

## 2019–20 Crown Reserves Improvement Fund Program assessment checklist

This checklist is provided for applicants to use as a guide to ensure any application submitted for Crown Reserves Improvement Fund Program (CRIFP) 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 website at:

[www.industry.nsw.gov.au/lands/reserves/funding/improvement-fund](http://www.industry.nsw.gov.au/lands/reserves/funding/improvement-fund).

You must submit your online application by **5pm on Friday 22 March 2019**. 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 land manager of the Crown reserve or freehold showground<br><br>OR<br>Written authorisation from the land manager of the Crown reserve or freehold showground has been included with the application | <input type="checkbox"/> |
|                  | The Crown land manager has no outstanding CRIFP 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 the application  | <input type="checkbox"/> |
|                  | The activity is consistent with the <i>Crown Land Management Act 2016</i> . Specifically, it is for the cost of maintenance, improvement or development of Crown reserves   | <input type="checkbox"/> |
| Loans only       | The Crown land 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"> <li>balance sheet</li> <li>profit and loss statement.</li> <li>most recent bank statements</li> </ul>  | <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—<br>details<br>included in<br>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 Crown land 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 Crown land 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 CRIFP objectives  | <input type="checkbox"/>                                 |
|                  | The Crown land 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 <i>NSW Invasive Species Plan 2015-2020</i>  | <input type="checkbox"/>                                 |
|                  | Activity is compatible with the <i>NSW Wild Dog Management Strategy 2017-2022</i> and/or the <i>NSW National Parks Regional Pest Management Strategy</i>   | <input type="checkbox"/>                                 |
|                  | Activity demonstrates 'best practice' in pest management control as recommended by the Department of Industry or Local Control Authorities   | <input type="checkbox"/>                                 |
|                  | Activity leads to long term control of identified pest animals, including a plan to implement follow up work   | <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. (a site-specific weed risk assessment and/or management plan would be highly desirable). | <input type="checkbox"/>                         |
|                  | Activity addresses objectives of the <i>NSW Invasive Species Plan 2015-2020</i>  | <input type="checkbox"/>                         |
|                  | Activity is compatible with the <i>Regional Strategic Weed Management Plan</i> and <i>NSW Weeds Action Program 2015-2020</i>   | <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, including a plan to implement follow up work  | <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"/>                         |