

Department of Primary Industries
and Regional Development

Innovations and Partnerships Grant guidelines

NSW Landcare Enabling Program 2023-
2027

December 2025



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Please read the guidelines below in full before submitting your application.

Key information

Opening date and time	Monday 15 December 2025, 2pm	
Closing date and time	Monday 16 February 2026, 5pm	
Application outcome date (estimated)	April 2026	
Project delivery timeframe (estimated) (for successful applications)	April 2026 – 30 April 2027 (These timeframes are subject to the terms and conditions of an executed funding deed)	
Decision-maker	NSW Minister for Agriculture	
NSW Government source agency	Local Land Services	
Type of grant opportunity	Closed, non-competitive	
Total program funding	\$5,000,000 (GST exclusive)	
Grant amounts	See Grant value (p3)	
Enquiries and getting support Please use only these details. To maintain the integrity of the grant process, do not contact any other NSW Government staff.	Email	landcare.grants@lls.nsw.gov.au
	Resources	<ul style="list-style-type: none"> • Webinar • Frequently Asked Questions • A pdf of the Application Form • Project Details Excel Spreadsheet • Sample funding deed

Overview of program

Program purpose and objectives

The NSW Government established the Landcare Enabling Program 2023-2027 (LEP) to enhance the capacity, efficiency and self-sustenance of the NSW Landcare movement.

Purpose

Phase 3 of the LEP includes an Innovations & Partnerships Grant program (“the program”). The program builds on Phase 1, Local and Regional Coordinators and Phase 2, Landcare NSW Enabling Support to provide further investment and to help Landcare move towards a more self-sustaining model in the medium to longer term.

Objectives and outcomes

The objectives of this grant program are to support innovation, foster partnerships and to facilitate self-sustenance for Landcare.

For the purposes of this grant program:

- **Innovation** refers to the introduction or expansion of new ideas or ways of doing something (to your group or area) that adds value and promotes progress.
- **Partnerships** refers to a collaboration which leverages the strengths of each partner to maximise project outcomes.
- **Self-sustenance** refers to fostering innovative resourcing strategies to enable a resilient and adaptive organisation that allows landcarers to continue their vital work in the longer term¹.

“An investment in innovation and partnerships capability will help to better orient the NSW Landcare movement to capitalise on emerging technological trends in the NRM and land management sector, as well as increasing its utility as a preferred service delivery partner for both government and non-government partners” - NSW Landcare Enabling Program 2023 - 2027 Strategic Business Case, October 2022

The required outcomes of the program are provided in Table 1.

¹ Natural Resource Commission Monitoring, Evaluation, Reporting & Improvement Framework (February 2025)

Table 1 Grant Program outcomes²

Short term	Medium Term	End of Grant	Long Term
<ul style="list-style-type: none"> Landcare groups are supported to develop effective resourcing and partnership strategies to work towards becoming more self-sustaining Partners are better informed on what Landcare does and opportunities for collaboration 	<ul style="list-style-type: none"> Landcare groups are better positioned to maintain and grow resources and collaborate with partners Community and partners have an improved understanding of Landcare activities, impact and ethos 	<ul style="list-style-type: none"> Landcare NSW, regional groups and networks have improved sustainability through innovation in partnerships and resourcing strategies 	<ul style="list-style-type: none"> Enhanced opportunities for resourcing and partnerships with Landcare in NSW

Intended recipients

The intended recipients of this closed, non-competitive grant are:

- the regional organisations listed within Schedule A of the Landcare NSW Limited Constitution³ or
- a non-scheduled regional Landcare organisation who was successful in Phase 1 of the Landcare Enabling Program, in consultation and with the endorsement of a Schedule A regional organisation.

Each region is permitted one application only, submitted by a single eligible applicant on behalf of the region. In regions where there are multiple Phase 1 grantees, a single combined regional application will be required.

Source agency

The source agency for the program is Local Land Services.

Delivery of program

Local Land Services is administering the program. Landcare NSW has provided input into the program design and will support the assessment process. An external Probity Advisor will provide independent oversight.

² Natural Resource Commission Monitoring, Evaluation, Reporting & Improvement Framework, Program Logic (February 2025).

³ [Constitution-Landcare-NSW-Limited-V3-2025-June-3-.pdf](#)

Type of grant opportunity

This grant opportunity is a closed, non-competitive grant process. Each application will be assessed individually, without reference to the comparative merits of other applications. To be successful, the application must meet a minimum quality assurance standard.

