

# Riverina Threatened Species & Ecosystems Program

## Grants for on-ground works - applicant guidelines

Working with landholders to improve the trajectory of targeted Threatened Species and Ecosystems through local actions to improve habitat quality and connectivity.

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**More information**

Riverina Local Land Services  
[Riverina - Local Land Services \(nsw.gov.au\)](https://nsw.gov.au/riverina-local-land-services)

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Disclaimer: The information contained in this publication is based on knowledge and understanding at the time of writing November 2023. However, because of advances in knowledge, users are reminded of the need to ensure that information upon which they rely is up to date and to check currency of the information with the appropriate officer of Local Land Services or the user's independent adviser.

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## Background

The Riverina LLS Threatened Species and Ecosystems program for 2023/24 will encompass funding received from the NSW Environmental Trust for the implementation of the Box Gum Grassy Woodland, Black Falcon, Greater Glider and Squirrel Glider projects. The projects are unique within the Riverina region and each project has a defined project area and incentives targeted to improve the trajectory of the specific species or ecosystem.

Landholders within the targeted project areas will be invited to express an interest in various species-specific incentives including:

- Installation of nest boxes, artificial nesting sites and the protection of existing nesting trees
- Pest control
- Protecting and enhancing endangered Box Gum Grassy Woodlands (specific to the Snowy Valleys, Cootamundra-Gundagai, Hilltops, Bland, Temora, West Wyalong, Wagga Wagga areas only)
- Site specific revegetation activities
- Improving landholder knowledge and skills

The grant program is a targeted, competitive grant opportunity offered and will be open until March 30, 2024. If grant funds are not fully allocated in Round 1, future subsequent rounds will be advertised.

Successful grantees will be required to enter a 10-year funding agreement and complete on-ground activities in an 18-month period.

To ensure your application has the best chance of success, all applicants are encouraged to read the program guidelines prior to applying.

## Program purpose and objectives

The purpose of this program is to assist the NSW Environmental Trust - Restoration and Rehabilitation and Environmental Education programs that contribute to the ongoing sustainable management and stewardship of significant environmental assets and services in New South Wales.

The objectives of the program are to:

- improve and protect the quality of ecosystems and environmental assets managed by community groups, land managers and stakeholders.
- enhance the management of environmental assets by facilitating the development of environmental expertise and stronger partnerships between individuals, community groups, governments, and industry.
- provide an appropriate, effective, and sustainable mechanism to deliver government policy, priorities, and outcomes.
- develop, broaden, and transform the community's knowledge, skills, and intrinsic motivation to engage in sustainable behaviour and encourage participation in protecting the environment.

To achieve these objectives Riverina Local Land Services is targeting landowners through four projects.

Each project description and recipient target are listed below:

Project	Description and target
Securing a Riverina Squirrel Glider population through Local Area Management Plans.	<p>Grant activities include:</p> <ul style="list-style-type: none"> <li>• Installing nest boxes in areas where natural hollows are absent or in short supply.</li> <li>• Revegetation to connect and enhance remnant habitat.</li> <li>• Fencing to protect remnant habitat.</li> <li>• Establishing individual paddock trees.</li> <li>• Pest control.</li> </ul> <p>Recipients are landowners within the approved project area (Refer to Appendix 1 - Map 1 in Eligibility Criteria).</p>
Gliding Away from Extinction.	<p>Grant activities include:</p> <ul style="list-style-type: none"> <li>• Installing nest boxes in areas where natural hollows are absent or in short supply.</li> <li>• Revegetation to connect and enhance remnant habitat.</li> <li>• Fencing to protect remnant habitat.</li> <li>• Establishing individual paddock trees.</li> <li>• Pest control.</li> </ul> <p>Recipients are landowners within the approved project area (Refer to Appendix 1 - Map 2 in Eligibility Criteria).</p>
Securing the Black Falcon in the Riverina.	<p>Grant activities include:</p> <ul style="list-style-type: none"> <li>• Fencing to protect existing nesting sites.</li> <li>• Revegetation to connect and enhance nesting sites.</li> <li>• Installation of artificial nesting sites.</li> <li>• Pest control.</li> </ul> <p>Recipients are landowners within the approved project area (Refer to Appendix 1 - Map 3 in Eligibility Criteria).</p>
Box Gum Grassy Woodlands - transforming the value for landholders from bush to generational asset.	<p>Grant activities include:</p> <ul style="list-style-type: none"> <li>• Fencing for the conservation of remnant woodlands.</li> <li>• Revegetation to connect and enhance remnant woodlands.</li> </ul> <p>Recipients are landowners within the approved project area (Refer to Appendix 1 - Map 4 in Eligibility Criteria).</p>

## Key dates

Table 1: Program stages and key dates

Program Stages	Round 1 Dates
Applications open	1 March 2024
Applications close	30 March 2024
Assessment process	1 April to 30 April 2024
Application outcome date	On or after 1 May 2024
Funding Deeds executed with Successful Applicants:	On or after 8 May 2024
Project completion:	Projects must be completed 18 months after the signing of the funding deed.

## Program funding

The Riverina LLS Threatened Species and Ecosystems program is offering a total of \$260,818 in grant funding to landowners through four projects.

These are:

- \$85,920 – Securing the Black Falcon in the Riverina
- \$85,000 – Box Gum Grassy Woodlands - transforming the value for landholders from bush to generational asset
- \$48,898 – Securing a Riverina Squirrel Glider population through Local
- Area Management Plans
- \$41,000 – Gliding Away from Extinction

Projects are to be delivered within priority areas of the Riverina that correspond with known species and ecosystem distribution.

