



Australian Government  
Department of Agriculture,  
Water and the Environment

Community  
Grants Hub  
Improving your grant experience



## Blue Carbon Ecosystem Restoration Grants Grant Opportunity Guidelines

<b>Opening date:</b>	15 December 2021
<b>Closing date and time:</b>	9:00 pm AEDT on 15 February 2022
<b>Commonwealth policy entity:</b>	Department of Agriculture, Water and the Environment
<b>Administering entity:</b>	Community Grants Hub
<b>Enquiries:</b>	<p>If you have any questions, contact Community Grants Hub Phone: 1800 020 283 (option 1) Email: <a href="mailto:support@communitygrants.gov.au">support@communitygrants.gov.au</a></p> <p>Questions should be sent no later than 5:00 pm AEDT on 8 February 2022.</p>
<b>Date guidelines released:</b>	15 December 2021
<b>Type of grant opportunity:</b>	Open competitive

## Contents

<b>1. Blue Carbon Ecosystem Restoration Grants processes</b>	<b>4</b>
1.1 Introduction	5
<b>2. About the grant opportunity</b>	<b>5</b>
2.1 Background	5
2.2 Blue Carbon Ecosystem Restoration grants	6
<b>3. Grant amount and grant period</b>	<b>7</b>
3.1 Grants available	7
3.2 Project period	8
<b>4. Eligibility criteria</b>	<b>8</b>
4.1 Who is eligible to apply for a grant?	8
4.2 Additional eligibility requirements	9
4.3 Who is not eligible to apply for a grant?	9
4.4 Unincorporated Associations	10
<b>5. What the grant money can be used for</b>	<b>10</b>
5.1 Eligible grant activities	10
5.2 Eligible locations	11
5.3 Eligible expenditure	11
5.4 What the grant money cannot be used for	12
<b>6. The assessment criteria</b>	<b>13</b>
<b>7. How to apply</b>	<b>14</b>
7.1 Attachments to the application	15
7.2 Joint (Consortia) applications	16
7.3 Timing of grant opportunity processes	16
7.4 Questions during the application process	17
<b>8. The grant selection process</b>	<b>17</b>
8.1 Assessment of grant applications	17
8.2 Who will assess and select applications?	18
8.3 Who will approve grants?	18
<b>9. Notification of application outcomes</b>	<b>18</b>
9.1 Feedback on your application	19
<b>10. Successful grant applications</b>	<b>19</b>
10.1 The grant agreement	19
10.2 Commonwealth Child Safe Framework	19
10.3 Specific legislation, policies and industry standards	20
10.4 How we pay the grant	21
10.5 Grant payments and GST	21
<b>11. Announcement of grants</b>	<b>21</b>

<b>12. How we monitor your grant activity .....</b>	<b>21</b>
12.1 Keeping us informed .....	21
12.2 Reporting .....	22
12.3 Non-audited financial acquittal .....	23
12.4 Grant agreement variations .....	23
12.5 Compliance visits .....	23
12.6 Record keeping .....	23
12.7 Evaluation .....	23
12.8 Acknowledgement.....	23
<b>13. Probity.....</b>	<b>24</b>
13.1 Enquiries and feedback .....	24
13.2 Conflicts of interest .....	25
13.3 Privacy .....	25
13.4 Confidential information .....	26
13.5 Freedom of information.....	26
<b>14. Consultation .....</b>	<b>27</b>
<b>15. Glossary.....</b>	<b>28</b>
<b>16. Appendix A. Key references and resources .....</b>	<b>31</b>

# 1. Blue Carbon Ecosystem Restoration Grants processes

**The Blue Carbon Conservation, Restoration and Accounting Program is designed to achieve Australian Government objectives**

This grant opportunity is part of the above Program which contributes to the Department of Agriculture, Water and the Environment's Outcome 1.1 Sustainable Management of Natural Resources and the Environment. The department works with stakeholders to plan and design the grants opportunity according to the

[Commonwealth Grants Rules and Guidelines 2017 \(CGRGs\)](#).



**The grant opportunity opens**

We publish the grant guidelines on the [GrantConnect](#) and [Community Grants Hub](#) websites.



**You complete and submit a grant application**

You complete the application form and address all the eligibility and assessment criteria to be considered for a grant.



**We assess all grant applications**

We assess the applications against eligibility criteria and notify you if you are not eligible. If you are eligible, we then assess your eligible application against the assessment criteria including an overall consideration of value with money and compare it to other applications.



**We make grant recommendations**

We provide advice, through the Selection Advisory Panel, to the decision maker on the merits of each eligible application.



**Grant decisions are made**

The decision maker (the Minister for the Environment) decides which applications are successful.



**We notify you of the outcome**

We advise you of the outcome of your application. We may not notify unsuccessful applicants until grant agreements have been executed with successful applicants.



**We enter into a grant agreement**

We enter into a grant agreement with you if successful. The type of grant agreement is prepared by the department based on the nature or complexity of the grant and is proportional to the risks involved.



**Delivery of grant**

You undertake the grant activity as set out in your grant agreement. We manage the grant by working with you, monitoring your progress and making payments.



## Evaluation of the Blue Carbon Ecosystem Restoration Grant

We evaluate your specific grant activity and the program as a whole. We base this on information you provide us and that we collect from various sources.

### 1.1 Introduction

These guidelines contain information for the Blue Carbon Ecosystem Restoration Grants.

You must read these guidelines before filling out an application.

This document sets out:

- the purpose of the grant opportunity
- the eligibility and assessment criteria
- how grant applications are considered and selected
- how grantees are notified and receive grant payments
- how grantees will be monitored and evaluated
- responsibilities and expectations in relation to the grant opportunity.

This grant opportunity and process will be administered by the Community Grants Hub on behalf of the Department of Agriculture, Water and the Environment (the department).

## 2. About the grant opportunity

### 2.1 Background

As part of the 2021–22 Federal Budget, the Australian Government announced \$30.6 million for practical action to conserve, restore and account for blue carbon ecosystems in Australia and the region, and to share Australia's expertise with international partners (the Blue Carbon Conservation, Restoration and Accounting Program).

Blue carbon ecosystems (or coastal wetland ecosystems) form a landscape continuum on coastal land and floodplains and can include seagrass, mangroves, tidal marshes and supratidal swamp forests. These ecosystems are among the most efficient natural carbon sinks, capturing and storing carbon up to 30–50 times faster than terrestrial forests. They also provide other ecosystem services to communities and businesses such as fish nursery grounds, tourism, and coastal protection, and are critical to biodiversity including threatened species and migratory birds.

Private sector interest in the conservation and restoration of blue carbon ecosystems is high, including from businesses seeking to offset their emissions through carbon credit purchases or to meet corporate social responsibility goals, philanthropic funders looking to contribute to biodiversity and livelihood outcomes, institutional investors interested in coastal resilience, and local businesses gaining financial profits from fishing and nature tourism.