Value for money

A key principle of any grant program is to achieve value for money, to ensure that the benefits of the grants are maximised for the people of NSW. Ways in which applicants may contribute to delivering value for money include, for example:

- consider the most efficient and innovative means of carrying out grant activities
- consider how government objectives and the applicant's identified needs can be mutually achieved
- identifying longer term opportunities and benefits achievable through this grant funding
- applying processes and procedures that are proportional to the grant's value and risk, including managing both internal risk and external risks
- providing a well-considered and realistic project budget
- promoting and demonstrating the ethical use of public resources
- maintaining flexibility to respond to changing circumstances and adaptively manage the project
- ensuring funds are used for their intended purpose, and that programs or projects remain on track
- clearly distinguishing activities funded under this grant program from other funded initiatives.

Program delivery timeframe

Each project funded under this program must commence within one month of Funding Deed execution and be completed by **30 April 2027**, allowing sufficient time for acquittal processes and the release of final payments.

Grant value

The total available program funding amount is \$5,000,000

Applicants may apply for funding up to the maximum amount allocated to their Local Land Services region, as detailed in the following table.

Each region is permitted **one application only**, submitted by a single eligible applicant on behalf of the region. Applications may include **multiple projects**, provided the total funding requested does not exceed the region's allocation. The grantee is responsible for the delivery and acquittal of all contracted outcomes.

Table 2 Regional allocation

Region	Maximum funding available up to April 2027*
Central Tablelands	\$411,585
Central West	\$472,561
Greater Sydney	\$472,561
Hunter	\$411,585
Murray	\$411,585
North Coast	\$579,268
North West	\$472,561
Northern Tablelands	\$381,098
Riverina	\$381,098
South East	\$518,293
Western	\$487,805

*The maximum regional allocation is based on current LEP-funded staff FTE allocations for each region proportionate to the total grant amount (i.e. \$5 million)

The total value of eligible grants must not exceed the available program funds. Local Land Services, at its own discretion, may negotiate proposed costs and total project value with applicants.

Applicants are not required to make a financial co-contribution; however applicants that co-contribute, in-kind or financially, will deliver better value for money, which is an assessable criterion for this grant program.

If the cost of implementing the project exceeds the funding awarded, the applicant is solely responsible for covering any additional costs.

Under exceptional and unforeseen circumstances, if the project costs do exceed the allocation of funds, the applicant may request a variation to the original funding deed. Additional funding beyond the original awarded funds *may* be considered by the grantor, if unallocated funds are available, but is not guaranteed.

Selection criteria

The selection criteria comprise both **eligibility criteria** and **assessment criteria**.

All applications will be assessed for eligibility against the eligibility criteria. Only applications that meet the eligibility criteria will move to the next stage to be assessed against the assessment criteria.

Eligibility criteria

The eligibility criteria cover:

- eligible applicants
- eligible projects/activities
- eligible locations
- eligible costs.

Eligible applicants

To be eligible for grant funding, an applicant must meet all the following requirements:

- the regional organisations listed within Schedule A of the Landcare NSW Limited Constitution⁴ or a non-scheduled regional Landcare organisation who was successful in Phase 1 of the Landcare Enabling Program, in consultation and with the endorsement of a Schedule A regional organisation.
- be located in NSW
- have an Australian Business Number (ABN)
- be an incorporated entity or company limited by guarantee in Australia
- hold public liability insurance of not less than \$20 million per occurrence or hold equivalent or better self-insurance to the satisfaction of Local Land Services
- not be insolvent, bankrupt or subject to ongoing legal proceedings
- declare in the application form that the applicant is not aware of any issues which could cause reputational or other risks to the NSW Government
- hold or obtain approvals, licences and permits directly relating to project delivery
- comply with all relevant environmental laws and regulations (if an on-ground project)
- has no existing debt with Local Land Services that is outside of Local Land Services payment terms.

⁴ [Constitution-Landcare-NSW-Limited-V3-2025-June-3-.pdf](#)

If an applicant's circumstances in relation to the above eligibility criteria change, the applicant should provide updated information by contacting Local Land Services using the Enquiries/Getting Support details in the Key information.

