



DEPARTMENT OF PLANNING, INDUSTRY & ENVIRONMENT

Monitoring Directory

For ecological restoration and social activities
NSW Environmental Trust



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Introduction

All grant funding programs delivered by the NSW Environmental Trust seek to achieve long term beneficial outcomes for the NSW environment. For this reason, the Trust works with all grantee organisations to monitor and report on the outcomes of their funded projects.

Regularly monitoring, evaluating and reporting on projects is beneficial for both the grantee and the Trust. For the grantee, it helps keep the project on track by showing what is working, what is not, and why, at the same time as clearly demonstrating the project's outcomes and assisting in communicating successes.

For the Trust, we use the information provided to measure the effectiveness of our programs and to inform future directions for grant programs. It helps the NSW Government better understand the needs of groups seeking the support of Trust funding and, in turn, influences future funding decisions.

Intent

Most Trust funded projects will have both environmental and social outcomes. This recognises that people are critical to the delivery and maintenance of any intended environmental improvements. Therefore, this directory includes all the relevant project measures and their definitions for these outcomes, as well as direction for capturing the contribution of the different people driving the project delivery.

This directory considers the core activities likely to be included in many Trust funded projects and defines the corresponding monitoring measures or indicators. The purpose is to guide grantees through the process of establishing and reporting on the monitoring component of their projects and help them to factor monitoring into their workplan.

It provides guidance on the criteria to use as grantees record pre-project baseline data, as well as monitoring and assessing the effectiveness project efforts are having over time. It will ensure a consistent approach across all projects allowing the Trust to improve the evaluation of its broader programs.

Subjects

The directory provides the following information:

- **Activity type** – standard activity types across all ecological restoration projects.
- **Measure** – the relevant standard measures for each activity type (there may be more than one).
- **Measure definition** – an explanation of each measure.
- **Monitoring method** – how grantees should monitor against each measure, and how often they should monitor.
- **Measure rationale** – an explanation of why this measure is important and any relevant assumptions.

Overview

To align broadly with the workplan structure in the new Grants Management System (GMS) the activities are grouped within the following categories:

- **Project Management** – Ensure strong planning and governance mechanisms in place throughout the project. Project is established and maintained with good governance, project planning and communication strategies in place. Regular project evaluation occurs, and adaptive management implemented where needed.
- **Environmental** – Improve and protect the quality of ecosystems and environmental assets managed by community groups, land managers and stakeholders.
- **Social** – Facilitate the development of environmental expertise and stronger partnerships in the community.

And in recognition that the activities that make up the projects depend on human resources, the final section is on

- **People helping.**

The activities are then organised alphabetically within these categories.

Please note

The GMS will offer measures related to the activity. In some cases, you may need to put 'O' to proceed, for example in 'Improving connectivity' where both terrestrial and aquatic habitats are offered, but only one may be relevant.

Some activities might have several components.

For example, for a community event, the first component might be project promotion, and the second component might be training and awareness raising. You can describe both components as separate activities, using two different activity types to capture the 'menu' of measures under each activity type. Activity type 'promoting the project' will provide measures for your work on project promotion, such as a social media campaign, newspaper articles etc. 'Delivering Awareness Raising Events and Training' is where you can record measures around people attending training and awareness raising events.

Outcome: Project management

Ensures strong planning and governance mechanisms in place throughout the project. Project is established and maintained with good governance, project planning and communication strategies in place. Regular project evaluation occurs, and adaptive management implemented where needed.

Activity type	Project measure	Measure definition	Monitoring method	Why do we measure this activity?
<p>Project administration/governance</p>	<p>Various measures related to people helping</p>	<p>There will be tasks involved in delivering your project that are related to administration/governance, such as planning, coordination, monitoring and reporting, as well as auditing of expenditure.</p> <p>Monitoring is a critical aspect of your project and needs to be factored into this activity.</p> <p>The GMS shows the following groups of people:</p> <ul style="list-style-type: none"> • grant funded contractors/consultants • grant funded staff • non-grant funded staff (e.g. people employed by project partners) • volunteers. <p>See the final section on 'People Helping' for the more information on the measures related to human resources.</p> <p>Tip for GMS: enter some specific detail on who the people helping may be within your activity descriptions, for example, you could indicate that the Grant funded staff is your project officer, or your volunteers are landholders.</p>	<p>Process to record the contribution of people, it may include time sheets, sign on records, quotes and invoices for work, etc.</p>	<p>This helps you to demonstrate that your project is achieving successful outcomes. Monitoring also helps you to understand if you need to adapt some of your project strategies.</p> <p>Projects depend on people for their delivery.</p> <p>Factoring the required human resources allows you to be sure you can get the work done, and it also helps the Trust understand the scale of people's efforts. This should also align with what you have in your budget.</p> <p>Understanding the time needed for the work also helps your organisation/group to appreciate the real costs of delivering your project.</p> <p>This activity allows you to include time/resources for project administration/governance tasks within your workplan.</p>

Outcome: Environmental

Improve and protect the quality of ecosystems and environmental assets managed by community groups, land managers and stakeholders).

