

# 2023-2024 ACT Environmental Grants Program

## ACT Environmental Grants Program: Project Acquittal Form

### Application No. ENV23/24004 From Molonglo Conservation Group - DRAFT

## Instructions for Grantees

### Instructions for Grantees

This form is designed to help us understand the challenges, triumphs and insights you experienced and gained while running your funded project.

We want to know about your successes and challenges. Ultimately we want to see what outcomes you achieved and if they were the intended ones.

#### Reporting

Reporting against the outcomes and approved budget is a requirement of the deed of grant, and must be completed by an appropriately authorised person on behalf of the applicant organisation or the projects auspicing organisation.

To the best of your knowledge the statements made within this report need to be true and correct, whilst understanding that you as the applicant organisation/auspicing organisation were approved for this grant and accepted the terms and conditions as outlined in the deed of grant or any other deed of variations relating to the project.

#### Term of the Grant

The Grants are for a specified period as set out in the guidelines unless a **variation** has been approved.

#### Timeframe

You **have a month** to complete this acquittal form after receiving it by email.

Please fill out the form as directed in the instructions or email your received containing the link to this form.

If there is any reason you are unable to complete this form by the due date please advise us by contacting the Grants Coordinator by phone on 62077331 or by emailing; [actnrm@act.gov.au](mailto:actnrm@act.gov.au)

#### **Please ensure that:**

- **Completion of this form has been overseen by those in your organisation that have an intimate knowledge of the funded project.**
- **Financial information is completed by an appropriately authorised person on behalf of the applicant organisation or the projects auspicing organisation.**
- **In filling out this form, that you have attached all supporting documentation where indicated in the reporting process.**

#### Privacy Statement

All information in this report is public information, except for all personal and financial information which will remain confidential.

We pledge to respect and uphold your rights to privacy protection under the [Australian Privacy Principles](#) (APPs) as established under the *Privacy Act 1988* and amended by the *Privacy Amendment (Enhancing Privacy Protection) Act 2012*. To view our privacy statement, go to [ACT Government Privacy Policy](#)

## Project Report

**\* indicates a required field**

### Project Title

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### Application No. ENV23/24004 From Molonglo Conservation Group - DRAFT

Ainslie Volcanics

This question is read only.

#### Application Number

ENV23/24004

This field is read only.

#### Grant Recipient

#### Sponsoring Organisation

Molonglo Conservation Group

If Grant Recipient and Sponsoring Organisation is the same write as above

#### Mailing Address

2 Dairy Road Fyshwick

#### Phone Number

0427803896

#### Email Address

communications@molonglo.org.au

#### Project Summary

The Ainslie Volcanic volunteer group have been undertaking restoration to native grasslands at the foot of Mount Ainslie Quick Street and have restored the area in line with identification of plant species found onsite from Professor Jamie Pittock ANU. Encouraging the community to care for the park and build awareness and understating of the diverse and rich biodiversity in our local environment and the impacts of climate change have been forefront in this project. Volunteers had activity plans approved and site Induction by TCCS completed. They have hosted education groups, working bees and events to teach our community more about the Canberra landscape and the importance and value of restorations. They have been able to with Landcare health and well-being programs and have created intergenerational working groups by linking with CIT, Campbell High School, Ainslie Primary School and Ainslie Village, alongside particularly isolated members of the community. They have engaged with an ecologist to create an Ecological plan of this area and to provided volunteers with a plan for a staged and methodical process for weeding, planting and monitoring. The first round of planting and weeding were completed by the volunteer group, with additional support from NRM.

Must be no more than 250 words.

Please summarise all project activities in relation to the Project Plan.

#### Project - Duration

##### Start Date

19/06/2023

Must be a date.

##### Finish Date

30/06/2024

Must be a date.

**Has this project achieved the activities and milestones required? \***

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- No  
 Yes

**If the project didn't achieve the activities and milestones required please describe why?**

Must be no more than 250 words.

### Project - Outcomes

**What outcomes were generated as a result of this project?**

Outcomes are the changes that have occurred as a result of your project. Generally outcomes can be framed as an increase or decrease in one or more of the following:

- Skills, knowledge, confidence, aspiration, motivation,
- Actions, behaviour, change in policy.
- Social, financial, environmental, physical conditions.

We also want to learn more about how you tracked the outcomes of your initiative - what you measured and how.

Finally we also want to know if you encountered any unexpected outcomes generated by your project?

**Please answer the questions below. Leave blank any fields that do not apply to your project.**

**What Outcomes were generated by your project?**

- An ecologically guided site specific management plan
- 900 native plants planted on-site
- Targeted woody weed removal and on-site mulching
- Invasive weed removal (St John's Wort)
- Native tree regeneration protection
- Knowledge building and community up-skilling
- Erosion management on compacted 'ghost' roads

**How did you track these outcomes?**

Outcomes were tracked through ongoing monitoring onsite of planting success, emerging weeds and external threats (including vandalism and rabbits). Photographing the area throughout the duration of the project supported monitoring observations and helped establish priorities.

