



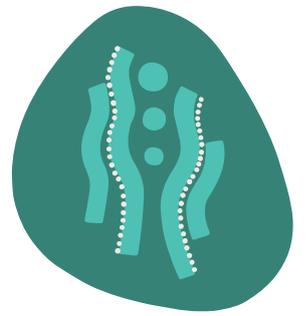
# Great Barrier Reef Foundation Traditional Owner Healing Country Grant Program 1.0

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## Guidelines

*'We need to stand up as one mob, one Country,  
one Spirit, one voice. And heal.'*

*(Heart of the Reef – a call for healing, 2021)*



# Fast Facts

## What is the purpose of this grant program?

The Traditional Owner Healing Country Grant Program supports Traditional Owners to lead projects and activities that heal and restore Country in the Great Barrier Reef World Heritage Area region. Detail about this grant program can be found on page 5.

## What can these grants be used for?

The grants can be used to help Traditional Owners plan for and implement activities which heal reef environments, including connected habitats within Great Barrier Reef catchments. Activities could include seagrass monitoring, country-based planning, training, building skills in reef repair, mapping cultural significant species, mangrove replanting or climate change adaptative management.

A more comprehensive list of example activities can be found on pages 6-7 and a list of eligible and ineligible activities on pages 10-11.

## Who can apply?

Great Barrier Reef Traditional Owner groups and Traditional Owner groups within the Great Barrier Reef Catchment that can demonstrate project outcomes will benefit a healthier Reef. A map showing the Great Barrier Reef World Heritage Area the Reef catchments can be found at Attachment A. Eligibility criteria apply and can be found on page 9.

## How much funding is available?

- Level 1 – Up to \$25k
- Level 2 - \$25–150k
- Level 3 – \$150k to \$300k

Details of each level and example activities can be found on pages 6-7.

## What date do applications close?

11.59pm AEST, Wednesday 27 April 2022.

## Where do I send my completed application form?

Please send completed application forms to:  
applications@barrierreef.org by 11.59pm AEST, Wednesday 27 April 2022.

## Who can answer questions I may have?

All questions should be emailed to the Great Barrier Reef Foundation (the Foundation) Grants Office ONLY at [grants@barrierreef.org](mailto:grants@barrierreef.org)

Answers to questions asked during the application period will be provided as 'Frequently Asked Questions' and posted on the Foundation's website at [www.barrierreef.org/what-we-do/reef-trust-partnership/grant-rounds](http://www.barrierreef.org/what-we-do/reef-trust-partnership/grant-rounds)

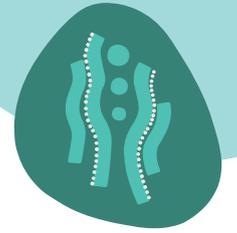
## Acknowledgement of Country

The Great Barrier Reef Foundation extends its deepest respect and recognition to all Traditional Owners of the Great Barrier Reef and Catchment as First Nations Peoples holding the hopes, dreams, traditions and cultures of the Reef.



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# 1

## About the Great Barrier Reef Foundation

The Great Barrier Reef Foundation (the Foundation) is the lead charity dedicated to protecting the Great Barrier Reef (the Reef) by funding science, technology, engineering solutions, and on-ground action to ensure its long-term conservation.

The partnership between the Australian Government and the Foundation is centred on a landmark investment of \$443.3 million to build the resilience of the Great Barrier Reef. Commencing in July 2018 and running over six years, this investment will support delivery of the Reef Trust Partnership (the Partnership).

The Partnership includes an investment of \$51.8 million to improve Traditional Owner engagement in the management of the Great Barrier Reef World Heritage Area. The partnership allocates funding to five distinct work areas:

- Healthy Water (Water Quality) (\$20M)
- Crown-of-Thorns Starfish control (\$5.8M)
- Reef Restoration and Adaptation Science (\$10M)
- Integrated Monitoring and Reporting (\$4M)
- Traditional Owner Futures Fund (\$10M).

See the Foundation's website [Great Barrier Reef Foundation](#) for more information.

# 2

## About the Reef Trust Partnership and Traditional Owner Component

The investment of \$443.3 million is the largest single government investment in protecting the Reef and its Outstanding Universal Value and importantly has secured Australia's largest Traditional Owner Reef Protection Program with \$51.8m of investment dedicated over the life of the Agreement. This investment acts to catalyse and accelerate important activities that Traditional Owners have planned to look after Country, maintain cultural practice and build strong foundations for the future.

The funding under the Traditional Owner Reef Protection Component will be allocated to a broad range of on-ground actions across the Reef Trust Partnership. You can read more about the Traditional Owner Reef Protection Component in the [Annual Work Plan 2021-2022](#).

