

**Caring for our Country Monitoring, Evaluation,  
Reporting and Improvement (MERI) Plan**

**NACC Rabbit suppression project**



CARING  
FOR  
OUR  
COUNTRY

## Document review details

*Keep track of your continuous project quality management by using the box below*

August 2009

Key Lessons and modifications

Date Reviewed

Date Reviewed

Date Reviewed

# Contents

Document review details .....	2
Contents .....	3
1: Introduction .....	4
1.1 Purpose of the NACC Rabbit Suppression Project MERI Plan .....	4
1.2 Broader MERI Context .....	4
2: Scope .....	5
2.1 Project description .....	5
2.2 Project methodology .....	6
2.3 Caring for our Country targets and outcomes .....	7
2.4 Users of the Plan .....	8
2.5 Key evaluation questions .....	8
2.6 Workplan and budget .....	11
2.8 Reports .....	5
3. Program Logic .....	6
3.1 Assumptions within the logic and managing risk .....	7
4. Evaluation questions .....	8
5. Improvement .....	11
5.1 Reviewing the MERI plan .....	11
5.2 Communicating results .....	12
5.3 The feedback cycle .....	<b>Error! Bookmark not defined.</b>
Attachment 1 .....	13
Attachment 2 .....	13

# 1: Introduction

## 1.1 Purpose of the NACC Rabbit Suppression Project MERI Plan

The continuous and integrated cycle of **monitoring, evaluation, reporting and improvement** is referred to as **MERI** in the Australian NRM context.

A project MERI plan articulates all the different aspects of MERI that will be needed and how they will be implemented over the life of the project.

This project MERI plan:

- Guides MERI for the NACC Rabbit Suppression project of Caring for our Country in accord with the stated Caring for our Country outcomes and targets (<http://www.nrm.gov.au/me/index.html>) and consistent with the Caring for our Country MERI Strategy (<http://www.nrm.gov.au/me/index.html>)
- Provides a base from which to review the progress the project is making towards the agreed Caring for our Country targets and outcomes and from which to learn about successful implementation strategies and to adapt in response to lessons learnt.

## 1.2 Broader MERI Context

This plan is nested within:

- The NRM MERI framework (<http://www.nrm.gov.au/me/index.html>)
- The Caring for our Country Outcomes 2008-2013 (<http://www.nrm.gov.au/index.html>)
- The Caring for our Country Business Plan 2009-10 (<http://www.nrm.gov.au/index.html>)
- The MERI Strategy for Caring for our Country Strategy 2009-13 (<http://www.nrm.gov.au/me/index.html>)

## 2: Scope

### 2.1 Project description

The project operates in a larger environment but must have boundaries that align with the Caring for our Country outcomes and targets as well as within the project budget and resources. The project context is included in the box below.

Write a brief project description in the box. (Guidance on this scoping exercise is available at Step 1 in the Developing and Using Program Logic in Natural Resource Management User Guide)

Five critical habitat sites are targeted to protect 24 endangered flora species through rabbit suppression, WoNS control and rehabilitation. Sites selection is guided by correlation between the Caring for our country national rabbits target area and known threatened and endangered species as outlined in 2008 Threat Abatement Program (TAP) 2008, mapped locally by DEC and NACC (Native Vegetation Management Plan, 2008).

The five sites total 267,000 hectares over 209 properties in five local government authorities: Coorow, Gingin, Three Springs/Carnamah and Northampton. The Gingin East target area includes large numbers of very small land holders (311). The other four target areas contain 32, 81, 26 and 35 respectively. It is anticipated that the project will be 25 per cent complete in year one, 35 per cent in year two, 40 per cent in year three.

## 2.2 Project methodology

The methodology including the rationale for investing in this project is summarized in the box below.

***Insert description of project methodology into the box below.***

Planning and implementation will be guided by a Steering Committee, alongside a coordinator who will work with local landholders, local government, the community, technical and NRM professionals, DAFWA and DEC.