**Where any of your outcomes unexpected? If so why?**

### Evidence of Outcomes

Please provide two pieces of evidence to show that you have achieved the outcomes of your project. This could be a document created, before and after photos or other similar items. Please contact the Grants Coordinator if you are unsure what evidence to include.

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#### **IMPORTANT:**

**Your evidence of outcomes should reflect and support your project budget as well as any approved project variation.**

#### **Evidence 1**

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Filename: Ainslie Volcanics Site Plan\_FINAL\_GRootsEnviro\_December 2023.pdf

File size: 6.0 MB

Please attach evidence of your on-ground activities

#### **Evidence 2**

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Filename: Outcome- Plantings.pdf

File size: 737.8 kB

Please attach evidence of your on-ground activities

## **Dealing with challenge**

### **Were there any challenges encountered and, if so, how did they influence the outcomes?**

On several occasions, property and resources were vandalised and damaged by external community members who use the site improperly. Stakes, guards, tube stock, the water cube and signage were all impacted. This was a challenge for the group as they often felt disheartened by work undone and even unsafe with the presence of smashed glass and used sharps discarded on site. An area on site was also used as a dumping ground for waste materials by nearby residents. All of which negatively impacted group morale.

Must be no more than 100 words.

### **Outline any actions taken to rectify challenges and/or improve the project outcomes**

TCCS were notified of each instance of dumping or hazardous materials, and the team were proactive about rectifying those dangers. The Fix-my-street portal was used to remove some items. More signage was installed at site access points to help educate community members about the purpose of the plantings, locks were installed on the water cube.

Must be no more than 100 words.

### **Do you or your organisation have any plans to continue, monitor or further develop this project beyond the funded period?**

Yes

No

### **If yes, please outline your plans for the project.**

Future site priorities are listed in detail in the Ainslie Volcanics Site Plan (attached). There is currently work underway for hazardous fence removal, rabbit control, ongoing weed removal and native regeneration protection as part of a 2024-2025 Adopt-A-Park Grant.

Must be no more than 100 words.

## **Project Outputs**

### **What outputs did your project generate?**

These are the tangible items a project generates.

Examples would include

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- the number of trees planted,
- area of planting (Hectares),
- area of weed treatment (Hectares),
- the number of volunteers engaged in the project,
- the number of pest species eradicated.

List your initiative's outputs below, including numbers and timeframes where possible. Leave blank any fields that do not apply to your project.

**IMPORTANT:**

**Your evidence of outputs should reflect and support your project budget as well as any approved project variation.**

Number	List	Type of Treatment
Must be a number.	Attach documentary evidence of delivery ie: Photos of areas treated or trees/shrubs planted, social media posts, receipts for expenditure, photos from events, attendance record for volunteers	From the drop down list choose achievement output
900	<hr/> Filename: Marianne Receipt 3.jpg File size: 4.8 MB <hr/> Filename: Marianne Receipt.jpg File size: 2.4 MB <hr/> Filename: Sales Invoice GA10 01514 (2).pdf File size: 201.5 kB	Plants Planted
1	<hr/> Filename: Ainslie Volcanics Site Plan_FINAL_GRootsEnviro_December 2023.pdf File size: 6.0 MB	Other
1	<hr/> Filename: Ainslie Parks Sign.png File size: 1.9 MB <hr/> Filename: Outcome- Social Media.pdf File size: 861.3 kB	Communication items
2	<hr/> Filename: Outcome- Weeds.pdf File size: 540.4 kB	Hectares Planted/Treated
1	<hr/> Filename: Outcome- Erosion Control.pdf File size: 786.7 kB	Other

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290	Filename: Outcome- Volunteer Hours.pdf File size: 155.8 kB	Other
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### Lessons Learned

#### What did you learn as a result of undertaking this project?

Having an ecologically guided site-specific management plan developed prior to any on-ground works was immeasurably beneficial. The volunteer group are now able to be led by this plan year by year for the next 10 years at least, focusing on different priorities with varying levels of urgency. This has given the group a sense of self-sufficiency and confidence where it comes to "what next" and they aren't dependent on external support. This plan will continue to guide their funding applications in years to come. Where applicable, we will be including this same budget item in future applications across the catchment.

Must be no more than 100 words.

We are particularly interested in lessons that may help others undertaking similar work. Think about what you learned about your inputs (money, skills, personnel, time - too much; too little; about right?); your assumptions (were they 100% right, only partly right, or were the results a complete surprise?); and the context of the project/program (timing; targeted beneficiaries; geographic settings - were they right; wrong; about right?)

