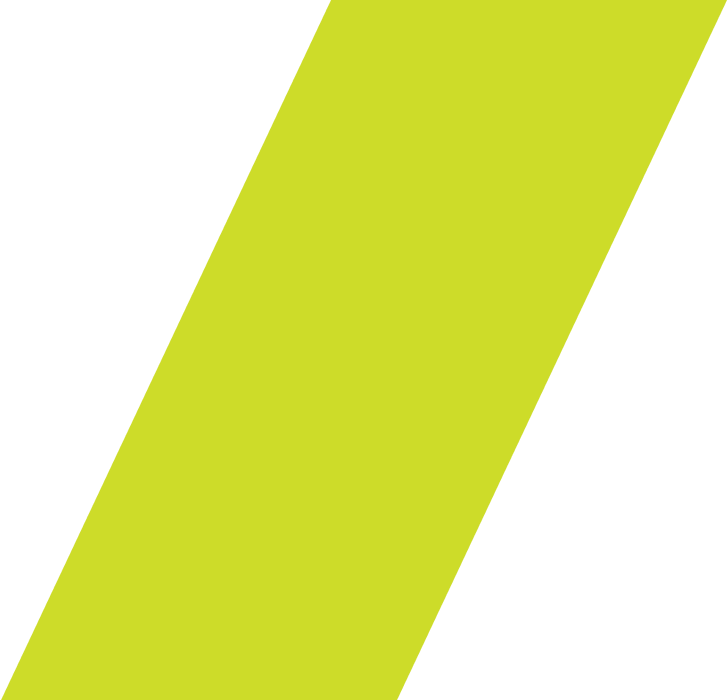
Peri-urban Weed Management Partnerships Program 2025-27

Application Template





[deeca.vic.gov.au](file:///Users/fionadurante/Downloads/deeca.vic.gov.au)



We acknowledge and respect Victorian Traditional Owners as the original custodians of Victoria’s land and waters, their unique ability to care for Country and deep spiritual connection to it.

We honour Elders past and present whose knowledge and wisdom   
has ensured the continuation of culture and traditional practices.

DEECA is committed to genuinely partnering with Victorian Traditional Owners and Victoria’s Aboriginal community to progress their aspirations.

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Contents

[1 Project Overview 4](#_Toc179356819)

[1.1 Project Summary 4](#_Toc179356820)

[2 Biodiversity Benefit 5](#_Toc179356821)

[2.1 Key Targets 5](#_Toc179356822)

[2.2 Project Area 5](#_Toc179356823)

[2.3 Habitat Improvement Strategies 6](#_Toc179356824)

[3 Partnerships 7](#_Toc179356825)

[3.1 Key Targets 7](#_Toc179356826)

[3.2 Project Partners 7](#_Toc179356827)

[3.3 Partnership Strategies and Engagement 7](#_Toc179356828)

[4 Community Engagement and Capacity Building 8](#_Toc179356829)

[4.1 Key Targets 8](#_Toc179356830)

[4.2 Community Engagement Strategies 8](#_Toc179356831)

[4.3 Community Engagement Plan Table 9](#_Toc179356832)

[5 Budget 9](#_Toc179356833)

[5.1 Funding 9](#_Toc179356834)

[5.2 Funding Distribution 9](#_Toc179356835)

[5.3 Expense Breakdown 10](#_Toc179356836)

[5.4 Co-contributions 10](#_Toc179356837)

[6 Risk Assessment 11](#_Toc179356838)

[Risk Matrix 11](#_Toc179356839)

***Instructions for Project Applicants:***

* *Please ensure you answer all questions and fill all tables.*
* *Any words over the word limit will be deleted and not scored.*
* *Please delete all blue text before submission.*

# Document Approval

The following people and organisations/agencies have reviewed the document and approve the proposed project application.