# 3

## About these guidelines

These guidelines are intended to provide Traditional Owner groups/communities with the information needed to make an informed decision about whether to apply for funding under the Great Barrier Reef Foundation's Traditional Owner Healing Country Grant Program.

Potential applicants should carefully and completely read these guidelines, the questions in the application form and the proposed Funding Agreement before deciding to apply.

The complete package comprises:

- ✓ Guidelines
- ✓ Application Form
- ✓ Proposed Funding Agreement Template (including terms and conditions of the funding)
- ✓ Risk Assessment Template



# 4

## About the Healing Country Grant Program

The Reef Trust Partnership's Healing Country Grant Program (the Grant Program) is a competitive grants program which provides \$3 million in grant funding to eligible Traditional Owners to lead and collaborate on activities that reflect their aspirations and traditional obligations to connect, care for, heal and restore Reef Country in the Great Barrier Reef World Heritage Area region.

This program is part of the Traditional Owner Reef Protection Component's Reef Restoration and Adaptation Science (RRAS) work area. It forms part of the [Reef Trust Partnership Agreement](#) and contributes to improving the engagement of Traditional Owners in the protection of the Great Barrier Reef World Heritage Area. The Partnership includes an investment of \$100 million to address RRAS, with ten percent of this investment (\$10m) allocated to supporting work that will increase Traditional Owner-led projects.

In partnership with Traditional Owners, the Foundation adopted a co-design approach in the development of the Healing Country Grants Program to better facilitate the leadership, inclusion and incorporation of the lived experience of Traditional Owners. A cohort of Traditional Owners—including members of the RRAS Traditional Owner Technical Working group and Foundation staff—met in June 2021 to provide advice on the scope, purpose, and focus of the Grant Program and to develop a Healing Country statement.

The Healing Country statement the *Heart of the Reef—a call for healing* was developed at the co-design workshop by Traditional Owners and sits at the core of the Healing Country Grant Program. The statement articulates the deep interconnectedness that Traditional Owners have to Country. It is an urgent call to action for partners, government, and the world, to join Traditional Owners in healing the Reef by understanding that '...healing is about the relationship between Country and its People...one can't heal without the other'. It speaks to the power of interweaving knowledge systems and different ways of being and doing, to bring holistic management to Reef Country.

The Grant Program—focused on healing—creates an opportunity for Traditional Owners to strategically enhance capacity; to enlist and engender young people's ownership in building resilience and adaptation; to forge new, and further strengthen partnerships; to plan, share and demonstrate; and to lead joined-up programs of action. A focus on healing also creates opportunity for Traditional Owners to demonstrate the co-benefits of more holistic approaches to management of Reef Country which can be achieved through collaboration with other Reef managers and knowledge sharing across activities that build the resilience of the Great Barrier Reef and strengthen pathways of connection between Traditional Owners and Reef Country.

In turn, programs of work under the Healing Country Grant Program which is led by Traditional Owners and in collaboration with others, will help ensure the Partnership's Reef Restoration and Adaptive Science work area increases the inclusion of Traditional Owners and their approaches, knowledge sets, skills and experience.

## Objectives of the Healing Country Grant Program

The Healing Country Grant Program provides further opportunity for Traditional Owners to lead and collaborate with partners to undertake activities which contribute to the healing of Country for the care, management and ongoing resilience of the Great Barrier Reef.

The objectives of the Grant Program are to achieve benefit to the Great Barrier Reef and Traditional Owners by:

- creating foundations for long-term success in building Reef resilience (this may include targeted work on climate change adaptation) and a healthy Reef
- supporting and encouraging a United Voice—one mob, one Country, one Spirit approach—through connection and collaboration with other Traditional Owner groups, hands-on learning, sharing and Traditional Owner leadership; and
- contributing to business readiness, building on or gaining new skills and training enhancement, inclusion and leadership experiences of Traditional Owners, in undertaking activities which care for, restore and heal Country.

## Available funding in the Healing Country Grant Program 1.0

The structure of the Healing Country Grant program reflects the co-design team’s strategy to provide opportunity and flexibility across the broadest range of Traditional Owner groups wanting to apply for funds to support project work. The Foundation understands that Traditional Owners operate at many different levels and have made three funding levels available to make this grant opportunity inclusive and accessible.

There will be a sliding scale of information required to assess each funding level. The complexity of the project and the level of detail required for the application increases as the requested funding amount increases.

Table 1. Available funding and example activities.

