



## APPLICATION PACKAGE for the 09/10 FISH HABITAT ACTION GRANTS

By law, all revenue raised by the NSW recreational fishing fee is placed into two Trust Funds dedicated to improving and managing recreational fishing:

- the Recreational Fishing (Freshwater) Trust Fund; and
- the Recreational Fishing (Saltwater) Trust Fund.

This year \$590,000 has been allocated for the Fish Habitat Action Program to encourage the community to undertake fish habitat rehabilitation projects. Grants of up to \$30,000 (GST exclusive) are available where matched on a dollar-for-dollar basis (cash and/or in-kind support). The following guidelines are provided to assist with the preparation of applications.

### Who can apply?

Expressions of interest are sought from individuals, fishing clubs and organisations, community groups or local councils interested in **rehabilitating fish habitats** in freshwater and saltwater areas of NSW. Join applications are also encouraged.

### Who decides how the Trust Funds are spent?

The Minister for Primary Industries receives advice on Trust Fund expenditure from the Advisory Council on Recreational Fishing, which consists of people with expertise in all aspects of recreational fishing. Two sub-committees of the Advisory Council, the Recreational Fishing Saltwater and Freshwater Trust Expenditure Committees assess funding applications and then the Advisory Council makes recommendations for funding priorities to the Minister.

### Eligibility and Priority Areas

Funding applications must relate to the enhancement of recreational fishing through the improvement of fish habitat. Successful projects are usually funded for **one year**, however funding may be sought for multi-stage projects that take place over a number of years (e.g. two or three year projects). Funding in subsequent years will depend on successful completion of milestones for the initial stage of the project.

Applications from recreational fishers or which demonstrate the support of local recreational fishers will be given preference. Applications must also show sound technical support and consultation must have taken place with NSW Department of Primary Industries. A checklist to assist applicants forms part of the application form.

If you need some ideas for projects, check out the NSW Department of Primary Industries (DPI) website at [www.dpi.nsw.gov.au](http://www.dpi.nsw.gov.au), go to 'Fishing and Aquaculture' page and search for 'Fish Habitat Grants'.

***Please note – funds awarded under the Habitat Action Grants are not available for fish-stocking. Funding for fish stocking is available through the dollar-for-dollar fish stocking program. Check the DPI website for more details - [www.dpi.nsw.gov.au](http://www.dpi.nsw.gov.au).***

### **Additional information**

Successful applicants will be required to:

- Enter into a Recreational Fishing Trust Funding Agreement;
- Obtain relevant permits as appropriate prior to any on-ground works commencing;
- Submit written progress reports on the funded project on request from NSW DPI using a template provided;
- Submit written reports on completed milestones using a template provided and an invoice as a condition of receiving funding instalments;
- Submit a final written report (template provided) on the project to NSW DPI within 60 days of completing the project.

**For assistance in filling out your application and to ensure applications are consistent with priorities for funding contact:**

Charlotte Jenkins, Conservation Manager NSW DPI  
Ph: 02 6626 1107 Email: [charlotte.jenkins@dpi.nsw.gov.au](mailto:charlotte.jenkins@dpi.nsw.gov.au)

or

Sharon Molloy, Senior Conservation Manager NSW DPI  
Ph: 02 4916 3926 Email: [sharon.molloy@dpi.nsw.gov.au](mailto:sharon.molloy@dpi.nsw.gov.au)

or visit the Department's website at [www.dpi.nsw.gov.au](http://www.dpi.nsw.gov.au)

**APPLICATIONS CLOSE 5 PM FRIDAY 16 OCTOBER 2009**

## Checklist for applications for the Fish Habitat Action Program (09/10)

**Please complete the following checklist before submitting your application. Applications will only be assessed if all relevant criteria are met.**

Have you answered all the questions in the application form?

Have you provided a letter of approval/support from the landowner and their contact details?

Have you provided letters of support and contact details from other stakeholders/partners in the project e.g. local recreational fishers?

Do you have matching funding, either in-kind support or dollars?

Have you obtained technical advice and consulted with NSW DPI – Fisheries Conservation Management staff (list attached)?

Have you included photographs of the proposed project site?

Have you included a topographic map with a scale showing the project site and all public access points?



# **SALTWATER AND FRESHWATER TRUST FUNDS FUNDING APPLICATION 09/10**



# SALTWATER AND FRESHWATER TRUST FUNDS FUNDING APPLICATION 09/10

## 1. Project Title

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## 2. Project leader contact \*details (\*Personal details will only be used to contact you to provide additional information about your application, and other matters related to the Fish Habitat Action Program)

Name: \_\_\_\_\_

Organisation: \_\_\_\_\_

ABN: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ Phone Number: \_\_\_\_\_

\_\_\_\_\_ Fax Number: \_\_\_\_\_

\_\_\_\_\_ P/code \_\_\_\_\_ Email: \_\_\_\_\_

## 3. Project team and identified role of each team member and contact \*details

Name	Role	Contact Details
		Ph: Email:
		Ph: Email:
		Ph: Email:
		Ph: Email:

## 4. Brief history of experience and qualifications of organisation/project team

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## 5. Proposed project duration (following execution of the Funding Agreement) (note: allow around 3 months between application lodgement date and proposed start date)