Please note that this is a competitive grant program and project funds will be allocated based on merit. Eligible projects will be assessed against the Assessment Criteria.

Funding under the grant program is limited, which may result in some projects not being funded. The funding amounts listed are GST exclusive. Funding amounts, activities and project standards are subject to change without notice.

## Grant amounts

Table 2: Funding available under the grant program

Project	Minimum Funding (GST exclusive)	Maximum Funding (GST exclusive)
Revegetation	\$5,000	\$10,000
Protection and enhancement of habitat	\$5,000	\$10,000
Nest Box installation	\$1,000	\$5,000
Paddock Trees	\$1,100	\$3,300
Pest Control	\$500	\$5,000

## Co-contributions

Co-contributions in the form of cash or in-kind labor will be required for all successful grant applications unless the public benefit is significant.

The type of co-contribution (cash and/or in-kind) and total dollar figure will be determined during the project planning phase and co-contributions will be included in the signed funding deed. The value of co-contributions will be assessed as part of essential grant criteria. Examples of in-kind co-contributions are in the Landholder Contributions table below.

## Unspent funds

If the situation arises where a grant recipient's project is completed and there are unspent funds remaining from the grant allocation, Riverina Local Land Services will require the grant recipient to return the unspent funds. If the grant recipient requests to use the funds to extend the scope of the project, Riverina Local Land Services may reassess if the request aligns to objectives of the grant program.

## How do I register my interest?

The program will be a three-stage application and approval process, involving an initial Expression of Interest (EOI) process, followed by a site assessment by staff from Riverina LLS and a final funding deed negotiation and execution.

To lodge an Expression of Interest, please visit:

[https://regionalnsw.qualtrics.com/jfe/form/SV\\_8wU9z5otxuSErly](https://regionalnsw.qualtrics.com/jfe/form/SV_8wU9z5otxuSErly)



## Eligibility criteria

This section details eligibility criteria for the applicant and project activities.

### Eligibility to lodge an Expression of Interest (EOI)

Applications are invited from landholders located within the priority areas shown in Appendix A.

If you are NOT the owner of the property (i.e., a manager or custodian), you can submit an EOI on behalf of the property owner/s, however you will need written support of all the owners.

To be eligible for grant funding, the property/project must meet the following requirements:

- Project is located on private land and falls under the operational area of the Riverina Local Land Services.
- Works are located within the defined project areas. (Appendix A).
- The project aligns with the program purpose and objectives.
- The landholder / occupier does not have any incomplete or unacquitted projects with Riverina Local Land Services.
- The landholder/occupier does not have any overdue debts with Local Land Services.
- The landholder/occupier is willing to enter into a funding deed with Riverina Local Land Services for a period of up to 10 years.
- The property owner/s is not an employee or board member of Riverina Local Land Services or their immediate relative (spouse, partner, sibling, parent, or child).

### Eligible applicants

To be eligible for grant funding, an applicant must meet each of the following requirements:

- have an Australian Business Number (ABN) or be able to complete a Statement by a Supplier form.
- hold or commit to obtaining public liability insurance of \$10 million or more per occurrence or hold equivalent or better self-insurance to the satisfaction of the Riverina Local Land Services, prior to executing a Funding Deed.
- be a landowner, or have the permission of the landowner, of private land within the priority project areas and falls under the operational area of the Riverina Local Land Services.

### Eligible projects

- Installing nest boxes in areas where natural hollows are absent or in short supply.
- Revegetation to connect remnant habitat through fencing, site preparation and revegetation.
- Protecting and enhancing habitat, including individual paddock trees through fencing, infill planting and establishing individual paddock trees
- Pest & weed control targeting priority pest plants and animals impacting on the threatened species.

## Ineligible projects

- Works considered a normal obligation of the landholder (e.g., fencing repairs purchase of equipment or materials for normal property management).
- Projects that are considered to be wholly of private benefit.
- Boundary fences.
- Maintenance carried out on land not subject to a preexisting agreement.
- Work required by reason of legal obligations being placed on the property or landholder (e.g., regulation, statutory responsibility, consent conditions, covenants, compliance notices, court orders, set aside arrangements or existing landholder agreements/funding deeds).

Please note that proposing an eligible activity does not guarantee that your application will be successful. Your project will be assessed against the essential criteria in this document. It will need to meet a minimum benchmark and be compared with other applications.

## Landholder contributions

Landholders will be required to contribute towards the cost of delivering and maintaining the project. This contribution can be either in cash or in-kind.

Example project item	Example financial or in-kind contribution rate
Fence construction	Labor contribution equal to the cost of materials (up to \$7.70/m ex GST)
Native vegetation establishment or enhancement	\$1500/ha (ex GST) for ground preparation by ripping. \$160/ha for ground preparation by spraying rip lines Labor contribution equal to the cost of tubestock/hicocells to plant native trees and shrubs (up to \$2/plant ex GST).
Paddock Tree Installation	Labour contribution equal to the cost of materials (\$110/tree ex GST)
Site maintenance	\$100/ha/yr (ex GST) to maintain tree guards, fences, plants and weed control over 10 years.

## Calculation of grant funds

Grants for on-ground works will be allocated on the basis of a schedule of rates which is reviewed annually.

