

Final Report- Bushfire Restoration Round 3

Form Preview

Instructions for Grantees - Bushfire Restoration Grants

The completion of this form should be overseen by someone with an intimate knowledge of the grant.

You can save and return to the form at any time.

Things you will need to complete this form:

- **Details** of the project timelines (or delays if any).
- **Financial information** - all invoices and receipts regarding the project to upload as part of your reporting requirements.
- **Your story** - a photo and story about the project and people involved.
- Your **final invoice**.

The form fulfils your financial reporting obligation but it also allows us to hear about your experience in Ecosystem Restoration.

The story and photo you provide here may be shared on our website and social media.

As part of the acquittal process, you are required to provide receipts showing full details of all grant money spent.

You must complete and submit this form by the date agreed in your contract. **Extensions will not be granted.**

If you fail to do so you may not be eligible to apply for further grants from **Foundation for National Parks & Wildlife**.

Privacy Notice

We pledge to respect and uphold your rights to privacy protection under the [Australian Privacy Principles](#) (APPs) as established under the *Privacy Act 1988* and amended by the *Privacy Amendment (Enhancing Privacy Protection) Act 2012*. To view our privacy statement, go to <https://www.fnpw.org.au/website/privacy-policy>.

Project Details

* indicates a required field

Grant Round Name

This field is read only.

The round this submission is in.

Application Number

This field is read only.

Final Report- Bushfire Restoration Round 3

Form Preview

The identification number or code for this project.

Planting Location Name

Contact Person's Name *

Title First Name Last Name

Person creating this report

Daytime Phone Number *

Email Address *

Has the contact person changed since the project has commenced?

Yes No

Activity Summary

* indicates a required field

Have all activities been completed for your project? *

Yes No

End of Project date

Must be a date.

Please provide a summary of the project, including details on highlights and outcomes *

Must be no more than 300 words.

Upload an image of your project work to date

Attach a file:

This image will be used to publicise your project on FNPW website & media.

Were there any unexpected benefits / outcomes as a result of your project? If so, please explain. *

Final Report- Bushfire Restoration Round 3

Form Preview

Must be no more than 300 words.

Please indicate the extent to which you agree or disagree with the following statement:

“The project/activity fully met its objectives”

Project met objectives *

- Strongly Agree
- Agree
- Neither Agree nor Disagree
- Disagree
- Strongly Disagree

What changes would you make to improve the success of the project or activity if you were to do it again? *

Must be no more than 200 words.

Did you experienced any problems or delays with your project?

- Yes
- No

Please outline any problems or delays (if any) have you experienced with your project.

Word count:

Must be no more than 300 words.

Have any changes been required to the implementation of the project?

Must be no more than 300 words.

What activities still need to be completed?

Outline the activities that are scheduled for the next 12 months.

Restoration

* indicates a required field

Final Report- Bushfire Restoration Round 3

Form Preview

Describe the activities undertaken for Ecosystem Restoration *

Must be no more than 200 words.

What was the primary environment type for your project?

- Terrestrial
- Riparian
- Wetlands
- Fresh water
- Marine

Restoration activities undertaken:

- weed management
- grazing management (incl destocking & fencing)
- fire management
- pest animal management
- seed collection
- native vegetation planting
- propagation of native seedlings
- Other:

Area restored (in hectares)

Must be a number.

Number of plants planted

Must be a number.

Plant survival rate (%)

Must be a number.

Community Engagement

Describe the types of engagement activities undertaken with groups ensure sustainability of the project outcomes

Final Report- Bushfire Restoration Round 3

Form Preview

Did the project engage with any Traditional Owner groups?

Yes

No

If yes, please name the group(s) and engagement activities

Financial Report

* indicates a required field

Project Income & Expenditure

Please provide the project budget summaries in the income and expenditure tables below, including details of all the funding used to complete this project.

All amounts should be **GST inclusive**

Total Amount Allocated from FNPW

\$

This field is read only.

The total amount of funding allocated for this submission.

Total Project Cost *

\$

Must be a dollar amount.

What is the total budgeted cost (dollars) of your project?

Income Summary

Please provide clear descriptions of all income for this project

Please note the calculations below should **include** the total amount allocated from FNPW on the first line of the income Summary.

Income

\$

	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$

Budget Expenditure Summary

Final Report- Bushfire Restoration Round 3

Form Preview

Please provide top line summaries of expenditure items.- i.e. Materials, Contractor hours, etc.

More detail will be shown in the upload of invoices and receipts below

Expenditure items	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$

Budget Totals

Total Income Amount
\$
This number/amount is calculated.

Total Expenditure Amount
\$
This number/amount is calculated.

Income Expenditure
\$
This number/amount is calculated.

Expenditure

Have you expended all of your grant money to date? *
 Yes No

Please explain reasons for any major variances or estimates of future costs.

Receipts

Please upload all invoices and receipts relating to the project here *
Attach a file:

Final Invoice

We have calculated that you have funds remaining to be paid to your organisation upon completion of your project report.

Please upload your final invoice below.

Once your project report has been approved the final payment can be made.

Please upload your invoice for payment *
Attach a file:

Final Report- Bushfire Restoration Round 3

Form Preview

Communicate your work

* indicates a required field

Add your story to the FNPW website

As part of your grant reporting requirements you must provide a short story and photo from your bushfire restoration project.

Story length: 150 - 300 words

Follow this link to go to FNPW's website to add your group's story:

<https://fnpw.org.au/upload-your-blog-post/>

Story tips: your story should pass the 'dinner party' test, would you tell this story to a friend over dinner?

- Make it funny, personal, emotional, interesting or quirky
- Tell us about your volunteers as well as the plants and project area

Photo tips: is your photo good enough to show on a public website?

- Landscape shaped photos work best online (turn your phone on the side)
- Avoid showing unsafe practices such as volunteers working without PPE

I understand that I must submit a story to the FNPW website to complete my report. *

- I understand & will submit a story within 7 days of completing this report
- I have already submitted a story to the FNPW website

Statement of Certification

* indicates a required field

I certify that:

- All details in this report are true and complete and that this is an accurate Final Activity Report for the project; and
- All associated parties participating in the project have agreed that this report is an accurate representation of the project.

I agree with the above statement of certification: *

Yes

No

Name: *

Title

First Name

Last Name

Position/Title: *

Date of certification: *

SAMPLE ONLY DO NOT USE