

# Frequently Asked Questions

## 2021 Port Phillip Bay Fund

### What is 2021 Port Phillip Bay Fund?

The 2021 Port Phillip Bay Fund (PPBF) is a grants program that supports community groups and organisations in maintaining the health of the Bay's marine life, habitats and water quality.

The objectives of the 2021 PPBF are:

- Conservation and restoring the Bay's habitats and marine life and enhancing the marine environment.
- Enhancing waterways and significant wetlands through revegetation and soil erosion control.
- Encouraging strong partnerships across a range of interested groups including Traditional Owners and organisations with an interest in protecting ecological and culturally significant areas within the Bay's catchment.
- Improving the appreciation and understanding of the Bay's cultural and environmental values through on-ground actions.
- Engaging and involving urban communities in on-ground actions relating to Bay health.

### How much funding is available?

Up to a total of nearly \$1 million is available in the 2021 PPBF grants program. There are two streams of funding available for 2021.

| Stream | Funding Amount (Maximum) (Ex GST) |
|--------|-----------------------------------|
| One    | \$20,000                          |
| Two    | \$50,000                          |

### When is the closing date for 2021 PPBF?

| Details       | Date                                   |
|---------------|--|
| Closing Date: | <b>Thursday, 1 April 2021 at 12 pm</b> |

### How is this round different from previous rounds?

- Projects including litter related activities will be considered but should be part of a broader project, rather than a standalone project, and
- Successful recipients are required to submit spatial data via the Department of Environment Land, Water and Planning (DELWP) online mapping tool [MapshareVic](#). This activity will be one of the funding milestones or deliverables.

### Who can apply?

The 2021 PPBF is open to applicants who are:

- Environmental groups and networks, such as Coastcare, Friends groups and Landcare,
- Volunteer-based recreational and community groups with an interest in the Bay. Such as diving and naturalist groups, Scouts, Rotary, Lions, senior citizen and youth clubs,
- Public land Committees of Management,
- Registered Aboriginal Party,
- Kindergartens, primary and secondary schools, and
- Research institutes, Local government and non-profit organisations.

Federal government departments and agencies, commercial organisations, bodies established for profit-making purposes, and sole trading and other individuals, are not eligible for the 2021 PPBF grants program.

### What if my group is not registered and how do I apply? Do I need an auspic?

You can still apply if you partner with a group that is registered (known as an auspic).

# Frequently Asked Questions

The auspicing group or organisation will enter into a contract with the Department of Environment, Land, Water and Planning and will be legally responsible for the project.

## What types of projects might be funded?

Projects must be located within Port Phillip Bay and its catchment and must demonstrate a clear link to the health of the Bay.

The following is a non-exhaustive list of potential activities that may be funded through PPBF grants:

- Protection, rehabilitation and restoration of marine and coastal habitats and biodiversity (e.g. preserving threatened species habitat, fencing, marine and coastal weed and pest control).
- Actions that conserve and increase awareness of Traditional Owner values of Port Phillip Bay and its catchment area.
- Actions that directly benefit areas of ecological and cultural significance (e.g. riparian revegetation, wetland systems to slow/treat storm water).
- Engage and involve urban communities in on-ground actions relating to Bay health.
- Education, monitoring and citizen science activities will be considered, where they are part of a broader project with direct on-ground outcomes.

## How to Apply?

You can apply to the 2021 PPBF through our online system by following this link:

<https://delwp1.force.com/publicform?id=a0h4P00001dkxeR>

## Can we apply in both streams and more than one project?

Yes, you may submit more than one project. Each project submitted must be separate and clearly different.

If one of your projects is funded, preference may then be given to unfunded applicants over your other lower ranking projects.

## What can I get funding for?

The Fund will support the following categories of expenditure:

- Advertising (costs to advertise in newspapers, posters etc)
- Materials (e.g. Plants, tree guards, exclusion fencing, seating, and access steps)
- Site preparation (e.g. Equipment hires, security fencing, and for revegetation)
- Personal protective equipment (e.g. Gloves, masks)
- Engaging and partnering with local community groups, schools and the traditional owners and registered aboriginal parties of the project area
- Professional Services or Contractors (e.g. Technical specialists, surveyors, installers, weed controllers for particularly difficult weeds or sites)
- Project management and coordination (e.g. Staff time (pro-rata) in managing project including budget, coordinate volunteers, and secure approvals etc)
- Training and Education, citizen science monitoring items will be considered, where they are part of a broader project with direct on-ground outcomes.

## What will not be funded?

Funding will not be provided for:

- General operating support including insurance
- Costs and activities that are already funded through another organisation, program or fund source

*Your project can build on the success of past or existing projects but must essentially be new work. The grant must fund additional activities that wouldn't occur without this funding.*

- Activities that were intended to be your in-kind contribution to another funded project
- Actions or costs associated with native vegetation offset sites or activities

*For example, meeting a condition of a planning permit, contract or investment*

# Frequently Asked Questions

*program, Section 173 agreement or offset covenant.*

- Any activity involving clearing of native vegetation, unless it is a declared environmental weed in your area. In this instance, a permit for removal of vegetation may still be required
- Any activity involving the use of firearms, tranquilisers, traps or explosives

*Confinement traps are allowed under permit and expert supervision.*

- Purchase of goods for competitions, prizes, giveaways, vouchers or alcohol
  - *For example: plastic educational/promotional items, pens, sample packs, keep cups, stickers, bags*
- Barbed wire fencing
- Computers, laptops, tablets and smartphones
- Any other action or activity determined by the panel through the assessment process to be an inappropriate or unsuitable use of the funds, and
- Any action that is part of a land manager's legal duty of care.

## Do I need to contribute towards my project's budget?

Yes. All applicants will need to match their requested funding in at least a 1:1 ratio.

The matched funding can include a combination of:

- Volunteer time dedicated to the project (including planning, designing and organising)
- In-kind support (e.g. Access to photo copier, free loan of equipment, donation of materials)
- Staff time allocated to completing the project, where the salary comes from another source
- Funding from other sources (e.g. Donations, philanthropic grant programs).

You will need to include an email or letter from your auspice in your application, showing that they agree to take on this responsibility for you.

## How will the project be assessed?

The 2021 PPBF grants will be assessed by an independent technical expert panel using the criteria outlined in the Guidelines.

## What happens after the application period closes?

| Key Milestones               | Major Task / timeline  |
|------------------------------|--|
| Assessment & decision making | Review application eligibility.<br>Assess applications against key criteria and advice decision maker on the merits of each application.<br>Allow for 4-6 weeks depending on the quantity and complexity of applications received. |
| Announcements                | Allow for 2-3 weeks.<br>Notify applicant in writing.   |
| Project Commencement         | Notifying of the outcome of your application (soft start).   |
| Funding Agreement            | Allow for 2-3 weeks.<br>Establish funding agreement with successful applicants.  |
| Grants payment               | Upon the execution of agreement by both parties.   |
| Project completion           | Within 12 months of commencement   |

## Where can I find help or need further Information?

For further information about 2021 PPBF, you can contact our Customer Services Centre at 136 186 or email us at [enviro.grants@delwp.vic.gov.au](mailto:enviro.grants@delwp.vic.gov.au)

For technical help with your application, email [grantsinfo@delwp.vic.gov.au](mailto:grantsinfo@delwp.vic.gov.au)

Please quote your application number or "2021 Port Phillip Bay Fund" in your communication with DELWP.