The multiple benefits achievable from blue carbon ecosystem restoration present opportunities for cross-sector participation and funding. However, consistent and trusted information and measurement of the value of blue carbon ecosystems for biodiversity, carbon and other environmental services is needed to attract private and philanthropic funding.

Environmental-Economic Accounting (EEA) collects and presents information on ecosystem extent and condition, and estimates the financial value of services, such as carbon sequestration, improvements in biodiversity, the productivity of fisheries, tourism opportunities, and savings due to protection of coastal infrastructure from the impacts of sea-level rise and storm surges. Valuing all ecosystem services including carbon increases total project value and helps attract new funding sources.

The objective of the Blue Carbon Conservation, Restoration and Accounting Program (the program) is to build and support the enabling environment for scaling-up participation and funding for blue carbon ecosystem restoration. The program seeks to address barriers and information needs required for making funding, investment and management decisions (including supporting the development of carbon and biodiversity crediting schemes), and for enabling on-ground project implementation. Key domestic and international components of the program are:

- implementing various on ground ecosystem restoration or conservation activities and demonstrating how these lead to measured climate, biodiversity and livelihood benefits
- using project level EEA as a trusted approach for measuring and valuing benefits to climate, biodiversity and livelihoods resulting from blue carbon restoration or conservation activities (including applying project level EEA to funded restoration projects)
- paving the way for private sector funding in blue carbon ecosystem restoration projects by providing information, expertise and opportunities for engagement.

## **2.2 Blue Carbon Ecosystem Restoration grants**

The Blue Carbon Ecosystem Restoration grants will run over 4 years from 2021–22 to 2024–25. These grants are a core component of the program.

The grants will fund on-ground implementation of at least 4 blue carbon ecosystem restoration projects in Australia. The projects will be chosen to represent a variety of blue carbon ecosystem types and socio-economic settings (for example, providing fishing, tourism, cultural or coastal protection benefits), and serve as demonstration of the outcomes achievable for climate, biodiversity and livelihoods.

The department will contract and fund a service provider to undertake project-level EEA for each restoration project, separately to these grants. The department will be responsible for managing the EEA service provider and a separate agreement will be established between the department and the EEA service provider.

The restoration projects, together with the project-level EEA, will demonstrate and support the development of case studies and management and investment decision support tools on the biodiversity and other benefits of blue carbon protection and restoration.

The successful grant recipients will be required to provide the EEA service provider access to the project site to collect data, share monitoring and assessment data collected as part of the restoration project and participate in workshops or meetings with the EEA service provider, as needed, to discuss EEA project design and implementation issues. These requirements will be outlined in the grant agreement with the successful grantees and are not expected to impose a significant cost burden. The EEA service provider may establish a separate funding agreement with successful grantees if necessary (for example, to collect data for EEA over and above the monitoring and reporting requirements for the restoration projects). Successful grantees would not be expected to cover travel and accommodation costs to attend workshops or meetings in person.

The objectives of the grants are to:

- restore degraded and/or re-establish previously destroyed blue carbon ecosystems by implementing various on-ground ecosystem restoration activities
- provide information on the benefits to climate, biodiversity and livelihoods resulting from restoration activities within various ecosystem types and socio-economic settings.

The intended outcomes of the grants are:

- improve the health of blue carbon ecosystems, thereby enhancing biodiversity, climate and livelihood benefits
- improve understanding of the flow of ecosystem services and benefits of blue carbon ecosystem restoration and assist in building knowledge and expertise in restoration activities and EEA
- generate restoration case studies to demonstrate the importance of coastal wetland conservation and restoration
- contribute to a wider 'Community of Practice' for blue carbon wetland ecosystem restoration and project level environmental-economic accounting.

A list of key references and resources to help you develop your proposal and complete your project application is provided at Appendix A.

The Community Grants Hub administers the program according to [Commonwealth Grants Rules and Guidelines 2017 \(CGRGs\)](#).

### 3. Grant amount and grant period

#### 3.1 Grants available

For this grant opportunity, a total of up to \$9.5 million (GST exclusive) is available over 4 years from 2021–22 to 2024–25. The budget for each year is set out below.

2021–22 Budget	2022–23 Budget	2023–24 Budget	2024–25 Budget	TOTAL
\$0.5 million	\$3.0 million	\$3.0 million	\$3.0 million	\$9.5 million

It is anticipated that each project grant will be between \$1 million and \$4 million (GST exclusive), depending on the scope of the grant activity and its complexity.

The grant amount can be for 100% of eligible expenditure (see section 5.3 below). You are responsible for any ineligible expenditure.

Additional contributions to your project are encouraged, including from third parties. Contributions may be financial or in-kind contributions, including volunteer participation. Ideally, projects in state/territory managed land and waters will have matching or significant contributions from the relevant state/territory government. Additional contributions, including from state/territory governments, are not mandatory but will be considered as part of the assessment process (refer the criterion 4 of the assessment criteria).

We cannot fund your project if the activities involved have been funded by another Commonwealth government grant. You can apply for a grant for your project under more than one Commonwealth program, but if your application is successful, you must choose (prior to entering into a grant agreement) either the Blue Carbon Ecosystem Restoration grant or the other Commonwealth grant.

Projects that are an extension of existing or recently completed projects (or undertaking activities that are additional to existing activities) that are or have been funded by another Commonwealth grant program or state/territory government will be treated as new projects and are eligible to apply for a Blue Carbon Ecosystem Restoration grant. Any such government funding cannot be counted as 'additional contributions' in your grant application.

Projects registered or seeking to register under an Emissions Reduction Fund (ERF) blue carbon method are eligible to apply for a grant. However, you are encouraged to contact the Clean Energy Regulator on 1300 553 542 prior to applying for the grant, if you also intend to register your project under the ERF, to ensure you meet the ERF eligibility requirements.

### **3.2 Project period**

You must complete your project by 31 March 2025. Following the project period, an evaluation period of 3 months will commence.

The department may approve a further one year extension in unforeseen circumstances, such as extreme weather events or loss of key project personnel, provided you submit a written request via email to [Bluecarbon@awe.gov.au](mailto:Bluecarbon@awe.gov.au) by no later than 31 December 2024, unless a later date is agreed by the department.

## **4. Eligibility criteria**

### **4.1 Who is eligible to apply for a grant?**

To be eligible you must be one of the following entity types:

- Indigenous Corporation
- Company<sup>1</sup>
- Corporate Commonwealth Entity
- Commonwealth Company
- Non-corporate State or Territory Statutory Authority
- Corporate State or Territory Entity
- Local Government<sup>2</sup>
- Cooperative
- Incorporated Association
- International Entity
- Statutory Entity

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<sup>1</sup> Company is a company incorporated under the *Corporations Act 2001* (Cth).

<sup>2</sup> Includes New South Wales local governments created as body politics.

If you are applying as a Trustee on behalf of a Trust<sup>3</sup>, the Trustee must have an eligible entity type as listed above. Any beneficiary of the Trust must also be an eligible entity type. Applications from consortia are encouraged, as long as you have a lead applicant who is solely accountable to the Commonwealth for the delivery of grant activities and is an eligible entity as per the list above<sup>4</sup>. Eligible organisations can form a consortium with ineligible organisations (other than those excluded in relation to the National Redress Scheme as described in 4.3).