Grant Item	Local Land Services contribution rate (ex GST)
Fence materials costs	Between \$3.30 and \$5.40 per metre, depending on the fence type.
Native vegetation establishment or enhancement	Plants – tube stock or hiko-cells \$2.00 each.
Paddock Trees	\$110/tree to cover the costs of reinforced mesh guard, 4 steel posts and 1 plant
Pest & Weed Control	Based on quote from contractor
Artificial nesting sites	Based on quote from contractor

## Essential criteria

Essential Criteria	Description
Located in a priority project area	The project is located within the priority project area as per the maps in Appendix A.
Eligible Activity	Project activities are consistent with the 'Eligible Projects' list in this document. However, if the project is likely to result in reductions of sediment and/or nutrient from a property, it may still be eligible for funding.
Successful Completion of Previous Grant Projects	Landholders who received a grant for similar works in the past and were unable to complete the project will not be eligible for funding.
Aboriginal heritage	Where a project involves ground disturbance, Riverina LLS will be required to undertake research and assessments to ensure works will not impact on any known Aboriginal heritage sites.
Contributions	Financial or in-kind contributions are required for grants unless the public benefit is significant.

## Assessment criteria

Important: The application must meet essential criteria outlined within the grant guidelines for the application to be further assessed through assessment criteria. Riverina Local Land Services will undertake further assessment through desktop and on-site criteria.

A rating system is used against each criteria to quantify each component of the application. The rating score is weighted according to project priorities.

Rating System	Very Low	Low	Moderate	High	Very High
Rating Score	1	2	3	4	5
Indicator					

Species: Squirrel Gliders	Weighting			
Assessment Criteria	Low	Medium	High	Very High
<b>Greater Glider Presence/Absence</b>	Site is greater than 2 km from squirrel glider record	Site is 1 to 2 km from squirrel glider record	Site less than 1 km from squirrel glider record	Squirrel gliders present on the property
<b>Connection to the landscape</b>	Proposed site does not connect with remnant or planted vegetation greater than 5ha	Proposed site extends out from 1 or more areas of planted vegetation greater than 5ha	Proposed site extends out from 1 area of remnant vegetation greater than 5ha	Proposed site connects 2 or more areas of remnant vegetation greater than 5ha
<b>Activity Type</b>	Protection of existing native vegetation	Enhanced management of existing native vegetation	Paddock trees to connect existing habitat	Revegetation to create new habitat
<b>Habitat quality</b>	Score of 0 to 30%	Score of 30 to 60%	Score of 60 to 80%	Score of 80 to 100%
<b>Project Size</b>	1-2 Ha for revegetation 2-4 Ha for enhancement or protection	2-3 Ha for revegetation 4-6 Ha for enhancement or protection	3-5 Ha for revegetation 4-8 for Ha enhancement or protection	Greater than 5ha for revegetation 8-10 Ha for enhancement or protection

Species: Greater Gliders	Weighting			
Assessment Criteria	Low	Medium	High	Very High
<b>Greater Glider Presence/Absence</b>	Site is greater than 2 km from greater glider record	Site is 1 to 2 km from greater glider record	Site less than 1 km from greater glider record	Greater gliders present on the property
<b>Connection to the landscape</b>	Proposed site does not connect with remnant or planted vegetation greater than 5ha	Proposed site extends out from 1 or more areas of planted vegetation greater than 5ha	Proposed site extends out from 1 area of remnant vegetation greater than 5ha	Proposed site connects 2 or more areas of remnant vegetation greater than 5ha
<b>Activity Type</b>	Protection of existing native vegetation	Enhanced management of existing native vegetation	Paddock trees to connect existing habitat	Revegetation to create new habitat
<b>Habitat quality</b>	Score of 20 to 40%	Score of 40 to 60%	Score of 60 to 80%	Score of 80 to 100%
<b>Project Size</b>	1-2 Ha for revegetation 2-4 Ha for enhancement or protection	2-3 Ha for revegetation 4-6 Ha for enhancement or protection	3-5 Ha for revegetation 4-8 Ha for enhancement or protection	Greater than 5ha for revegetation 8-10 Ha for enhancement or protection

Species: Black Falcon	Weighting			
Assessment Criteria	Low	Medium	High	Very High
<b>Black Falcon Presence/Absence</b>	No evidence of Black Falcons on property	Evidence of 1 Black Falcon	Evidence of 2-3 Black Falcons	Evidence of 3+ Black Falcons
<b>Presence of nest sites</b>	No nest sites present	N/A	Inactive nest site present	Active Black Falcon nest site present
<b>Location of site</b>	N/A	N/A	Outside priority area but within known Black Falcon distribution	In Black Falcon priority area
<b>Proximity to known active nest site</b>	Within 1km	Within 500m	Within 300m	Within 100m
<b>Activity Type</b>	Artificial nest installed OR Foraging habitat enhanced	Artificial nest installed and foraging habitat enhanced	Nest site protected	Nest site protected and foraging habitat enhanced
<b>Habitat quality</b>	Score of 0 to 25%	Score of 25 to 50%	Score of 50 to 75%	Score of 75 to 100%
<b>Project Size</b>	>1 Ha	1-3 Ha	3-5 Ha	5+ Ha

<b>Species:</b>	<b>Weighting</b>			
<b>Box Gum Grassy Woodland</b>				
<b>Assessment Criteria</b>	<b>Low</b>	<b>Medium</b>	<b>High</b>	<b>Very High</b>
<b>Site Condition</b>	N/A	Protection of existing BGGW that have moderate quality of understorey and mid-storey.	Protection of existing BGGW with good quality understorey and mid-storey.	Protection of existing BGGW with high quality understorey and mid-storey.
<b>Connection to the landscape</b>	<10% of native overstorey vegetation remaining	10 to 25% of native overstorey vegetation remaining	25 to 50% of native overstorey vegetation remaining	> 50% of native overstorey vegetation remaining
<b>Habitat quality</b>	N/A	Site does not contain other habitat features e.g. rocky outcrops, trees with hollows, fallen timber, water source etc	N/A	Does the site contain other habitat features e.g. rocky outcrops, trees with hollows, fallen timber, water source etc
<b>Cultural Heritage</b>	N/A	Site does not contain ACH	N/A	Site contains ACH
<b>Project Size</b>	Site is 5-15ha	Site is less than 15-30ha	Site is 30-40ha	Site is 40-50ha

## Application process

The Riverina Threatened Species & Communities grants program consists of a multiple stage application process.

