

TUGGERAH LAKES ESTUARY CHANGEMAKER COURSE 2022 - APPLICATION GUIDELINES

April 2022 to June 2022

Central
Coast
Council



Australian Government

This project received grant funding from the Australian Government's Environment Restoration Fund program.

Introduction

Central Coast Council are pleased to announce a brand-new Changemaker Course kicking off in March 2022. Have you got an idea you are passionate about but not sure where to start? Does your idea contribute to the restoration and protection of the Tuggerah Lakes natural environment through positive local community engagement? Maybe you have been walking or riding along the estuary in your neighbourhood and would like to take action to protect and restore your favourite places.

The Changemakers Course connects like-minded people with ideas to work together to create fun, local initiatives that positively impact Tuggerah Lakes Estuary and its communities. Together with experts and volunteers, you'll explore the estuary, its issues and solutions and develop engaging ways of drawing people to act to protect the waterways. The course is free, and no formal qualifications are required, enthusiasm and capacity to be involved are the main criteria.



Course Objectives

Objective 1

To build the community's capacity to confidently design and implement ideas that promote or enhance the Tuggerah Lakes natural environment's restoration and protection through positive local community engagement.

Objective 2

To increase the number of community-led initiatives in Tuggerah Lakes Estuary, supporting protection and restoration of this precious resource.

Overview

The Changemaker Course is a capacity building program funded by Central Coast Council through the Australian Government's Environment Restoration Fund. The program aims to support local ideas which promote or enhance positive connections and belonging within the local community and the Tuggerah Lakes Estuary.

The Changemaker Course offers a series of workshops targeting different skill areas that provides applicants with the necessary skills and knowledge to confidently design and implement their ideas from start to finish. If you're passionate about making a positive difference to your local waterways and communities, we would love to hear from you!



1. Information about the Changemaker Course

The Changemaker Course is facilitated by Council to empower the community to transform their ideas to design and deliver their very own initiatives (e.g., clean-up days, awareness-raising events or campaigns, mini-projects) implemented within the Tuggerah Lakes Estuary. To help participants take the first step towards implementing their idea, the program will also award the most promising project with a grant of \$5,000!

If you don't have an idea yet, but you would still love to participate and give back to your community, we've got you covered! We have a small list of ideas that you could seek inspiration from:

- Promoting/facilitating the creation of wildlife habitat by the community
- Encouraging planting of native flora species, especially along riparian zones on private property
- Organising litter clean-up efforts
- Promoting/facilitating green parties and picnics that promotes the reduction of single use plastic, waste and litter
- Building an educational rain garden in a community space
- Leading community based specialised environmental education tours of the catchment
- Starting a Landcare or Waterwatch group
- Running a campaign to encourage the community to reduce their use of chemicals, pesticides and fertilisers
- Awareness-raising campaign relevant to the restoration or protection of the Tuggerah Lakes Estuary

The Changemaker Course will provide you with opportunities to connect with various experts from Council and the community to provide you with the support needed to achieve the successful outcomes you envision. ***Please note that dinner will be provided at all workshops.***

2. Application opening and closing dates

The Changemaker Course application will open in March 2022 and remain open for two weeks. Applications will start on **Thursday, 10 March 2022 and close on Thursday 24 March 2022**, 12 midnight.

Following the closing date, all applications will be thoroughly reviewed by Council and a small team of external independent reviewers. 16 successful applicants will be selected.

3. Notification of application outcomes

The list of successful applicants will be announced on Wednesday 30 March 2022. Each applicant will receive an email with details of the outcome and successful applicants will also receive detailed information about the venue, workshop outline and any forms that need to be completed before commencing the Changemaker Course.

Unsuccessful applicants are encouraged to seek feedback from the Changemaker Course team about their application if desired.