## 4.2 Additional eligibility requirements

In addition to the eligibility criteria above, you must also:

- undertake on-ground restoration of one or more blue carbon ecosystem type (mangroves, seagrasses, tidal marshes and/or supratidal forests) – eligible projects may be an extension of or build on an existing project, however you must clearly demonstrate the project is additional to any existing projects or grant activities
- agree to provide the EEA service provider/s access to the project site to collect data; share monitoring and assessment data that is collected as part of the restoration project; and attend workshops or meetings with the EEA service provider, as needed, to discuss EEA project design and implementation needs
- provide evidence from your board (or chief executive, general manager or equivalent if there is no board) that the project is endorsed, and that you can complete the project and meet any of the costs of the project that are not covered by the grant funding
- demonstrate legal title and/or provide a letter of consent or similar document from the site owner(s)/manager(s) for your project where you are not the site owner/manager (including adjacent site owners/managers who may be impacted), showing that they agree that you may conduct the project on their site
- if the grant activity directly affects Indigenous places, values or communities, and/or Indigenous rights and interests in the project site, provide a letter of consent from the Traditional Owners demonstrating full, prior and informed consent
- identify any areas that may be under legal dispute or where Indigenous claims have been made but not resolved.

## 4.3 Who is not eligible to apply for a grant?

You are not eligible to apply if you are a/an:

- Non-Corporate Commonwealth Entity
- Non-Corporate Commonwealth Statutory Authority
- Non-corporate State or Territory Entity
- Partnership
- Sole Trader

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<sup>3</sup> Trusts are not legal entities in their own right – to be eligible, only the Trustee for the Trust can apply by providing the signed Trust Deed and any subsequent variations with the application form. Trustees must be an eligible entity type as stated in section 4.1. Both the Trust's and Trustee's details will be collected in the application form.

<sup>4</sup> The Australian Government recognises that some organisations may seek to form consortia in order to apply for a grant under the program. Consortia are eligible to apply and the relevant conditions applicable to consortia are in section 7.2.

- Person<sup>5</sup>
- Unincorporated Association (subject to **Error! Reference source not found.**)
- Any organisation (or any consortium including an organisation) included on the [National Redress Scheme's website](#) on the list of 'Institutions that have not joined or signified their intent to join the Scheme.

#### 4.4 Unincorporated associations

Non-legal entities such as an unincorporated association may be able to receive funding where a legal parent organisation, or a legal entity connected to the unincorporated association, can enter into a legally binding agreement on its behalf. Alternatively, an eligible entity (refer to section 4.1) representing the unincorporated association can enter into the agreement and assume the legal liability.

## 5. What the grant money can be used for

### 5.1 Eligible grant activities

Eligible activities can include:

- on-ground works to create hydrology and land elevation suitable for coastal wetland growth (for example, removal of tidal exclusion structures such as bund walls, tidal gates and levees, renovating tidal channels, infilling drains and land reshaping such that land can support wetland vegetation)
- for seagrass, activities which enhance natural recruitment, including breakwaters to mimic shallow embayments and use of small-scale devices such as sandbags to create microscale eddies that enhance settlement of seeds
- direct revegetation of seeds or seedlings using species known to be native to the site (where hydrology or other conditions to enable successful re-establishment of vegetation have been addressed)
- fencing and other activities to prevent access by people, and non-native or native animals
- flora and fauna surveys, habitat mapping, data recording, hydrological assessments, spatial mapping and modelling
- seed collection, germination trials and propagation of plant species native to the site (either on or offsite) for use in revegetation (applicants are responsible for identifying and obtaining appropriate permits for land access and collecting seed)
- local eradication or reducing the impact and spread of existing pest animals (for example, pigs) and diseases, however, the management of pests or diseases that legally require control is ineligible
- local eradication and control of invasive weed species through physical, chemical or biological treatments (physical treatments may include Indigenous burning practices), however, the management of weed species that legally require control is ineligible
- erosion control

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<sup>5</sup> A person is a natural person, an individual, a human being.

- engagement activities with local communities and/or Indigenous land managers and/or Traditional Owners and communities
- education and awareness raising activities, such as workshops, field days, website development, demonstrations of techniques, community monitoring and other awareness raising activities.

We may also approve other activities where you can demonstrate that the activity will contribute to the success of the project.

Participation and partnerships with Indigenous people in the project is encouraged, including co-design, co-management and the sharing of their ecological knowledge to support achievement of the project and program outcomes. Any projects or project activities undertaken before you are notified that your application has been successful are not eligible.

## 5.2 Eligible locations

Your project must be delivered in regional Australia, defined as anywhere outside the major cities of Australia remoteness area based on the Australian Bureau of Statistics [Australian Statistical Geography Standard Remoteness Structure](#).

Projects located in an area that is or has been subject to offset restoration or conditioning under the [Environment Protection and Biodiversity Conservation Act 1999](#) (EPBC Act) or equivalent state/territory regulations are not eligible.

If you need assistance to determine if your proposed project area is within an offset area under the EPBC Act, please use the department's [On-ground Activity Mapping Tool](#) to obtain a URL of your project location, and email to [Bluecarbon@awe.gov.au](mailto:Bluecarbon@awe.gov.au). The department will check whether your project is within a Commonwealth offset area and provide you with confirmation. The tool includes a [Mapping Tool Quick Start Guide](#) under the HELP tab for simple instructions.

If you need assistance to determine if your project area is within an offset area under state or territory environmental regulations, please contact [Bluecarbon@awe.gov.au](mailto:Bluecarbon@awe.gov.au).

The department will check all applications to ensure that these eligibility requirements are met.

## 5.3 Eligible expenditure

You can only spend the grant on eligible expenditure you have incurred on eligible grant activities.

Eligible expenditure items are:

- salaries for staff and direct salary and on-costs for personnel directly employed for the project activities (on a pro-rata basis relative to their time commitment)
- contractor costs or expert advice directly related to the project
- costs you incur to obtain planning, environmental or other regulatory approvals during the project period
- equipment hire or purchases and materials directly related to the project (for example, tube stock, sandbags, hardware, fencing materials, seed, chemicals and fuel)
- communication, educational materials and promotional costs directly related to the project including event advertising materials, workshop materials, fact sheets, web materials, interpretive or other project related signage
- venue hire for stakeholder engagement activities

- administrative support and overheads additional to the normal day to day running costs of the organisation, including project management or project co-ordination (maximum 10% of the grant)
- monitoring, evaluation and reporting costs (maximum 10% of the grant)

We may update the guidelines on eligible and ineligible expenditure from time to time. If your application is successful, the detailed expenditure requirements will be set out in your grant agreement

If your application is successful, we may ask you to verify project costs that you provided in your application. You may need to provide evidence such as quotes for major costs.

Not all expenditure on your project may be eligible for grant funding. The decision maker makes the final decision on what is eligible expenditure.