Eligible projects and activities

The project/activities must meet the following requirements to be eligible:

- **Program objectives:** It must be clear how the project aligns with the program objectives- innovation, partnerships and self-sustenance
- **Timeframe:** The project must be deliverable within the Program delivery timeframe
- **Consultation with relevant local Landcare groups:** The applicant must provide evidence that they have consulted with the region's local Landcare community (e.g. letters of support, meeting minutes, emails etc)
- **Support innovation:** The applicant must describe how the project offers something unique to their region or target group, that sets it apart from existing solutions, including how it demonstrates innovation in its approach, method, or delivery
- **Feasibility:** The project must be technically and economically feasible to implement. The applicant must demonstrate key activities, milestones, budget, and key personnel required to deliver the project (this is included in the Application Form)
- **Environmental impact:** Projects involving on-ground works or activities with potential environmental impact must comply with all relevant environmental laws and regulations
- **Landowner consent:** If the project is to take place on land that is not owned by the Applicant, the applicant must demonstrate landowner consent.

Applicants are encouraged to think creatively about how their project meets the definition of innovation provided in **Overview of program** on page 1.

The below table provides examples of areas where innovation may be considered under the Innovations & Partnerships Grant. They are listed as guidance only.

Table 3 Examples of possible grant projects

Type of Innovation	Description	Examples
Organisational innovation	Innovative organisational methods, practices, efficiencies, financial diversification or external partnerships	<ul style="list-style-type: none"> • Use of technology to reduce travel or need for face-to-face meetings • Becoming registered entities on pre-existing NSW State Government prequalification panel schemes • Develop and advertise micro task profiles to attract remotely based volunteers with professional skills to improve organisational methods

<p>On-ground innovations</p>	<p>Innovative practices, efficiencies, on-ground activities</p>	<ul style="list-style-type: none"> • Introducing new programs or practices that have been successfully trialled in other regions (e.g. drought preparedness) • Use new technologies or approaches to improve revegetation/habitat restoration efficiencies and success • Use of innovative practices to improve weed management • Increased involvement in awareness and surveillance of plant pests and other biosecurity risks
<p>Strategic innovations</p>	<p>Developing strategic innovation planning documents. This could include strategic planning and project pitch alignment to attract new partners or donors and develop programs that can generate income</p>	<ul style="list-style-type: none"> • Develop tools and governance that can roll out across the State to improve cross boundary/organisation collaboration • Developing strategic shelf projects aligned to State government objectives that could attract alternate funding sources such as new donors, Land and Environment Court enforceable undertakings etc • Improve readiness to participate in emergency management and disaster resilience activities, for example collaboration with agencies to support recovery efforts • Develop a business case to assess and grow corporate engagement opportunities
<p>Product innovations</p>	<p>A good or service that is new or significantly improved with respect to its characteristics or intended uses, to generate/increase funding (commercial product)</p>	<ul style="list-style-type: none"> • Setting up seed banks that can allow for free or at cost use by Landcare, but sell seed commercially to agencies, councils and developers • Improve commercial capability of a plant nursery • Trialling a new baiting or trapping technique to improve feral animal control outcomes

		<ul style="list-style-type: none"> • Installing weather stations or adopting forecasting technology to inform better decision making • Using camera monitoring and citizen science data collection to inform more strategic feral animal control • Using technologies such as passive acoustic recorders, drones and environmental DNA (eDNA) to monitor biodiversity more efficiently • Alternate use/reuse of waste resources
<p>Diversity and inclusion innovations</p>	<p>Includes but not limited to looking at succession planning, membership options, targeted communication plans, impact communications, new marketing/promotion methods or, tailored resources, and campaign calendars</p>	<ul style="list-style-type: none"> • Diversify activity across social media platforms to target different demographics • Setting up events that attract and retain youth membership to Landcare • Adopting a Customer Relationship Management (CRM) system to streamline processes and optimise communication • Developing and disseminating culturally appropriate information for Culturally and Linguistically Diverse (CALD) communities • Working with the Ethnic Communities Council to better understand local CALD communities and how to engage with them • Increase participation of tertiary education students in Landcare through course work • Using virtual reality in Aboriginal Cultural Heritage site training • Sponsored ecotourism events and projects to attract tourists and grey nomads

Eligible locations

The location of the project is relevant to eligibility. Projects must be located within NSW Local Land Services regions.

Eligible costs

The project costs must support the objectives of the program.

