



Great Barrier Reef Foundation Traditional Owner Healthy Water Grant 2.0

Frequently Asked Questions

Last updated 20th December 2021

Acknowledgement of Country

The Great Barrier Reef Foundation extends its deepest respect and recognition to all Traditional Owners of the Great Barrier Reef and Catchment as First Nations Peoples holding the hopes, dreams, traditions and cultures of the Reef.

Artwork by Keisha Leon, Leon Design



Healthy water is reflected through the natural shape and flow of waterways, as well as the waves. The symbol reflects both the movements of the sea as well as the shape of rivers and catchments. The dots represent the thriving quality of healthy water ways and the life that runs through them.



**Great Barrier
Reef Foundation**

Contents

What is the Great Barrier Reef Traditional Owner Healthy Water Grants Program 2.0?	5
How much funding is available for the Great Barrier Reef Traditional Owner Healthy Waters Grants Program 2.0?	5
Who can apply?	5
Who is NOT eligible?	6
How do I apply?	6
When do applications close?	7
Can Great Barrier Reef Foundation staff help me complete the application form?	7
Can individuals apply if they have a sponsor and demonstrate community support?	7
Can you apply for funding for projects or work already underway?	7
Is accommodation while travelling considered an eligible activity?	7
Can I submit more than one application form?	7
How much detail should I put in the budget and if I miss something can I put it in again later?	7
Do I need to provide quotes?	7
Do I need to provide supporting information?	7
How will I be notified that my application has been received?	8
If I need to make a change to my submitted application, what do I do?	8
What are the assessment criteria?	8
If I am successful, when can I start my project?	8
When will the funding be in the bank?	8
How long do I have to complete the project?	8
What are the reporting requirements at the completion of my project?	8
Is the Torres Strait in the scope for these grants?	8
Can Traditional Owners in the Torres Strait, that have a spiritual or cultural connection to the Great Barrier Reef, submit a Grant application?	9
Can an Aboriginal Corporation nominate a Landcare and Catchment Group as a sponsor?	9
What percentage of grant funds can be allocated for project administration?	9
Can grant funds pay for auditing fees?	9
Are Traditional Owner groups located off the coast eligible to apply?	9
We don't have professional indemnity, plant and equipment or any other insurance policies, but our on-ground activities would be carried out in partnership with a Landcare & Catchment Group. Do we need our own insurance policy when we work with them, or can the project activities be covered by theirs?	9

Our Aboriginal Corporation has Public Liability Insurance, and a Workcover Policy. Is this the same as Workers Compensation?10

Could we arrange insurance for on-ground activities if we are awarded a grant?10

Can a regional Natural Resource Management organization sponsor an established Traditional Owner Association?10

Is this the last round of Healthy Water Grants?10

We are a Traditional Owner group; do we need to provide a letter of support from Traditional Owners?10

Can we apply for a Level 1: Foundational Getting Ready grant AND a Level 2: Foundational Project Ready grant at the same time?.....10

Our organization has existing workplace healthy and safety plans. Can we refer to these in the risk management plan, instead of including all the details?10

Is the cost of producing a video about our project, an eligible communication cost?11

We are not a Traditional Owner group but are working with several Traditional Owner Groups. Could we apply for a Healthy Water Keystone grant as a sponsoring organization working with a number of Traditional Owner groups to deliver an umbrella project?11

Is the \$10,000 limit on the purchase of plant and equipment, the total allowance for the whole project, irrespective of project focus and size? Our Corporation would like to purchase and maintain our own water quality monitoring equipment, which can be expensive.11

The guidelines specify up to 10% of funding can be allocated for administration. Does this include the cost of a project manager?11

Should grant applications be submitted through email and not the GBRF website?11

Do we need to provide proof of professional indemnity insurance with our application?11

Do we need professional indemnity insurance if we aren't providing advice?12

Is insurance an administrative cost or should it be listed as a separate budget item?12

Does GBRF have guidelines for calculating Elder fees?.....12

Who should letters of support be addressed to?12

What are the required insurances that a Traditional Owner Group needs to be eligible for funding? ..12

Can we include the costs for a boat for coastal Water Quality monitoring in our application?12

What is the Great Barrier Reef Traditional Owner Healthy Water Grants Program 2.0?

The Reef Trust Partnership - Traditional Owner Healthy Water Grant Program 2.0 is a competitive grants program which provides \$4 million to eligible Traditional Owners to build capabilities, increase skills and training opportunities, strengthen partnerships and undertake healthy water projects within the Great Barrier Reef Catchment that will help protect the Great Barrier Reef.

This grant round is co-designed by Traditional Owners who are members of the Traditional Owner Water Quality Technical Working Group together with the Great Barrier Reef Foundation (the Foundation). The collective experience and expertise in understanding Country and looking after water sources - together with the exploration of issues and challenges commonly faced by Traditional Owners around accessibility and inclusivity has shaped program design, delivery and key focus areas for this grant program.