You must incur the expenditure on your project between the start date and end or completion date for it to be eligible unless stated otherwise.

## **5.4 What the grant money cannot be used for**

You cannot use the grant for:

- mangrove afforestation of eroded shorelines or parts of the intertidal zones where coastal wetlands previously didn't exist because of coastal processes – this includes planting mangrove propagules in lower intertidal mudflats which are too low in the tidal frame for mangroves to grow and which may displace other valuable habitats (for example, intertidal mudflats)
- costs of purchasing, leasing, depreciation of, or development of land
- cost of fencing that is for the primary purpose of stock management or standard boundary fencing where it is a landholder's normal responsibility
- planting of species that are known to be, or have the potential to become, an agricultural or environmental weed, this may include some native Australian species when planted out of region – please refer to your state or territory government for further information about weeds in your area
- revegetation activities using species which are not native to the area
- activities that will have a negative impact on ecosystems outside the project boundaries
- costs for activities that are unlawful or the legislative and/or regulatory responsibility of others, such as managing or controlling certain weeds or compliance activities
- cost for activities where the primary purpose is to beautify or improve amenity (for example, picnic tables and shelters)
- catering expenses, except for provision of light refreshments/drinks that support safe community participation at community events (for example, to maintain hydration)
- the covering of retrospective costs incurred prior to the start date for the grant activity
- costs incurred in the preparation of a grant application or related documentation
- subsidy of general ongoing administration of an organisation such as electricity, phone and rent
- lobbying activities and media campaigns that could be considered political in nature (whole or part)
- overseas travel, or domestic business class travel

- activities for which other Commonwealth, state, territory or local government bodies have primary responsibility
- any other costs that are not directly related to delivering eligible grant activities.

If an item in your application is deemed ineligible this will not necessarily affect the rest of your application. The department may choose to reduce the grant amount or negotiate alternative grant activity costs in its place.

We cannot provide a grant if you receive funding from another Commonwealth government source for the same grant activities.

## 6. The assessment criteria

You must address all the following assessment criteria in the application. All the assessment criteria are equally weighted. The application form includes character limits, up to 6000 characters (approximately 900 words) per criterion. The application form will not accept characters beyond this limit. Please note spaces are included in the character limit. Character limits do not apply to the mandatory attachments addressing your response in criterion 2 and 3.

### **Criterion 1 – project need**

#### **Demonstrated need for the project identified in your grant application**

You should demonstrate this by describing:

- the blue carbon ecosystem/s to be restored (including the ecosystem type, location, extent and condition/status, and any previous or current efforts to restore the site)
- the specific ecosystem services and benefits of this restoration project by climate mitigation, coastal protection, biodiversity protection, and the improvement of livelihoods of the local/regional community, such as the fishing and tourism industries (provide any relevant data/values)

### **Criterion 2 – likelihood of success**

#### **Demonstrated likelihood that the restoration project will be successful in the long-term**

You should demonstrate this by describing:

- how any barriers to restoration and underlying, pre-existing conditions (that is, established at least 2 years prior to the project application) that have contributed to the decline of the project area have been addressed (other than those to be addressed by the project), for example, a decline in water quality due to high sediment and/or pollutant levels
- how you have considered future projected climate conditions (for example, sea level rise, changes in temperature) on the success of the project.

### **Criterion 3 – restoration approach**

#### **Demonstrated suitability of the proposed restoration activities**

You should demonstrate how you will restore the site by describing:

- your objective for the project and how it will contribute to the objectives of the program (objectives should be specific, measurable, achievable, relevant and time-bound)
- how your project and proposed activities to restore the ecosystem are informed by evidence and consistent with best practice

- projected change (outcomes) of the project, and how the project and/or outcomes achieved will continue beyond the life of the grant (including if the relevant property changes use or ownership)
- complete the mandatory project activity plan template outlining the activities you will undertake (including a map of the project area showing where the activities will occur), project area location, your readiness to commence the project (with appropriate insurance and approvals), and delivery timeframes.

#### **Criterion 4 – ability to deliver**

##### **Demonstrated ability to successfully deliver the project**

You should demonstrate this by describing:

- your organisation’s track record in delivering similar projects and your access to personnel with the right skills and experience
- your project partners, if any, that will contribute to the project, including financial and in-kind contributions
- how you will engage key stakeholders and the local community, including Traditional Owners
- key project delivery risks and your plan for managing them (including potential adverse impacts to the environment and Work, Health and Safety risks)
- complete the mandatory budget template outlining your proposed budget.

#### **Criterion 5 – ability to monitor**

##### **Demonstrated ability to successfully monitor, evaluate and report project progress and outcomes**

You should demonstrate this by describing:

- your monitoring and evaluation framework, including the proposed measures of success/indicators and targets linked to the objectives and outcomes of the project and how this information will be used to assess, adapt and report progress
- proposed activities needed to establish reference and baseline conditions, or accepted standards that will be used to benchmark project progress
- the expertise, either in-house or to be procured, to undertake monitoring, evaluation and reporting
- anticipated expenditure for monitoring, evaluation and reporting and assessment.

## **7. How to apply**

Before applying, you must read and understand these guidelines, the terms and conditions, sample grant agreement, mandatory templates and questions and answers.

These documents are found on the [GrantConnect](#) and [Community Grants Hub](#) websites. Any changes to grant documentation are published on both sites and addenda<sup>6</sup> will be published on GrantConnect. By registering on this website, you will be automatically notified of any changes. GrantConnect is the authoritative source for grants information.

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<sup>6</sup> Addenda can include changes to existing grant opportunity documentation and/or publishing additional documents. Changes include but are not limited to corrections to currently published documents, changes to close times for applications and system outage notices.

You can only submit one application form for each project, for this grant opportunity. A separate application form must be submitted for each project. If you need to update or amend your application form, once it has been submitted, you may do so by re-submitting the amended application form for the same project. In this case the latest accepted application form will progress.

To apply, you must:

- complete the online application form on the [GrantConnect](#) or [Community Grants Hub website](#)
- provide all the information requested
- address all eligibility criteria and assessment criteria
- include all necessary attachments
- submit your application/s to the Community Grants Hub by 9:00 pm AEDT on 15 February 2022.

We will not provide application forms or accept applications for this grant opportunity by fax or mail.

The application form includes help information. You are responsible for making sure your application is complete and accurate. Knowingly giving false or misleading information to the Commonwealth is a serious offence under the [Criminal Code Act 1995](#) and we will investigate any false or misleading information and may exclude your application from further consideration.

If you need more help about the application process, submitting an application online, have any technical difficulties or find an error in your application after submission, but before the closing date and time, you should contact the Community Grants Hub immediately on 1800 020 283 (option 1) or email [support@communitygrants.gov.au](mailto:support@communitygrants.gov.au). The Community Grants Hub does not have to accept any additional information, or requests from you to correct your application after the closing time.

You cannot change your application after the closing date and time.

If we find an error or something missing, we may ask you for clarification or additional information.

This will not change the nature of your application. However, we can refuse to accept any additional information from you that would change your application after the closing time.