Activity type	Project measure	Measure definition	Monitoring method	Why do we measure this activity?
Collecting seed and propagating endemic plants	Number of species of seed collected	Record the number of different species collected for seed propagation and use during the project.	Simple count of the total number of different plant species whose seed was collected. Measurement frequency: Single time – at conclusion of seed collection activities.	Assumption: Grantees will only plan seed collection based on needs of the site (e.g. where a native seedbank no longer exists, or where the seed bank diversity has been reduced/depleted). Assumption: An increased diversity of species collected will result in greater diversity in seed propagation and planting, ultimately resulting in a more diverse ecosystem being re-established.
	Number of kilograms of seed collected	Record the total number of kilograms of seed collected for all species intended for use during the project.	Simple count of total number of kilograms of seed collected from multiple species (if applicable). Measurement frequency: Single time - at the end of seed collection activities.	Assumptions: Refer to number. of species of seed collected (above).
	Number of species propagated	Record the number of different species propagated.	Simple count of total number of different species propagated. Measurement frequency: Single time – at conclusion of propagation activities.	Assumption: An increased diversity of species propagated, then planted, will ultimately result in a more diverse ecosystem being re-established, supporting a greater diversity of habitats.

Activity type	Project measure	Measure definition	Monitoring method	Why do we measure this activity?
Conservation Agreements	Number of conservation and land management agreements established	<p>Captures documented agreements established through the project to protect and conserve wildlife/flora, other environmental assets and land rehabilitation/management activities. Often includes completing agreed land management activities on the property. These agreements may be in-perpetuity or have a fixed term timeframe. Examples include:</p> <ul style="list-style-type: none"> • Land for Wildlife Scheme • any Landholder Management Agreements with Local Land Services, Local Government, or other private or non-government conservation groups • Wildlife Land Trust run by Humane Society International • any conservation mechanism run through the NSW Biodiversity Conservation Trust. 	<p>Simple count of number of agreements established during project.</p> <p>Mapping of locations within project area.</p> <p>Measurement frequency:</p> <ul style="list-style-type: none"> • Baseline number in force at project commencement. • Total number established at the end of project. 	<p>Assumption: Through committing to implement and maintain project activities for either a set term through a civil agreement, or one maintained in-perpetuity, landholders demonstrate an understanding of the need for the project and respond with action (behavioural change).</p> <p>Agreements become a component of the project implementation strategy.</p> <p>Assumption: An increase in the area protected under all agreements results in a higher level of certainty of positive environmental outcome achievement through a social contract.</p>
	Area protected under conservation and land management agreements (ha)	<p>Total area covered by the conservation and land management agreement (may be in-perpetuity or fixed term).</p>	<p>Satellite imagery/maps of sites involved in the project across the project landscape.</p> <p>Use measurement tool on mapping software to measure the total area now under conservation agreements.</p> <p>Measurement frequency:</p> <ul style="list-style-type: none"> • Define planned area to be protected at the start of the project. • Record actual area protected at end of project. 	<p>Assumption: Refer to number of conservation and land management agreements (above).</p>

Activity type	Project measure	Measure definition	Monitoring method	Why do we measure this activity?
Ecological/ cultural burning	Area treated with fire - ecological/cultural burns (ha)	<p>The area burned for ecological and/or cultural purposes as part of the project.</p> <p>Note: If your project seeks to use fire as a management tool for weed control you must also select and report upon the following: related measures: 'Area weeded' and 'Treatment expectation % reduction'.</p> <p>Related activities: If this also intended as a weed control method, be sure to include weeding as an activity in GMS as well.</p> <p>Please see notes in Overview.</p>	<p>Work zones need to be identified (and included in site plans) to enable spatial comparisons (baseline/progress/final). Monitoring activities required include:</p> <ul style="list-style-type: none"> • weed density mapping • photo monitoring. <p>Area Treated with fire may also be a proxy for both weed control area and area regenerating.</p> <p>Measurement frequency:</p> <ul style="list-style-type: none"> • Baseline: map. • Photo monitoring (before/during/final). • Annual mapping. 	<p>Assumption: Different types of burns will result in different temporal responses and restoration of ecological function. For example, Cultural burns using low intensity cool burns may seek to reinstate a particular type of resource; or ecological burns may be used to stimulate a particular ecological response or regrowth of flora species e.g. a threatened orchid species.</p>
	Number of burns conducted	<p>The total number of burns implemented during the project is recorded and mapped to identify their location within the project implementation area.</p>	<p>Simple count of number of burns implemented during the project.</p> <p>Measurement frequency:</p> <p>At the end of the project, as well as progressively during annual reporting.</p>	<p>Assumption: Refer to Area treated with fire ecological/cultural burns (ha) (above).</p>
Fencing	Length of fencing installed (km)	<p>The entire length of fencing installed.</p>	<p>Data captured in a map using software tools to estimate the length of the fence.</p> <p>Photos showing the fence has been installed.</p>	<p>Assumption: Fencing will only be installed where some type of environmental asset is to be protected.</p> <p>Note: This primarily has budget implications. It is also necessary for calculating the area protected by fencing.</p>

