

Greener neighbourhoods grant program



Grant guidelines
December 2021





Acknowledgement

NSW Department of Planning, Industry and Environment acknowledges the Traditional Custodians of the land and pays respect to all Elders past, present and future.

Greener Neighbourhoods Grant Program Grant Guidelines December 2021

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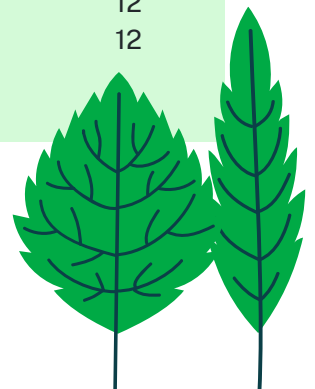
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Contents

Introduction	5
Greener Neighbourhoods program	5
Program overview	6
Purpose of funding	6
Available funding	6
Eligible councils	6
Objectives	6
Timeframes	7
Funding opportunities	8
Eligible projects	8
Activities ineligible for funding	8
Activities that may be funded	9
How to apply	10
Advice and guidance	10
Assessment	11
Assessment criteria	11
Distribution of funding	11
Notification of assessment outcome	11
Requirements for successful recipients	12
Other funding	12
Reporting and monitoring	12
SmartyGrants system	12
Project management	12
Project completion	12
Payment of grants	12
Insurance requirements	12
Disclaimer	12
Privacy policy	12





Introduction

The Department of Planning, Industry and Environment is inviting local councils across Greater Sydney to apply for grants to support strategic urban forest planning under a \$1.65 million Greener Neighbourhoods grant program. This funding is being made available as part of the Greener Neighbourhoods program to support and empower councils to protect and enhance tree canopy in Greater Sydney.

The program recognises Greater Sydney councils are at different stages in their strategic urban forest planning and management. The Greener Neighbourhoods grant program provides all 33 councils an equal opportunity to access funding support and enhance capability.

Greener Neighbourhoods program

Trees and urban canopy are an essential part of urban areas, providing important social, economic and environmental benefits to the community. These benefits include mitigating urban heat build-up, increasing local amenity, and encouraging walking and physical activity through more shade covering streets and paths.

In recognition of these benefits, the NSW Government has made commitments to increase tree canopy through:

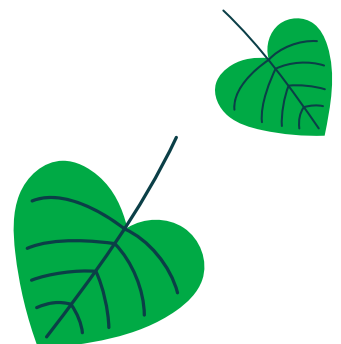
- the Greening our City program which aims to increase tree canopy and green cover by planting one million trees by 2022 (part of a broader commitment to plant 5 million trees by 2030)
- objective 30 of the Greater Sydney Commission's Greater Sydney Region Plan to increase Greater Sydney's urban canopy cover to 40%.

Councils are important partners in working towards these targets. They manage local streets and open spaces and have the ability to regulate trees on private land.

The Greener Neighbourhoods program provides targeted support to councils so they can strengthen strategic management of the urban forest and better contribute towards long-term canopy targets. The Greener Neighbourhoods support package is being made available to all Greater Sydney councils in late 2021 with the following features:

- updated canopy data (2019) on the SEED portal
- Greener Neighbourhoods Guide
- funding through the Greener Neighbourhoods grant program.

Greater Sydney councils can apply the Greener Neighbourhoods Guide to help shape project proposals under this grant program. The updated canopy data may also be used to inform or add value to projects seeking funding through this grant program.



Program overview

Purpose of funding

The Greener Neighbourhoods Grant Program offers non-competitive grants to all 33 councils in Greater Sydney. It aims to improve councils' ability to strategically plan for and manage their urban forests.

The grant program provides funding support in 4 categories: data, policy, community engagement and private land canopy.

Available funding

A total of \$1,650,000 is being made available through Greener Neighbourhoods grants. Up to \$50,000 excluding GST will be available to each eligible council through a non-competitive grant process. Every eligible council will be awarded grant funding if their application meets the program's eligibility and assessment criteria.