You should keep a copy of your application and any supporting documents.

You will receive an automated notification acknowledging the receipt of your application.

## **7.1 Attachments to the application**

The following documents must be attached to your application, where applicable, for it to be considered compliant and for it to proceed to assessment:

- evidence of support from the board, CEO, general manager or equivalent (as described in section 4.2).
- evidence of legal title or letter/s of consent from site owner/manager where you are not the site owner/manager (as described in section 4.2)
- letter of consent from Traditional Owners, if the grant activity directly affects Indigenous places, values or communities (as described in section 4.2).
- letters of support from each of the project partners, in the case of joint applications (see section 7.2 below for details).
- project activity plan – mandatory template provided (as described in section 6)
- budget – mandatory template provided (as described in section 6).

You must attach supporting documentation according to the instructions provided within the application form. You should only attach requested documents. We will not consider information in attachments we have not asked for. Your application will be considered non-compliant and will not proceed to assessment if the required attachments are not provided and/or the mandatory templates is not used.

Please note there is a 2 MB limit for each attachment.

## **7.2 Joint (consortia) applications**

We recognise that some organisations may want to join as a group to deliver a project.

In these circumstances, you must appoint a 'lead organisation'. Only the lead organisation can submit the application form and enter into a grant agreement with the Commonwealth. The lead organisation of a consortium must also be an eligible entity type as outlined in section 4.1.

The application must identify all other project partners of the proposed group and include a letter of support from each of them. Each letter of support should include:

- details of the project partner
- an overview of how the project partner will work with the lead organisation and any other project partners in the group to successfully complete the project
- an outline of the relevant experience and/or expertise the project partner will bring to the group
- the roles/responsibilities the project partner will undertake, and the resources it will contribute (if any)
- details of a nominated management level contact officer.

You must have a formal arrangement in place with all parties prior to execution of the grant agreement. All members of the consortium must comply with the National Redress legislation.

## **7.3 Timing of grant opportunity processes**

You must submit an application between the published opening and closing dates.

### **Late applications**

We will not accept late applications unless an applicant has experienced exceptional circumstances that prevent the submission of the application. Broadly, exceptional circumstances are events characterised by one or more of the following:

- reasonably unforeseeable
- beyond the applicant's control
- unable to be managed or resolved within the application period.

Exceptional circumstances will be considered on their merits and in accordance with probity principles.

### **How to lodge a late application**

Applicants seeking to submit a late application will be required to submit a late application request to the Community Grants Hub.

The request should include a detailed explanation of the circumstances that prevented the application being submitted prior to the closing time. Where appropriate, supporting evidence can be provided to verify the claim of exceptional circumstances.

The late application request form and instructions for how to submit it can be found on the [Community Grants Hub website](#).

Written requests to lodge a late application will only be accepted within 3 days after the grant opportunity has closed.

The delegate or their appointed representative<sup>7</sup> will determine whether a late application will be accepted. The decision of the delegate will be final and not be subject to a review or appeals process.

Once the outcome is determined, the Community Grants Hub will advise the applicant if their request is accepted or declined.

### **Expected timing for this grant opportunity**

If you are successful, you will be expected to start your project around June 2022.

Table 1: Expected timing for this grant opportunity

Activity	Timeframe
Assessment of applications	6 weeks
Approval of outcomes of selection process	4 weeks
Negotiations and award of grant agreements	Up to 6 weeks
Notification to unsuccessful applicants	2 weeks
Earliest start date of grant activity	May 2022
End date of grant activity	31 March 2025

## **7.4 Questions during the application process**

If you have any questions during the application period, please contact the Community Grants Hub on 1800 020 283 (option 1) or email [support@communitygrants.gov.au](mailto:support@communitygrants.gov.au).

The Community Grants Hub will respond to emailed questions within 5 working days. Answers to questions are posted on the [GrantConnect](#) and [Community Grants Hub](#) websites.

The question period will close at 5:00 pm AEDT on 8 February 2022. Following this time, only questions about using and/or submitting the application form will be answered.

## **8. The grant selection process**

### **8.1 Assessment of grant applications**

Applications will be assessed based on the eligibility and assessment criteria as set out in these Grant Opportunity Guidelines.

We will assess all applications for eligibility and compliance against the requirements of the application process. Eligible applications will then be considered through an open competitive grant process.

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<sup>7</sup> This may be the departmental delegate or nominated staff member at the EL2 level or above.

If eligible, we will assess whether your application represents value for money and will make final recommendations to the decision maker by considering the following factors:

- the score against the assessment criteria
- how it compares to other applications
- the overall objective/s to be achieved in providing the grant
- the relative value of the grant sought
- the extent to which the evidence in the application demonstrates that it will contribute to meeting the outcomes/objective of the program
- the extent to which the recommended projects collectively address the full suite of ecosystem benefits across all blue carbon ecosystem types.

## **8.2 Who will assess and select applications?**

The department will review your application against the eligibility criteria. Only eligible applications will progress to assessment.

The department will then undertake a preliminary assessment against the selection criteria. The preliminary assessment will provide an initial ranking of applications to inform the deliberations of the Selection Advisory Panel.

The Selection Advisory Panel will be established by the department and may include a mix of employees of the department, experts from the sector, and other Commonwealth officers with relevant specialist expertise.

Any expert/advisor who is not a Commonwealth official will be required/expected to perform their duties in accordance with the CGRGs.

The department will provide secretariat support to the Selection Advisory Panel. The department's independent probity advisor attends all Selection Advisory Panel meetings.

The department may seek additional information from the applicant to assist in making its final recommendations.

## **8.3 Who will approve grants?**

The Minister decides which grants to approve considering the application assessment and the availability of grant funds.

The decision maker's decision is final in all matters, including:

- the approval of the grant
- the grant funding amount to be awarded
- the terms and conditions of the grant.

There is no appeal mechanism for decisions to approve or not approve a grant.

## **9. Notification of application outcomes**

We will write to you about the outcome of your application. If you are successful, you are advised of any specific conditions attached to the grant.

You can submit a new application for the same grant (or a similar grant) in any future grant opportunities under the program. You should include new or more information to address any weaknesses that may have prevented your previous application from being successful.

## 9.1 Feedback on your application

A feedback summary will be published on the Community Grants Hub website to provide all organisations with easy access to information about the grant selection process and the main strengths and areas for improving applications.

Individual feedback will be available upon request. Applicants seeking individual feedback should submit requests to [Bluecarbon@awe.gov.au](mailto:Bluecarbon@awe.gov.au). Requests for individual feedback will only be accepted within 30 days of receipt of the outcome of your application. We will provide feedback within 30 days of receipt of the request.

## 10. Successful grant applications

### 10.1 The grant agreement

You must enter into a legally binding grant agreement with the Commonwealth. We will offer successful applicants a Commonwealth Standard Grant Agreement for this grant opportunity.

Each agreement has general grant conditions that cannot be changed. Sample grant agreements are available on the GrantConnect and Community Grants Hub websites as part of the grant documentation. We will use a schedule to outline the specific grant requirements.