Activity type	Project measure	Measure definition	Monitoring method	Why do we measure this activity?
	<p>Area protected by fencing (ha)</p>	<p>The total area contained within fencing that:</p> <ul style="list-style-type: none"> totally excludes or significantly reduces human foot and/or vehicle traffic ensures total stock exclusion or manages stock to control the impact of grazing on native regeneration may allow strategic grazing to reduce weed load protects vegetation from native browsing. <p>There are also other measures under different activity types that may be relevant to this activity, such as:</p>	<p>Calculate manually during installation or use Google Earth or similar freeware.</p> <ul style="list-style-type: none"> Cross reference materials purchased with mapping and photos. Include on maps once work is completed. <p>Measurement frequency: Map update at time of installation.</p> <p>Data to be captured in a map using software tools to estimate area protected by fencing. Manually measure at time of installation, using Google Earth or similar software.</p> <p>Measurement frequency: Map update at time of installation.</p>	<p>Assumption: Fencing protects an environmental asset from degradation.</p> <p>Assumption: The larger the area protected by fencing, the larger the potential for environmental improvements to be implemented/sustained.</p> <p>Note: Only the installation of fencing that is intended to create an area that protects an environmental asset is eligible. Boundary fencing will not be funded.</p>

Activity type	Project measure	Measure definition	Monitoring method	Why do we measure this activity?
		<ul style="list-style-type: none"> planting weeding regeneration. 		
Identifying on-ground focus	Primary environmental focus	<p>Choose the primary environmental focus that best reflects your project's focus:</p> <ul style="list-style-type: none"> climate change mitigation and adaptation habitat and biodiversity improved agricultural practices improved air quality threatened species, populations and ecological communities water conservation and management. 	Measurement frequency: Commencement of project.	The focus of your project will influence the activities you use to achieve your intended outcomes.
	Environment type (primary)	<p>This measure refers to the 'primary' environment type where work is being conducted, meaning the environment type by greatest density and/or greatest area.</p> <p>Nominate one of the following:</p> <ul style="list-style-type: none"> terrestrial (rainforest, bushland, rangeland, coastal dunes and semi-arid/desert) riparian (rivers, creeks and their riparian vegetation) wetlands (freshwater wetlands, estuarine wetlands and coastal lakes) marine and estuarine waters agricultural production areas urban bushland. 	Measurement frequency: Commencement of project.	The primary environment type where works are being conducted may influence the activities you use to achieve your intended outcomes.

Activity type	Project measure	Measure definition	Monitoring method	Why do we measure this activity?
	Names of target native species likely to directly benefit	Brief text description of the species that are a key focus of the project.	List species that will directly benefit from project investment. Measurement frequency: Baseline (project commencement).	Site plans should include the identification of the priority native flora or fauna species (threatened or protected) species on or using each site. Assumption: Selecting priority target species (3 or less) will help the Trust identify and analyse program trends.
Improving connectivity	Area of terrestrial habitat connected (ha) Length of aquatic habitat connected (km)	The total area of habitat created by connecting existing terrestrial/aquatic habitat due to the establishment of a corridor. This project measure is derived from adding the following areas: the area of newly established vegetation corridor and/or aquatic link, together with the existing areas/length adjoining the vegetation/aquatic corridor.	Satellite imagery/maps of sites showing the linkages created by the project. Use measurement tool on mapping software to measure the area/kilometres connected. Measurement frequency: <ul style="list-style-type: none"> Define projected area to be connected at project commencement. Record actual at end of project. 	Assumption: Movement of terrestrial and aquatic organisms (gene flow) created by the corridor may result in some environmental benefit, however, the impact is difficult to measure due to complexity, availability of expertise and cost of collecting data. Note: Measures the total area of habitat created through grant investment to connect existing terrestrial and aquatic habitat. Tip for the GMS: both options will appear, if only one is relevant to your project, put '0' against the measure that does not apply.
Installing habitat structures	Monitoring and maintenance plan	Before installing natural and/or artificial fauna habitat structures, it is important to consider what to monitor and record to help assess the structure's effectiveness as a conservation tool. You will also need to define a routine maintenance schedule to inspect	A plan is completed to cover all natural/artificial habitat structures installed through the project. Measurement frequency:	Assumption: improvements in planning for the monitoring and maintenance of artificial habitat structures contribute to increased longevity of structures, improved utilisation by, welfare of and measurement of target species usage.

Activity type	Project measure	Measure definition	Monitoring method	Why do we measure this activity?
		and repair, fill cracks and ensure the structure remains securely in place. If pest species inhabit structures, how will you manage removal/discontinuation, treatment and relocation (if applicable)?	Before and after installing habitat structures and include in next available progress report.	
	No. of habitat structures installed (terrestrial or aquatic)	While natural habitats are preferable, installing artificial habitats such as nesting boxes in trees, timber snags in rivers and/or coarse woody debris on the ground can help recovery. Count the number of individual structures added to your project area.	<ul style="list-style-type: none"> • Direct count of structures installed during and at the conclusion of project (use nest box installation and monitoring forms). • Map locating installed habitat structures within context of project. <p>Measurement frequency:</p> <ul style="list-style-type: none"> • Annually. • End of project. 	<p>Assumption: The greater the number of artificial structures installed, the greater the number of native fauna potentially supported with additional habitat, including threatened species.</p> <p>Assumption: Conservation and protection of natural habitat should be the preferred priority action, however in landscapes with significant habitat degradation and fragmentation, creating artificial habitat can be helpful while allowing natural regeneration to occur.</p>
	Number of artificial habitats being occupied by native fauna	Record the number of installed habitat structures being inhabited by native fauna.	<p>Minimally invasive methods, such as cameras, time-based visual observation, surveys, camera on pole, etc should be used</p> <p>Grantees must define the method they will use before installing artificial habitat.</p> <p>Measurement frequency:</p> <p>Nesting season.</p> <p>Non-nesting season.</p> <p>Note: Both measurement frequencies must occur across the project duration.</p>	<p>Assumption: The greater the number of native fauna types recorded using the artificial habitat, the higher likelihood of breeding success resulting from the project investment.</p>