4. Changemaker Course outline

In the Changemaker Course, we believe in working together and setting you up for success to transform your idea into reality. The program will cover a variety of skill areas to help you develop the necessary skills and knowledge to reach the outcomes desired. Brief outline is provided below:

- Exploring community-led initiative project ideas and opportunities
- Tuggerah Lakes Estuary Catchment Crawl field trip to discover the local area and natural environment accompanied by local experts
- Defining Scope, stakeholders and activities
- Budget management and grant opportunities
- Citizen science and education facilitation
- Communication, marketing and promotion
- Networking and stakeholder engagement
- Monitoring progress and evaluation techniques

The Changemaker Course will consist of 6 workshops and a field trip. Each workshop is 3 hours long on a weekday with dinner provided on each night.

Each workshop will have one or more guest speakers sharing their expertise and insights about various topics such as Environmental Science (e.g., estuary ecology) and issues to enhance your learning. You will also have the opportunity to address questions and connect directly with them.

Please note: the field trip will be scheduled on a Saturday.

5. Key dates

STAGE 1	
Thurs, 7 April 2022	Workshop 1 – Exploring community-led initiative project ideas and opportunities
Sat, 9 April 2022	Tuggerah Lakes Estuary Catchment Crawl Field Trip
Thurs, 14 April 2022	Workshop 2 – Defining Scope, Stakeholders and Activities
STAGE 2	
Thurs, 28 April 2022	Workshop 3 – Budget Management and Grant Opportunities
Thurs, 5 May 2022	Workshop 4 – Citizen Science and Education Facilitation
STAGE 3	
Thurs, 19 May 2022	Workshop 5 – Communication, Marketing and Promotion
Thurs, 26 May 2022	Workshop 6 (Final) – Monitoring Progress and Evaluation Techniques
Sat, 11 June 2022	Celebratory Gathering + Award Grant to Successful Applicant

There will be a one-week break after every two workshops. This provides you with some time to connect with the content covered in the workshops and reflect on your learning before commencing each stage of the Changemaker Course.

All workshops will be conducted from 6pm to 9pm with breaks in-between to stretch out your legs, mingle and have some dinner.

6. Changemaker Course Funding Opportunity

All participants will be guided through the process of developing their ideas into a grant application, with a **\$5,000 grant available** to one successful applicant upon completion of the program. While this funding opportunity is a part of the Changemaker Course, the application to obtain the grant funding is separate from the program application process.

Applicants will be given access to the grant application in workshop one. This way, applicants will have sufficient time to apply their learnings and develop the application as they progress. Grant applications will close after the final workshop.

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The grant applications will be assessed, and one successful applicant will be selected using a three-layered assessment process. The three layers include a review and voting process by the workshop participants, review by independent external reviewers, and finally, a review by a team of Council staff. Following this process, one lucky grant applicant will be selected and awarded \$5,000 during the celebratory gathering event scheduled in June 2022.

The successful grant applicant is required to implement their idea within 6 months upon signing the funding agreement (from July 2022 to December 2022).

In addition to the Changemaker Course grant, all applicants may apply to other existing Council's grant programs such as the 'Community Support Grant Program', or the 'Protection of the Environment Trust' grant. You may also wish to pursue other grant opportunities available outside Council.

For more information here about the other Council's grant programs, please click here: <https://www.centralcoast.nsw.gov.au/residents/support-programs/grants-and-sponsorships>

7. Could I still apply to the Changemaker Course if I don't want to apply for grants?

Yes. The skills and knowledge that you will learn from the Changemaker Course will be valuable past your program participation and you could always opt to apply for other grant programs offered via Central Coast Council or other agencies in the future.

8. How will I know if the Changemaker Course is suitable for me?

The Changemaker Course is suitable for anyone passionate about making a positive difference to their local community and natural environment. If you have an idea and you are ready to implement it – we would love to hear from you!

The idea should contribute positively to the restoration or protection of the Tuggerah Lakes Estuary, including the catchment. Examples may include running a clean-up day, starting an awareness-raising campaign or delivering a fun event or initiative that encourages pro-environmental behaviour change.

As ideas come in all shapes and sizes, the Changemaker Course and the grant opportunity are suitable for implementing a single activity over six months. Starting small provides you with the opportunity to apply your learning systematically and explore your idea further in a safe and focused manner.

