Parks groups that are eligible to apply for Small Grants from the Department for Environment and Water.
- projects with less than 50% cost-matching cash and/or in-kind contribution. Please note that volunteer time is valued at \$47.38 per hour (state average according to Volunteering SA&NT)
- projects that include First Nations outcomes that cannot demonstrate that the relevant Nation has been consulted prior to grant submission, involved in the project design or has agreed to participate in the project.
- other activities or specific expenditure that the Assessment Panel determines is contrary to the intention of the funding.

What makes a strong application?

Grassroots Grants are a popular source of funding for local community projects. For five years running, the value of applications has far surpassed the total funding pool available. Due to this highly competitive process, unfortunately many projects are not able to be supported.

It is the responsibility of applicants to ensure all eligibility criteria have been met. Each project is assessed on merit against other applications in the Tier. Applicants cannot assume that assessment panel members are familiar with their project, their capacity, or rely on information provided in previous applications.

Beyond the application eligibility criteria above, consider the following to strengthen your application:

- Detail how your project will specifically contribute to achieving the Hills and Fleurieu Landscape Plan priorities and focus areas.
- Demonstrate how the project outcomes and outputs will be supported and maintained into the future.
- Clearly demonstrate a public environmental benefit to the broader community and landscapes.

- Project applications that demonstrate good value of investment and/or significant in-kind support.
- Consider partnerships (i.e. joint applications) with relevant organisations, groups and agencies, exploring ways to share resources between geographic areas and projects which maximise on-ground outcomes and minimise the costs of administration and other potential inefficiencies.
- Clear timelines, milestones and management of potential risks for the proposed project (note: only successful projects are asked to submit a full risk assessment as part of forming a funding agreement)
- Demonstrate how monitoring and evaluation of the project outcomes will be undertaken
- Special consideration will be given to projects that engage meaningfully with First Nations as part of their project development. Our First Nations Partnerships Officer can be a first contact point if needed (see page 10). Projects which include First Nations involvement or outcomes should demonstrate that the relevant Nation has been consulted prior to grant submission, involved in the project design and has agreed to participate in the project.
- Evidence, evidence, evidence! If you know your project has great support from neighbours, community members, schools, etc, ask them to write you a letter and include it in your application. This can really elevate your application.

Great project examples, not limited to...

Landholders

Eligible projects include fencing off creeks and dams from livestock and other grazing herbivores, revegetation with local native plants, planting/protecting regenerating paddock trees and or native grasses, fencing off and managing native vegetation areas from livestock and kangaroos, regenerative farming practices to improve soil health, signage promoting these projects.

Applications for projects which run across neighbouring properties and cover significant area, therefore providing landscape-scale environmental benefit will be viewed favourably in the assessment process.

Environmental volunteer groups

Projects might include fencing off creeks to protect native vegetation, revegetation with local native plants, weed and pest control in sensitive bushland and habitat areas, Personal Protective Equipment (PPE) and tools for bushcare, workshops, training, publications, signage, monitoring, surveys.

First Nations

Caring for Country and cultural projects, or projects to connect on Country First Nations knowledge-holders with local landholders.

Schools

Revegetation, bushcare, tree nest boxes, creek protection/restoration, eco-trails, cultural knowledge projects that connect students to country. Schools must demonstrate that they are applying for a dedicated environmental project, not for regular school activities such as general grounds-keeping.

Primary Producer groups and associations

Industry and agriculture groups building capacity related to improving land management.

Environmental projects across neighbouring properties, soil regeneration, signage, dung beetles projects, landscape-scale watercourse restoration, revegetation and paddock trees, biodiversity surveys, environmental land management training and workshops.