The coordinator will compile all available data and information on rabbit damage, spread and control and develop the incentive scheme based on best practice rabbit suppression and appropriate rehabilitation necessary for the threatened species. Local awareness will begin with information being disseminated to landholders and the local community and continue with workshops and activity days.

Managing large numbers of land holders across many properties will require a coordinated approach based on engaging the land holders and providing effective, timely information. The coordinator will encourage land holders to enter into incentive agreements for ongoing rabbit control and threatened species protection.

Management plans for each site across the target area will be developed outlining the suppression method/s for the location, including fumigation, warren ripping, poison and/or possible exclusion fencing. The plans will include ongoing monitoring of rabbit numbers, and rehabilitation of the area consistent with existing management plans<sup>1</sup> and the TAP.

The community will be kept regularly informed about the program through email, the website, media and direct contact, including workshops and activity days.

Where possible concurrent weed control will be undertaken.

The rabbit program and the weeds control coordinator positions will be half time roles (0.5 FTE).

## 2.3 Caring for our Country targets and outcomes

Table 1 illustrates the specific Caring for our Country outcomes and targets the NACC Rabbit Suppression project contributes to.

***Using the Caring for our Country Business Plan and the relevant information from project proposal and/or funding agreement complete the details in the table below.***

**Table 1: Caring for our Country targets to which the Rabbit suppression project will contribute**

Caring for our Country Target/s	Funded Activity to be undertaken	Expected contribution of project
Suppress rabbit populations to recover threatened species	<p>100 Land managers or farmers sign management agreements to control rabbits via integrated suite of incentives.</p> <p>Survey of landholders who have received incentive for rabbit control to determine effectiveness of control measures.</p> <p>MERI plan to determine additional requirements for future rabbit control.</p>	<p>100 land managers or farmers.</p> <p>24 EPBC listed threatened species have the threat of rabbits monitored</p> <p>Part of MERI plan process.</p>
<b>Regional bodies support access to knowledge and skills</b>	<p>4 field days held for land manager and public in target areas to highlight damage done by rabbits to critically endangered and endangered native species.</p> <p>Distribution to the NAR community fact sheets on the impacts of rabbits on threatened species, the value of threatened species and management actions for control.</p>	<p>4 field days contributes to the 100 land managers or farmers to address target.</p> <p>Distribution of fact sheets contributes to the 100 land managers or farmers to address target.</p>
<b>Increase volunteer involvement in managing natural resources</b>	3 training days held for professional, volunteers, land managers or farmers on safe protocols for handling baits,	18 volunteers

fumigants, potential land rehabilitation options and identification of relevant native species.

## 2.4 Users of the Plan

Table 2 shows the primary users or the key people who will use this MERI plan to organise data collection, analysis and reporting. The Secondary users are people who may benefit from understanding and being aware of this MERI plan.

*Enter the primary and secondary users of your MERI Plan in the space provided.*

**Table 2: Key users for this MERI plan**

<p><b>Primary users: who will reflect and adapt</b></p>	<ul style="list-style-type: none"> <li>• <b>NACC CEO, IPM and Biodiversity Program Manager and Biodiversity Project Officer. The Biodiversity Program Leader is responsible for reflecting, implementing and improving the plan.</b></li> </ul>
<p><b>Secondary users: who need to be aware of this plan</b></p>	<ul style="list-style-type: none"> <li>• <b>Land managers that implement actions on their land.</b></li> <li>• <b>Australian Government</b></li> <li>• <b>The Northern Agricultural Region Community</b></li> </ul>

## 2.5 Key evaluation questions

Key evaluation questions are explicit questions to be answered for the purposes of reporting or improvement as illustrated in Table 3.