### Communication Material

#### Has the project produced any visual, audio representations, documents, or advertising?

- Yes  
 No

#### Please provide an example of your communication

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Filename: Ainslie Parks Sign.png  
File size: 1.9 MB

and/or

#### Provide web link:

<https://linktr.ee/protectainsliegrasslands>

Must be a URL

and/or

#### Provide additional details:

Please include captions, if relevant

#### Have you obtained permission from participants/volunteers to use the images in any media in regard to the project?

- Yes  
 No

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**Financial Report**

\* indicates a required field

**Project Income Expenditure**

**IMPORTANT:**

Financial Reporting against the Projects Approved Budget is a requirement of the Deed of Grant or any Deed of Variations and must be completed by an appropriately authorised person on behalf of the applicant organisation or the projects Auspicing Organisation.

Please complete the Financial Report for all actual expenditure including government, nongovernment and private, as well as any in-kind contributions.

Use the 'Notes' column to provide any additional information you think we should be aware of.

**Project Income**

In accordance with the Deed of Grant or any Deed of Variations you have been provided with funding to this value. Please complete the financial statement of all actual income per your Approved Project Budget, including government, nongovernment and private, as well as any in-kind contributions.

Use the 'Notes' column to provide any additional information you think we should be aware of.

<b>Project Income Item (as per Deed of Grant Project Budget)</b>	<b>Project Budget Approved Item - (\$ Allocated GST Exc)</b>	<b>Actual Budget Item Income (\$ GST Exc)</b>	<b>If different from Application Approved Budget Item indicate approval of change</b>
Select the category from the dropdown list. Oone per line	Must be a dollar amount	Must be a dollar amount.	
ACT Environment Grant Grant Funding	\$14,287.68	\$14,287.68	
	\$	\$	
	\$	\$	
	\$	\$	

<b>Project Budgeted Expenditure Items</b>	<b>Budgeted Expenditure Amount (\$ GST Exc)</b>	<b>Actual Expenditure (\$ GST Exc)</b>	<b>Notes</b>
		Must be a dollar amount.	

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Project Budgeted Item	\$5,700.00	\$5,700.00	Ecological plan
Project Budgeted Item	\$4,200.00	\$4,518.93	Tube stock and guards
Project Budgeted Item	\$100.00	\$222.81	Communications
Project Budgeted Item	\$500.00	\$878.27	Tools
Project Budgeted Item	\$1,298.88	\$1,298.88	Admin
Project Budgeted Item	\$1,668.80	\$1,668.80	Project management
Project Budgeted Item	\$70.00	\$0.00	Unspent Funds- Weed Spray
Project Budgeted Item	\$750.00	\$0.00	Unspent Funds- Contractor for site preparation

**Income Expenditure Totals**

**Income Total**

\$14,287.68

This number/amount is calculated.

**Expenditure Total**

\$14,287.69

This number/amount is calculated.

**Income - Expenditure**

\$0.00

This number/amount is calculated.

**Please attach a signed letter from a financially authorised delegate of your organisation (or sponsoring organisation), stating that the grant was acquitted as per the project budget or any subsequent approved variation.**

*No files have been uploaded*  
 NOTE: Max 5mb per file

**BUDGET DISCREPENCIES**

**Please explain reasons for any major variances, or for providing incomplete information:**

Unspent funds- two funded items (weed spray and site prep contractor) were deemed unnecessary expenses while undertaking the project. The attributed funds were subsequently spread across other pre-approved budget items (tube stock, stakes, guards,



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tools, equipment and communications) to maximise on-ground delivery and project efficiency.

Must be no more than 100 words.

## Certification and Feedback

**\* indicates a required field**

### Certification

**This section must be completed by an appropriately authorised person on behalf of the applicant organisation or the projects Auspicing Organisation.**

**I certify that to the best of my knowledge the statements made within this report are true and correct, and**

**I understand that:**

- **the applicant organisation/Auspicing Organisation has been approved for this grant;**
- **that we are required to accept the terms and conditions of the grant as outlined in the Deed of Grant or subsequent Deeds of Variations.**
- **Project Reporting and Acquittal is a requirement of the Deed of Grant or any approved variations and must be completed by an appropriately authorised person on behalf of the applicant organisation or the projects Auspicing Organisation.**

**I agree**

Yes  No

**Name of authorised person \***

Dr Karen Williams

Must be an Authorised Member of the applicant/auspicing organisation who has delegation to certify funding and expenditure

**Position \***

President

Position held in applicant/auspicing organisation (e.g. CEO, Treasurer)

**Contact Phone Number \***

0427 803 896

We may contact you to verify that this application is authorised by the applicant organisation

**Contact Email \***

[communications@molonglo.org.au](mailto:communications@molonglo.org.au)

Must be an email address.

**Date \***

14/08/2024

Must be a date

### Feedback

You are now nearing the end of this form. Before you review your application and click the **SUBMIT** button please take a few moments to provide some feedback.

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**Please indicate how you found the acquittal process:**

Very easy  Easy  Neutral  Difficult  Very Difficult

**Did you find the reporting process useful in helping to understand your own work?**

Yes  
 No

**How many minutes in total did it take you to complete this form?**

180

Estimate in minutes (i.e. 1 hour = 60)

**Please provide us with your suggestions about any improvements and/or additions to this form that you think we need to consider:**

Must be no more than 100 words.