Funding

The board reserves the right to negotiate the level of funding provided for individual projects with any applicant, prior to entering into a grant agreement. Funding for successful projects will be delivered via a Grant Agreement which depending on amount granted will outline:

- Payment schedules and reporting requirements.
- Monitoring and reporting requirements
- Data sharing agreement
- Acknowledgement of grant and the Hill and Fleurieu Landscape Board in any media/promotional materials (logos etc will be provided)
- Sharing of any media/promotional opportunities
- Process for any project variation and/or extension requests
- Responsibility for public liability insurance
- Any other terms and conditions as deemed appropriate

Specific advice from the ATO's GST team has indicated that Grassroots Grantees do not constitute a 'supply' of goods or services to our organisation. What this means - you still need to cost up all your items inclusive of GST if it applies. If you are successful we will grant this amount, however not an additional 10% GST on your invoice (when you invoice us for funds).

How will your project proposal be assessed?

Step 1. Technical Assurance Review:

Following eligibility screening, a Technical Assurance Group comprising of four technical staff with experience in natural resources management will read and score projects on how the project aligns to our Plan and whether the methods are sound. This is provided to the Assessment Panel as input. Funding decisions are not made in this step.

Step 2. Panel Assessment

Following the Technical Assurance Assessment, a Panel comprising of a staff member, board or board committee members and an independent community group member will review the applications individually scoring against criteria. Then the Panel come together to meet and agree on final ranking taking into consideration Technical Assurance Review notes as well. Funding is then allocated in order of top scoring projects down, until the funding pool is exhausted.

Process and timeline

- **March** - Round opens 4 March. Project proposals must be submitted online via Smarty Grants. We are here to help with enquiries and encourage you to talk to us about your application.
- **April** - Project proposals must be submitted online via Smarty Grants. The closing date for applications will be midday Tuesday 15 April 2025. There will be no extensions.
- **May** - Technical Assurance Group Review, followed by Board Panel Assessment.
- **June** - The Landscape Board approves recommended projects. Successful and unsuccessful applicants are notified via email.
- **July** - Project agreements formed. Successful applicants invoice once online agreements are formed. Grant payments commence.



Further information and technical advice

It is important that your project is discussed with one of our staff prior to submission. They will help you to ensure eligibility of your project and provide advice that could help you better align with board priorities.

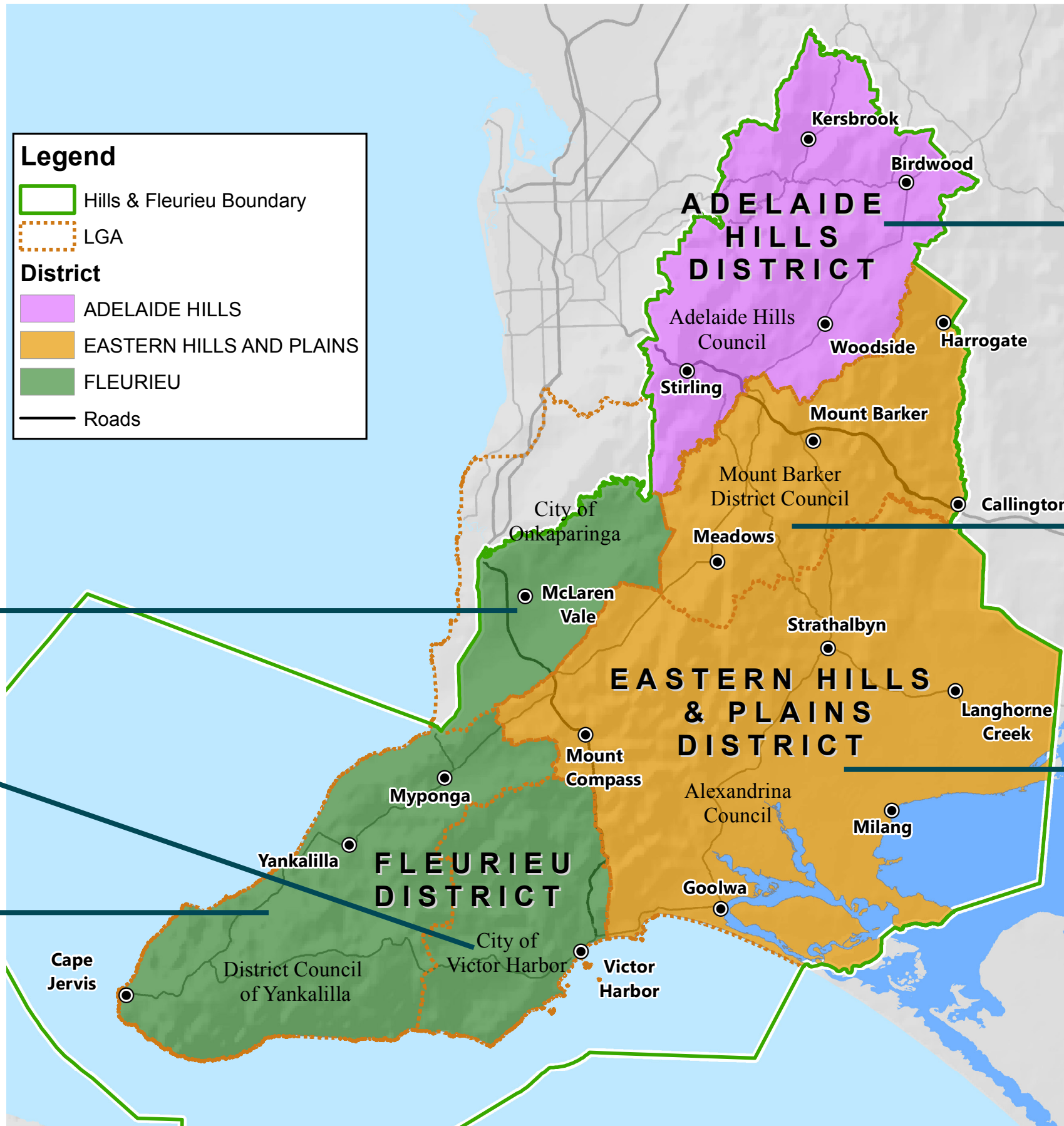
Please call our main line on 8391 7500 where your call will be logged and then directed to the most appropriate person to help you with your enquiry.

