

2018–19 Public Reserves Management Fund Program

This checklist is provided for applicants to use as a guide to ensure any application submitted for PRMFP funding is relevant, eligible and addresses all appropriate criteria. Please note that this is a supporting tool and does not have to be submitted with applications.

All applicants are required to read the *information guide* and *applications instructions* BEFORE submitting an application. All documents can be found on the NSW Department of Industry—Lands & Water website (www.crownland.nsw.gov.au/crown_land/crown_reserves/funding/PRMFP).

You must submit your online application by **5pm on Friday 9 March 2018**. No extensions will be granted.

Eligibility criteria

Eligibility criteria are evaluated on a 'yes/no' basis. Failing to meet any of these means the application is ineligible for funding consideration.

Application type	Eligibility criteria	Completed?
All applications	The application has been completed by the official manager of a public reserve OR Written authorisation from the official manager of the reserve has been included with the application	<input type="checkbox"/>
	The reserve manager has no outstanding PRMFP final project reports	<input type="checkbox"/>
	Appropriate number of quotes/cost estimates have been included for each activity element	<input type="checkbox"/>
	Appropriate financial information is included in application	<input type="checkbox"/>
	The activity is consistent with the <i>Public Reserves Management Fund Act 1987</i> . Specifically, it is for the cost of the: <ul style="list-style-type: none"> purchase or acquisition of land required for public reserves maintenance, improvement or development of public reserves remuneration (including travelling expenses) of an administrator appointed under Division 7 of Part 5 of the <i>Department of Industry—Lands Act 1989</i> 	<input type="checkbox"/>
Loans only	The reserve manager has the ability to meet all the terms of the loan	<input type="checkbox"/>
	The following financial statements are included with application: <ul style="list-style-type: none"> balance sheet profit and loss statement. 	<input type="checkbox"/>
Pest and weed	The activity will occur on Crown land	<input type="checkbox"/>

Assessable criteria

Assessable criteria are evaluated on a weighted score basis.

Applications will be scored and ranked using assessable criteria to determine the merit and relative priority of the proposed activity.

Application type	Assessable criteria	If applicable—details included in application?
All Applications	The extent to which the activity will address a work health and safety or other serious risk issue	<input type="checkbox"/>
	The reserve manager could not readily fund the activity from the organisation's own cash reserves or from another, more appropriate, funding source (for grant applications)	<input type="checkbox"/>
	The activity is being supported through contributions from the trust manager and/or other organisations (e.g. user groups, the local community, council, sponsors, other funding programs). Note that this includes in-kind contributions (e.g. volunteer labour)	<input type="checkbox"/>
	The activity will address one or more of the PRMFP objectives	<input type="checkbox"/>
	The reserve manager has the ability to successfully deliver the project (e.g. detailed quotes/cost estimates provided, demonstrated previous experience, planning approvals if applicable, detailed project management strategy, etc.)	<input type="checkbox"/>
	Social, cultural or environmental factors and/or benefits to the community of the project	<input type="checkbox"/>
Pest	Severity of the pest/s and potential to spread and/or degrade agricultural land, natural vegetation, community land, etc.	<input type="checkbox"/>
	Activity addresses objectives of the NSW Invasive Species Plan	<input type="checkbox"/>
	Activity is compatible with the NSW Wild Dog Management Strategy and/or NSW National Parks Regional Pest Management Strategy	<input type="checkbox"/>
	Activity demonstrates "best practice" in pest management control as recommended by DoI or Local Control Authorities	<input type="checkbox"/>
	Activity leads to long term control of identified pest animals	<input type="checkbox"/>
	Activity is collaborative and/or attracts funding from Local Land Services, agencies, trusts, community groups or other parties in kind or cash	<input type="checkbox"/>
	Activity outlines process to monitor effectiveness and achievement of the control measures	<input type="checkbox"/>

Application type	Assessable criteria	If applicable - details included in application?
Weed	Severity of weed and potential to spread and/or degrade agricultural land, natural vegetation, community land, etc.	<input type="checkbox"/>
	Activity addresses objectives of the NSW Invasive Species Plan (NSWISP)	<input type="checkbox"/>
	Activity is compatible with the Regional Strategic Weed Management Plan and NSW Weeds Action Program	<input type="checkbox"/>
	Activity demonstrates 'best practice' in weed management control as recommended by Department of Industry or Local Control Authorities	<input type="checkbox"/>
	Activity leads to long-term control of identified weeds	<input type="checkbox"/>
	Activity is collaborative and/or attracts funding from Local Land Services, agencies, trusts, community groups or other parties in kind or cash	<input type="checkbox"/>
	Activity outlines process to monitor effectiveness and achievement of the control measures	<input type="checkbox"/>

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