The following types of project costs are eligible for funding (including but not limited to):

- Employment costs (in addition to existing funded roles) such as remuneration, superannuation, leave entitlements, annual leave loading and workers compensation up to 30 June 2027
- Operational costs such as travel, printing, ICT provisions to a maximum of 17.5% of salary component of grant funding
- Capital expenditure and equipment. Applicants must identify and justify any capital purchases over \$5,000 in their application. Justifications should demonstrate that the item is essential to project delivery and represents value for money (e.g. purchasing is more cost-effective than hiring). Where total capital expenditure exceeds 20% of the total project budget, applicants must provide a detailed rationale explaining the strategic importance and long-term benefit of the investment. Approval of capital items will be confirmed through the funding deed
- Consultancy or contractor fees for scoping, planning and delivery
- Training, workshops and events and associated travel
- Marketing campaigns or other communications
- Development of tools and templates that support on-ground delivery
- Partnership arrangements that result in shared learnings and efficiencies
- Investment in information technology that supports innovative practices and / or outcomes.

Ineligible Project Costs

The following project costs are ineligible for funding (including but not limited to):

- Devolved grants. Funding cannot be used to establish or run a separate grants program
- Funding must not be used for political purposes
- Vehicle leasing beyond the life of the project
- The repayment of existing debts or insurance
- Costs incurred in the preparation of an application to this Program or related documentation
- Costs that are already funded under Phase 1 or 2 of the Landcare Enabling Program
- Costs already funded by other grant funding, including from another NSW Government source, for the same costs over the same period

- Any costs that do not clearly align with the objectives and intended outcomes of the Innovations & Partnerships Grant program.

Assessment criteria

Applications that have met the eligibility criteria will be assessed against the assessment criteria. The table below lists the assessment criteria, the supporting evidence required and the weighting of the criteria.

Applicants must address all the assessment criteria. Specific information and evidence listed against each of the criteria below is provided in the SmartyGrants Application Form.

Regional applications need to demonstrate collaboration across their local Landcare communities and a valid process for determining project selection.

Cross-regional projects will also be considered. Applicants will need to determine who is responsible for each part of any cross-regional project and which items are funded from each regional allocation.

Table 4 Assessment criteria

Criteria	Specific information and evidence required	Weighting
<p>Strategic alignment</p> <ul style="list-style-type: none"> • The project demonstrates alignment with regional or other relevant planning documents and / or • The project demonstrates alignment with at least one of the listed priorities⁵: <ul style="list-style-type: none"> ○ Natural capital ○ Biosecurity ○ Climate preparedness and adaptation 	<p>Application Form Questions:</p> <p>Which local or regional strategies and / or listed priority does your project align and how? <i>[Free Text]</i></p> <p>Document upload:</p> <ul style="list-style-type: none"> • Regional Strategy or other mentioned strategies 	10%
<p>Program Objectives: Innovation & Self-sustenance</p>	<p>Application Form Questions:</p>	20%

⁵ Landcare NSW / Local Land Services Joint Management Committee has endorsed the following grant program priorities

<ul style="list-style-type: none"> • The project demonstrates an innovative approach • The project demonstrates how the innovation will be embedded in the organisation • The application presents reasonable evidence that the project will lead to greater self-sustenance 	<ul style="list-style-type: none"> • How does your project demonstrate innovation? <i>[Free Text]</i> • How will the innovation be embedded into your organisation / network? <i>[Free Text]</i> • How will your project lead to greater self-sustenance? <i>[Free Text]</i> <p>Application Form Evidence:</p> <ul style="list-style-type: none"> • Project Details Table • Risks & Dependencies 	
<p>Program Objectives: The grant will create new and enhance partnerships</p> <ul style="list-style-type: none"> • Evidence of consultation with local Landcare networks and community support for the project • Evidence that other key partners have been engaged and where necessary, show commitment / contribution to the project e.g. government, industry bodies, philanthropic or corporate organisations 	<p>Application Form Questions:</p> <ul style="list-style-type: none"> • What partnerships will you develop in delivering your project? How will your partnerships enhance outcomes? <i>[Free Text]</i> • How will your innovation create value for the community or Landcare? <i>[Free Text]</i> • How will you ensure your partnerships have impact / life beyond the project? <i>[Free Text]</i> <p>Application Form Evidence:</p> <ul style="list-style-type: none"> • Project Details <p>Document upload (as required):</p> <ul style="list-style-type: none"> • Letters of support • Meeting minutes • Other relevant examples 	15%
<p>Grant will achieve value for money</p> <ul style="list-style-type: none"> • The budget is detailed, reasonable, and cost-effective • Project demonstrates efficient resource use (e.g. leveraging existing assets, partnerships or in-kind contributions) 	<p>Application Form Question:</p> <ul style="list-style-type: none"> • How will you ensure the funding is used efficiently and delivers value for money? <i>[Free Text]</i> <p>Application Form Evidence:</p> <ul style="list-style-type: none"> • Project Details • Budget 	20%