Eligible councils

All councils in the Greater Sydney region are eligible to apply. These councils are:

- Bayside Council
- Blacktown City Council
- Blue Mountains City Council
- Burwood Council
- Camden Council
- Campbelltown City Council
- City of Canada Bay
- Canterbury-Bankstown Council
- Cumberland Council
- Fairfield City Council
- Georges River Council
- Hawkesbury City Council
- Hills Shire Council
- The Hornsby Shire Council
- The Council of the Municipality of Hunters Hill
- Inner West Council
- Ku-ring-gai Council
- Lane Cove Municipal Council
- Liverpool City Council
- Mosman Municipal Council
- North Sydney Council
- Northern Beaches Council
- City of Parramatta Council
- Penrith City Council
- Randwick City Council
- City of Ryde Council
- Strathfield Municipal Council
- Sutherland Shire Council
- City of Sydney
- Waverley Shire Council
- City of Willoughby
- Wollondilly Shire Council
- Woollahra Municipal Council

Councils outside of Greater Sydney are **not** eligible to apply.

Objectives

The grant program objective is for each participating council to achieve one or more of the following:



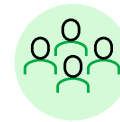
improve data capabilities by boosting council capacity to analyse and understand tree canopy trends in their local government area



develop or update local urban forest strategies (or other strategic plans with canopy targets or actions) by supporting councils in identifying actions to enhance canopy cover or mitigate loss



develop locally appropriate tree canopy targets embedded in an urban forest strategy (or other policy or plan)



