



CITY OF  
MITCHAM

## Land Management Grant

grants fact sheet

MITCHAM

<b>Description:</b>	Grants are available to reimburse private landowners for costs to <b>control targeted</b> weed species in the Mitcham Hills and <b>revegetation</b> of affected land.
	Landowner(s) will need to <b>match</b> the funds they apply for. This can be a ' <b>cash</b> ' or ' <b>in-kind</b> ' contribution, or a mixture of both (see examples provided below).
<b>Annual Budget:</b>	Subject to change
<b>Individual Allocations:</b>	Maximum of \$3,000 per application
<b>Funding Rounds:</b>	To be advised
<b>Decision Maker:</b>	Panel formed from the City of Mitcham's Natural Environments Team
<b>Funding Categories</b>	A grant of up to \$3,000 can be submitted, for one or more of the following categories below. Maximum dollar amounts for each category are: <ul style="list-style-type: none"><li>• <b>Herbicide:</b> \$200</li><li>• <b>Equipment, tool hire and/or purchase:</b> \$800 <i>This includes the purchase and/or hire of a brush cutter, chainsaw, drill, lopper, safety equipment, bow saw and sprayer. This <b>does not include</b> fuels, oil or repair and maintenance of the above equipment and tools – e.g. oil, chain replacement and sharpening.</i></li><li>• <b>Plants and materials</b> (includes native seedlings (local species), tree stakes, tree guards and jute mat): \$800</li><li>• <b>Contractor weed control:</b> \$3,000 (with a minimum value of \$2,000 per application unless agreed to prior with City of Mitcham's program officer). Olive control will be restricted to using the 'drill and fill' (or 'frill and fill') method to improve control rates and number of plants treated. In some situations, cutting and swabbing may be used to a limited extent, e.g. to gain access for drilling and filling dense infestations. If required, the landowner can cut down and dispose of dead Olives (or other weeds) at a later date. Costs are to be borne by the landowner.</li></ul>

**Eligibility Criteria:**

**Applicants need to meet the following criteria before applying:**

- Own a property within the **Mitcham Hills\*** of the City Mitcham, that is at least **2 hectares** in area.

An allotment that is less than 2 hectares, but is part of a larger holding equal to or greater than 2 hectares, and managed as a single property will be eligible.

**Mitcham Hills\*:** suburbs of Bedford Park (parts), Belair, Bellevue Heights, Blackwood, Brownhill Creek, Coromandel Valley, Crafers West, Craigburn Farm, Eden Hills, Hawthorndene, Leawood Gardens, Lynton, Panorama and Upper Sturt.

A **tenant** may apply for a grant provided this is done with the permission of the property owner and signed authorisation is provided.

Land owned by the Commonwealth Government, State Government, Local Government and/or Transport Authorities are ineligible for this program

- The property **MUST** be covered by a current, approved Land Management Plan agreement with the City of Mitcham. This is a voluntary agreement.

Council assists landowners to develop weed control programs for their property, generally for a 5-year period. Depending on the size of the property and extent of weed infestations, a rolling 5-year plan may be required.

If you have a plan with another organisation (i.e. NRM Board), Council may sign an agreement (up to 5 years) to cover its implementation - amendments may be required before signing.

Voluntary agreements may help to demonstrate a landholder's commitment to controlling declared plants under the *Natural Resources Management Act 2004*

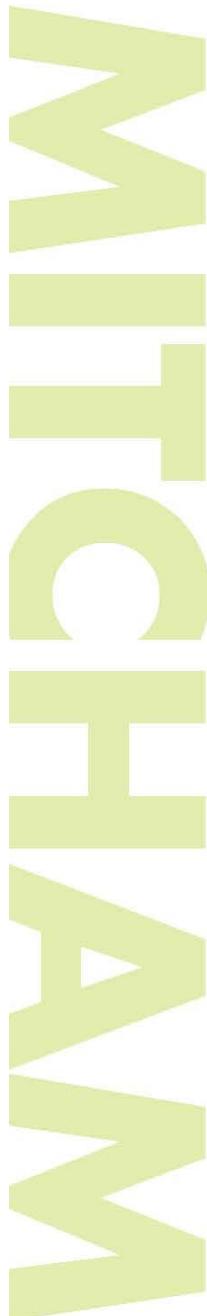
- Commit to providing a matching cash and/or in-kind contribution to the grant as per their application.
- Commit to on-going maintenance of the site for many years after grant funded works are completed. This will include controlling weeds, regrowth and care of planted seedlings.
- The property contains at least some weeds which are *declared plants\** (noxious weeds) and are included in the Land Management Plan for control:
  - Aleppo Pine (*Pinus halepensis*)
  - Blackberry (*Rubus fruticosus* sp. agg.)
  - Boneseed (*Chrysanthemoides monilifera*)