<ul style="list-style-type: none"> Application demonstrates that the outcomes justify the investment 	Document upload: <ul style="list-style-type: none"> If required, quotes or estimates of key items to deliver the project e.g. capital expenditure, contractor or consultancy fees 	
Project is deliverable <ul style="list-style-type: none"> Project details are well-structured with clear deliverables, budget and metrics The application includes reasonable key project personnel information 	Application Form Question: <ul style="list-style-type: none"> Explain how the applicant has the capacity and expertise to deliver the project within budget and timeframes <i>[Free Text]</i> Application Form Evidence: <ul style="list-style-type: none"> Budget Key Project Personnel Project Details 	20%
Risk management <ul style="list-style-type: none"> The risk table is detailed, related to the project and demonstrates clear and achievable management (prevention or treatment) strategies Application has a well-structured work plan including, milestones, deliverables and transparent budget. 	Application Form Evidence : <ul style="list-style-type: none"> Risk & Dependencies Project Details Key Project Personnel 	15%
	TOTAL	100%

Application process

How to apply

Parameters

Only one application may be submitted by a single eligible applicant on behalf of the region.

Each application may cover multiple projects.

Each application may span multiple eligible locations.

Where to apply

Applicants must submit their applications to the program's online application page at [Landcare Enabling Program - Phase 3 Innovations and Partnerships - Local Land Services](#).

When to apply

Applicants must submit their applications by 5pm Monday 16 February 2026.

Applicants cannot reopen or amend applications after the closing date and time.

Local Land Services retains discretion to extend the closing date and time, and to accept late applications in extenuating circumstances.

What to include

Each application must include the documents listed in the Application Form which include the following:

- evidence of public liability insurance
- proof of incorporation for community groups
- evidence that the local Landcare community's input has been sought (including the Schedule A regional body endorsement if they are not the applicant).
- relevant regional strategies or plans
- evidence of quotes or estimates (if relevant)
- if applicable, landowner consent, if the project is to take place on land that is not owned by the Applicant.

False and misleading information

Applicants must not include false or misleading information in their applications. If an application contains false or misleading information, Local Land Services may deal with the application as Local Land Services determines in the circumstances and may, for example, determine that the application is ineligible.

After submitting application

Applicants will receive a notification of receipt.

Local Land Services may contact applicants to verify information or seek further information.

Getting support

Applicants can obtain support in preparing their applications, for example, technical support with online forms and practical guidance on how to complete an application. Contact Local Land Services using the resources listed at Enquiries and getting support in the **Key information**.

A webinar will also be held for potential applicants. See the grant program website for details.

Assessment process

Assessment of grant applications

Stages

Determining which applications are successful involves these stages:

- eligibility cull
- assessment
- decision-making.

Eligibility cull

Staff from Local Land Services will assess the applications against the eligibility criteria.

Applications that have met the eligibility criteria will move to the next stage.

Assessment

The assessment team will assess eligible applications against the assessment criteria.

Assessment team

The assessment team consists of a Local Land Services Senior Executive, Local Land Services subject matter experts, representatives from Landcare NSW (observer role) and an external Probity Advisor.

The assessment team may seek advice from other NSW Government agencies and other sources as required.

The assessment team may contact applicants seeking clarification of information in the applications or further supporting material.

Assessment process

The assessment team will assess each application on its merits without reference to the comparative merits of other applications.

Applications must meet a minimum standard to be considered for funding. Each assessment criteria will be scored on a scale from 1 (Not demonstrated) to 5 (Strong Demonstration). To be considered for funding, an application must achieve a minimum overall score of 70% across all assessment criteria.

The assessment team may:

- request additional information from the applicants
- consider input from other stakeholders (such as other levels of government or industry representatives) where appropriate. Any such input will be documented as part of the

assessment process.

Recommendations

The assessment team will make written recommendations to the decision maker.