Activity type	Project measure	Measure definition	Monitoring method	Why do we measure this activity?
Managing Vertebrate Pest Species	<p>Priority invasive species treated</p> <p>Pest control methods employed</p> <p>Area over which pest control is undertaken</p> <p>Control outcome (e.g. animals shot/trapped, baits taken) with treatment method targeting vertebrate pests</p>	<p>List up to three vertebrate pest species to be targeted if this is a significant activity in the project.</p> <p>Brief text description of the pest control method chosen.</p> <p>Indicate the size of the area in hectares over which the pest control extends.</p> <p>Reflects the number of vertebrate pests eliminated by the selected treatment method (e.g. shooting, baiting, etc) and/or baits deployed during the project.</p> <p>Note: Be sure that your activity description includes what you are counting the number of vertebrate pests eliminated, or baits taken.</p>	<p>Based upon the target species, grantees will:</p> <ul style="list-style-type: none"> define method to establish a baseline estimation of the population. define method to measure the effectiveness of control activities given that the outcome of some treatment methods is more challenging to measure than others. direct count related to the control method/s employed. <p>Measurement frequency:</p> <ul style="list-style-type: none"> Baseline (can be anecdotal or survey based). Depends on species: can be measured either at end of stages (annual) or at the conclusion of the entire treatment program (end of project). 	<p>Assumption: Selecting priority target species (3 or less) will help the Trust identify and analyse program trends. Site plans should include the priority vertebrate pest species on each site.</p> <p>Accepts that there are different methods, and the method chosen may depend on the pest species and the context.</p> <p>Assumption: The greater the area from which vertebrate pests are controlled, the greater the potential to reduce their impact.</p> <p>Assumption: Removing/controlling pest vertebrate animals at a site will lead to greater natural regeneration and/or survival rate of native fauna.</p> <p>Assumption: The most resource effective pest vertebrate management strategy, that maximises the chances of success, is for the program to be coordinated across all land tenure types by all land managers. Consultation with Local Land Services will help you to achieve this and support a collaborative approach.</p> <p>Assumption: pest control is based on best practice management of the pest species to achieve the project objective; e.g. protecting a threatened species, reducing browsing impact on a regeneration area. This should consider</p>

Activity type	Project measure	Measure definition	Monitoring method	Why do we measure this activity?
				the control method, control effort, control area and timing.
Managing water flows	Area stabilised (ha)	<p>The area of land stabilised by your erosion control measures/strategies. These could include:</p> <ul style="list-style-type: none"> engineered structures (e.g. rock ramps, diversion banks, gully control structures, log sills/grade stabilisation structures) revegetation fencing off stream stock watering. 	<p>Spatial mapping of the site where site features are mapped, and proposed remediation zones and actions identified.</p> <p>Mapping will capture the area size (ha).</p> <p>Photo monitoring (before/during/final)</p> <p>Measurement frequency:</p> <ul style="list-style-type: none"> Baseline (project commencement). Annually (status of works). End of project. 	<p>Assumption: The larger the area to be stabilised against erosion, the larger the potential for regeneration or revegetation to occur and prevent loss of sediment/soil.</p> <p>Assumption: Stabilisation is likely to result in reduced water turbidity and improved water quality, with the associated improvements to aquatic habitat.</p>
Planting - Revegetation	Area revegetated (ha)	<p>The deliberate planting of native plants, trees, shrubs and grasses.</p> <ul style="list-style-type: none"> Planting tubestock. Direct seeding of native species and with seed collected from local native vegetation. <p>Note: if weeding, and/or fencing are necessary to support the planting, then they should be included as separate activities.</p>	<p>Satellite imagery/maps of revegetation sites included in the site plans.</p> <p>Use measurement tool on mapping software to measure the area planted.</p> <p>Measurement frequency:</p> <ul style="list-style-type: none"> Define projected area to be planted at start of project. Record actual area at end of project. 	<p>Assumption: Appropriate planting densities by species and stratum will be considered by the grantee and included in their site plans based on the site requirements.</p>
	Number of different species planted	<p>Count the number of different species planted during revegetation activities.</p>	<p>Simple count of number of species planted during revegetation activities.</p> <p>Measurement frequency:</p> <p>Single time – at conclusion of planting activities.</p>	<p>Assumption: Ecosystem diversity will be enhanced where a greater number of species are planted during revegetation activities to act as future habitat.</p> <p>Assumption: Where possible your revegetation activities should try to</p>