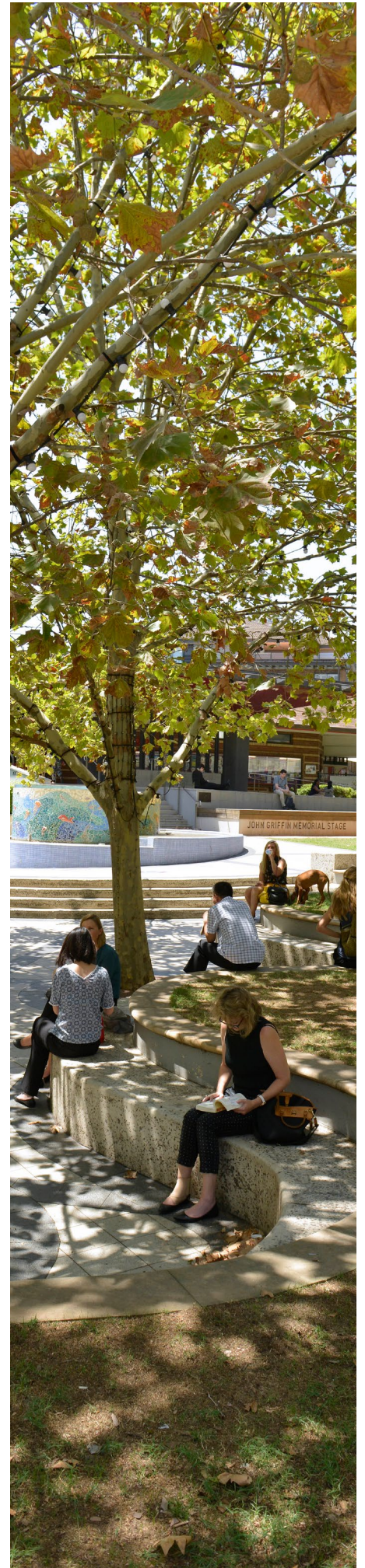
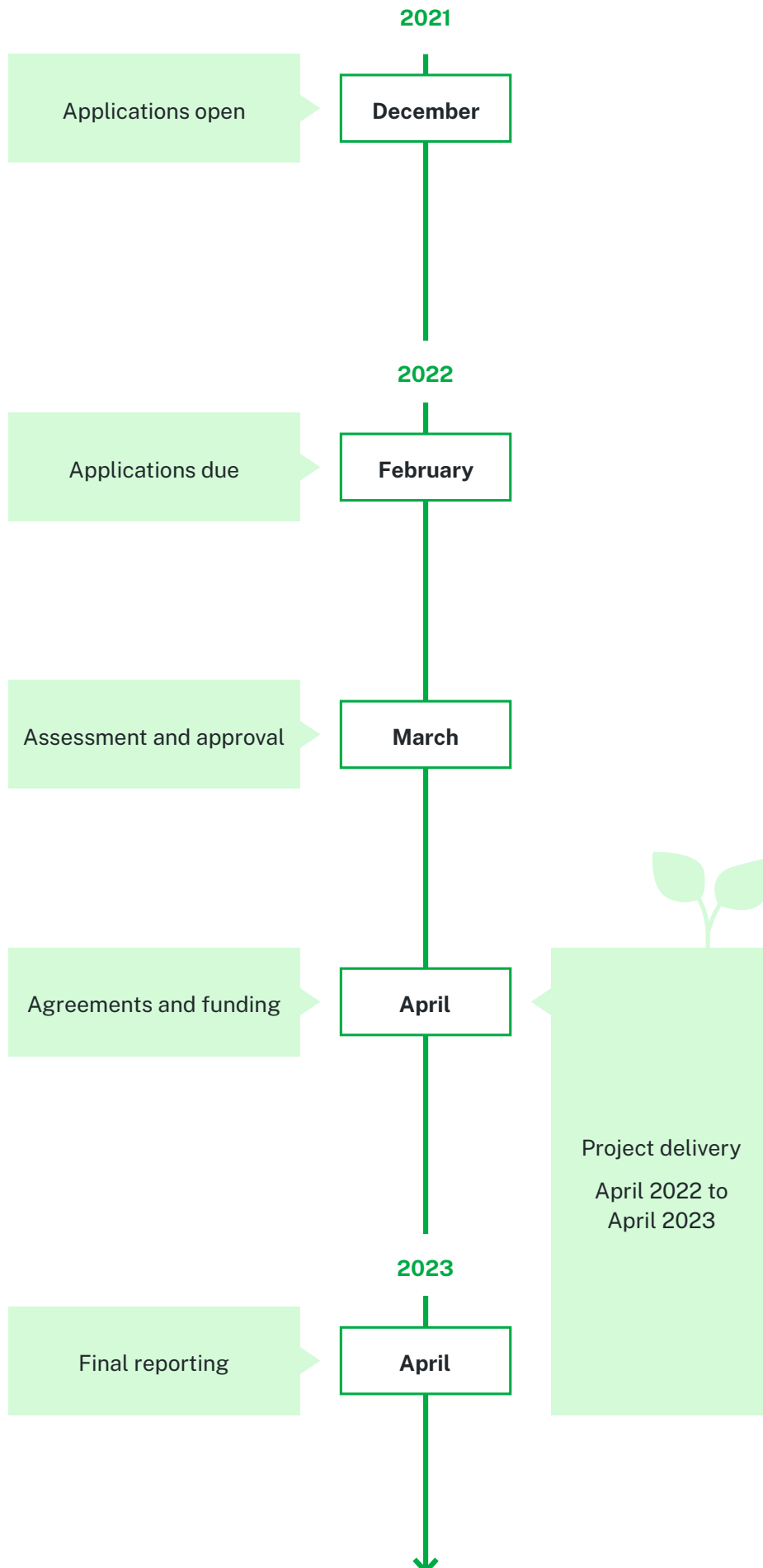
enhance community support for increasing canopy by supporting councils to develop programs to engage and educate the community on the value of trees and urban greening



improve tree canopy outcomes on private land by supporting councils to develop strategies to mitigate loss and enhance tree canopy on private land.



Timeframes



Funding opportunities

Eligible projects

To be eligible for funding, applications must demonstrate:

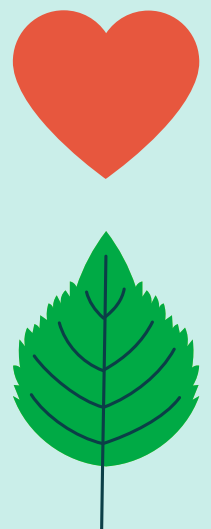
- **use of funding** – projects must include activities within one or more of the following funding categories: data, policy, community engagement and private land canopy (see table 1 for details)
- **policy alignment** – projects must align with [NSW Climate Change Fund objectives](#) and Greater Sydney district-specific priorities
- **funding amount** – each council may seek up to \$50,000 (ex-GST)
- **extent of funding** – applicants can seek grant funding to cover all eligible project costs. There is no requirement for matched funding. However, councils are invited to include money and/or in-kind contributions to increase the value of the project.
- **project management** – applicants are responsible for providing the necessary labour, equipment and materials, management and supervision to complete the project.
- **timing** – activities must be completed and all grant funds spent within 12 months of execution of the funding agreement.