*After completing your program logic hierarchy in step 3 below, your assumptions and developing your key evaluation questions (KEQs) (For a stepwise guide on how to develop the hierarchy, assumptions and the KEQs go to the Developing and Using Program Logic In Natural Resource Management User Guide), enter the KEQs in the table below.*

**Table 3: Key Evaluation Questions**

Evaluation purpose	KEQ	The question relates to:  <b>Caring for our Country target</b>
<u>Impact</u>	<p>To what extent has the rabbit suppression allowed the endangered species to regenerate?</p> <p>In what way has this project assisted local community to access knowledge and skills?</p> <p>How many volunteers attended workshops/ field days or training days?</p> <p>Were there any other unanticipated positive or negative changes or other outcomes that have resulted?</p>	<p>Reduce the impact of rabbits to recover threatened species.</p> <p>Regional bodies support access to knowledge and skills.</p> <p>Increase volunteer involvement in managing natural resources.</p>
<u>Effectiveness</u>	<p>To what extent have the planned activities achieved? Why or why not?</p> <p>What other activities/strategies that might be more effective?</p>	<p>Reduce the impact of rabbits to recover threatened species.</p> <p>Regional bodies support access to knowledge and skills.</p> <p>Increase volunteer involvement in managing natural resources.</p>
<u>Appropriateness</u>	<p>To what extent are the investment strategies proving useful in engaging and influencing the targeted stakeholders?</p> <p>Were the investment strategies</p>	<p>Reduce the impact of rabbits to recover threatened species.</p> <p>Regional bodies support access to</p>

	the best method to achieve action?	<p>knowledge and skills.</p> <p>Increase volunteer involvement in managing natural resources.</p>
<u>Efficiency</u>	To what extent are the investment strategies proving useful in engaging and influencing the targeted stakeholders?	<p>Reduce the impact of rabbits to recover threatened species.</p> <p>Regional bodies support access to knowledge and skills.</p> <p>Increase volunteer involvement in managing natural resources.</p>

## 2.6 Workplan and budget

MERI workplan and budget for NACC Rabbit Suppression project.

*After completing your MERI plan summarise the different aspects into the tables below to provide a consolidated and concise picture of how it will be implemented, what MERI activities are to be undertaken and costing for the MERI activities.*

**Attach the workplan to the MERI plan.**

Project timeline for activities			
Immediate project outcomes			
Activity	Achievement towards Caring for our Country Target	By when	Quantity of Target to be achieved
Activity 1	<i>1 Field day held for land managers and public in target area 1 at start of project to highlight damage done by rabbits to endangered and critically endangered native species</i>	<i>September 2009</i>	
Activity 2	<i>Distribution to the NAR community fact sheets on the impacts on threatened species and management actions for control</i>	<i>October 2009</i>	
Activity 3	<i>1 Field day held for land managers and public in target area 2 at start of project to highlight damage done by rabbits to endangered and critically endangered native species</i>	<i>October 2009</i>	
Activity 4	<i>10 Land managers or farmers sign management agreements to control rabbits via integrate suite of incentives</i>	<i>December 2009</i>	<i>10% of 100 farmers target</i>
Activity 5	<i>Rabbit suppression project stakeholders participate in project steering committee</i>	<i>December 2009</i>	
Activity 6	<i>1 Field day held for land managers and public in target area 3 at start of project to highlight damage done by rabbits to endangered and critically endangered native species</i>	<i>January 2010</i>	
Activity 7	<i>1 Field day held for land managers and public in target area 4 at start of project to highlight damage done by rabbits to endangered and critically endangered native species</i>	<i>February 2010</i>	
Activity 8	<i>Training day held for professionals, volunteers, land managers or farmers on safe protocols for handling baits, fumigants, potential land rehabilitation</i>	<i>March 2010</i>	