Funding level	Available funding
<p><b>Level 1</b></p> <ul style="list-style-type: none"> <li>• for projects to run up to 12 months</li> <li>• to help Traditional Owner groups get started, begin planning a project or run projects that start and end within 12 months</li> </ul>	<p>Up to \$25,000</p>
<p><b>Example activities under Level 1</b></p> <ul style="list-style-type: none"> <li>• Accessing professional grant writers or consultants to help community plan healing Country aspirations for a future project</li> <li>• Planning workshop(s) to discuss and develop future projects for looking after Country</li> <li>• Working through and obtaining agreement on governance arrangements that will guide your project</li> <li>• Cultural mapping / camps to exchange knowledge, map or collect important information about healing Country that Elders, youth and community can be part of, including leasing boats</li> <li>• Activities that involve training or building capacity that would see skills and capability of your community increase to commence a healing Country project, – learning from partners or exchanges with other Traditional Owner groups as it relates to your project and / or engaging with the Reef Restoration and Adaptation Program for research and development opportunities</li> <li>• On Country visits to map or collect important information (for example photos or GIS information)</li> <li>• Producing relevant communication materials about healing Country and why it’s important to your group and the Great Barrier Reef</li> <li>• Engaging with researchers to build relationships and partnerships for training and education to engage in and have leadership roles in future Reef Restoration and Adaptation Science projects eg: coral gardening.</li> <li>• Developing seasonal calendars which present ecological, cultural and/or other knowledges to inform the health and resilience of Country.</li> </ul>	

Funding level	Available funding
<p><b>Level 2</b></p> <ul style="list-style-type: none"> <li>• for projects to run up to 2 years (to 31 May 2024)</li> <li>• to start implementing small–medium projects already planned or build relationships with partners through on-Country learning and exchange opportunities.</li> </ul>	<p><b>\$25,000–150,000</b></p>
<p><b>Example activities under Level 2</b></p> <ul style="list-style-type: none"> <li>• Any of the project activity described in Level 1 could be incorporated into a larger Level 2 project with the difference being the level of complexity.</li> <li>• Develop or add to an existing Country based plan that includes a focus around healing Country.</li> <li>• Develop a Research Plan that informs study around the health and resilience of Country.</li> <li>• Undertaking on-country activities that help heal, restore and improve the Reef’s resilience. These may include understanding the impacts of coral reef or seagrass bed restoration or other restoration or adaption activities being undertaken or planned on Country.</li> <li>• Learning opportunities from partners or collaborators, or peer-to-peer learning and sharing exchanges, such as in coral reef gardening, wetland rehabilitation, seagrass restoration.</li> <li>• Training programs and key educational pieces that are focused on healing Country and can be used to support future projects.</li> <li>• Project activities that involve the identification, conservation, protection, management and promotion of culture and heritage as they relate to looking after the health of the Reef.</li> <li>• Mapping of priority reefs and their cultural values, uses and potential or current climate change impacts</li> <li>• Building skills and hands-on experience with partners in coral reef repair or monitoring the health of Country.</li> <li>• Activities that support women’s, men’s and youth groups to undertake activities that form part of maintaining the health and resilience of Country, and where necessary act to heal Country.</li> <li>• Participate in or co-lead reef restoration activities with partners such as growing and replanting coral, mangrove replanting or coastline/waterway revegetation.</li> </ul>	
<p><b>Level 3</b></p> <ul style="list-style-type: none"> <li>• for complex, partnership-ready projects to run up to 2 years to 31 May 2024</li> <li>• Large two-year projects where applicants demonstrate a strong track record of good project management, partnerships and delivery.</li> <li>• Applicant groups applying for a Level 3 grant are expected to already have sound partnerships in place and be ready to start the project as soon as the funds have been granted.</li> <li>• Applicant groups are strongly encouraged to demonstrate co-contributions as part of their partnership approach.</li> <li>• Applicant groups will be asked to provide insurances and workplace health and safety documentation before the assessment process and will have 2 weeks from eligibility checks (day after applications are submitted) to provide the necessary paperwork.</li> </ul>	<p><b>\$150,000–300,000</b></p>
<p><b>Example activities under Level 3</b></p> <ul style="list-style-type: none"> <li>• All of the project activity described for Levels 1 and 2 could be incorporated into a Level 3 grant application. The difference would be the scale and complexity of the project.</li> <li>• To be considered for a Level 3 grant the Foundation expects well-developed project plans that deliver on a medium to large project. Applications need to show collaboration, established partnerships and in-kind support.</li> <li>• Level 3 grant applications may have a number of Traditional Owner groups working together on a project demonstrating a regional approach to healing Country and improving the resilience of the Great Barrier Reef.</li> <li>• Applicants must submit very detailed budgets with quotes to support large costs (ie items in excess of \$10k) and must be able to provide comprehensive project plans before first contract payments are made.</li> <li>• Applicants must have Workplace Health and Safety policies and procedures developed and should already have the appropriate levels of insurances in place.</li> <li>• Grant applications that identify auspicing arrangements, are required to submit letters of support from all Traditional Owner groups involved and projects must be Traditional Owner driven.</li> </ul>	

### Co-contributions

The Foundation encourages all applicants to develop and maintain partnerships and to demonstrate value for money through the integration of co-contributions and co-investment where possible, including quantifiable in-kind and cash contributions.