1. The EOI application received before 30<sup>th</sup> March 2024.
2. The EOI application checked against essential criteria.
3. Eligible applicants will be emailed a link to the online project proposal form and invited to submit a project proposal.
4. On site assessment of the proposed project with Riverina Local Land Services project officer.
5. Prioritisation ranking and recommendation by the Project Assessment Panel
6. Approval by the decision maker to make a grant offer.
7. Notification to applicants.

Expressions of Interest applications for Round 1 need to be submitted by 30 March 2024. You will be notified that Riverina Local Land Services has received your EOI application.

On site support from a Riverina Local Land Services project officer will be organised by 5 April 2024.

## How to apply

Visit [https://regionalnsw.qualtrics.com/jfe/form/SV\\_8wU9z5otxuSErly](https://regionalnsw.qualtrics.com/jfe/form/SV_8wU9z5otxuSErly) to submit an expression of interest (EOI application) to the Riverina LLS Threatened Species and Ecosystems program. The information required will include the name and address and contact details of the applicant, the property owners (if different), location of the project site, any ABN linked to the property or the owner. It will also require a brief description of the proposed project. All applicants are required to submit a conflict-of-interest declaration.

Information provided in the EOI application can be used in subsequent rounds. Applicants can also register willingness to apply for future Riverina Local Land Services programs.

## Assessment process

After the closing date Riverina Local Land Services NRM grant program team will undertake an initial assessment of applications to determine eligibility for the program. Following the initial eligibility assessment, eligible applicants will be contacted by Riverina Local Land Services staff and invited to submit an online project proposal. Once the project proposal form has been received, an Officer from Riverina LLS will contact the Landholder for the purpose of conducting a property visit/site assessment, and the collection of additional data to be used during the assessment process.

The Riverina Local Land Services NRM grant program team will compile a merit-based assessment package for each eligible application. The merit-based assessment package will include the expression of interest eligibility assessment, a project map, budget breakdown with requested grant amount, in-kind contributions, and an Environmental Services Ratio (ESR) score sheet.

Each application will be assessed on its merit and ranked in order of priority using the Environmental Services Ratio (ESR) score sheet by the Assessment Panel. At least one independent representative nominated by RLLS will sit on the Program Assessment Panel.

The panel will be comprised of:

- Project Manager (SLSO)
- Team Leader (NRM)
- Independent Advisor (different government agency)

Applicants may be contacted during this step to clarify information provided in their application. Riverina Local Land Services will notify applicants if additional information and supporting material is required and the timeframes in which it is required.

## Decision making

The decision maker for the Grant is the General Manager of Riverina Local Land Services.

The decision maker will review the availability of grant funds and the Assessment Panel's recommendation before deciding which grant applications to approve. The decision maker may take other factors into account that may make an application ineligible for funding, including issues that could create significant risks to the NSW Government. Ineligible applicants will be notified in writing of the outcome of their application.

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

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

There is no appeal mechanism for decisions to approve or not approve a grant. Refer to the Complaints section in these Guidelines for any concerns about decisions.

Applications not received by the Round 1 expression of interest (EOI) closing date (30 March 2024) will not be considered in the initial grant assessment process. However, should the EOI process be under subscribed, applications lodged after the closure of the EOI process may be considered for an on-balance assessment, given they meet the eligibility criteria and demonstrate strategic alignment with the project objectives.

## Can ineligible projects be referred to a more appropriate funding program?

Yes. Projects that are more suitable for other NSW Government programs may be referred to those programs. Applications that are referred will be subject to the full Assessment Criteria of the other NSW Government program to which they are referred. Applicants may need to update their application to meet the criteria of the referred program.



# Successful applications

## Notification

Successful applicants will be notified in writing by letter and/or email. Notifications will be provided in accordance with the Government Sector Finance Amendment (Grants) Bill 2023. Successful projects and applicant details will also be listed and published on the NSW Grants Finder website.

Note: Local Land Services have obligations to protect an individual's privacy, as prescribed in the Privacy and Personal Information Protection Act 1998. LLS will not publish any information that identifies an individual when administering a grant program.

## Funding agreement

Successful Applicants will be required to enter into a Funding Agreement with Local Land Services.

Riverina Local Land Services makes no binding funding commitment to an Applicant unless and until both parties sign a Funding Agreement.

The life of the Funding Agreement is ten (10) years from the date of signing the deed. Terms and Conditions in the Funding Agreement list your commitments over this period.

Successful Applicants must not make financial commitments for funded activities until the Funding Agreement have been executed by both parties.

Grants will be paid via milestone payments set out in the Funding Agreement. Timing and requirements will vary at Riverina Local Land Services discretion.

Successful Applicants may be required to submit progress reports to Riverina Local Land Services as outlined in the Funding Agreement.

## Monitoring and reporting

Riverina Local Land Services will develop a set of relevant measures for monitoring and reporting the economic, social, and environmental outcomes with successful applicants. This is important to demonstrate these outcomes to our funding partners.

Riverina Local Land Services reserves the right to inspect the project area over the duration of the agreement, to determine the degree to which intended outcomes are being achieved.