We cannot make any payments to you unless and until a grant agreement is executed by both parties. We are not responsible for any of your expenditure until a grant agreement is executed.

Your grant agreement may have specific conditions determined by the assessment process or other considerations made by the decision maker. These will be set out in the agreement.

We may manage the grant agreement through our Grant Recipient Portal. Accepting the agreement through the Grant Recipient Portal is the equivalent of signing a grant agreement. After you have accepted it, we will execute the agreement. Execution means both you and the Commonwealth have entered into the grant agreement. We will notify you when this happens and a copy of the executed agreement will be available through the portal. The agreement will not become binding until it is executed.

The Commonwealth may (in addition to its other rights) recover grant funds if there is a breach of the grant agreement.

You will have 20 business days from the date of a written offer to sign and return the grant agreement. The grant agreement is not considered to be executed until both you and the Commonwealth have signed the agreement. During this time, we will work with you to finalise details.

The offer may lapse if both parties do not sign the grant agreement within this time. Under certain circumstances, we may extend this period. We base the approval of your grant on the information you provide in your application.

### 10.2 Commonwealth Child Safe Framework

The Royal Commission into Institutional Responses to Child Sexual Abuse highlighted the need for organisations to adopt child safe practices including appropriate screening of staff, mandatory reporting and adoption of the [National Principles for Child Safe Organisations](#). The Australian Government committed to a new Commonwealth-wide framework to protect children and young people it is responsible for – the [Commonwealth Child Safe Framework](#) (CCSF).

The Australian Government is considering appropriate ways to apply the requirements of the CCSF to grant recipients. A child safety clause is likely to be included in a grant agreement where the Commonwealth considers the grant is for:

- services directly to children
- activities that involve contact with children that is a usual part of, and more than incidental to, the grant activity.

A child safety clause may also be included in the grant agreement if the Commonwealth considers the grant activity involves children more broadly.

The successful applicant will be required to comply with all child safety obligations included in the grant agreement published with this grant opportunity or notified to the successful applicant prior to execution of the grant agreement. Irrespective of the child safety obligations in the grant agreement, you must always comply with your state and territory legislative requirements for working with children and mandatory reporting.

### **10.3 Specific legislation, policies and industry standards**

You must comply with all relevant laws and regulations in undertaking your project. You must also comply with the specific legislation/policies/industry standards that follow. It is a condition of the grant funding that you meet these requirements. We will include these requirements in your grant agreement.

In particular, you may be required to comply with state/territory legislation in relation to:

- working with children
- working with vulnerable people
- interstate movement of native plants and animals
- animal welfare.

Commonwealth/state/territory legislation in relation to:

- workplace health and safety
- animal care and protection, including prevention of cruelty to animals
- management of wildlife and listed threatened species
- quarantine, national parks and wildlife, biosecurity, and biodiversity conservation
- agricultural and veterinary chemicals use, including the AgVet Codes
- biosecurity, to prevent the spread of pests and diseases
- native vegetation and environment protection.

Whilst you are required to be compliant with all relevant laws and regulations, you must comply with the following requirements specifically:

- requirements relating to state/territory regulated activities, such as take from the wild
- hold relevant permits or be otherwise accredited with, or authorised by, the relevant state or territory government(s) to undertake the proposed activities in those jurisdictions
- relevant codes of practice, standards and guidelines, and threatened species conservation programs (where applicable)
- you and other people engaged in the grant activity must not trespass on property while undertaking your grant activity nor endorse, or sanction, acts of trespass or unauthorised access to private property.

You must also comply with any Commonwealth or state/territory government measures and requirements in relation to COVID-19 (Coronavirus).

If the grant activity is proposing to directly affect Indigenous places, values or communities, the applicant must have the consent of the Traditional Owners.

## 10.4 How we pay the grant

The grant agreement will state the:

- maximum grant amount to be paid
- for projects that include co-contributions, the proportion of eligible expenditure covered by the grant (grant percentage)
- any financial contributions you must make
- any in-kind contributions you will make
- any financial contribution provided by a third party.

We will not exceed the maximum grant amount under any circumstances. If you incur extra costs, you must meet them yourself.

Grant payments will be made in accordance with an agreed schedule set out in the grant agreement (subject to satisfactory project progress and compliance with the terms of the grant agreement).

## 10.5 Grant payments and GST

If you are registered for the [Goods and Services Tax \(GST\)](#), where applicable, (that is, if there is a taxable supply made by you to the Commonwealth under the grant agreement), we will add GST to your grant payment and issue you with a [Recipient Created Tax Invoice](#).

If a government related entity is deemed successful, GST may not apply.

Grants are assessable income for taxation purposes, unless exempted by a taxation law. We recommend you seek independent professional advice on your taxation obligations or seek assistance from the [Australian Taxation Office](#). We do not provide advice on your particular taxation circumstances.

# 11. Announcement of grants

If successful, your grant will be listed on the GrantConnect website no later than 21 calendar days after the date of effect as required by section 5.3 of the [CGRGs](#).

# 12. How we monitor your grant activity

## 12.1 Keeping us informed

You should let us know if anything is likely to affect your project or organisation.

We need to know of any changes to your organisation or its business activities, particularly if they affect your ability to complete your grant, carry on business and pay debts due because of these changes.

You must also inform us of any changes to your:

- name
- addresses

- nominated contact details
- bank account details.

If you become aware of a breach of the terms and conditions under the grant agreement, you must contact us immediately.

You must notify us of events relating to your grant and provide an opportunity for the Minister or their representative to attend.

## 12.2 Reporting

You must submit reports in line with the grant agreement. We will provide sample templates for these reports. We will remind you of your reporting obligations before a report is due. We will expect you to report on:

- progress against agreed milestones and outcomes
- contributions of participants directly related to the project
- expenditure of the grant.

The amount of detail you provide in your reports should be relative to the size and complexity of the grant and the grant amount.

We will monitor progress by assessing reports you submit and may conduct site visits or request records to confirm details of your reports if necessary. Occasionally we may need to re-examine claims, ask for more information or request an independent audit of claims and payments.

### Activity Work Plan

You must submit a completed Activity Work Plan on the template provided with your grant agreement. An Activity Work Plan will be used to outline the specific grant requirements. The Activity Work Plan documents planned deliverables, milestones and outputs for the funded project. The Activity Work Plan also documents risk management, community engagement and monitoring and reporting plan relevant to the funded project.

Successful applicants' progress and outcomes against the Activity Work Plan will be monitored throughout the grant through regular reports.

### Progress reports

Progress reports must:

- include evidence of your progress toward completion of agreed activities and outcomes
- show the total eligible expenditure incurred to date
- be submitted by the report due date (you can submit reports ahead of time if you have completed relevant activities).

We will only make grant payments when we receive satisfactory progress reports.

You must tell us of any reporting delays with us as soon as you become aware of them.

### Ad-hoc reports

We may ask you for ad-hoc reports on your grant. This may be to provide an update on progress, or any significant delays or difficulties in completing the project.