### Administration Costs

Projects funded under Healing Country Grant Program must not have administration costs that exceed 10% of the funding allocation. Further guidance on administrative cost activities is detailed within the eligibility criteria of these guidelines.

### Duration and timeframes

Projects should be ready to start, or very close to starting, from mid-June 2022 and will have end dates negotiated on a project timeframe suitable for the delivery of outcomes. All projects must have an end date before May 2024.

Variations and/or extensions are reviewed by the Foundation on a case-by-case basis and must be requested prior to the program end date.

### Monitoring and evaluation

Successful grant recipients will be required to collect and report project data and information generally consistent with The Reef Trust Partnership Monitoring and Evaluation Plan. Progress reporting may be quarterly or six monthly and a final project report and financial acquittal using provided templates will be required within 30 days of the project end date.

For the purposes of preparing an EOI for this grant round, applicants should consider the minimum monitoring and reporting obligations and ensure these are captured within the costings.

## Key Dates

Table 2. Key dates

Applications open	Monday 14 March 2022
Online information session (webinar)	Tuesday 22 March 2022
Applications close	11.59pm AEST, Wednesday 27 April 2022
Successful* applicants announced	Friday 3 June 2022
Funding Agreement (contract) negotiated	Early June 2022 onwards
Projects start	Late June onwards
Last possible end date	Friday 31 May 2024

### Information Session

During the period of applications open, the Foundation will host a public information session (a webinar) to provide an overview of the process, documentation, expectations and other requirements eg due diligence. The webinar will also provide an opportunity for potential applicants to ask questions.

Attendance is recommended but not mandatory. The information session will be recorded and will be accessible shortly after the event.

Questions can be emailed to [grants@barrierreef.org](mailto:grants@barrierreef.org) and if received before 12 pm on Monday 21 March 2022 will be addressed during the information session, where possible.

A recording of the webinar and all questions and answers will be posted on the Foundation's website shortly after the event.

Table 3. Information session

Time	Commencing at 2pm AEST
Date	Tuesday 22 March 2022
Format	Webinar
Register	<a href="https://barrierreef.zoom.us/webinar/register/WN_pYYPbKw_QfaAFrq2s8bjQg">https://barrierreef.zoom.us/webinar/register/WN_pYYPbKw_QfaAFrq2s8bjQg</a>
Notes	Please log on at 1.55pm AEST



# 5

## Eligibility criteria

### Who can apply?

The Healing Country Grant Program targets Traditional Owner groups (with established or emerging governance arrangements) that have responsibility for caring for Country along the Great Barrier Reef and the coastline. Traditional Owners within the Reef Catchment may also be eligible to apply if the project clearly demonstrates a commitment to improving the health and resilience of the Great Barrier Reef. A map showing the Great Barrier Reef World Heritage Area and catchment boundaries can be found at **Attachment A**.

**To be eligible to apply**, applicants must meet all of the following eight criteria:

1. Applicants who apply for this must be a Traditional Owner legal entity, **or** Traditional Owner groups without legal entities at the closing date for applications must be represented or auspiced by a legal entity who may apply on their behalf (this includes but is not restricted to a peak body or regional natural resource management organisation). The legal entity will be legally responsible for meeting the contractual obligations of the agreement with the Foundation. Traditional Owner groups can nominate what type of entity they would like to use to engage with the project for instance:
  - a. an incorporated association
  - b. a body corporate
  - c. a company
  - d. a cooperative society
  - e. an Aboriginal or Torres Strait Islander corporation or incorporated association, or
  - f. a trust duly constituted.
2. be a Traditional Owner group for the area where the work / project is proposed (or have culturally appropriate permissions where the project may over multiple estates)
3. have legal access to the area(s) where the project will take place
4. accept the terms and conditions of the application and the specified terms in the agreement templates.
5. confirm that that all actual, perceived or actual conflicts of interest are declared, and a management plan is proposed.
6. Hold or be willing to hold the required insurances: Workers Compensation; Public Liability (minimum required: \$20,000,000 per occurrence); Professional Indemnity Insurance (minimum required: \$5,000,000) and Motor Vehicles and Plant and Equipment Insurance (if applicable).
7. have developed and implemented comprehensive WHS policies and procedures for the project, or is willing to undergo a WHS risk assessment, take all reasonable steps to manage identified risks, and undergo specific training or qualifications that the Foundation recommends prior to commencing the project.
8. have a project that is ready to commence by mid-June 2022.