- Cape Broom (*Genista monspessulana*)
- European Olive (*Olea europaea*)
- Wild Artichoke (*Cynara cardunculus*)
- Weeds of National significance (e.g. Bridal Creeper, Chilean needle Grass and Gorse)

\*Declared plants are pursuant to Section 174 of the *Natural Resources Management Act 2004* and published in the South Australian Government Gazette

- Have satisfactorily acquitted previous grants from the City of Mitcham

Applications are for **new works only** and not for reimbursement of activities or materials already undertaken. Only works started on (or after) the date listed on the grant approval letter from Council will be considered ‘new works’.



<b>Ineligibility Criteria:</b>	Incomplete applications, where questions are not answered or supporting documentation is not provided, if requested, are likely to be deemed ineligible.
<b>Essential Selection Criteria:</b>	-
<b>Desired Selection Criteria:</b>	



<b>Assessment Process:</b>	<p><i>Application Form</i>            Applications are to be returned to the City of Mitcham before the closing date.</p> <p>Late applications <b>will not be accepted</b> by Council. However, Council reserves the right to accept late applications if extenuating circumstances were experienced by the applicant.</p> <p>An application form must be completed in full and be approved by the City of Mitcham before eligible expenses can be incurred and claimed as part of the grant works.</p> <p>An approval letter will be forwarded to all grant recipients informing them of the grant amount, approved activity and conditions.</p>
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**Assessment**

The Natural Resources Officer (or nominated Council Officer) will assess applications against the eligibility criteria and scored in accordance with the project criteria (below). Preliminary recommendations will be made.

<b>Project Criteria</b>	<b>Tips for higher scores</b>	<b>Weighting of scores</b>
Weed species targeted	A higher number of declared plants to be controlled from the target list	x 2
Level of contribution by the landowner	Contributions that exceed the grant amount, especially cash contributions with receipts.	x 5
Demonstrated commitment by the landowner	Demonstrated history of weed control on the subject property.	x 5
Appropriate management techniques	Appropriate weed control techniques that are effective for long term control, and minimise environmental impacts (air, soil, water, native plants and animals).	x 3
Ability to maintain the area	Previous experience and/or demonstrated history and/or ability to undertake the necessary works.	x 3
Recent grant funding received	Landowners who have not received similar grants in the past. (Score of 5 if received one grant; Score of 10 if received two or more grants)	x 2

Scores: 1 (exceptional); 2 (good, above average);  
 3 (acceptable); 4 (marginally adequate or unsure of success);  
 5 (fails to satisfy requirements).

An inspection of the proposed site may be required when assessing grant applications.

All applications, together with the recommendations of the Natural Resources Officer (or nominee), will be presented to a three person panel consisting of the Manager Natural Environments (or nominee), Council Officer and the Natural Resources Officer. The two other panel members will review the applications and/or recommendations of the Natural Resources Officer, seek clarification where necessary and make a decision on which applications will be approved and for what amount of funding.

Eligible applications that are approved will be dependent on their total scores against the Project Criteria; funds available, and the total number of applications received. A minimum cut-off score may be used depending on the number of applications received.

Decisions regarding the allocation or non-allocation of funding made by the Panel are considered final.

The Panel reserves the right to part-fund an application.

Funding for this grant program is capped. The City of Mitcham reserves the right to reduce or increase the maximum funding amounts for eligible activities based upon applications received. Applicants will be advised of this before accepting a grant to ensure that works proposed in the application can proceed, and matching funding requirements can still be met by the landowner.

Subsequent to the final decision by the Committee, applicants will receive written notification about the success or otherwise of their grant application.

Where the assessment of the Land Management Grants Panel results in a less than total allocation of budget, any surplus budget remaining may be reallocated based on the recommendations of the Panel.

**Successful  
Applicants**

*Time Frames*

Approved grant works will need to be completed and a claim submitted within the time frame specified by Council or the grant offer will lapse.

*Payment*

Payment by Council to approved applicants will only be upon completion of **approved, NEW works or materials** (from the date of the approval letter by the City of Mitcham).

