

September 2019

Increasing Resilience to Climate Change (IRCC) Community Grants Frequently Asked Questions

How do I write a good application?

Competition in this round will be high with many good applications. To distinguish your application, consider how your project compares to the assessment criteria and demonstrates how your project could contribute to building the adaptive capacity of your community.

What sort of projects are we looking for?

Firstly, projects that build the adaptive capacity of communities and stakeholders to respond or adapt to climate change impacts in their region and secondly, projects that deliver tangible actions that support our communities to adapt to climate change impacts they are already facing. Projects that can demonstrate clear deliverables and outcomes will be considered more favourably.

Examples of possible project deliverables include;

- Number of workshops to be held and number of targeted community members to be engaged
- Number of activities/trials/ /engagement events to be delivered
- Equipment required/number of trees to be planted/m² of shade covering
- Publications produced as support materials for engagement activities

What is adaptive capacity?

The capability of a community or social group to adjust to climate change, to minimise harm, to strengthen knowledge and act on opportunities, or to cope with the consequences. The ability to deal with change and adapt is understood as resilience.

How much money is available in the funding round?

A total grant pool of \$600,000 is available for the IRCC Community grants.

How much money can be applied for?

Eligible projects will be able to apply for between \$10,000 to \$30,000.

Does the grant include GST?

If you are registered for goods and services tax (GST) the dollar amounts in your application budget should NOT include GST. GST will be paid in addition to your grant for organisations registered for GST *except for government bodies*.

Frequently Asked Questions

If you are not registered for GST and are administering your own grant, the amount requested from the Trust should include any GST which may be payable.

What are the AdaptNSW Climate Change Snapshots?

The snapshots provide details of the current climate of the region including;

- likely changes in climate (temperature and rainfall) by 2030 and 2070
- likely changes to Severe Fire Weather by 2030 and 2070
- likely changes to Hot days (maximum temperatures >35°C)
- likely changes to Cold nights (minimum temperatures <2°C)

For each region you can download a climate change snapshot, climate projection data and maps. The regions include:

- o New South Wales
- o Australian Capital Territory
- o Central Coast
- o Central West and Orana
- o Far West
- o Hunter
- o Illawarra
- o Metropolitan Sydney
- o Murray/Murrumbidgee
- o New England North West
- o North Coast
- o South East and Tablelands.

What other sources can identify risks from climate impacts?

State or Local Government risk management plans such as a flood, bushfire or coastal management plan or reports. Contact your local Council for assistance.

What is climate change risk and impact?

A climate change risk is not the same as a climate change impact (e.g. increasing temperatures). A climate change risk is how climate changes (or combinations of changes) create impacts that affect the ability of your community to be thriving, sustainable and resilient. A climate change risk assessment process will identify your climate change risks. Similarly, climate change vulnerability is determined through a process that assesses potential climate impacts and capacity of a region or system to respond.

What is a climate hazard?

Extremes in weather and climate that can affect human health and have detrimental effects on the environment such as increased temperatures, extreme rainfall events, variability in seasonal rainfall, increased fire weather, increased storm activity.

What is the difference between adaptation and mitigation action?

Climate change adaptation relates to changes in natural or human systems to prepare for actual or expected changes in the climate in order to minimise harm, act on opportunities or cope with the consequences of a climate hazard. Mitigation is a human intervention to reduce the sources or enhance the sinks of greenhouse gases such as carbon dioxide, for example switching to low-carbon energy sources such as solar or wind power.

What are vulnerable communities?

Communities that are exposed and/or sensitive to climate change impacts and have low capacity to respond. This may include but not limited to; elderly or very young sections of the community, people with existing health concerns, communities experiencing social disadvantage, Culturally and Linguistically Diverse (CALD) communities and threatened or isolated ecological communities.

Does the project need to be innovative to be successful?

There is no requirement for submissions to the IRCC Community Grant program to include an innovative component. First and foremost, this program seeks high quality and well-designed adaptation projects that will benefit communities in NSW.