	<i>options and identification of relevant native species</i>		
Activity 9	<i>10 Land managers or farmers sign management agreements to control rabbits via integrate suite of incentives</i>	<i>March 2010</i>	<i>10% of 100 farmers target</i>
Activity 10	<i>Survey of landholders who have received incentive for rabbit control to determine effectiveness f control determined</i>	<i>July 2010</i>	
Activity 11	<i>Using MERI plan and survey information, additional requirements for suture rabbit control measures</i>	<i>July 2010</i>	
Activity 12	<i>Rabbit suppression project stakeholders participate in project steering committee</i>	<i>July 2010</i>	
Activity 13	<i>Distribution to the NAR community fact sheets on the impacts on threatened species and management actions for control</i>	<i>September 2010</i>	
Activity 14	<i>Rabbit suppression project stakeholders participate in project steering committee</i>	<i>December 2010</i>	
Activity 15	<i>20 Land managers or farmers sign management agreements to control rabbits via integrate suite of incentives</i>	<i>December 2010</i>	<i>20% of 100 farmers target</i>
Activity 16	<i>Training day held for professionals, volunteers, land managers or farmers on safe protocols for handling baits, fumigants, potential land rehabilitation options and identification of relevant native species</i>	<i>February 2011</i>	
Activity 17	<i>2 Field days held for land managers and public 1 in each of 2 strategic target areas during year 2 of project to highlight work being done by works</i>	<i>February 2011</i>	
Activity 18	<i>20 Land managers or farmers sign management agreements to control rabbits via integrate suite of incentives</i>	<i>March 2011</i>	<i>20% of 100 farmers target</i>
Activity 19	<i>Survey of landholders who have received incentive for rabbit control to determine effectiveness of control measures</i>	<i>July 2011</i>	
Activity 20	<i>Using MERI plan and survey information, additional requirements for suture rabbit control measures</i>	<i>July 2011</i>	
Activity 21	<i>Distribution to the NAR community fact sheets on the impacts on threatened species and management actions for control</i>	<i>September 2011</i>	
Activity 22	<i>20 Land managers or farmers sign management agreements to control rabbits via integrate suite of incentives</i>	<i>December 2011</i>	<i>20% of 100 farmers target</i>
Activity 23	<i>Training day held for professionals, volunteers, land managers or farmers on safe protocols for handling baits,</i>	<i>February 2012</i>	

	<i>fumigants, potential land rehabilitation options and identification of relevant native species</i>		
<i>Activity 24</i>	<i>2 Field days held for land managers and public 1 in each of 2 strategic target areas to showcase the achievements of the project</i>	<i>February 2012</i>	
<i>Activity 25</i>	<i>20 Land managers or farmers sign management agreements to control rabbits via integrate suite of incentives</i>	<i>March 2012</i>	<i>20% of 100 farmers target</i>
<i>Activity 26</i>	<i>Survey of landholders who have received incentive for rabbit control to determine effectiveness of control measures</i>	<i>July 2012</i>	
<i>Activity 27</i>	<i>Using MERI plan and survey information, additional requirements for suture rabbit control measures</i>	<i>July 2012</i>	

<b>Project MERI activities and budget</b>				
<b>Monitoring</b>				Cost \$ per annum
<b>Measure</b>	<b>Method of collection</b>	<b>Frequency of collection</b>	<b>Responsibility</b>	
1. <i>Number of land managers or farmers that have signed incentive agreements to control rabbits via an integrated suite of incentives</i>	<i>NACC project database including GIS information.</i>	<i>When agreement is signed</i>	<i>Project coordinator, Incentives manager, MERI coordinator</i>	\$ 16 000
2. <i>Area (ha) of control measures of rabbits</i>	<i>NACC project database including GIS information.</i>		<i>Project coordinator, Incentives manager, MERI coordinator</i>	\$16 000
3. <i>Number of written products such as fact sheets or newsletters sent to land managers or farmers</i>	<i>Project annual report.</i>	<i>October 2009 September 2010 September 2011</i>	<i>Project coordinator, MERI coordinator</i>	\$768
4. <i>Number of awareness raising events such as field days or workshops</i>	<i>When each event occurs and recorded in the project annual report. MERI coordinator to record evaluation responses.</i>	<i>September 2009, October 2009, January 2010, February 2010, March 2010, February 2011, February 2012</i>	<i>Project coordinator, MERI coordinator</i>	\$2 560
5. <i>Number of attendees at workshops or field days</i>	<i>When each event occurs and recorded in the project annual report. MERI coordinator to record evaluation</i>	<i>September 2009, October 2009, January 2010, February 2010, March 2010, February</i>	<i>Project coordinator, MERI coordinator</i>	\$2560