Works undertaken or materials purchased **before** an application is approved will **NOT** form part of the approved works eligible for a grant payment.

Landowners will be responsible for organising and paying for approved purchases of materials and/or tool hire (except for ‘contractor weed control’). Once the agreed works have been completed the landowner will need to submit a Claim Form for reimbursement of approved expenses.

When submitting the Claim Form, the landowner will need to attach photographs (before and after), receipts and tax invoices.

Council may reduce the grant payment if it determines that materials or services subject of the grant claim are faulty, substandard, not fit for purpose, belong to another party and/or the landowner’s matching contribution is insufficient in accordance with the grant application.

*Contractor Weed Control*

The City of Mitcham will engage contracting firms and supervise contracts to undertake weed control on private property. This is subject to the landowner and Council agreeing on a scope of work and property access.

Contracting firms will be instructed to invoice Council directly.

*Receipts*

The applicant must provide receipts and/or tax invoices for the City of Mitcham to reimburse eligible expenses and/or substantiate the landowners ‘matching’ contribution.

*Landowners’ Contribution*

A landowner’s contribution will be for expenses or labour directly related to weed control and revegetation such as:

- Plants (seedlings)
- Planting materials – tree stakes, guards and matting
- Herbicide and associated chemicals
- Hand tools
- Power tools (brush cutter, drill, chainsaw)
- Contract weed control

**Examples of  
Landowner  
Contributions**

**Example 1. Cash contribution**

John plans to purchase \$150 worth of herbicide for controlling weeds on his 10 hectare property in Crafers West.

John's matching contribution from his own funds will be to purchase a sprayer and safety equipment valued at \$250 (surpassing the \$150 he needs to match).

**Example 2. In-kind contribution**

Jan has received approval by Council for a \$400 grant to purchase a cordless drill for Olive control.

As a matching contribution, Jan will undertake at least 10 hours of weed control on her property (\$400\*) by drilling and filling Olive infestations.

\*In-kind labour is valued at \$40/hour

**Example 3. Cash and In-kind**

Tom applies for \$3,000 worth of Olive control by a contractor.

As a matching *cash contribution* Tom will pay (and supervise) for \$1,000 worth of extra contractor weed control. He will also undertake at least 50 hours of weed control for a \$2,000\* in-kind contribution.

\*In-kind labour is valued at \$40/hour

**Changes to  
Approved Grant  
Amounts**

Once a grant has been approved, Council will not accept or process a landowner's request to increase the grant amount (e.g. from \$2,000 to \$3,000).

Council will consider a written request by a landowner to change the approved 'dollar values' for eligible activities without increasing the total grant amount or exceeding maximum dollar values of eligible activities.

A landowner may ask Council to reduce, or cancel their approved grant.

**Other Terms  
and Conditions**

*Inspection*

The City of Mitcham reserves the right to inspect granted funded activities and purchases before reimbursing a landowner.

If a landowner has received a grant for contract weed control, the City of Mitcham and the contractor(s) that has been engaged must be given reasonable access to the work site for the purposes of quoting, and undertaking and assessing the works.

The landowner will be given reasonable notice by the City of Mitcham and contractor(s) of property visits.

*Liability*

The applicant acknowledges that the City of Mitcham accepts no liability in respect of any claim, cause of action or loss or damage arising out of, or in relation to, any device or product purchased or service procured under this grant program.

*Insurance*

Landowners are responsible for all risks relating to their property. It is recommended that landowners have adequate insurance coverage including public liability.

*Acts and Legislation*

Landholders shall be responsible for works on their property in accordance with legislation such as:

- *Development Act 1993*
- *Native Vegetation Act 1991*
- *Fire and Emergency Services Act 2005*
- *Natural Resources Management Act 2004*
- *Environment Protection and Biodiversity Conservation Act 1999*

*Suspension of Program*

The City of Mitcham reserves the right to suspend the grant program in the instance of applications to the program exceeding available funding.

*Goods and Services Tax*

Applicants who are businesses, institutions or clubs must attach a tax invoice to their applications.

*Engaging Contractors*

The City of Mitcham will engage contacting firms and, supervise the contract(s) to undertake grant funded weed control on private property. The contracted services will be invoiced directly to the City of Mitcham.

Contractor works organised by a landowner will not qualify for a grant payment, but may form part of a landowner's cash contribution. Such works are the responsibility of the landowner and are to be supervised by the landowner.