Activity type	Project measure	Measure definition	Monitoring method	Why do we measure this activity?
	Number of plants planted	Number of native plants, trees, shrubs or grasses planted.	<p>Simple count of number of the plants in total planted during revegetation activities.</p> <p>Measurement frequency: Single time – at conclusion of planting activities.</p>	<p>achieve either a biodiversity outcome or contribute to a higher likelihood of improved ecosystem function in the future. For example, select a range of species from ground, mid and upper stratum layers for planting.</p> <p>Assumption: The provenance of plants should be considered when planning for revegetation activities. In turn, this should influence seed collection activities undertaken prior to propagation and/or the supply of your planting stock.</p>
	Amount of seed distributed by direct seeding	<p>This measure captures how much seed is distributed across the project area (whether collected on site or purchased separately).</p> <p>Note: if the seed has been collected for the project, be sure to also include the seed collection activity in your workplan.</p>	<p>Simple count of number of the kilograms of seed distributed during revegetation activities.</p> <p>Measurement frequency: Single time – at conclusion of seed dispersal activities.</p>	<p>Assumption: this strategy may be useful in circumstances where planting tubestock is not desirable, especially relevant in times of drought</p> <p>Tip for the GMS: if you are not distributing seed simply put '0' against this measure.</p>
	Survival rate of total plants (%)	<p>Percentage of the total plants planted that have survived.</p> <p>Note: this should not include any seed distributed as part of the planting given the difficulties in quantifying the number of plants that may emerge.</p>	<p>Simple manual count of the plantings that survive compared to the number that were planted.</p> <p>For longer term projects (beyond three years) involving direct seeding, the grantee is expected to prepare a monitoring plan to assess the effectiveness of direct seeding efforts.</p>	<p>Assumption: The survival rate indicates whether appropriate planting and maintenance methods (including time of planting, guards, ripping, etc.) were used and therefore the investment warranted. Only relevant to sites where planting occurs (not direct seeding).</p>

Activity type	Project measure	Measure definition	Monitoring method	Why do we measure this activity?
			<p>Measurement frequency:</p> <ul style="list-style-type: none"> • Within three months of planting event. • End of the project. 	<p>Assumption: Grantees will only plant when suitable conditions are present, thus maximising the survival rate. A survival rate of >80% is expected.</p> <p>Assumption: Survival rates for direct seeding cannot be measured/verified within the standard funding period of three years.</p>
<p>Regeneration</p>	<p>Area regenerating (ha)</p>	<p>The area of native vegetation regenerating after removing a restricting factor through such activities as:</p> <ul style="list-style-type: none"> • weed management • erosion control • access restriction fencing • vertebrate pest control • ripping/disturbance. <p>Note: Be sure to include any related activities planned to help achieve the regeneration result beforehand, e.g. fencing, weeding, etc.</p>	<p>The data gathered during your initial site assessment (e.g. weed species, weed density, native species likely to directly benefit, level of site resilience etc.) forms the basis of the project baseline. Periodic comparison then occurs focussing primarily upon total species regenerating.</p> <p>Regenerating areas would generally be mapped later in the progress of a project after interventions have been undertaken (e.g. weed control activities, fencing, stock exclusion/grazing management etc.) Results would be superimposed upon zones established as part of weed density mapping.</p> <p>Measurement frequency:</p> <ul style="list-style-type: none"> • Baseline: map. • Photo monitoring (before/during/final). 	<p>Assumption: The area regenerating will be directly influenced by the type of threat managed through on-ground activities (e.g. weed control, erosion control, fencing, fire management etc.)</p> <p>Assumption: The purpose of implementing on-ground activities is to ultimately lead to a functional ecosystem, synonymous with habitat for native fauna. The greater the area regenerating, the greater the area of potential habitat provided for a broad range of fauna types.</p>

Activity type	Project measure	Measure definition	Monitoring method	Why do we measure this activity?
Reintroducing and/or translocating species	Name of species being reintroduced	This relates specifically to threatened species and/or species targeted for reintroduction into an area where it previously occurred or establishing insurance populations.	List the species to be reintroduced Measurement frequency:	Assumption: An approved translocation or rewilding plan has/will be developed and approved for the species and appropriate licences have been obtained.
	Number of individual specimens reintroduced	The total number of individual animals released and/or plants planted for reintroduction/translocation.	<ul style="list-style-type: none"> • Baseline (project commencement). • Count. • Camera, radio tracking, leg taps, GPS monitoring, song meters, flora monitoring plots, photo monitoring, transects, mapping. 	To help monitor survival, reproduction and integration into the new environment
	Survival rate	Number surviving - percentage of the total specimens reintroduced or translocated that have survived.	<ul style="list-style-type: none"> • Monitoring strategy developed in consultation with species experts and under appropriate licence conditions. • Reported annually. 	Assessing success of the reintroduction and/or translocation.
Removing dumped waste	Area cleaned up through waste removal (ha)	Total area of the site that has had waste removed. The waste does not include plant refuse removed following weeding activities, but rather illegally dumped waste materials.	<ul style="list-style-type: none"> • Mapping of locations within project area. • Measure area of waste present at site intended for clean up. Measurement frequency: <ul style="list-style-type: none"> • Baseline area at project commencement. • Total area cleaned up at conclusion of project. 	Assumption: The greater the area from which waste is removed, the greater the potential for regeneration once the obstacles to regeneration are removed.
Site assessment and planning	No. of site plans developed	Plans developed during the early stages of the project that seek to both identify issues requiring attention on the site, and the	The content of site plans is currently left to grantees to determine. However, in future years, minimum requirements for site plans will be defined and	Site plans are required to guide works across each work site. They will underpin all subsequent activities.