How much funding is available for the Great Barrier Reef Traditional Owner Healthy Waters Grants Program 2.0?

One of the standout key design features of the Healthy Water grants is the different entry levels that Traditional Owner groups can use to access funding. There are two grant categories covering three funding levels being offered under this grant round.

Grant categories and Funding Levels:

1. Foundational Healthy Water Grants
 - Funding Level 1 (up to \$25k): Getting Ready Grants – will help you get started\
 - Funding Level 2 (\$25k-\$150-K): Project Ready Grants – will help you work on planned projects
2. Keystone Healthy Water Grants
 - Funding Level 3 (up to \$500K): Complex grants – will deliver large multi-year projects, where groups demonstrate a strong track record of good project management, partnerships and delivery.

*Note that in the assessment process for this round, applicants that do not currently have a keystone grant with the GBRF will be given a priority consideration over those applicants that do have a keystone grant (from round 1).

For more information see page 5 of the grant guidelines.

Who can apply?

The Traditional Owner Healthy Water and Stage 2 Grants are targeted towards Traditional Owner groups (with established or emerging governance arrangements) located along the Great Barrier Reef coastline and within the GBR catchment.

To be eligible Traditional Owner groups that apply for funding must meet all of the following criteria:

Must be a legal entity, for instance:

- a. an incorporated association
 - b. a body corporate
 - c. a company
 - d. a cooperative society
 - e. an Aboriginal or Torres Strait Islander corporation or incorporated association, or
 - f. a trust duly constituted.
2. Be a Traditional Owner group for the area the work/planning is proposed (or have culturally appropriate permission where the project may be over multiple estates).
 3. Accept the conditions of the application
 4. Confirm that all actual, perceived or potential conflicts of interest relating to the grant project have been declared
 5. Hold or be willing to hold the required insurances.

Have a project that is ready to commence by early February 2021

Traditional Owner groups that are not legal entities at the closing date for applications must be sponsored by a legal entity (such as a peak body or regional natural resource management organisation) who may apply on their behalf. The legal entity will be legally responsible for meeting the contractual obligations of the grant.

PBCs or Aboriginal Corporations that represent more than one Traditional Owner group may apply for a grant but that does not exclude an individual Traditional Owner group applying separately.

For more information see pages 9 & 10 of the Healthy Water Grant Guidelines.

[Map of the GBR catchments](#)

Who is NOT eligible?

The following groups or organisations are not eligible to apply unless sponsoring for a Traditional Owner organisation:

- Regional natural resource management organisations
- Peak industry groups or umbrella bodies

The following are not eligible to apply for the grants and are not eligible to sponsor a project:

- Individuals
- Organisations that have at the application closing date, any overdue final reports or acquittals for other grant programs.

For more information see Page 10 of the Healthy Water Grants 2.0 Guidelines.

How do I apply?

Read the grant guidelines, complete the application form and submit online at applications@barrierreef.org by 11.59pm 14 November 2022.

When do applications close?

The completed application form with any of its supporting documentation must be submitted electronically by 11:59pm (AEST) 14 February 2022.

Late applications will not be accepted.

Can Great Barrier Reef Foundation staff help me complete the application form?

No. Great Barrier Reef Foundation staff are able to clarify any questions you have regarding the application form, but they are not able to help you complete it.

Can individuals apply if they have a sponsor and demonstrate community support?

No. As an individual you are not eligible to apply either with or without a sponsor.

Can you apply for funding for projects or work already underway?

No. Applications should be submitted for new projects or further stages of an existing project. There should be no duplication of funding between existing projects and new applications made under this grant program.

Is accommodation while travelling considered an eligible activity?

Yes. Funds can be used for travelling if it relates to the project. All travel must be incorporated into the proposed budget for the project.

Can I submit more than one application form?

No. The grant Guidelines state that each Traditional Owner group can only submit one grant application per round – see bottom of page 18 in the guidelines. This means each group can only apply for one level of funding.

How much detail should I put in the budget and if I miss something can I put it in again later?

Items that were not budgeted in the original application will not be funded. Applicants must consider all aspects of their project and ensure they include all relevant costs within their application. Additional funds are not available to meet costs which may have increased after the application was submitted.

Do I need to provide quotes?

For complex and large budget items we do encourage you to provide quotes or supporting documentation to help the assessment panel understand the costs associated with a project. Any time that you can provide evidence for your budget table you are encouraged to do so. Your application will still be assessed if you do not provide quotes - but the assessment panel may ask for follow up information at a later date.

Do I need to provide supporting information?

Support letters or letters of endorsement from members of your Traditional Owner group with cultural authority are required. Optional supplementary information (e.g. letters of support from

stakeholders or other community groups) are encouraged to help assist the assessment panel understand your application (see section 4.1 in the guidelines).