\*Note: Traditional Owner groups that are not legal entities at the closing date for applications must be auspiced by a legal entity (such as a peak body or regional natural resource management organisation) who may apply on their behalf. The legal entity will be legally responsible for meeting the contractual obligations of the grant.

## Who is not eligible to apply?

The following groups or organisations are not eligible to apply:

- regional natural resource management organisations (unless auspicing a Traditional Owner group(s))
- peak industry groups or umbrella bodies (unless auspicing a Traditional Owner group(s)), or
- all levels of government.

The following are not eligible to apply for a grant and are ALSO not eligible to auspice a project:

- Individuals, or
- organisations that have at the application closing date, any overdue final reports or acquittals for other Foundation grant programs.

## What activities and expenses can and cannot be funded?

Only projects that clearly meet the objectives and outcomes of this Grant Program will be eligible for funding under the grant program.

To be eligible for funding the project must meet the following:

- project activities must be related to healing Country or focus on further developing skills and capacity for Traditional Owners that would enable them to work on or, contribute to, healing Country programs or activities that are of benefit or improve the health and resilience of the Great Barrier Reef
- project reports from existing grants with the Foundation must be completed and information shared with the Foundation, and
- projects must be completed within the timeframe specified under the funding level eg: Level 2 and Level 3 projects must be completed by 31 May 2024.

Whilst not exhaustive, the list below provides examples of the categories of activities and expenditures that would be considered eligible or ineligible for funding as part of an application under the Grant Program. A list of example activities that might be undertaken in projects funded under the Healing Country Grant program were included in the earlier section on funding levels.

Activities or specific expenditure may be ineligible because the Foundation determines it does not directly support the achievement of the planned project outcomes or is contrary to the spirit and intention of the grant.

Eligible activity types and expenditure	Ineligible activities
<ul style="list-style-type: none"> <li>• project management costs required to deliver the project</li> <li>• project delivery costs including staff, Elders, contractors, consultants, materials and appropriate travel and accommodation</li> <li>• monitoring and evaluation</li> <li>• data analysis and synthesis</li> <li>• communication and engagement including workshops, cultural camps etc.</li> <li>• administrative costs* required to deliver the project but must not exceed 10% of the funding allocation</li> </ul> <p>*Administrative costs include but are not limited to, planning, training, insurances and audit costs</p>	<ul style="list-style-type: none"> <li>• asset purchases over \$10,000 including the purchase, lease or transfer of a property</li> <li>• the repatriation of human remains and significant objects from international and Australian museums and institutions</li> <li>• funding to support the public display of objects (such as museum facilities or displays within cultural centres) will not be funded. The construction of cultural centres involving major capital works also will not be funded</li> <li>• Native Title and Cultural Heritage work—heritage surveys and connection reports conducted specifically in support of native title claims will not be funded. Heritage surveys or site clearance in relation to development proposals will not be funded</li> <li>• activities that are completed or have commenced will not be funded retrospectively</li> <li>• activities that would be considered part of a local, territory or state government’s normal responsibilities, and</li> <li>• activities that are required under Commonwealth, state or local government law.</li> </ul> <p>Note: Items that were not budgeted in original application will not be funded.</p>

## Are there other reasons that would make a project not suitable for funding?

Yes. A project would be considered ineligible in the following situations:

### Other reasons for ineligibility

- the assessment panel cannot relate the project to the objectives of the Grant Program or are contrary to the spirit and intention of the grant
- the funding requested is for the purpose of distributing funds to other parties who are not contractors to the project and who have not been clearly identified in the grant application
- the funding requested is to cover actions which have commenced before grant funding is allocated under this Grant Program
- the project involves major construction work or an acquisition of land or other real property
- the project relates to planning activities outside the Great Barrier Reef Region
- the activities outlined in the plan are likely to have an adverse environmental impact
- the grant requested by the applicant is a duplication of funding with other investors for delivering the same activities by the same applicant.

## Are there funding limitations on activities?

### Activities with funding limitations

- Administrative support and operational expenses (eg: office accommodation, office equipment hire, phone/internet costs, electricity costs, printing/photocopying, insurance costs, auditing) will only be supported up to 10% of the total requested project funding.
- Audit/acquittal costs will not be funded in excess of \$3000.
- Hire or lease of vehicles will be permitted only where it can be demonstrated that this is essential to completing specific project phases or outputs detailed in the project plan.
- Purchase of plant and equipment up to the value of \$10,000 may be funded only where essential to the achievement of project outcomes.
- Salary expenses will only be funded where these expenses are attributable to a discrete project with measurable outcomes detailed in a project plan. Funding for salaried positions related to the normal ongoing operations of an organisation will not be funded. Applications may include requests for funding to engage consultants or contractors with relevant knowledge and/or specialist expertise needed to complete the project. Where an application is made for funding of salaries and/or labour expenses, the application must demonstrate value for money and include a description of the activities to be undertaken by the project personnel, consultants or contractors and the skills and qualifications required for the role.
- Reasonable travel costs are accepted to support travel that is complementary to the outcomes of the project. Costs associated with overseas travel will not be funded.