Please note: All project partners must sign off (if signatures could not be obtained within the timeframes, please provide brief reasoning below).

| Name and title | Organisation/Agency | Signature |
| --- | --- | --- |
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# Project Overview

*Please complete the table below.*

|  |  |  |
| --- | --- | --- |
| **Project Title** |  | |
| **Lead Organisation** |  | |
| **Project Location** |  | |
| **Total DEECA PWMP Funding Requested** | $ | |
| **Key Contact** | Name |  | |
|  | Number |  | |
|  | Email |  | |

## Project Summary

**Describe the project, its objectives, and intended outcomes.****Provide background context to the project proposal, including information on the biodiversity values of the project areas.**

*Include background about any expertise and experience in delivering high-impact biodiversity projects.*

*(max. 800 words)*

|  |
| --- |
|  |

# Biodiversity Benefit

## Key Targets

*Please fill the table below.*

*Note: Annual weed control hectare targets must be set to realistically reflect the amount of hectares the project can deliver within each financial year. The amount of hectares delivered each financial year are likely to be less than the total project area.*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Outcome** | **Indicator** | **Unit of measure** | **Target 2025-26** | **Target 2026-27** |
| Better management of invasive species | Total area of weed control | Hectares (ha) |  |  |

## Project Area

*Please provide a map of the entire project area and activity areas (must include a scale and context within the Local Government Area).  
Note: Spatial data shapefiles of the project area (s) are needed in addition to this map.*

*\*insert project area map here\**

*Please complete the table below.*

|  |  |
| --- | --- |
| **Activity Area** | **Hectares estimate** |
| Total council managed land |  |
| Total Parks Victoria managed land |  |
| Total DEECA managed land |  |
| Total Melbourne Water managed land |  |
| Total privately managed land |  |
| Total ‘other’ land in project area (please specify) |  |
| **Total activity area** |  |

## Habitat Improvement Strategies

**Describe how the project will deliver habitat improvement to benefit biodiversity, including how this project will protect the highest value biodiversity assets, under the greatest threat.**

*Outline specific actions, including restoration, management practices, and targeted weed control measures. Clearly articulate how these actions will contribute to conservation efforts and mitigate the impacts of invasive weeds on local ecosystems. Describe how the project will create lasting habitat improvements that benefit biodiversity over time.*

*Strategic Management Prospects (SMP) is a spatially explicit decision support tool designed by DEECA that shows which landscape-scale actions are likely to provide the most cost-effective benefit to the most species, across Victoria.*

*Please provide a detailed explanation of how your project will align with the SMP analysis areas for weed control as found on the map on page 5 of the program’s guidelines. To access SMP on NatureKit and learn more about this tool, view this website here:* [*https://www.environment.vic.gov.au/biodiversity/choosing-actions-for-nature/how-to-use-strategic-management-prospects*](https://www.environment.vic.gov.au/biodiversity/choosing-actions-for-nature/how-to-use-strategic-management-prospects)

*If your project sits outside the SMP top 15% Benefit-Cost weed control locations, provide a well-justified rationale for its selection, outlining high value biodiversity assets within the project footprint, referencing relevant data or assessments that support its ecological significance (this may also include Traditional Owner biocultural values).*

*(max 800 words)*

|  |
| --- |
|  |

# Partnerships

## Key Targets

*Please complete the table below.*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Outcome** | **Indicator** | **Unit of measure** | **Target 2025-26** | **Target 2026-27** |
| Increased partnerships and collaborations | Number of partnerships formed to deliver projects. | Number of community groups, organisations and agencies participating in program. |  |  |

## Project Partners

*Identify key project partners, adding or deleting rows as required.*

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Partner Agency/ Organisation** | **Working Group Member** | **Role/Contribution** | **Level of Engagement  (planning)** | **Level of Engagement  (delivery)** | **Key Contact** |
| *Name of the organisation involved* | *Yes / No* | *A brief description of how the partner will contribute to the project (e.g., "Provides technical support" or "Leads community engagement efforts")* | *Describe the level of engagement in the planning phase.* | *Describe the level of engagement in the planning phase.* | *Include the name, number and email of the key contact.* |
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## Partnership Strategies and Engagement

**Describe the partnerships established for this project, including how Traditional Owners are engaged.**

*Detail stakeholder roles, specific contributions, how their input will be integrated throughout the project lifecycle and how these partnerships will contribute to the project’s success.*

*Describe how the project will build and support partnerships with Traditional Owners and Aboriginal Victorians, including how the project will support Traditional Owner self-determination to ensure meaningful participation and decision-making.*

*(max. 600 words)*

|  |
| --- |
|  |

# Community Engagement and Capacity Building

## Key Targets

*Please complete the table below.*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Outcome** | **Indicator** | **Unit of measure** | **Target 2025-26** | **Target 2026-27** |
| Improved capacity for acting on climate change, sustainability and conservation. | Number of community members participating in conservation action/improved land management. | Number of community members participating in program |  |  |
| Number of volunteer hours |  |  |
| Number of community events delivered through the program |  |  |