Activities ineligible for funding

The following types of projects are ineligible for funding under this program:

- tree-planting works
- tree giveaways and community tree planting events
- direct funding of personnel or staff positions
- data products acquiring canopy imagery*.

**New data products are ineligible for funding under this grant program as the department has made updated canopy data (2019) available through the SEED portal and is exploring ongoing canopy data acquisition and provision.*



Activities that may be funded

Councils may apply for funds up to \$50,000 to be expended within any of the funding categories below.

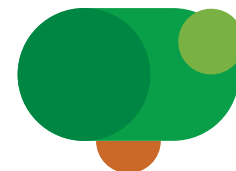


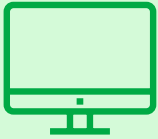
Table 1: Summary of available funding categories

Funding category	Data	Policy	Community engagement	Private land canopy
The funding will be used to:	Analyse existing canopy or related imagery, expand council data capabilities or purchase supporting software	Develop or update strategic tree canopy policies, plans or locally appropriate canopy targets	Develop programs to engage and educate the local community on tree canopy and urban greening	Mitigate loss and enhance tree canopy on private land
We will consider activities such as (but not limited to):	<ul style="list-style-type: none"> Engagement of external consultancies to analyse data such as vegetation data, asset data Software or product training for council staff Purchase or upgrade of software for spatial data analysis and asset management 	<ul style="list-style-type: none"> Engagement of external consultancies to draft or update strategies and plans, and/or develop tree canopy targets Embed urban forestry planning and management into council's community strategic plan and community engagement strategy* Development and implementation of a sustainable funding source and mechanism for replacement tree planting 	<ul style="list-style-type: none"> Engagement of external consultancies to develop community engagement plans Development and implementation of education and awareness campaigns Enhancement of website content on tree canopy and urban greening 	<ul style="list-style-type: none"> Research and evidence to address private land canopy management including developing private tree canopy controls Engagement of external consultancies for developing strategies and plans to address private land canopy challenges
Funded activities should achieve outcomes such as:	Improved data capabilities: <ul style="list-style-type: none"> access to data product/s to analyse and support tree canopy policy or targets work improved capacity to analyse and understand tree canopy trends improved capability to manage and analyse tree asset data 	New or updated urban forest strategy , or other strategic plan such as a street tree masterplan, annual planting program or urban cooling strategy that addresses tree canopy provision in the LGA Development of locally appropriate tree canopy targets embedded in an urban forest strategy, or other policy or plan	Enhanced community support for tree canopy <ul style="list-style-type: none"> community engagement plan developed education/marketing materials developed and distributed/published supporting research 	Improved tree canopy outcomes on private land <ul style="list-style-type: none"> strategy, plan or project developed to improve tree canopy on private land (e.g. residential, industrial, commercial) a review of canopy planning controls
The funding cannot be used for:	<ul style="list-style-type: none"> Purchase of data products acquiring canopy imagery Direct funding of council personnel or staff positions 	<ul style="list-style-type: none"> Direct funding of council personnel or staff positions 	<ul style="list-style-type: none"> Tree planting events Tree giveaways Direct funding of council personnel or staff positions 	<ul style="list-style-type: none"> Tree giveaways Direct funding of council personnel or staff positions

*In accordance with changes made to the Local Government Amendment (Governance and Planning) Act 2016. Refer to the Office of Local Government's Integrated Planning and Reporting Guidelines updated in September 2021

How to apply

1



Visit the website

dpi.e.nsw.gov.au/greener-neighbourhoods

Read the information about the grant program to determine if you are eligible.

2



Read these grant guidelines

Familiarise yourself with the grant program requirements.