Further details of monitoring requirements and templates for reports are available from a Riverina Local Land Services project officer and will be made available to successful applicants.

## Maintenance

All funded activities will require maintenance to ensure the outcomes are maintained. All activities must be regularly maintained for at least 10 years from the date of completion of project works (i.e., from March 2024).

## Acquittal of contracts

All on-ground projects funded by Riverina Local Land Services will require a final inspection by a Riverina Local Land Services staff member to certify that the funded works have been completed to the agreed standard as specified in the funding agreement.

Annual reports on maintenance and monitoring will be required to be kept for the remaining duration of the agreement. Riverina Local Land Services may inspect the project during the maintenance and monitoring period. Evidence of completion, including any reports or correspondence submitted to Riverina Local Land Services and inspection reports by Riverina Local Land Services, will be recorded in the Riverina Local Land Services corporate filing system.

These records will be used to inform Riverina Local Land Services of internal program progress and final reporting using Riverina Land Services financial and project management systems.

## **Waivers (evidence and process)**

All requests for an extension of time to complete project activities must be submitted in writing to Riverina Local Land Services outlining the revised timing requested and supporting reasons. Requests for an extension of time will be considered by Riverina Local Land Services and if deemed appropriate, will be approved by Riverina Local Land Services through a signed contract variation.

All requests for changes to project payments and landholder contributions must be submitted in writing to Riverina Local Land Services outlining the proposed changes and supporting reasons. Riverina Local Land Services will not approve requests for increased total grant funding. Other requests will be considered by Riverina Local Land Services and if deemed appropriate will be approved by Riverina Local Land Services through a signed contract variation.

All requests for changes to project activities other than timing or payments must be submitted in writing to Riverina Local Land Services outlining the proposed revised delivery of project activities and supporting reasons. Requests will be considered by Riverina Local Land Services and if deemed appropriate will be approved by Riverina Local Land Services through a contract variation.

## **Debt recovery (process)**

If the project is not completed, Riverina Local Land Services will provide written notice to recover Riverina Local Land Services grant funds in accordance with the Funding Agreement terms and conditions. If Riverina Local Land Services has paid any part of the grant funds in advance, you must repay to Riverina Local Land Services a pro-rata amount of grant funds for any incomplete project activities, within 30 days of a written request from Riverina Local Land Services, in accordance with the project agreement terms and conditions.

## **Evaluation of grant program**

Progress, final and annual reports submitted to Riverina Local Land Services and inspection reports by Riverina Local Land Services will be used to inform annual evaluation of this grant program under a Riverina Local Land Services approved annual evaluation plan that considers and documents delivery on outputs, outcomes, key learnings, and continuous improvements.

## **Important terms and conditions**

Riverina Local Land Services typically receives more applications than it can support. Applicants are not guaranteed funding even if the application is of high merit. Where an application is successful, it may not be funded to the full amount requested.

All projects must demonstrate they can commence within 3 months of the commencement of the Funding Deed and be completed within 18 months as outlined in the project plan.

During the life of the Funding Agreement, the landholder is expected to maintain any infrastructure or works funded through the deed to the standard which meets the objectives of the project. This includes maintaining fences, off stream watering, piping, plantings, dams, ponds and control of pest plants and animals.

Applicants must hold all relevant insurances, including a minimum \$10 million Public Liability Insurance.

Requests for variations or changes to the project will only be considered in limited circumstances.

Circumstances where project variation may be required include but are not limited to; variation to approved contracted works as detailed within the Funding Deed, change in ownership of property, extenuating circumstances impacting on the implementation of planned project works such as extreme weather. Variations once received will be reviewed by the Grants Manager and assessed in accordance with Grant guidelines and funding deeds to determine eligibility of variation request. The decision to grant a variation will be determined by the Riverina LLS Manager Land Services, General Manager, or Director within relevant delegations.

All awarded grants will be GST exclusive. If the Applicant is registered for GST, this will be applied on top of the agreed grant value when payment is made. Grants are assessable income for taxation purposes, unless exempted by taxation law. It is recommended Applicants seek independent professional advice about taxation obligations or seek assistance from the Australian Taxation Office. The NSW Government does not provide advice on individual taxation circumstances.

Successful Applicants will be required to pay back unspent funds or those funds which have not been spent in accordance with the Funding Deed.

Successful Applicants will be required to participate in a program evaluation to determine the extent to which their projects have contributed to the objective of the Fund. The evaluation will require Applicants to provide evidence of how projects have resulted in a measurable change to the lives of local residents that is consistent with the objective of the Fund.

Any information submitted by an Applicant may be used for promotional material prepared by the NSW Government.

The NSW Government may choose to publicly announce funding for individual applications. It may also use information provided in the grant to develop case studies.

All recipients of NSW Government funding should acknowledge this financial support as per the Funding Acknowledgement Guidelines for Recipients of NSW Government Grants available at [Sponsorship and funding acknowledgement | NSW Government](#)

The Department reserves the right to undertake an audit of grant funding within a period of 7 years from the signing of the Funding Deed.

Applicants must advise Riverina East Local Land Services of any changes to their legal status or of changes or delays to their project.

## Unsuccessful applications

Unsuccessful applicants will be notified in writing of the outcome of their application and will be offered a feedback information session if requested.

## Additional information

### Getting support

Additional information and resources will be available on the Riverina Local Land Services webpage, including relevant application templates [Riverina - Local Land Services \(nsw.gov.au\)](https://www.riverina.nsw.gov.au/riverina-local-land-services)

Staff at Riverina Local Land Services are available to answer questions and assist with applications.