## Community Engagement Strategies

**Describe the strategies you will implement to increase community capacity and/or capability for managing weed threats to biodiversity assets.**

*Explain how your project will engage community groups and private landholders, emphasising collaboration throughout all phases, from planning to delivery. Detail specific methods for fostering long-term involvement and empowerment, including initiatives aimed at building their capacity to manage biodiversity threats.*

*Discuss how you plan to educate community members and/or private landholders, about their roles in protecting biodiversity. Include strategies for promoting awareness of weed management practices and specify your target audience along with the expected outcomes from these activities.*

*(max. 500 words)*

|  |
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## **Community Engagement Plan Table**

*Provide a concise summary of your community engagement strategies and participant metrics, adding or deleting rows as required (see examples in lower rows).*

|  |  |  |  |
| --- | --- | --- | --- |
| **Activity** | **Target Audience** | **Number of participants** | **Expected Outcomes** |
| *Describe the specific activity planned for community engagement.* | *Identify the groups or individuals the activity targets* | *Indicate the anticipated number of participants.* | *Briefly describe the overall impact or benefits expected from the activity.* |
|  |  |  |  |
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| *E.g. Community Weed Management Day* | *E.g. Community groups, volunteers* | *E.g. 250* | *E.g. Increased community involvement in weed management and enhanced biodiversity awareness.* |
| *E.g. Online Webinar on Weed Management* | *E.g. Private landholders* | *E.g. 50* | *E.g. Broader community access to weed management information and strategies.* |

# Budget

## Funding Distribution

*Please complete the table below, adding or deleting rows as required. Provide a breakdown of how the total funding (including DEECA PWMP funding and co-contributions) will be split between project partners. These numbers should represent 100% of the funding for your project. ‘DEECA PWMP funding’ (up to $100,000 per year) is the funding requested from DEECA and ‘Co-contributions’ is the total matched funding (cash and in-kind) from project partners. Please highlight any ‘Co-contributions’ rows in grey (see examples below).*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Name of Agency/ Organisation** | **Funding** (DEECA PWMP Funding or Co-contributions) | **2025-26** | **2026-27** | **Total** |
| *Registered Aboriginal Party* | *DEECA PWMP Funding* | $ | $ | $ |
| *Registered Aboriginal Party* | *Co-contribution* | $ | $ | $ |
| *Parks Victoria* | *DEECA PWMP Funding* | $ | $ | $ |
| *Parks Victoria* | *Co-contribution* | $ | $ | $ |
| *Council* | *DEECA PWMP Funding* | $ | $ | $ |
| *Council* | *Co-contribution* | $ | $ | $ |
| *Friends of Group* | *Co-contribution* | $ | $ | $ |
| *Melbourne Water* | *Co-contribution* | $ | $ | $ |
|  |  | $ | $ | $ |
|  |  | $ | $ | $ |
| **Total DEECA PWMP Funding** | | **$** | **$** | **$** |
| **Total Co-contributions** | | **$** | **$** | **$** |
| **Total Funding** | | **$** | **$** | **$** |

## Co-contributions

*Please complete the table below, adding or deleting rows as required. The Total Co-contributions must match the total ‘Project Co-contributions in the 5.1 Funding table. Note: Volunteer hours should be calculated at $40 per hour.*

|  |  |  |  |
| --- | --- | --- | --- |
| **Source of co-contribution**  (i.e. name of agency/organisation) | **Description of support** (e.g. volunteer hours, equipment, loan of building, or cash project support) | **Type of co-investment** (cash or in-kind) | **Co-investment: Value ($)** |
| *E.g. Friends of \_\_\_\_\_ group* | *E.g. 200 weed removal volunteer hours* | *E.g. In-kind* | *E.g. $8,000* |
| *E.g. Melbourne Water* | *E.g. Cash project support* | *E.g. Cash* | *E.g. $35,000* |
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|  |  |  |  |
|  |  | Total Cash | $0 |
|  |  | Total In-kind | $0 |
|  |  | **Total**  **Co-contributions** | **$0** |

## Expense Breakdown

*Please complete the table below. Provide a breakdown of how the total funding (including DEECA PWMP funding and co-contributions) will be split between funding partners involved in the project.*