The assessment team may recommend a lesser amount of funding or defer a recommendation pending further information.

Decision maker

The decision maker is the NSW Minister for Agriculture. The decision maker will review the availability of grant funds, the recommendations of the assessment team and, where relevant, the outcomes of the eligibility cull.

The decision maker may take other factors into account including advice from a Probity Advisor and issues that could cause reputational or other risks to the NSW Government.

In limited circumstances, the decision maker may waive selection criteria, for example, where not doing so would: lead to perverse or unfair outcomes; be contrary to the policy intent; or damage the reputation and integrity of the program.

If the decision-maker departs from the assessment team's recommendations, the decision maker will arrange for the departures to be published with reasons.

Final decision

The decision maker's decision is final in all matters, including:

- the approval to award a grant
- the amount awarded
- the terms and conditions of the grant.

Notification of application outcome

Local Land Services will send successful applicants a letter of conditional offer.

Successful applicants may be required to sign confidentiality undertakings, promising to keep the outcome of the application process confidential until the NSW Government makes a public announcement.

Successful applicants will be required to sign funding deeds with Local Land Services.

Local Land Services will notify unsuccessful applicants in writing of the outcome of their applications.

Feedback and appeal

Local Land Services will offer unsuccessful applicants a feedback information session.

There is no appeal mechanism from the decision-maker's decisions.

Announcements

The NSW Government may announce the outcome of funding applications at its discretion.

Publication of grants information

Key information about the grants awarded will be published on the NSW Government Grants and Funding Webpage, in accordance with the requirements of the Grants Administration Guide.

This information, plus information submitted in applications and related correspondence, may be open access information under the *Government Information (Public Access) Act 2009* (NSW) which must be made publicly available unless there is an overriding public interest against disclosure of the information. Information that is commercially sensitive may be withheld.

The NSW Government may use information submitted in applications and in funding deeds for promotional material and to develop case studies.

Successful grant applications

Successful applicants must execute a funding deed with Local Land Services.

There is no promise of funding until both the applicant and Local Land Services have executed a funding deed (and the applicant has met any other funding conditions).

Importantly, this means that successful applicants must not make financial commitments for the funded activities until both the applicant and Local Land Services have executed a funding deed.

Funding deed

A sample funding deed is available [here](#). Local Land Services has discretion to amend and update this sample funding deed.

Successful applicants will be required to provide all supporting documentation and approvals before Local Land Services can enter into a funding deed.

Local Land Services makes no binding funding commitment to an applicant unless and until both parties sign a funding deed.

Local Land Services will tailor the template funding deed for each project to include the grant instalment amounts, activities, deliverables, timeframes and any special conditions. Grantees will be required to submit progress reports as outlined in the funding deed, including financial evidence of expenditure incurred.

Terms and conditions

The funding deed will set out the grant recipient's obligations including, for example, to:

- meet activity timeframes and deliver the project on time
- submit progress reports
- notify Local Land Services of any delays
- be responsible for project cost overruns
- repay unspent grant funds
- repay grant funds which are not spent in accordance with the funding deed
- meet monitoring and acquittal requirements
- maintain insurances
- acknowledge the grant as per the Funding Acknowledgement guidelines for Recipients of NSW Government Grants available at <https://www.nsw.gov.au/branding/sponsorship-and-funding-acknowledgment-guidelines>
- provide data
- participate in program evaluation and audits including to determine the extent to which the project has contributed to the program objectives
- keep records for seven years

- advise Local Land Services of any changes to the grant recipient's legal status.

The funding deed will include Local Land Services' termination rights, including if the grant recipient has engaged in conduct that might cause reputational damage to the NSW Government or has provided misleading information in its application.

Changes to projects

After funding deeds are executed, Local Land Services may consider requests for variations to projects only in limited circumstances.

Grant payment

Instalments

Local Land Services will pay grants in instalments.

The funding deed will set out the instalment amounts and what the grant recipient needs to do to receive each instalment (e.g. complete specified activities and provide evidence of completion and reports within a timeframe).

Tax

Grants are GST exclusive. If a grant recipient is registered for GST, GST will be applied on top of the grant value when payment is made.

Grants are assessable income for taxation purposes, unless exempted by taxation law. Grant recipients should seek independent professional advice about taxation obligations or seek assistance from the Australian Taxation Office. The NSW Government does not provide advice on individual taxation circumstances.