Activity type	Project measure	Measure definition	Monitoring method	Why do we measure this activity?
		<p>subsequent detailed actions that will address them.</p>	<p>outlined in a Site Plan Guideline (with template) by the Trust.</p> <p>Measurement frequency: Commencement of project.</p>	<p>They differ from the overarching workplan by providing a clear list of actions for each project site based on its requirements. They should include: details on what is being addressed, where, how, by whom and when (i.e. a scope of works). Plans for ongoing maintenance of action outcomes may also be included.</p> <p>Relevant maps must be developed as part of a site plan.</p> <p>The scale of the project will determine the number of plans required (e.g. a project with 10 private properties should provide 10 site plans). Sites may also be further broken down into zones for management purposes (if applicable).</p> <p>Contractors may help with developing the plans during either the procurement process (i.e. when quoting) or once appointed.</p> <p>Site plans must be submitted with Milestone Report 1. The release of Payment 2 may depend on their submission.</p>
Weeding	Area weeded (ha)	<p>The area over which weeds are actively being removed or managed by:</p> <ul style="list-style-type: none"> • spraying • mechanical removal 	<p>Work zones need to be identified (and included in site plans) to determine spatial comparisons (baseline/progress/final). Monitoring activities required include:</p>	<p>Assumption: Weed treatment will only be carried out where:</p> <ul style="list-style-type: none"> • a native seed bank exists (to stimulate natural regeneration) • where revegetation (planting) is planned

Activity type	Project measure	Measure definition	Monitoring method	Why do we measure this activity?
		<ul style="list-style-type: none"> cutting and painting and other recognised bush regeneration techniques. <p>This should not measure the current coverage of weed species on a site, but rather the total area treated for weeds.</p> <p>Note: Where weed management is assisting regeneration, the activity 'regeneration' must also be included in your workplan.</p>	<ul style="list-style-type: none"> weed density mapping photo monitoring <p>Measurement frequency:</p> <ul style="list-style-type: none"> Baseline (project commencement). Annually. End of project. 	<ul style="list-style-type: none"> an environmental asset will be protected. <p>Assumption: After completing the project, the grantee and/or project partners will continue to maintain the site.</p> <p>Note: The area(s) to be weeded should be identified during development of the site plans.</p>
	<p>Reduction in weed cover (%)</p>	<p>The reduction in weed cover reflects the remaining weed load as a percentage across the site once weeds have been treated. For example, your project site has a major infestation of Lantana – treatment of this species will result in a 95% reduction across the site/zones of your project area.</p>	<p>Baseline condition must be recorded across the site before starting works.</p> <p>Weed density map (refer to 'Area weeded (ha)') will establish the baseline against which you can show change over time.</p> <p>Determine the site-scale weed density, and quantify assets (native vegetation, habitat, threatened plants/communities/animals, etc.).</p> <p>Include in site plans (included as zones).</p> <p>Photo monitoring (before/during/final).</p> <p>Measurement frequency:</p>	<p>Assumption: A 'reasonable' understanding of the issues/problem at the project site when initially applying for their grant.</p> <p>Assumption: Treatment expectation is required where weed control is the significant on-ground component. This measure reflects the effectiveness of the weed control effort.</p> <p>Note: Calculating the treatment expectation requires an understanding of the baseline condition determined during development of site plans and should fit the SMART goal setting technique (Specific, Measurable, Achievable, Realistic, Timed).</p>

Activity type	Project measure	Measure definition	Monitoring method	Why do we measure this activity?
			<ul style="list-style-type: none"> • Baseline (Project commencement). • Annually (status of works). • End of project. 	
	Priority invasive species treated	If treating weeds or other pest species is a significant activity in the project, list up to three species that will be the major target for treatment.	<p>Prepare a weed or pest list for each project site plan including those identified at each zone.</p> <p>Measurement frequency: Baseline (project commencement).</p>	<p>Assumption: Selecting priority target species (three or less) will help the Trust identify and analyse program trends.</p> <p>Site plans should include the priority weed or other pest species on each site.</p>

Outcome: Social

Facilitate the development of environmental expertise and stronger partnerships in the community.

Activity type	Project measure	Project measures definition	Monitoring method	Why do we measure this activity?
Capturing behaviour change actions	Brief description of behaviour change reported/observed	Brief text description of the specific desired behaviours that the project seeks to encourage.	Prepare a means to monitor/collect evidence for the nominated/target behaviour.	Assumption: Describing the desired behavioural change provides more information on the social outcomes of the project.
	Number of organisations adopting positive environmental action	Reflects the actual number of individual organisations or businesses that report behaviour change as a result of this project.	Use hard data drawn from multiple sources, e.g. Time-based surveys capturing changes in management decisions/policies/practices. comparison of compliance issues before and after, revised or new policy and corporate commitment statements, etc. A standard set of structured questions established for consistent application. Measurement frequency: <ul style="list-style-type: none"> • Baseline. • Progressively with annual reporting. • End of project. • 12, 24 months after finishing the project is also encouraged. 	Assumption: Behavioural changes (both short and long term) at an organisational level have a powerful social/environmental impact.