# 6

## How applications are assessed

The Healing Country Grant Program is a merit-based, competitive process with defined funding limits. Only the strongest proposals that best meet the assessment criteria will be funded.

In order to give your application the best chance for success please consider the following:

- answer every question in the application form
- the applicant should be the owner of the bank account into which the grant (if successful) will be paid. The legal entity will be required to enter into a funding agreement with the Great Barrier Reef Foundation and will be legally responsible for the proper acquittal of any funds awarded. Persons signing applications and funding acceptance forms must be duly authorised to do so by their group or organisation.
- the start date for the project should take into account project preparation time.
- projects can run no later than 31 May 2024 (or as stipulated by the timeline of the type of grant applied for, e.g. Level 1 grants must be completed no later than 12 months from contract start).
- the amount applied for should be exclusive of GST. If you are registered for GST, the Foundation will add 10% to your grant.
- the assessment panel may have little or no knowledge of what you do. As decisions are based on the information provided, ensure that your application is clear, comprehensive and concise.
- applications that include false or misleading information may be excluded from further assessment.

Applications will be assessed through the following stages.

### Stage one – Eligibility assessment / application screening

Each application will be screened against the eligibility questions listed in the table below to check that:

- the applicant organisation is eligible to apply
- the application has been completed in full and all essential information has been provided, and
- the applicant does not have any outstanding obligations for other projects funded by the Foundation.

Applications that do not meet the eligibility criteria will not be progressed to **Stage two**.

#### Stage one eligibility criteria

Has the applicant accepted the conditions of application?

Is the Traditional Owner applicant a legal entity?

Has the applicant confirmed that that all actual, perceived or potential conflicts of interest relating to the grant project have been declared?

Does the applicant hold, or are they willing to hold, the required insurances?

Is the grant funding which has been applied for within the limits described for Level 1, Level 2 or Level 3?

Does the applicant's project proposal clearly relate to healing Sea Country?

Is the Traditional Owner group/s for the area/s within which the project is proposed managing the project or have they provided written endorsement for the Applicant to conduct the project?

## Stage two – Assessment against criteria

Eligible applications will then be assessed by an assessment panel against the following criteria:

Criteria	Description of Criteria	Weighting
<p>The project is <b>Traditional Owner led</b> (section 3.3 of Application Form)</p>	<p>The applicant has described how members of their Traditional Owner group(s) are taking part in the project including how were they involved in developing or planning how the project would be designed, and how they will be involved or employed in the project?</p>	<p>20%</p>
	<p>The applicant has indicated in the project summary and activity descriptions how Traditional Owners are leading and responsible for project delivery and outcomes.</p>	
	<p>The applicant has provided letters of support from Elders or community leaders that show consultation of agreement with the project (this is an important piece of the assessment). their Traditional Owner group(s) are taking part in the project including how were they involved in developing or planning how the project would be designed, and how they will be involved or employed in the project?</p>	
<p><b>Project summary—</b> including the need for and potential benefits of the project and project outcomes (section 2.3 of Application Form)</p>	<p>The applicant has provided a summary of the project outlining what they plan to do and how the work will be done. Summary includes:</p> <ul style="list-style-type: none"> <li>• project objectives and need</li> <li>• expected outcome(s)</li> <li>• activities proposed to meet each of your objectives</li> <li>• an explanation about whether the project builds on earlier project/s or will establish the foundations for future success</li> <li>• identification of the specific activities that require funding</li> <li>• identification of any other funding sources you have for the project</li> <li>• an explanation of the importance of healthy Country to your Traditional Owner group and how this project contributes to healing Country as a part of a healthy Great Barrier Reef.</li> </ul>	<p>16%</p>
	<p>Applicant has clearly identified which level of grant category is being applied for (ie. either Level 1, 2 or 3) and demonstrates an understanding of the activities allowed under the grant.</p>	
	<p>Applications for Level 3 projects explain how the project will build on and/or leverage from existing collaborative relationships and/or partnerships with key stakeholders and organisations. All partners are listed and the applicant has identified how these partnerships add value to the project (e.g. detail partner contributions and identify any additional cash or in-kind support).</p>	