If the project is on private or state-owned land, you will be required to provide a letter of support from the authorised landholder confirming their consent for the project to take place.

How will I be notified that my application has been received?

When you submit your application to applications@barrierreef.org you should receive an automated confirmation email that you have successfully completed the application process. If you do not please contact grants@barrierreef.org

If I need to make a change to my submitted application, what do I do?

No changes are permitted once the closing of the application date (post February 14, 2022). Please read your application carefully before submitting to ensure that you have completed every relevant section and that all the information is true and correct.

What are the assessment criteria?

Applications will be assessed against the selection criteria outlined in pages 15 and 16 of the Healthy Water Grant 2.0 Guidelines.

If I am successful, when can I start my project?

Successful applicants will negotiate and sign a funding deed with the Foundation. Any specified conditions of funding must be met before the initial payment for the project can be processed and the project commences. Projects should expect to start in mid-April 2022.

When will the funding be in the bank?

The payment will be processed only when the successful applicant has accepted the terms of the funding by signing and returning the funding deed.

How long do I have to complete the project?

Traditional Owner Healthy Waters projects must be completed by 30 May 2024.

What are the reporting requirements at the completion of my project?

The Great Barrier Reef Foundation places a high priority on monitoring and reporting for all Reef Trust Partnership funded projects. The monitoring and reporting requirements are:

- Tracking of expenditure for acquittal
- A process to record project achievements
- A final report on project outcomes and financial expenditure

Refer to Healthy Waters Grant Guidelines Page 18 (What are the conditions of receiving a grant?).

Is the Torres Strait in the scope for these grants?

The Grants program is being funded under the Reef Trust Partnership, which requires that all projects be conducted in the Great Barrier Reef World Heritage Area. Projects that would be conducted in the Torres Strait are out of scope for these grants. The Foundation does recognize the important cultural and spiritual connection that the Traditional Owners of the Eastern cluster

of islands in the Torres Straits has with the Great Barrier Reef, so there may be projects that these Traditional Owner groups apply for that are relevant and in scope for these grants.

Can Traditional Owners in the Torres Strait, that have a spiritual or cultural connection to the Great Barrier Reef, submit a Grant application?

Yes they would be eligible to apply, however the project must be undertaken in the GBR World Heritage Area. The Foundation does recognize the important cultural and spiritual connection that the Traditional Owners of the Eastern cluster of islands in the Torres Straits has with the Great Barrier Reef, so there may be projects that these Traditional Owner groups apply for that are relevant and in scope for these grants.

Can an Aboriginal Corporation nominate a Landcare and Catchment Group as a sponsor?

Yes, an Aboriginal Corporation can nominate a Landcare and Catchment group as their sponsor, if needed. If the Aboriginal Corporation is registered as a legal entity they can apply as the applicant and include a partnership with the Landcare and Catchment Group in their application. The Aboriginal Corporation could include the experience of Landcare and Catchment Group in project management etc if they are working together. The main feature of the application needs to be the involvement of the Traditional Owners in planning, leading and running the project work. But we fully expect that partners are involved and working together where possible.

What percentage of grant funds can be allocated for project administration?

10% of the overall budget can be allocated for project administration.

Can grant funds pay for auditing fees?

Yes, the auditing cap is \$3,000 to get auditing and acquittals done.

Are Traditional Owner groups located off the coast eligible to apply?

The Healthy Water grants are available to Traditional Owners of the GBR catchment as well as the saltwater Traditional Owners along the coast of the GBR. You can check if your Country falls within the GBR Catchment boundaries on the map below. If you are unsure if your Country falls with the GBR catchment, please email us descriptions of the area a project might relate to, and we can explore this. Send these queries to grants@barrierreef.org

[Map of the GBR catchments](#)

We don't have professional indemnity, plant and equipment or any other insurance policies, but our on-ground activities would be carried out in partnership with a Landcare & Catchment Group. Do we need our own insurance policy when we work with them, or can the project activities be covered by theirs?

Your organization may be covered by the insurance held by the Landcare and Catchment Group, depending on the partnership that is explained in the grant application. However this grant provides the opportunity and time to get adequate insurance cover in place if you are awarded a grant.

Our Aboriginal Corporation has Public Liability Insurance, and a Workcover Policy. Is this the same as Workers Compensation?

Public liability insurance and a work cover policy will include workers compensation.

Could we arrange insurance for on-ground activities if we are awarded a grant?

Yes, this grant provides the opportunity and time to get adequate insurance cover in place if you are successful.

Can a regional Natural Resource Management organization sponsor an established Traditional Owner Association?

Yes, a regional NRM organization could sponsor an established Traditional Owner Association. However, the Traditional Owner Association would need to explain (in their application) why they prefer that arrangement, in order to help the assessment panel understand the advantages.