9. Do I have to pay to attend the Changemaker Course?

No. The Changemaker Course is delivered cost-free to individuals living on the Central Coast.

10. What happens if I change my mind after starting the Changemaker Course?

We understand that life can be unpredictable, or you may change your mind. However, to enable us to provide the best course experience to everyone, it is important that we deliver the Changemaker Course in a fair and sustainable manner. This would mean that if you change your mind after starting the course, we would appreciate your decision after the first workshop. This would enable us to offer the spot to the next best person.

11. Do I have to attend all the workshops?

Yes. You are required to attend all workshops as each workshop is packed with content and missing one would make it difficult to catch up. This includes 6 workshops (April to May 2022), 1 field trip (April 2022) and 1 celebratory gathering (June 2022).

12. Expected Learning Outcomes

The Changemaker Course aims to deliver the following learning outcomes:

- Learn how to assess the feasibility of your idea and identify any gaps
- Define purpose and goals
- Learn about the importance of gathering the right evidence and using the right sources to back your observations
- Identify the right stakeholders to work with, define your scope and activities
- Elements of good project communication, marketing and promotion
- Identify project budget using activities
- Discover grant opportunities
- Incorporate elements of citizen science
- Facilitate effectively
- Monitor the progress of your efforts using evaluation

13. Eligibility Criteria

- Applicants **MUST** be a local resident living or working within the Central Coast.
- Ideas must be implemented within the Tuggerah Lakes Estuary catchment.
- Applicants must be 16 years and over. Parental permission is required for applicants aged 16 and 17 years old.
- Applicant must attend all workshops (total of 6), including the field trip and the celebratory gathering.
- Only one application per applicant.
- The applicant will agree to learn and work collaboratively and positively with others in the workshop to create a safe and respectful class environment.
- The applicant, if selected to be the successful funding recipient, must be willing to implement and conclude their idea within the period of July 2022 to December 2022.
- All applicants may also apply to other Council grant programs and be aware that the Changemaker Course staff have no influence over the application outcomes.
- All applicants must meet the program eligibility criteria outlined above and submit a suitable idea consistent with the Changemaker Course, see section 1.

14. Ineligibility

- Incomplete or incorrect applications.
- Applications from Government Departments, agencies, or any other Council.
- Applications from employees or Councillors of Central Coast Council.
- Applications from participants who have overdue acquittals from previous funding from Council under any streams of Council's grant programs.
- Ideas for events, campaigns, projects, or activities with a religious, political, or sectarian purpose, where that purpose may exclude or offend members of the broader community.
- Ideas which in the opinion of the assessment panel do not align with the Changemaker Course.
- Ideas that are commercial in nature that is advancing a for-profit initiative.

15. Assessment Criteria

Each application will be assessed as follows:

- Applicant submits an idea that promotes or enhances the Tuggerah Lakes natural environment's restoration and protection through positive local community engagement and is consistent with the Changemaker Course outline, see section 1.
- Applicant's capacity to attend all workshops and a field trip.
- Applicant, if successfully obtains the Changemaker Course funding, be willing to implement their idea from July to December 2022.

16. Assessment Process

- Applications are only accepted via the online application form. Assistance will be provided to any applicant if requested to ensure access and support with the online system. For assistance, please contact learning@centralcoast.nsw.gov.au
- Applications will be assessed and 16 applicants will be selected based on meeting the required assessment criteria (see section 15).
- All decisions of the Changemaker Course are final and no negotiations will be entered into.

17. Additional Information

- Participating in the Changemaker Course in no way guarantees a successful grant application to Council or other external agencies.
- All written and verbal communication will only be with the applicant listed in the application.
- Due to limited spaces, if an applicant declines the space offered, it will be offered to the next best applicant on the list depending on them meeting the required eligibility and assessment criteria.
- To ensure an accountable and transparent assessment process is maintained, Council staff and application assessors are required to declare any potential pecuniary or non-pecuniary conflict of interest.

Lodging an Application

To lodge an application, [please click here](#) and follow the instructions.

Ask a Question

For any further questions, please send an email to:
learning@centralcoast.nsw.gov.au



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