Criteria	Description of Criteria	Weighting
<b>Project plan</b> <i>(section 3.1 of Application Form)</i>	In the Project Plan applicant has outlined the stages, activities and resources required to complete the project. The level of detail provided matches the cost and complexity of the project.	16%
	Applicant has identified any approvals which are needed for the project (for example government or local government permissions, landholder consent etc).	
<b>Project budget value for money</b> <i>(section 3.3 of Application Form)</i>	Applicant has developed a budget in line with the size and nature of the project and has provided clear and accurate descriptions of costs and where appropriate has provided quotes or cost estimates based on previous work.	16%
	Applicant has demonstrated value for money and integrated other funding or co-investment** opportunities, including quantifiable in-kind* and cash contributions.	
	In cases where assets over \$5,000 and expenses relating to services and/or consultants over \$15,000 are included, applicant has provide evidence of a quote.	
	Applicant has shown all figures as GST exclusive	
<b>Capacity of the organisation to deliver the project</b> <i>(section 4.1 of Application Form)</i>	Applicant has outlined the governance arrangements that you have in place that will help guide and implement the project.	16%
	Applicant has clearly described the available resources and capabilities held by the Traditional Owner group that are relevant to the delivery of the project, including any relevant skills and experience that will assist in successful project implementation.	
	Applicant has Provide examples of relevant project work that your group have previously completed, and any lessons learnt that you might apply to help support the successful delivery of this project.	
<b>Ability to communicate project outcomes with Traditional Owners and the broader community</b> <i>(section 5.1 of Application Form)</i>	Applicant has described how community members will participate, share and promote the work of the project.	16%
	Applicant has provided examples of how you will communicate about your project to others, including in sharing the results of your project to other members of the community and stakeholders that may have interests in the project.	

\*In-kind support can include volunteer time (valued at \$41.72/hour as per Australian Bureau of Statistics figures), partner support or external support.

\*\*Co-Contribution is an investment that is cash or a contractually recognised in-kind services/expenses such as; staff salary, volunteer time, specialist advisory, landholder time for events and work, administration costs (electricity, water, gas etc), building costs (meeting rooms, office, labs) and equipment.

### Stage three — Approval by delegate

The assessment panel will make a recommendation to the Delegate to approve those applications which meet the criteria in stages 1 and 2, for funding.

### Stage four — Notification of applicants

Applicants will be informed in writing whether their application was successful or not.

Successful projects will be publicly announced and may be published on the Foundation's website. Published details may include:

- name of the successful Traditional Owner group (and the auspicing organisation if applicable)
- location of the successful applicant
- project term
- title and description of the project and its intended outcomes, and
- amount of funding being awarded.

The Foundation will keep confidential all confidential information of the applicant which is obtained as part of the grant application process. However, the Foundation may disclose confidential information to its personnel, contractors or advisors for the purposes of administering this grant program; or as required by law; or where the Foundation is required to comply with any provision of Reef Trust Partnership Agreement in respect of confidential information.

The Foundation may also share applications with relevant Queensland or Federal Government agencies if there is the potential for an otherwise unsuccessful application to be funded directly by Government.

Applicants should advise if they do not wish their application to be shared in this way.

## 7

### How to apply and lodge an application

Applications for the Healing Country Grants Program open on 14 March, 2022 and close at 11.59pm AEST, **Wednesday 27 April 2022**.

Applicants are required to complete an application form and submit supporting documentation online to [applications@barrierreef.org](mailto:applications@barrierreef.org) by the closing date.

**Only ONE application form may be submitted by each group.** If multiple applications are submitted, only the first one received will be assessed and considered.

Except in the case of unintentional errors and omissions, or verified online technical difficulties, applicants will not be permitted to amend their applications after they have been received.

The submission of additional information relating to an application after the closing date, can only be made if requested by the Foundation. In the event of the applicant having made an unintentional error or omission, the Foundation will decide whether to accept an amendment or additional information on a case-by-case basis.

#### Facilitating Traditional Owner leadership in the application

One aim of the Healing Country Grant program is to support and facilitate Traditional Owner leadership.

To be successful, applications must demonstrate Traditional Owner leadership in the conception and design of the proposal and demonstrate how the proposal aligns with Traditional Owner goals and aspirations. This can be demonstrated through letters of support from members of your Traditional Owner group but can also be including your Traditional Owner organisation.

Applications that do not adequately demonstrate community support will receive a low score in the assessment process.

## Conflict of interest

Applicants are required to declare as part of their application, existing or perceived conflicts of interest that would, or may impact on, or prevent the applicant proceeding with the project or any funding agreement it may enter into, with the Foundation.

Where an applicant subsequently identifies that an actual, apparent, or potential conflict of interest exists or might arise in relation to their application for funding, the applicant must inform the Foundation in writing immediately.