3



Complete and submit the application on SmartyGrants by the closing date and time

Follow the instructions at dpi.e.nsw.gov.au/greener-neighbourhoods

Attach relevant pages or sections for supporting evidence for your application.

Applicants must:

- answer all questions in the application portal
- attach or provide links to copies of plans/reports referred to in your application. Attach only relevant pages or sections, not reports in their entirety
- provide general manager/CEO/director endorsement (or an approver with an appropriate level of financial delegation) of the application at the time of submission.

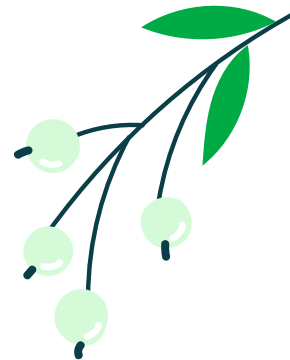
Applications must satisfy the grant criteria and applicants must accept the conditions outlined in these guidelines.

Advice and guidance

Contact greeningourcity@planning.nsw.gov.au for any enquiries regarding the interpretation of these guidelines, including the types of activities eligible for funding and the application process.

Applications must be submitted by:

11.59pm (AEST) on Wednesday, 23 February 2022



Assessment

Assessment criteria

The department will assess applications against the following criteria:

1. Merit

- Demonstrated need for the project
- Realistic project scope and clear outputs for the project
- Demonstrated alignment with the grant program objectives (see page 6)
- Strategies for evaluating and measuring outcomes from the project

2. Viability

- Whether the project is well planned with appropriate risk management in place
- Whether the project and budget are supported by council and stakeholders

3. Value for money

- Value for money and realistic budget relative to the scale and impact of the project
- Appropriate use of public funds
- Insurance and other liabilities

Distribution of funding

Each application will be assessed on its merits by the department. All councils will be awarded grant funding if their application meets the eligibility and assessment criteria.

Notification of assessment outcome

All applicants will be notified by email or letter of the assessment outcome.



Requirements for successful recipients

Other funding

Grant funding provided as part of this program must not be used to substitute any existing committed funding for projects. However, councils are welcome to include cash and/or in-kind contributions to increase the value of the funding provided.

Reporting and monitoring

Councils will be required to submit a progress report halfway through the period of grant funding. The department will provide details about the progress report process to successful applicants.

The funding recipient is responsible for alerting the department of any issues or risks to completion of the project at the first available opportunity.

SmartyGrants system

To receive funding, successful applicants must accept the program's terms and conditions in the online SmartyGrants system.

Project management

Councils are asked to nominate a project manager for each project and to notify the department in writing of any changes in project management. Councils are responsible for project management and budgetary control.

Project completion

Grant funds must be spent, and projects must be completed within 12 months of execution of funding agreements. Councils will be required to provide a completion report to the department giving evidence that the funds were expended in accordance with the objectives of the grant.

Payment of grants

As part of the funding agreement, successful applicants will receive grant funding in 2 instalments. These payments are scheduled against the following project milestones:

1. signing of funding agreement
2. completion of activities

Insurance requirements

Councils applying for funding via this program must have minimum public liability insurance cover of \$20 million.

We recommend applicant organisations have personal accident and professional indemnity insurance. However, this is not a condition of funding. Organisations that employ staff must comply with the Workplace Injury Management and Workers Compensation Act 1998 (NSW).

Disclaimer

Submission of an application does not guarantee funding. The costs of preparing an application are borne by the applicant.

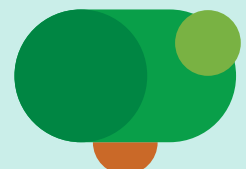
Privacy policy

The department will collect and store the information you voluntarily provide to enable processing of your grant application.

Any information provided by you will be stored on a database that will only be accessed by authorised personnel and is subject to privacy restrictions. The information will only be used for the purpose for which it was collected.

The department is required to comply with the Privacy and Personal Information Protection Act 1988. It collects the minimum personal information to enable it to contact an organisation and to assess the merits of an application.

Applicants must ensure that people whose personal details are supplied in applications are aware that the information is being supplied to the department and how this information will be used.







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