### Government information (Public Access) Act 2009

Applicants should be aware that information submitted in applications and all related correspondence, attachments and other documents may be made publicly available under the *Government Information (Public Access) Act 2009 (NSW)*. Information that is deemed to be commercially sensitive will be withheld.

The *Government Information (Public Access) Act 2009 (NSW)* makes government information accessible to the public by:

- requiring government agencies to make certain sorts of information freely available.
- encouraging government agencies to release as much other information as possible.
- giving the public an enforceable right to make access applications for government information.
- restricting access to information only when there is an overriding public interest against disclosure.

### Complaints

Any concerns about the Fund or individual applications should be submitted in writing to [admin.riverina@lls.nsw.gov.au](mailto:admin.riverina@lls.nsw.gov.au) Please ensure the subject line contains Attn: Riverina Threatened Species and Ecosystems Program.

If you do not agree with the way Riverina Local Land Services handled the issue, you may wish to contact the NSW Ombudsman via [ombo.nsw.gov.au](https://www.ombo.nsw.gov.au).

### Ethical conduct

Applicants must not participate in any anti-competitive conduct.

It is a condition of the grant program application process that no gifts, benefits, or hospitality are to be made to any Department/Agency employee at any time. Any inducement in contravention of this condition may result in an applicant's proposal not being considered.

### Conflicts of interest

All applicants are required to submit a conflict-of-interest declaration with all proposals or in the application form. All members of the assessment panel will also complete conflict of interest declarations.

Where a conflict-of-interest detrimental to the assessment process is identified, mitigation measures must be put in place, or an individual may be asked not to participate in the application, assessment, or delivery stage of the process.

### Confidentiality

Funding decisions and assessment outcomes must be kept confidential until announced by LLS. Successful applicants will be required to provide a confidentiality undertaking. This means they must keep the outcome of the application process confidential until the NSW Government makes a public announcement.

Upon entering a Funding Deed, details about it may be made publicly available (subject to information the Department/Agency deems commercial in confidence).

The applicant agrees not to disclose any confidential information about the grant program application or Funding Deed without the Department's written consent. All members of the assessment panel are similarly required to keep all details regarding the application process and applications confidential.

## Department rights

The Department may, in its absolute discretion, and without limiting any other right which the Department may have, do all or any of the following at any time without giving notice or reasons:

- require additional information from an applicant.
- change any of the requirements of these Guidelines.
- alter or vary any process, procedure or timing related to the grant opportunity, including any process, procedure or timing regarding the consideration or the evaluation of any proposal or all applications.
- suspend or terminate the grant opportunity.
- negotiate with one or more preferred applicants without prior notice to any other applicant.
- terminate any negotiations being conducted with any applicant.
- readvertise for new applicants.
- consider any non-conforming application.
- terminate further participation in the grant opportunity by any applicant for any reason (including if the department reasonably considers an application to contain any false or misleading claims or statements).
- not proceed with any funding deed, or
- proceed with a funding deed in ways not contemplated in these Guidelines.

## Intellectual property

All intellectual property rights in these Guidelines remain the property of the Department. Applicants are permitted to use these Guidelines for the purpose of preparing an application only. Applicants must not use these Guidelines, or any information contained in these Guidelines for any other purpose.

Applications submitted in response to these Guidelines remain the property of the applicant, unless otherwise agreed between the applicant and the Department. The applicant agrees that the Department may make copies and reproduce applications for any purpose related to the grant opportunity. In addition, the Department will retain (electronic and hard) copies of all applications.

## No offer

These guidelines are not an offer, recommendation, or invitation by the Department in respect of any contract or commitment and, subject to a Funding Deed being fully executed by the parties to it, nothing in these guidelines will form the basis of any contract or commitment.

## Addenda

The Department may, in its absolute discretion, issue an addendum to these guidelines. In each case, an addendum becomes part of these Guidelines.

## Disclaimer

The Department does not guarantee or warrant and accepts no legal liability whatsoever arising from or connected to the accuracy, reliability, currency, or completeness of any material contained in this publication. Information in this publication is provided as general information only and is not

intended as a substitute for advice from a qualified professional.