A conflict of interest may exist, for example, if the applicant or any of its personnel:

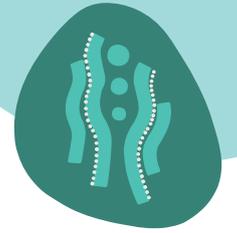
- has a relationship (whether professional, commercial or personal) with a party who is able to influence the application assessment process, such as a Foundation staff member
- has a relationship with, or interest in, an organisation, which is likely to interfere with or restrict the applicant in carrying out the proposed activities fairly and independently, or
- has a relationship with, or interest in, an organisation from which they will receive personal gain as a result of the granting of funding under the program.

## Applicant Checklist

Applicants should take into consideration the guidance and rules provided in these Guidelines, and the Application Form.

Applicants are to ensure they:

- have read and understood the guidelines
- have read, understood, and accept the terms and conditions outlined within the guidelines and under the proposed agreement template
- complete the application form in its entirety
- provide current and accurate information
- only provide attachments that are directly relevant, are concise and clearly labelled
- submit the completed application by emailing it to [applications@barrierreef.org](mailto:applications@barrierreef.org) including uploading all supporting documentation necessary for assessment
- provide confirmation that all actual, perceived or potential conflicts of interest relating to the project have been declared
- have not contained information that is false or misleading (applications considered to contain false or misleading information may be excluded from further assessment).



### Incomplete or late applications

**The Foundation will not accept late applications, except for** in exceptional circumstances which will be assessed on a case-by-case basis.

Unless requested by the Foundation, no additional written or verbal explanation, or further documentation, will be accepted after the closing date.

Applications that are incomplete; do not include the requested documentation, or do not address the assessment criteria may be deemed ineligible. The Foundation will decide whether to accept an amendment or additional information on a case-by-case basis.

## 8

### Questions and further information

Applicants may contact the Foundation's Grants Office while preparing applications to ensure their proposal meets basic requirements. Grants Office staff will not be able to provide feedback on draft applications.

Applicants must not initiate contact with any other Foundation personnel regarding the grant program during the application or assessment phase, however questions can be emailed to the Foundation's Grants Office at [grants@barrierreef.org](mailto:grants@barrierreef.org)

Answers to questions asked during the application period will be provided as 'Frequently Asked Questions' for the benefit of all potential applicants and will be posted at [www.barrierreef.org/what-we-do/reef-trust-partnership/grant-rounds](http://www.barrierreef.org/what-we-do/reef-trust-partnership/grant-rounds).

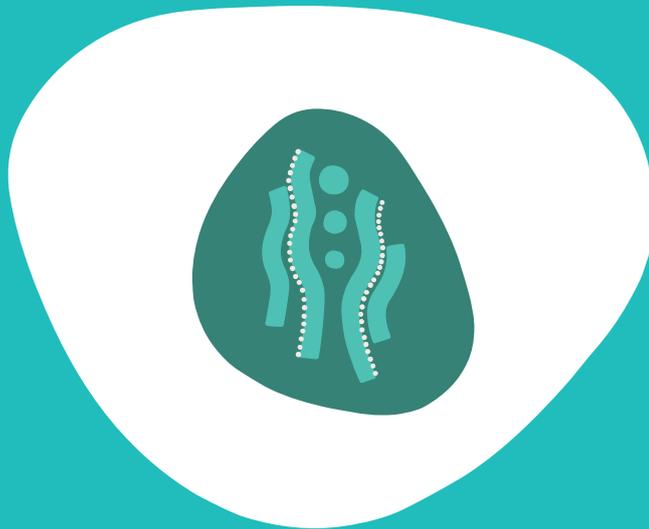
### Disclaimer

This publication has been prepared as a guide only and all reasonable steps have been taken to ensure the information contained in this publication is accurate at the time of publication.

Attachment A: Map of the Great Barrier Reef World Heritage Area the Reef catchments



Source: Great Barrier Reef Marine Park Authority (2014), Great Barrier Reef Outlook Report 2014.  
Available: [https://elibrary.gbrmpa.gov.au/jspui/bitstream/11017/2856/5/InBrief\\_accessible\\_low%20res.pdf](https://elibrary.gbrmpa.gov.au/jspui/bitstream/11017/2856/5/InBrief_accessible_low%20res.pdf), accessed 11/03/2022.



**Artwork by Keisha Thomason, Leon Design**

Healing Country is represented in this symbol. The three circles depict the thriving ideals of a restored coral reef, the growth in coral and sea life, and the growth from what it is now to the hopeful future. The dots represent the thriving life that a healed and healthy Great Barrier Reef brings.

The symbol also subtly looks like a caring hand helping the Reef to grow.