Start date: \_\_\_\_\_ End date: \_\_\_\_\_









# SALTWATER AND FRESHWATER TRUST FUNDS

## FUNDING APPLICATION 09/10

### 14. Milestones

*Example*

<b>Proposed Milestone Date</b> (insert timeframe in months)	<b>Milestone description</b>	<b>Funding Payment</b>
0 months	<i>Execution of Funding Agreement</i>	50% of Total Funding
3 months	<i>Eg Obtain quotes and finalise on-ground works plan</i>	-
6 months	<i>Eg Undertake willow removal</i>	-
9 months	<i>Eg Undertake planting of native vegetation</i>	-
12 months	<i>Eg Complete fencing of the riparian zone Submit final report to DPI</i>	50% of Total Funding

*For completion by applicant*

<b>Proposed Milestone Date</b> (insert timeframe in months)	<b>Milestone description</b>	<b>Funding Payment</b>
0 months	Execution of Funding Agreement	
months		
months		
months		
months		
months		
months		
months		
months	Completion of program and submission and approval of final report by DPI and RFFTEC/RFSTEC	

*\*add more rows if necessary*



## SALTWATER AND FRESHWATER TRUST FUNDS FUNDING APPLICATION 09/10

### 15. Budget (attach a separate budget for additional years if required)

Please provide an itemised budget for the project, including a total estimate of funds sought from the program, any cash or in-kind contributions and a total cost estimate for the project. Note: a maximum of \$30,000 (excluding GST) per financial year can be sought for individual project applications. There is also a requirement for dollar for dollar matching funding, which may include cash and/or in-kind support.

Activity Line	Description of activity item, quantity & cost per unit	Funds required from Recreational Fishing Trust Funds (\$)	Matching Contribution (\$ or in kind) please provide detail of funding sources
Operating expenses (please specify)			
Materials (please specify)			
Salaries			
Other (please specify)			
<b>SUB TOTAL</b>	\$	\$	\$

<b>Funds sought from Trust</b>	\$
<b>TOTAL PROJECT BUDGET</b>	\$



# SALTWATER AND FRESHWATER TRUST FUNDS FUNDING APPLICATION 09/10

## 16. Benefits

Describe direct benefits to recreational fishing and any flow-on of benefits to other sectors or the community in general.

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Please mark confidential and forward **ALL** applications to:

Fish Habitat Action Program  
NSW Department of Primary Industries  
1243 Bruxner Highway  
WOLLONGBAR NSW 2477

or

E-mail: [charlotte.jenkins@dpi.nsw.gov.au](mailto:charlotte.jenkins@dpi.nsw.gov.au)

**APPLICATIONS CLOSE 5 PM FRIDAY 16 OCTOBER 2009**

# SALTWATER AND FRESHWATER TRUST FUNDS FUNDING APPLICATION 09/10

**Table 1:** Contact details for DPI Fisheries Conservation Management staff-July 2009.

CMA Regions	Staff Contact	Postal & Email Address	Phone	Fax
Border Rivers/ Gwydir & Namoi	Anthony Townsend	Conservation Manager - AHR PO Box 3047 Tamworth NSW 2340 <a href="mailto:Anthony.Townsend@dpi.nsw.gov.au">Anthony.Townsend@dpi.nsw.gov.au</a>	(02) 6763 1440	(02) 6763 1173
Central West and Western	David Cordina	Conservation Manager- AHR PO Box 865 Dubbo NSW 2830 <a href="mailto:David.Cordina@dpi.nsw.gov.au">David.Cordina@dpi.nsw.gov.au</a>	(02) 6881 1277	(02) 6881 1295
Southern inland NSW	Adam Vey	Senior Conservation Manager- AHR Unit 3/556 Macauley Street Albury NSW 2640 <a href="mailto:Adam.Vey@dpi.nsw.gov.au">Adam.Vey@dpi.nsw.gov.au</a>	(02) 6042 4205	(02) 6021 0113
Lachlan and Murrumbidgee	Luke Pearce	Conservation Manager- AHP Unit 3/556 Macauley Street Albury NSW 2640 <a href="mailto:Luke.Pearce@dpi.nsw.gov.au">Luke.Pearce@dpi.nsw.gov.au</a>	(02) 6947 4188	(02) 6947 4149
Northern Rivers	Charlotte Jenkins	Conservation Manager - AHR Wollongbar Agricultural Institute 1243 Bruxner Highway Wollongbar NSW 2477 <a href="mailto:Charlotte.Jenkins@dpi.nsw.gov.au">Charlotte.Jenkins@dpi.nsw.gov.au</a>	(02) 6626 1107	(02)6626 1377
Hunter/Central Rivers	Kylie Russell	Conservation Manager-AHR Private Bag 1 Nelson Bay NSW 2315 <a href="mailto:Kylie.Russell@dpi.nsw.gov.au">Kylie.Russell@dpi.nsw.gov.au</a>	(02) 4916 3817	(02) 4982 1107
Central/South Coast NSW	Scott Nichols	Conservation Manager- AHR 12 Shirley Road WOLLSTONECRAFT NSW 2065 <a href="mailto:Scott.Nichols@dpi.nsw.gov.au">Scott.Nichols@dpi.nsw.gov.au</a>	(02) 84374909	(02) 9966 0650

AHP = Aquatic Habitat Protection  
AHR = Aquatic Habitat Rehabilitation