We've supplied some names below and roles to help you decide who you might like to ask for when calling.

Position	Contact	Advice available
Stewardship Officers	Call 8391 7500, or email us at hf.landscapeboard@sa.gov.au providing the address/location of your project and your local Stewardship Officer will contact you.	Designing projects, defining activities in and out of scope. Technical on-ground advice on revegetation, pest plant and animal management and soils.
Grants and Engagement Officer	Shane Johansen	General grant round enquiries, assistance, grant resources; SmartyGrants, guidelines and eligibility, advice/assistance with maps/site maps/property maps, insurance.
First Nations Partnerships Officer	Matthew Turner or Caroline Dorr	First Nations projects, contacts, project design advice.
Water Project Officer	Donna Herrity	Watercourse/wetland management projects; water efficiency projects.
Coast and Marine Project Officer	Caroline Taylor	Coastal, marine and estuarine projects, project design advice.
Sustainable Agriculture Facilitator	Donna Bartsch	For sustainable agriculture and climate related projects.



Appendix A: Map of the Hills and Fleurieu region



Legend

- Hills & Fleurieu Boundary
- LGA

District

- ADELAIDE HILLS
- EASTERN HILLS AND PLAINS
- FLEURIEU
- Roads

Will Hannaford
Senior Stewardship Officer
Adelaide Hills

Dana Miles
Senior Stewardship Officer
Mount Barker

Katrina Warner
Senior Stewardship Officer
Alexandrina

Jacqui Best
Senior Stewardship Officer
Onkaparinga and Victor Harbor

Jeff Edwards
Senior Stewardship Officer
Yankalilla





*Working together
to care for
land, water and nature*

Connect with us

Hills and Fleurieu Landscape Board
www.landscape.sa.gov.au/hf
hf.landscapeboard@sa.gov.au
www.facebook.com/HFLandscapeSA

Ph: 08 8391 7500

Mt Barker - Peramangk Country

*Upper level, Corner Mann & Walker Street,
Mount Barker, SA, 5251*

*We work on Kurna, Peramangk and
Ngarrindjeri Yerta/Ruwe*

Always was, always will be