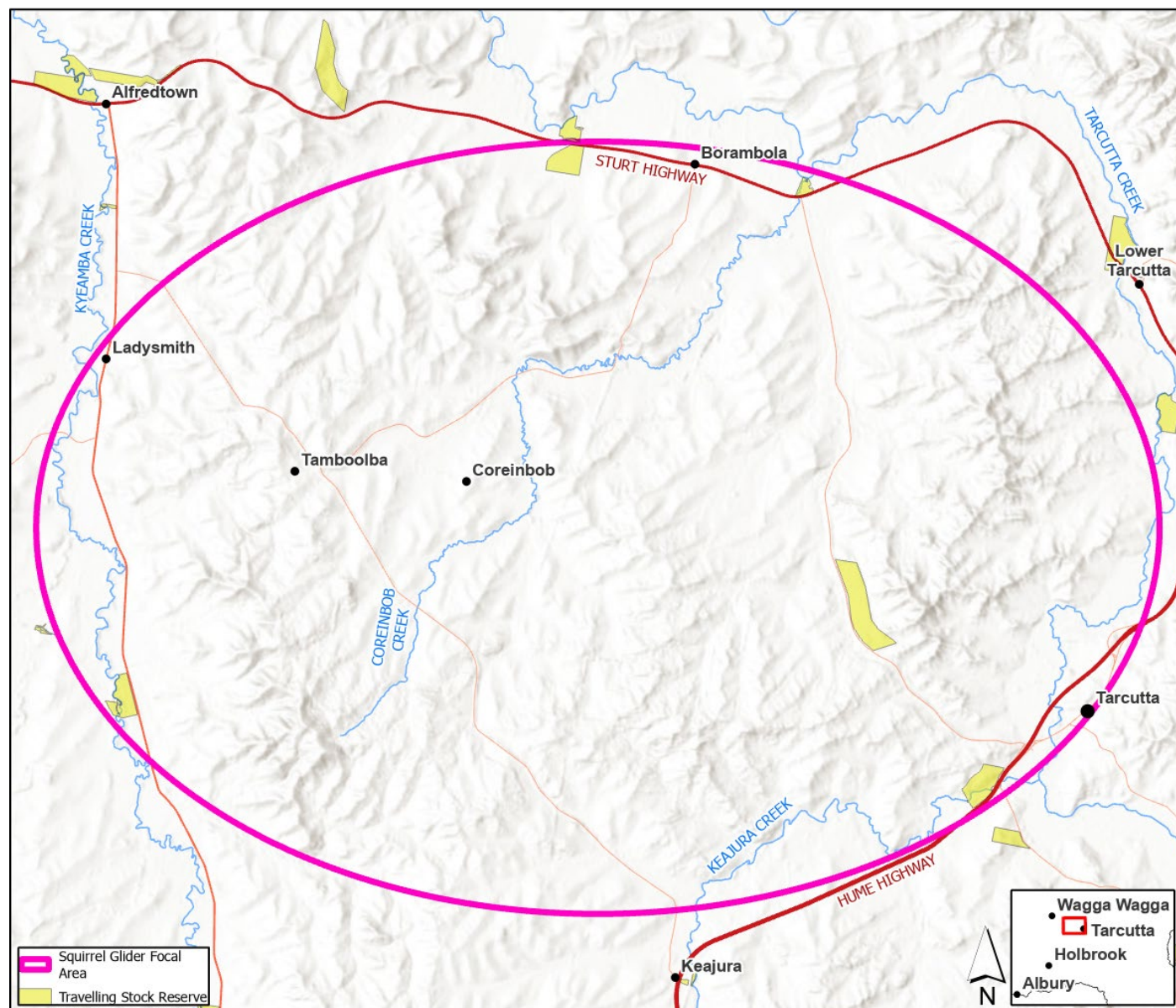
The Department recommends that users exercise care and use their own skill and judgment in using information from this publication and that users carefully evaluate the accuracy, currency, completeness, and relevance of such information. Users should take steps to independently verify the information in this publication and, where appropriate, seek professional advice.