What amount of funding is required from project partners?

There is no requirement for partners to contribute funding towards the projects. However, any in-kind, financial, collaborative or strategic support will strengthen your proposal.

Can we lodge multiple applications?

Yes. There is no restriction on the number of applications that are lodged per community group. Multiple applications from an individual community group will compete with the entire pool of applications and it is possible that more than one project from a community group will be successful.

Can you submit a proposal as the lead organisation and be a partner on another project?

Yes. You can submit applications both as the project lead and a partner organisation and an organisation is eligible to receive a grant both as a lead organisation and a partner organisation or as a partner organisation in more than one project. If multiple projects are submitted each project

must be discrete, 'stand-alone' and not be dependent on another project to receive funding to be implemented.

Can you submit a proposal on behalf of an incorporated lead organisation and be a partner on this project?

Yes. You can submit applications on behalf of an incorporated project lead as a partner organisation or Administrator for the project. DPIE expects the project to be led and implemented by a community group, a traditional owner corporation or not-for-profit organisation, not the Administrator.

Funding Agreements are prepared in the Administrator's name, who signs on behalf of the applicant. Payments are made to the Administrator who is responsible for dispersing funds on the Grantee's behalf and for the preparation of financial reports.

DPIE recommends that an agreement be reached (preferably in writing) between the Grantee and the Administrator in relation to the project's roles and responsibilities.

Would a community education program be a possible project?

Yes, if the program has been designed to build resilience to a climate impact/s.

What is an in-kind contribution?

An in-kind contribution is a non-financial resource contribution to the project. As part of the grant application process, applicants are asked to describe any in-kind contributions that will be made to support the delivery of the project. Examples of in-kind contributions are:

- time volunteered to the management or coordination of the project
- time volunteered to implement project activities
- non-paid technical support provided to the project
- the donation of goods, materials or equipment to the project
- the provision of a workspace in an office to support the implementation of activities.

What is defined as a project administration cost?

Project administration costs are those costs associated with running and managing the program internally. These could include staff costs to manage project administration (project reporting, asset management, financial management), bank fees and charges or insurance costs.

Is there a maximum amount of administration costs that can be included in the project budget?

Administration costs should not exceed 15% of the total project budget.

Who should the 'letters of support' be addressed to?

Project Manager, Increasing Resilience to Climate Change Community Grants, Department of Planning, Industry and Environment.

Can we submit extra supporting documents, photos and maps?

Yes, you can upload one additional file. Please ensure that the total amount of uploads does not exceed 25 MB.

What time exactly do the applications close on the due date?

Applications must be submitted on the SmartyGrants website by 11.59 pm on Friday, 28th February 2020. Late applications will not be considered.

Can I get an extension for my application?

No extensions will be granted.

What is the SmartyGrants on-line system?

SmartyGrants is the Grant Management System. You can access SmartyGrants by going to the website: adaptnsw.smartygrants.com.au

Make sure you have the information you need to apply, including required documents, and click on 'Apply Now' to submit your application through SmartyGrants.

What kind of evidence do I need to submit with my application?

You will need to attach a signed letter of commitment from the Chief Executive Officer (or equivalent), or delegate (this also applies to all parties if a partnership/collaboration is formed). You will also need to provide:

- Letters of support from any nominated partner organisation to the application,
- Copies of Public Liability, Professional Indemnity and Personal Accident Insurance (if available), and
- Proof of Incorporation for community groups.

You can attach documents to your online applications if they are an acceptable file type (e.g. Word, Excel, PDF, or JPEG) and don't exceed the maximum file size. When you submit your application online, check carefully to ensure all your attachments have been uploaded.

Is there anyone I can contact to find out more about the program?

Additional information is available on the AdaptNSW website, see adaptnsw.smartygrants.com.au

If you require more information, please email adapt.NSW@environment.nsw.gov.au and one of our team will be in touch.