## **Final report**

When you complete the project, you must submit a final report.

Final reports must:

- identify if and how outcomes have been achieved
- include the agreed evidence as specified in the grant agreement
- identify the total eligible expenditure incurred
- be submitted by the due date and in the format provided in the grant agreement.

### **12.3 Non-audited financial acquittal**

You will be required to provide a non-audited financial acquittal report. A financial acquittal report will verify that you spent the grant in accordance with the grant agreement and declare unspent funds. The report must be certified by the Board, Chief Executive Officer or an authorised officer of the Organisation.

### **12.4 Grant agreement variations**

We recognise that unexpected events may affect your progress. In these circumstances, you can request a variation to your grant agreement. You can request a variation by contacting the department.

You should not assume that a variation request will be successful. We will consider your request based on provisions in the grant agreement and the likely impact on achieving outcomes.

### **12.5 Compliance visits**

We may visit you during or at the completion of your grant activity to review your compliance with the grant agreement. We will provide you with reasonable notice of any compliance visit.

### **12.6 Record keeping**

We may also inspect the records you are required to keep under the grant agreement.

### **12.7 Evaluation**

We will evaluate the program to see how well the outcomes and objectives have been achieved. We may use information from your application and reports for this purpose. We may also ask you for more information to help us understand how the grant impacted you and to evaluate how effective the program was in achieving its outcomes.

We may contact you up to one year after you finish your grant for more information to assist with this evaluation.

### **12.8 Acknowledgement**

If you make a public statement about a grant activity or project funded under the program, we require you to acknowledge the grant by using the following:

'This project received grant funding from Blue Carbon Conservation, Restoration and Accounting Program – an Australian Government initiative'

## 13. Probity

The Australian Government will make sure that the grant opportunity process is fair, according to the published guidelines, incorporates appropriate safeguards against fraud, unlawful activities and other inappropriate conduct and is consistent with the CGRGs.

These guidelines may be changed by the department. When this happens, the revised guidelines are published on the [GrantConnect](#) and the [Community Grants Hub](#) websites.

### 13.1 Enquiries and feedback

#### Complaints about this grant opportunity

The department's [Complaints Procedures](#) apply to complaints about this grant opportunity. All complaints about this grant opportunity, including grant decisions, must be made in writing.

Any questions you have about grant decisions for this grant opportunity should be sent to [Bluecarbon@awe.gov.au](mailto:Bluecarbon@awe.gov.au).

#### Complaints about the selection process

Applicants can contact the complaints service with complaints about the Community Grants Hub's service/s or the selection process.

Details of what makes an eligible complaint can be provided by asking the Community Grants Hub. Applicants can use the [online complaints form](#) on the [Department of Social Services](#) website, or contact the Department of Social Services Complaints line.

Phone: 1800 634 035

Email: [complaints@dss.gov.au](mailto:complaints@dss.gov.au)

Mail: Complaints  
GPO Box 9820  
Canberra ACT 2601

#### Complaints to the Ombudsman

If you do not agree with the way the Community Grants Hub or the department has handled your complaint, you may complain to the [Commonwealth Ombudsman](#). The Ombudsman will not usually look into a complaint unless the matter has first been raised directly with the Community Grants Hub or the department.

The Commonwealth Ombudsman can be contacted on:

Phone (Toll free): 1300 362 072  
Email: [ombudsman@ombudsman.gov.au](mailto:ombudsman@ombudsman.gov.au)  
Website: [www.ombudsman.gov.au](http://www.ombudsman.gov.au)

## 13.2 Conflicts of interest

Any conflicts of interest could affect the performance of the grant opportunity or program. There may be a conflict of interest, or perceived conflict of interest, if the department and the Community Grants Hub staff, any member of a committee or advisor and/or you or any of your personnel has a:

- professional, commercial or personal relationship with a party who is able to influence the application selection process, such as an Australian Government officer or member of an external panel
- relationship with or interest in, an organisation, which is likely to interfere with or restrict the applicants from carrying out the proposed activities fairly and independently
- relationship with, or interest in, an organisation from which they will receive personal gain because the organisation receives a grant under the program.

You will be asked to declare, as part of your application, any perceived or existing conflicts of interest or that, to the best of your knowledge, there is no conflict of interest.

If you later think there is an actual, apparent, or perceived conflict of interest, you must inform the department and the Community Grants Hub in writing immediately.

Conflicts of interest for Australian Government staff will be handled as set out in the Australian [Public Service Code of Conduct \(section 13\(7\)\)](#) of the [Public Service Act 1999](#). Committee members and other officials including the decision maker must also declare any conflicts of interest.

We publish our conflict of interest policy on the [Community Grants Hub website](#).

## 13.3 Privacy

We treat your personal information according to the [Privacy Act 1988](#) and the [Australian Privacy Principles](#). This includes letting you know:

- what personal information we collect
- why we collect your personal information
- who we give your personal information to.

Your personal information can only be disclosed to someone else for the primary purpose for which it was collected unless an exemption applies.

The Australian Government may also use and give out information about grant applicants and grant recipients under this grant opportunity in any other Australian Government business or function. This includes disclosing grant information on GrantConnect as required for reporting purposes and giving information to the Australian Taxation Office for compliance purposes.

We may share the information you give us with other Commonwealth entities for purposes including government administration, research or service delivery, according to Australian laws.

As part of your application, you declare your ability to comply with the Privacy Act and the Australian Privacy Principles and impose the same privacy obligations on officers, employees, agents and subcontractors that you engage to assist with the activity, in respect of personal information you collect, use, store, or disclose in connection with the activity. Accordingly, you must not do anything, which if done by the department would breach an Australian Privacy Principle as defined in the Privacy Act.

## 13.4 Confidential information

Other than information available in the public domain, you agree not to give out to any person, other than us, any confidential information relating to the grant application and/or agreement, without our prior written approval. The obligation will not be breached where you are required by law, Parliament or a stock exchange to disclose the relevant information or where the relevant information is publicly available (other than through breach of a confidentiality or non-disclosure obligation).

We may at any time, require you to arrange for you or your employees, agents or subcontractors to give a written undertaking relating to nondisclosure of our confidential information in a form we consider acceptable.

We will keep any information in connection with the grant agreement confidential to the extent that it meets all of the 3 conditions below.

1. You clearly identify the information as confidential and explain why we should treat it as confidential.
2. The information is commercially sensitive.
3. Revealing the information would cause unreasonable harm to you or someone else.

We will not be in breach of any confidentiality agreement if the information is disclosed to:

- Commonwealth employees and contractors to help us manage the program effectively
- employees and contractors of our department so we can research, assess, monitor and analyse our programs and activities
- employees and contractors of other Commonwealth agencies for any purposes, including government administration, research or service delivery
- other Commonwealth, state, territory or local government agencies in program reports and consultations
- the Auditor-General, Ombudsman or Privacy Commissioner
- the responsible Minister or Parliamentary Secretary
- a House or a Committee of the Australian Parliament.