Activity type	Project measure	Project measures definition	Monitoring method	Why do we measure this activity?
	<p>Number of individuals/participants adopting positive environmental action</p>	<p>Reflects the actual number of different individuals that report behaviour change as a result of this project.</p> <p>Tip: you find related measures under Promoting your Project and Delivering Awareness Raising and Training events.</p>	<p>Use hard data drawn from multiple sources, e.g.</p> <ul style="list-style-type: none"> • pledges • before and after strategies, e.g. a standard set of structured questions established for consistent application; comparison of compliance issues etc. • ongoing engagement and participation of people in citizen science activities after initial involvement in project activities. <p>Measurement frequency:</p> <ul style="list-style-type: none"> • Baseline. • Progressively with annual reporting. • End of project. • 12, 24 months after finishing the project is also encouraged. 	<p>Assumption: Behavioural changes (both short and long term) will be delivered through implementation of a broad range of project activities.</p>
<p>Delivering awareness raising and training events</p>	<p>Number of events</p>	<p>This includes:</p> <ul style="list-style-type: none"> • training sessions, seminars, workshops and conferences delivered that focus on teaching skills to participants. • field days, festivals, cultural events, project launch events, and meetings that focus on awareness raising. 	<p>Direct count of number of events completed.</p> <p>Measurement frequency: Annually.</p>	<p>Assumption: The more events implemented the greater the likelihood of educating the community and influencing both behavioural changes and environmental stewardship.</p>

Activity type	Project measure	Project measures definition	Monitoring method	Why do we measure this activity?
	<p>Number of participants/attendees</p>	<p>Tip: You can include some measures under Promoting your Project to capture promotion of your Training and awareness raising events.</p> <p>Captures the total number of individual participants/attendees who have joined the training and awareness raising events delivered as part of the project.</p>	<ul style="list-style-type: none"> Count of unique individuals that have been involved. Work sign on sheets. Surveys and other strategies to gather feedback and impact information from participants is also encouraged. <p>Measurement frequency: Annually.</p>	<p>Assumption: The number of attendees will increase the level of education and hence the likelihood of influencing behavioural changes.</p>
<p>Developing educational products/resources</p>	<p>Number developed and distributed</p>	<p>The emphasis of the material is to provide environmental education. Items to include:</p> <ul style="list-style-type: none"> brochures, training and/workshop materials, posters, fact sheets updates/modifications of existing material to ensure it is regionally relevant interpretative/educational signage conference posters that display the results of 	<ul style="list-style-type: none"> Delivery of key messages from the materials. <p>Note: Count each resource only once. (i.e. If you print 500 brochures to distribute, this only counts as 1 product, not 500).</p> <p>Measurement frequency: Annually.</p>	<p>Assumption: Targeted messages in education resources may be relevant to both the community and the people directly involved in the project's delivery. The purpose may be to raise awareness of environmental concerns, or to influence behaviour change, or to provide specific instruction (e.g. safe handling of pesticides).</p>

Activity type	Project measure	Project measures definition	Monitoring method	Why do we measure this activity?
		research or scientific investigations or studies <ul style="list-style-type: none"> • brief summary documents from scientific data collection, investigation reports and regional planning documents. 		
Fostering Aboriginal cultural understanding	Number of Aboriginal people on Country	The number of Aboriginal people spending time on Country.	<ul style="list-style-type: none"> • Count of unique individuals that have been involved. • Work sign on sheets. <p>Measurement frequency: Annually.</p>	<p>Assumption: This is a general measure of social engagement of Aboriginal people for the project on Country.</p> <p>Assumption: Collection of data relates to Aboriginal projects on Aboriginal land only.</p> <p>Note: This is monitored with the view to maintain and promote Aboriginal knowledge as well as the traditional connections to the land.</p>
	Number of hours contributed by Aboriginal people on Country	The total combined hours contributed to the project by Aboriginal people spending time on Country.	<ul style="list-style-type: none"> • Captured via the workplan. • Work sign on sheets. <p>Measurement frequency: Annually.</p>	<p>Assumption: The total number of volunteer Aboriginal participant hours can calculate the amount of in-kind effort expended.</p>
Involving school students	Number of individuals	The number of students (primary and secondary) that contribute to or are involved in the project.	Class attendance sheets/head counts.	<p>Assumption: School student participation is supported by research finding a correlation between environmental education during childhood and later</p>