Unspent funds

If a grant recipient's project is completed and there are unspent funds remaining from the grant allocation, Local Land Services may require the grant recipient to return the unspent funds.

Alternatively, the grant recipient may request to use the unspent funds on extending the scope of the project if the request aligns with the objectives of the program and the grant recipient provides supporting information to Local Land Services. Local Land Services is under no obligation to agree with the request. Project must be completed by the grant program end date (30 April 2027).

Local Land Services may choose to redistribute unspent funds to other projects funded under this program or other elements of the LEP.

Indicative reporting and acquittal requirements

Local Land Services will monitor how grant recipients are spending their grants and how their projects are progressing. Grant recipients will be required to submit progress reports, final reports and other information to Local Land Services. The reporting requirements will be outlined in the funding deed.

In some circumstances, site visits may be undertaken to review progress towards milestones specified in the funding deed.

Grant recipients will be required to inform Local Land Services if their circumstances change.

Evaluation

Local Land Services will monitor the funded projects against the purpose and objectives of the program.

Grant recipients may be required to participate in evaluation, such as surveys and reporting.

Additional information and resources

Complaint handling

If applicants have any concerns about the program or individual applications, please contact Local Land Services in writing using the contact information at Enquiries/Getting Support in the Key information.

If applicants do not agree with the way Local Land Services handled an issue, applicants may contact the NSW Ombudsman via ombo.nsw.gov.au

Access to information

The GIPA Act provides for the proactive release of government information by agencies and gives members of the public an enforceable right to access government information held by an agency (which includes Ministerial offices). Access to government information is only to be restricted if there is an overriding public interest against disclosure.

The NSW Legislative Council has the power to order the production of State papers by the Executive Government. Standing Order 52 provides that the House may order documents to be tabled by the Government in the House. The Cabinet Office coordinates the preparation of the papers – that is, the return to order. The return to order may contain privileged and public documents. Privileged documents are available only to members of the Legislative Council.

Note that documents submitted as part of a grant application may be subject to an application under the GIPA Act or an order for papers under Standing Order 52.

If applicants require further information about the GIPA Act and/or Standing Order 52, please contact the department using the contact information at Enquiries/Getting Support in the Key information.

Ethical conduct

Conflict of interest management

Applicants (and their officers and staff) must declare any perceived, potential or real conflicts of interest in respect of the grant opportunity. They must declare such conflicts in the application form.

Where there is a conflict of interest detrimental to the grant opportunity, applicants must put mitigation measures in place. Local Land Services may require individuals not to participate in the application or delivery stage.

Successful applicants must ensure that conflicts of interest are identified and managed during the life of the grant program.

Local Land Services requires that successful applicants keep conflict of interest registers and provide a copy to Local Land Services as requested.

Confidentiality

All applicants (successful and unsuccessful) must keep the outcome of the grant opportunity confidential until the NSW Government makes a public announcement.

Conduct

Applicants must not participate in any anti-competitive conduct.

Applicants must not offer any gifts, benefits or hospitality to any NSW Government employee at any time. Any inducement in contravention of this condition may result in an applicant's application not being considered.

Discretion

The NSW Government may, in its absolute discretion, and without limiting any other rights which it may have, do all or any of the following at any time without giving notice or reasons:

- require additional information from an applicant
 - change any of the requirements of these guidelines
 - alter or vary any process, procedure or timing related to the grant
 - suspend or terminate the grant opportunity
 - negotiate with one or more preferred applicants without prior notice to any other applicant
 - terminate any negotiations being conducted with any applicant
 - readvertise for new applicants
 - consider any non-conforming application
 - terminate an applicant's further participation in the grant opportunity for any reason (including if the department considers that an application contains false or misleading statements or may damage the reputation of the department or the program)
 - not proceed to execute any funding deed.
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These guidelines

Changes and publication

Where significant changes are made in relation to the grant opportunity, Local Land Services will revise these guidelines and make them available on this [web page](#).

Local Land Services may issue an addendum to these guidelines. The addendum becomes part of these guidelines.

Local Land Services will publish these guidelines and any revised versions and addenda on the NSW Government Grants and Funding Webpage.

No offer

These guidelines are not an offer, recommendation or invitation by Local Land Services in respect of any grant. There is no funding commitment until both a successful applicant and Local Land Services execute a funding deed.

December 2025.