Is this the last round of Healthy Water Grants?

Yes, this will be the last Healthy Water grant round offered by the Great Barrier Reef Foundation under the Reef Trust Partnership.

We are a Traditional Owner group; do we need to provide a letter of support from Traditional Owners?

Yes, providing one or more letters of support will help the assessors understand how the project has been developed and discussed with your Traditional Owner Group, what level of community support it has, and how it aligns with your Traditional Owner group's priorities and aspirations. It should be from a governance arrangement with appropriate cultural authority, e.g., it could be from the Board of Directors of your organization, community Elders and/or leaders, and/or an established Steering Committee. It may also refer to relevant reports to show how it aligns with your group's plans and activities, for example a land and/or sea Country plan, annual/strategic plan, TUMRA documentation etc.

Can we apply for a Level 1: Foundational Getting Ready grant AND a Level 2: Foundational Project Ready grant at the same time?

No. You can only apply for one type of grant (i.e., tick only one box in the grant application).

Our organization has existing workplace healthy and safety plans. Can we refer to these in the risk management plan, instead of including all the details?

Yes, you can reference your existing WHS plan in the application (and state that it can be provided if shortlisted). Please attach the WHS cover/title page to your application as a supporting document. If there are any project specific risks not covered in the WHS plan, these should be addressed in a smaller risk management plan submitted with the application.

Is the cost of producing a video about our project, an eligible communication cost?

Yes, the cost of producing a video is an eligible communication cost, as long as it will be used as a tool to communicate your project results to others and assist in sharing lessons learned.

We are not a Traditional Owner group but are working with several Traditional Owner Groups. Could we apply for a Healthy Water Keystone grant as a sponsoring organization working with a number of Traditional Owner groups to deliver an umbrella project?

There are auspicing arrangements possible for both grant types – but the function is to assist Traditional Owners who don't have a lot of structure or governance currently in place to partner with an established agency to make it possible to help them. To be eligible for the Keystone grant, the project would need to be Traditional Owner led and driven. Could one of the Traditional Owner groups take the lead in submitting the application, and work with you and the other Traditional Owner group as partners? If not, each Traditional Owner Group could apply for a smaller Foundational grant and include your organization as a partner. This would provide Traditional Owners with the ownership of their outcomes and priorities.

Is the \$10,000 limit on the purchase of plant and equipment, the total allowance for the whole project, irrespective of project focus and size? Our Corporation would like to purchase and maintain our own water quality monitoring equipment, which can be expensive.

Yes, the \$10,000 limit on plant and equipment is the standard limit for all projects in the Healthy Water and Stage 2 grants.

The guidelines specify up to 10% of funding can be allocated for administration. Does this include the cost of a project manager?

The cost of hiring a project manager to work specifically on your project, could be funded through project funds. This would not be included in the 10% of funding allocated for administrative and project management costs.

Should grant applications be submitted through email and not the GBRF website?

Yes, the grant submission should be emailed to applications@barrierreef.org.

Do we need to provide proof of professional indemnity insurance with our application?

No, you do not. Only successful grant applicants will be required to provide certificates of insurance after they are notified that their project will be funded.

Keystone level grant applicants who are found to meet the eligibility criteria will be asked to provide insurances before the assessment takes place, and will have 2 weeks for these documents to be approved by the Foundation. See page 5 of the guidelines.

Do we need professional indemnity insurance if we aren't providing advice?

The Foundation will assess each project for the types and levels of insurance cover that is needed to be in place before a project can be funded. At this time, we are asking applicants to check that they are capable of having \$1m in professional indemnity insurance and \$20m in public liability.

Is insurance an administrative cost or should it be listed as a separate budget item?

Insurance costs should be included in the administrative costs.

Does GBRF have guidelines for calculating Elder fees?

No, the Foundation does not have guidelines for calculating Elder fees. We ask that groups consult with their elders and set the price point for Elder payments, as there is variation between Traditional Owner Groups.

Who should letters of support be addressed to?

A letter of support can be addressed "To Whom It May Concern", and the letter should be submitted by the applicant with their grant application.

What are the required insurances that a Traditional Owner Group needs to be eligible for funding?

The required insurances are listed in section 7.0 of the Healthy Water application form and include:

- Workers compensation
- Public Liability (minimum required: \$20m per occurrence)
- Professional Indemnity (minimum required: \$1m per occurrence)
- Motor vehicles and plant and equipment insurance (if applicable)
- Other relevant policies (eg volunteer insurance if applicable).

All Insurances must be in the Applicant's legal entity name. Copies of the insurance Certificates of Currency must be provided to the Foundation if the application is successful.

Can we include the costs for a boat for coastal Water Quality monitoring in our application?

No. The purchase of a boat is not eligible.