The grant agreement may also include any specific requirements about special categories of information collected, created or held under the grant agreement.

## 13.5 Freedom of information

All documents that the Australian Government has, including those about this grant opportunity, are subject to the [Freedom of Information Act 1982](#) (FOI Act).

The purpose of the FOI Act gives people the ability to get information held by the Australian Government and its organisations. Under the FOI Act, people can ask for documents the Australian Government has. People may not be able to get these documents if these documents need to protect essential public interests and private and business affairs of persons who the information relates to.

All Freedom of Information requests must be referred to the Freedom of Information Coordinator in writing.

By mail: Freedom of Information Team  
Government and Executive Services Branch  
Department of Social Services  
GPO Box 9820  
Canberra ACT 2601

By email: [foi@dss.gov.au](mailto:foi@dss.gov.au)

## 14. Consultation

The department engaged CSIRO to provide advice on project requirements to inform the development of these guidelines, including eligibility and assessment criteria.

## 15. Glossary

Term	Definition
accountable authority	see subsection 12(2) of the <a href="#">Public Governance, Performance and Accountability Act 2013 (PGPA Act)</a>
administering entity	when an entity that is not responsible for the policy, is responsible for the administration of part or all of the grant administration processes
assessment criteria	are the specified principles or standards, against which applications will be judged – these criteria are also used to assess the merits of proposals and, in the case of a competitive grant opportunity, to determine application rankings
Blue carbon ecosystems	refers to ecosystems that are influenced by tide water either regularly or irregularly (also known as coastal wetland ecosystems) – these ecosystems form a continuum on coastal land and floodplains and can include seagrass, mangroves, tidal marshes (saltmarsh), sparsely vegetated saltmarshes (salt flats) and supratidal swamp forests
commencement date	the expected start date for the grant activity
Commonwealth entity	a department of state, or a parliamentary department, or a listed entity or a body corporate established by a law of the Commonwealth – see subsections 10(1) and (2) of the PGPA Act
<a href="#">Commonwealth Grants Rules and Guidelines (CGRGs)</a>	establish the overarching Commonwealth grants policy framework and articulate the expectations for all non-corporate Commonwealth entities in relation to grants administration – under this overarching framework, non-corporate Commonwealth entities undertake grants administration based on the mandatory requirements and key principles of grants administration
completion date	the expected date that the grant activity must be completed and the grant spent by
co-sponsoring entity	when 2 or more entities are responsible for the policy and the appropriation for outcomes associated with it
date of effect	can be the date on which a grant agreement is signed or a specified starting date. Where there is no grant agreement, entities must publish information on individual grants as soon as practicable
decision maker	the person who makes a decision to award a grant
Ecosystem restoration	assisting in the recovery of an ecosystem that has been degraded or destroyed
eligibility criteria	refer to the mandatory criteria which must be met to qualify for a grant. Assessment criteria may apply in addition to eligibility criteria

Term	Definition
grant	for the purposes of the CGRGs, a 'grant' is an arrangement for the provision of financial assistance by the Commonwealth or on behalf of the Commonwealth: <ul style="list-style-type: none"> <li>a. under which relevant money<sup>8</sup> or other <a href="#">Consolidated Revenue Fund (CRF) money</a><sup>9</sup> is to be paid to a grantee other than the Commonwealth</li> <li>b. which is intended to help address one or more of the Australian Government's policy outcomes while assisting the grantee achieve its objectives</li> </ul>
grant activity/activities	refers to the project/tasks/services that the grantee is required to undertake
grant agreement	sets out the relationship between the parties to the agreement and specifies the details of the grant
grant opportunity	refers to the specific grant round or process where a Commonwealth grant is made available to potential grantees – grant opportunities may be open or targeted, and will reflect the relevant grant selection process
grant program	a 'program' carries its natural meaning and is intended to cover a potentially wide range of related activities aimed at achieving government policy outcomes – a grant program is a group of one or more grant opportunities under a single [entity] Portfolio Budget Statement program
<a href="#">GrantConnect</a>	is the Australian Government's whole-of-government grants information system, which centralises the publication and reporting of Commonwealth grants in accordance with the CGRGs
grantee	the individual/organisation which has been selected to receive a grant
National Redress legislation	means the <a href="#">National Redress Scheme for Institutional Child Sexual Abuse Act 2018</a>
on-ground	refers to project activities that monitor, survey, rehabilitate, enhance and/or restore, or directly make a change to, the state of the natural biophysical environment, including educational and project management activities associated with these actions
Portfolio Budget Statement (PBS) program	described within the entity's <a href="#">Portfolio Budget Statement</a> , PBS programs each link to a single outcome and provide transparency for funding decisions. These high-level PBS programs often comprise a number of lower level, more publicly recognised programs, some of which will be grant programs. A PBS program may have more than one grant program associated with it, and each of these may have one or more grant opportunities

<sup>8</sup> Relevant money is defined in the PGPA Act. See section 8, Dictionary.

<sup>9</sup> Other CRF money is defined in the PGPA Act. See section 105, Rules in relation to other CRF money.

Term	Definition
regional Australia	anywhere outside the Major Cities of Australia remoteness area based on the Australian Bureau of Statistics <a href="#">Australian Statistical Geography Standard Remoteness Structure</a>
Selection Advisory Panel	provides strategic oversight, advice and recommendations to the decision maker on assessed applications
selection criteria	comprise eligibility criteria and assessment criteria
selection process	the method used to select potential grantees – this process may involve comparative assessment of applications or the assessment of applications against the eligibility criteria and/or the assessment criteria
value with money	<p>refers to ‘value with relevant money’ which is a judgement based on the grant proposal representing an efficient, effective, economical and ethical use of public resources and determined from a variety of considerations.</p> <p>When administering a grant opportunity, official consider the relevant financial and non-financial costs and benefits of each proposal including, but not limited to the:</p> <ul style="list-style-type: none"> <li>▪ quality of the project proposal and activities</li> <li>▪ fit for purpose of the proposal in contributing to government objectives</li> <li>▪ absence of a grant is likely to prevent the grantee and government’s outcomes being achieved</li> <li>▪ potential grantee’s relevant experience and performance history</li> </ul>

## 16. Appendix A. Key references and resources

Applicants may draw from a range of references and resources to assist in completing grant applications, including, but not limited to:

- Standards Reference Group SERA (2021) National Standards for the Practice of Ecological Restoration in Australia. Edition 2.2 [Society for Ecological Restoration Australasia](#)
- [Society for Ecological Restoration International Principles and Standards for the Practice of Ecological Restoration](#), Second Edition November 2019
- [Cambridge Conservation Forum](#). A project evaluation tool that enables projects to investigate the link between intermediate steps such as activities, outputs and outcomes and the success of a project
- [Blue Carbon Manual](#)
- [Guiding principles for delivering coastal wetland carbon projects](#)
- [Emission Reduction Fund Guidelines](#)
- [System of Environmental-Economic Accounting \(SEEA\)](#)
- [Indigenous Engagement Resources](#)
- [MERI Guidelines](#)