Activity type	Project measure	Project measures definition	Monitoring method	Why do we measure this activity?
			<p>Measurement frequency: Annually.</p>	<p>concern for the environment and subsequent volunteering. Students may also influence others in their families.</p>
	<p>Number of hours contributed by students</p>	<p>The total combined hours students were involved in the project. This may include 'class room' learning or activities involving hands-on work.</p>	<ul style="list-style-type: none"> • Total student hours. • This can be multiplied by a nominal hourly rate used to calculate in-kind/leveraged investment resulting from student participation. • Captured via the workplan. <p>Measurement frequency: Annually.</p>	<p>Assumption: The total number of student participant hours can calculate the amount of in-kind effort expended.</p> <p>Assumption: Aboriginal volunteers working on Country - as above.</p>
<p>Organisations collaborating</p>	<p>Number of organisations actively collaborating on the project (community, government or business)</p>	<p>Includes informal and formal relationships established between community, business and/or government where there is an active or collaborative partnership that helps to guide and/or deliver the project. For example, organisations represented in regular project working groups or otherwise regularly contributing technical/specialist expertise.</p>	<p>Count of the number of organisations collaborating on the project.</p> <p>Measurement frequency: Annually.</p>	<p>Assumption: The number of organisations collaborating will reflect broader engagement and provide extra skills and expertise to the project.</p>
<p>Promoting the project</p>	<p>Number of items delivered to promote the project</p>	<p>The emphasis is on simple announcements and updates, and it may include:</p> <ul style="list-style-type: none"> • promotional signage • regularly produced newsletters 	<p>Examples of each type of output - for signage submit a photo or the artwork intended to be placed on the sign.</p>	<p>Assumption: Methods used to promote the project will foster awareness of the project's intent and potentially attract new volunteers.</p>

Activity type	Project measure	Project measures definition	Monitoring method	Why do we measure this activity?
		<ul style="list-style-type: none"> • web content/social media items published as part of the project activities • news items (e.g. newspapers, magazines, radio etc.) • posters and flyers that advertise events and activities that are part of the project. 	<p>Note: Count each resource only once (i.e. If you make five copies of the same sign, this only counts as one product, not five).</p> <p>Measurement frequency: Annually.</p>	

People helping

Measure type	Project measure	Project measures definition	Monitoring method	Measure rationale/assumption
Non-grant funded staff	Number of individuals	The number of non-grant funded staff that contribute to the project, for example council staff or staff employed by other organisations such as universities, government departments or community groups. Non-grant funded staff primarily refers to the in-kind contributions from paid staff.	<ul style="list-style-type: none"> Count of people employed by other organisations who are working on the project. Sign on sheets, meeting records/minutes. <p>Measurement frequency: Annually.</p>	Assumption: The contribution of other professional people, brings expertise, different skills and perspectives that contribute to the overall quality of project outcomes.
	Number of hours contributed by Non-Grant funded staff	The total combined hours contributed by staff whose pay is not funded through the grant but is paid by other organisations.	<p>Captured via the workplan and budget.</p> <p>Measurement frequency: Annually.</p>	Assumption: The total number of non-grant funded staff hours can calculate the amount of in-kind effort expended.
Grant funded contractors/consultants	Number of contractors/consultants engaged using Grant funds	<p>The number of contractors and/or consultants that are funded using grant funds.</p> <p>This excludes people employed using grant funds.</p>	<ul style="list-style-type: none"> Count of unique contractors/consultants engaged on the project. Invoice outlining performance of contractor/consultant. <p>Measurement frequency: Annually.</p>	Assumption: Engagement of consultants/contractors results in higher quality work, delivery of more effective technical works/value for money and mentoring/support of grantees.
	Number of hours contributed	Total hours contributed by those contractors/consultants that are funded directly from the grant.	<p>Captured via the workplan and budget</p> <p>Measurement frequency: Annually</p>	

Grant funded staff	Number of people employed using Grant funds	Individuals that are employed using grant funds (e.g. salary positions). This excludes contractors/consultants engaged using grant funds.	<ul style="list-style-type: none"> Count of people employed on the project. Work sign on sheets. <p>Measurement frequency: Annually.</p>	Assumption: Investment in jobs through projects results in improvements in project coordination/management, quality of outputs and likelihood of achieving project outcomes.
	Number of hours contributed by people employed using Grant funds	Total hours contributed by those staff that are funded directly from the grant.	<p>Captured via the workplan and budget.</p> <p>Measurement frequency: Annually.</p>	
Volunteers	Number of individuals	The number of individual people that are volunteering their time to work on the project, and/or those participating in project activities on their properties.	<ul style="list-style-type: none"> Count of unique individuals that have been involved. Work sign on sheets. Record of participation for each property involved in the project. <p>Measurement frequency: Annually.</p>	<p>Note: Volunteering involves completing work for the project. Volunteers may also be landholders who receive a direct benefit to their properties as a result of being involved in project activities.</p> <p>Being part of an event audience is not considered volunteering unless the main focus is about doing work, e.g. planting.</p> <p>Assumption: This is a general measure of social engagement. Volunteering/participation assumes increased ownership of outcomes, which in turn increases the likelihood of sustained change and continuing stewardship.</p>

Number of volunteer hours contributed

The total combined hours contributed to the project by volunteers, including participating landholders.

- Total volunteer hours.
- This can be multiplied by a nominal hourly rate used to calculate in-kind/leveraged investment resulting from volunteer participation.
- Captured via the workplan.

Measurement frequency:
Annually.

Assumption: Aboriginal volunteers working on Country – data for Aboriginal participants on Aboriginal land (Country) will be collected via the 'Aboriginal people on Country' Activity Type and not through this measure.

Assumption: The total number of volunteer participant hours can calculate the amount of in-kind effort expended.

Assumption: Aboriginal volunteers working on Country – as above.