## Appendix A

Map 1 - Eligible Project Area – Squirrel Gliders

### Securing a Riverina Squirrel Glider Population Project Extent

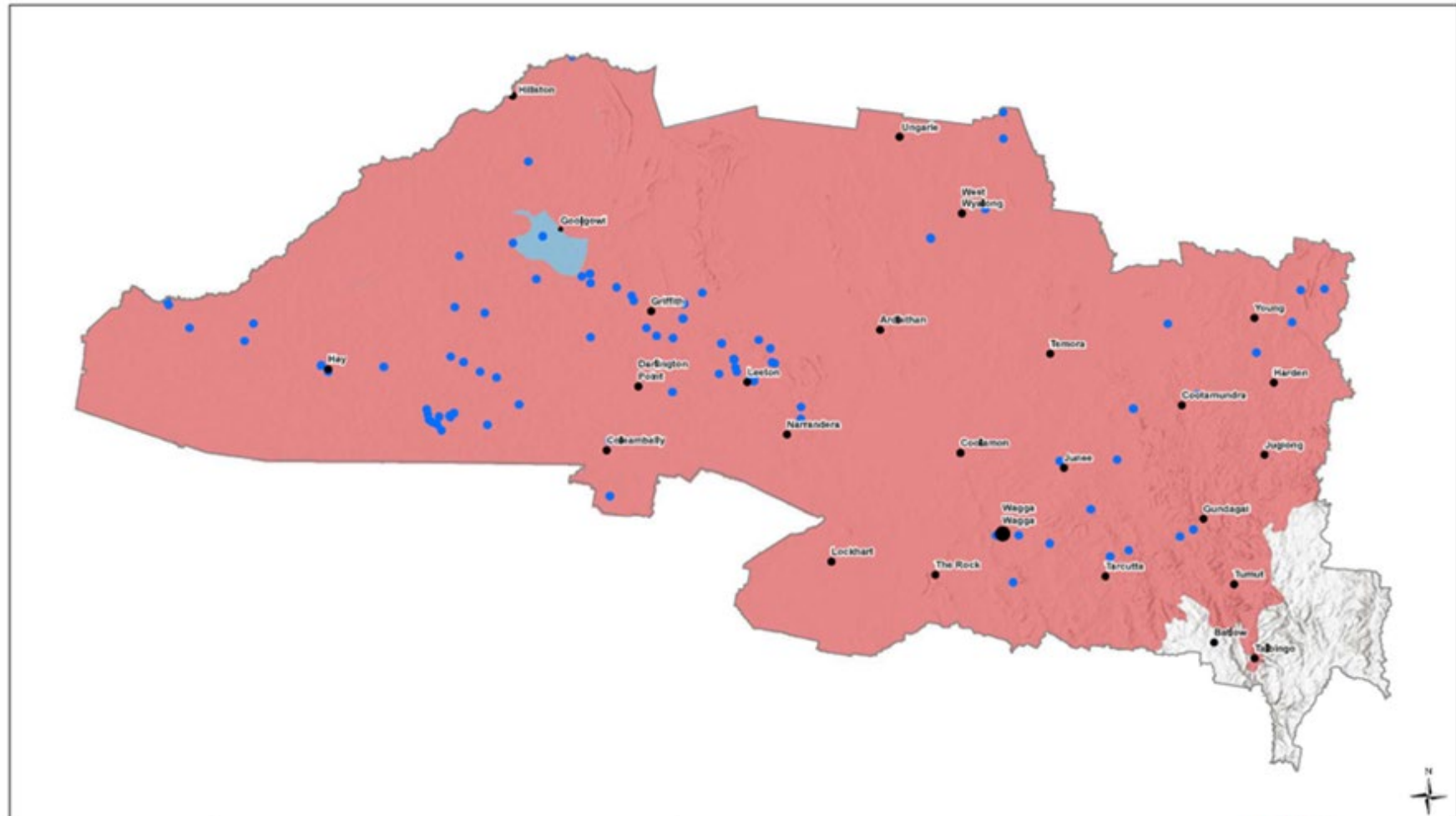




Map 2- Eligible Project Area – Greater Gliders



Map 3.1 - Eligible Project Area – Black Falcon



## Riverina Local Land Services - Environmental Assets

### Black Falcon

*Falco subniger*

NSW Status - V/P

Commonwealth Status -

Geographic Restrictions (if any) -

Taxonomic Class - Aves

Number of Observations - 155

• Atlas of Living Australia Observations -2000-2021

#### Threatened Fauna Distributions

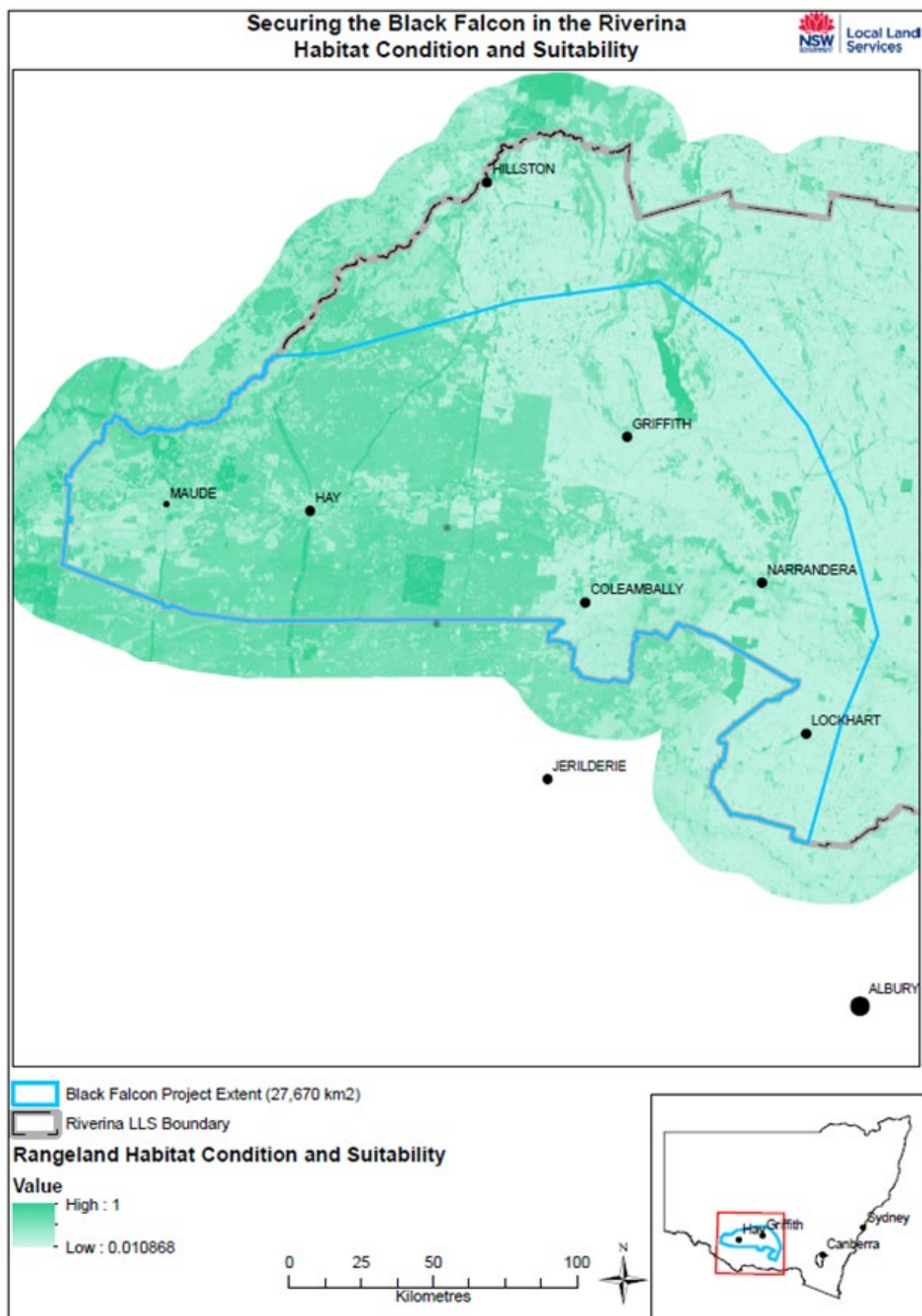
Species Known to Occur

Species may possibly Occur

□ Riverina LLS Boundary

■ EES-Save Our Species Management Site(s)

Map 3.2 – Priority target area





Map 4 - Eligible Project Area – Box Gum Grassy Woodlands

Riverina - BGGW Subregion