*An example for ‘Traditional Owner decision making and participation could be funding for Traditional Owners to participate in meetings (Traditional Owner involvement in on-ground delivery and cultural heritage assessments should be captured under 'On-ground delivery').*

|  |  |  |  |
| --- | --- | --- | --- |
| **Expense** | **2025-26** | **2026-27** | **Total** |
| Project coordination | $ | $ | $ |
| On-ground delivery (including contractors, Traditional Owner on-ground delivery) | $ | $ | $ |
| Traditional Owner decision making and participation | $ | $ | $ |
| Comms and stakeholder engagement | $ | $ | $ |
| Monitoring and evaluation | $ | $ | $ |
| Other *(please specify)* |  |  |  |
| **Total** | **$** | **$** | **$** |

# Risk Assessment

1. *Please complete the table below, adding or deleting rows as needed. Use the consequence and likelihood ratings to assess against the DEECA risk matrix (see below) to establish the level of risk and residual risk.*

| Description of risk | Level of risk | Risk treatment | Residual Risk |
| --- | --- | --- | --- |
| *E.g. Unable to get required permits in time for on-ground works.* | High | *E.g. Investigate areas that require permits and commence permit requirements as soon as possible. This can be done in advance of funding announcements. Ensure that all contractors, agencies and land managers have received a Cultural Heritage Inductions as required. Cultural heritage areas are marked up on a map and shown to contractors to ensure awareness of sensitive cultural values.* | Medium |
| *E.g. Off-target herbicide application on native and endangered species and habitat.* | Medium | *E.g. Monitor all off-target spray damage. Ensure land managers and contractors of the land have a significant knowledge of plant ID and weed ID skills. Leave plants that are unknown. Report all endangered species and observations to relevant land manager and project facilitator. Ensure sensitive vegetation is mapped and recorded in the VBA.* | Low |
| *E.g. Staff changes - Key personnel leave the organisation during the project timeframe.* | Significant | *E.g. Ensure all records including site mapping, works plans, mapping and monitoring is kept up to date to ensure potential new staff can understand the project goals & objectives, with all the information required to keep the project progressing. Ensure shared responsibility framework is implemented to ensure workloads are shared and the best outcomes for the project are achieved regardless of the personnel.* | Low |
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**Risk Matrix**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | **Consequence** | | | | | |
| **Likelihood** |  | **Negligible** | **Minor** | **Moderate** | **Major** | **Extreme** |
| **Almost Certain** | **Medium** | **Significant** | **High** | **High** | **High** |
| **Likely** | **Medium** | **Medium** | **Significant** | **High** | **High** |
| **Possible** | **Low** | **Medium** | **Medium** | **Significant** | **High** |
| **Unlikely** | **Low** | **Low** | **Medium** | **Medium** | **Significant** |
| **Rare** | **Low** | **Low** | **Low** | **Medium** | **Significant** |

**Likelihood Rating**

|  |  |
| --- | --- |
| Rating | Description |
| Rare (0-4%) | * Event may occur only in exceptional circumstances |
| Unlikely (5-19%) | * The event could occur at some time * There is little opportunity, reason or means to occur |
| Possible (20-49%) | * The event might occur * There is some opportunity, reason or means to occur |
| Likely (50-79%) | * The event is likely to occur in most circumstances * There is considerable opportunity, reason or means for the event to occur |
| Almost certain (80-100%) | * The event is expected to occur in most circumstances * There is a great opportunity, reason or means to occur |

**Consequence Rating**

|  |  |
| --- | --- |
| Consequence | Consequence Definition |
| Negligible | * The consequences are dealt with by routine internal procedures. * Negligible impacts on strategic/operational objectives (and including any impacts of project activities on environmental, social or cultural values). |
| Minor | * Would threaten the efficiency or effectiveness of some aspect of the project but would be dealt with internally. * Minor impact on strategic/operational objectives (and including any impacts of project activities on environmental, social or cultural values). * Minor community and/or political sensitivity. |
| Moderate | * Would not threaten the project but would mean that the project could be subject to significant review or changed ways of operating. * Moderate impact on strategic and/or operational objectives (and including any impacts of project activities on environmental, social or cultural values). * Moderate community and/or political sensitivity. |
| Major | * Would threaten the survival or continued effective function of the program. * Major impact on strategic/operational objectives (and including any impacts of project activities on environmental, social or cultural values). * Major community and/or political sensitivity. |
| Extreme | * Would threaten the survival of not only the program, but also the Department. * Extreme impact on strategic/operational objectives (and including any impacts of project activities on environmental, social or cultural values). * Extreme community and/or political sensitivity. |