	<i>responses.</i>	<i>2011, February 2012</i>		
<b>Evaluation</b>				
<b>Key evaluation question</b>	<b>Methodology for addressing this question</b>	<b>Timeframe</b>	<b>Responsibility</b>	
<i>To what extent has the rabbit suppression allowed the endangered species to regenerate?</i>	<i>Photo point data with management agreement. Encourage landowner to photo point annually.</i>	<i>Every management agreement</i>	<i>Project coordinator, Land manager or farmer</i>	<i>\$8 000</i>
<i>In what way has this project assisted local community to access knowledge and skills?</i>	<i>Quantification of baseline and change in the training sessions, workshops, seminars and other skills and training events conducted, together with the number of participants and/or groups involved or supported.</i>	<i>September 2009, October 2009, January 2010, February 2010, March 2010, February 2011, February 2012</i>	<i>Project coordinator, Social engagement officer, MERI coordinator</i>	<i>3000</i>
<i>Did attendance at the field days attract an appropriate number of landholders and volunteers?</i>	<i>When each event occurs and recorded in the project annual report.</i>	<i>September 2009, October 2009, January 2010, February 2010, March 2010, February 2011, February 2012</i>	<i>Project coordinator, MERI coordinator, Social engagement officer</i>	<i>3000</i>
<i>Were there any other unanticipated positive or negative changes or other outcomes that have resulted?</i>	<i>Project coordinator to keep a diary of events to keep track of unanticipated positive or negative changes.</i>	<i>On going</i>	<i>Project coordinator, MERI coordinator, Social engagement officer</i>	<i>2000</i>
<i>To what extent have the planned activities achieved effective rabbit control across selected sites? Why or why not?</i>	<i>Review of all immediate outcomes reports, financial reports and KEQ results.</i>	<i>Annually 2010-2011</i>	<i>Project coordinator, MERI coordinator</i>	<i>10000</i>

What other activities/strategies that might be more effective?	<i>Review of all immediate outcomes reports, financial reports and KEQ results and discussion with Steering committee.</i>	<i>Annually 2010-2011</i>	<i>Project coordinator, MERI coordinator</i>	2000
<i>To what extent are the investment strategies proving useful in engaging and influencing the targeted stakeholders?</i>	<i>Review of all immediate outcomes reports, financial reports and KEQ results and discussion with Steering committee.</i>	<i>Annually 2010-2011</i>	<i>Project coordinator, MERI coordinator</i>	3000
<b>Reporting</b>				
<b>Report</b>	<b>Information sources</b>	<b>Timeframe</b>	<b>Responsibility</b>	
<i>Report to the NACC board</i>	<i>Information sources.</i>	<i>Bimonthly through the course of the project</i>	<i>Project coordinator, Incentives Manager, MERI coordinator, Program Manager</i>	1800
<b>Improvement</b>				
<b>Activity</b>	<b>Methodology</b>	<b>Timeframe</b>	<b>Responsibility</b>	
<i>Annual review</i>	<i>Review of all immediate outcomes reports, financial reports and KEQ results.</i>	<i>Annually 2010-2011</i>	<i>Project coordinator, MERI coordinator, Program Manager</i>	12000
<i>Final project evaluation</i>	<i>Final report results of all project outcome reports, financial reports and KEQ results.</i>	<i>June 2011</i>	<i>Project coordinator, MERI coordinator, Program Manager</i>	9500
<b>Total MERI cost</b>				<b>\$ 87,068</b>

## 2.7 Reports

The Australian Government (AG) reporting requirements and timeframes as specified in the funding agreement for this project.

Table 4 below sets out an example of the reporting requirements for the project and reports to be provided for other key recipients e.g. community based stakeholders, internal organisation, board of management, co-funders etc.

***The blank boxes at the bottom of the table allow for you to enter any additional reports required, such as internal reports or reports to other funding bodies. (See MERI Strategy Section 3.5, 3.6 and Appendix 2 for further detail on reporting requirements)***

**Table 4: reporting requirements**

Type of report	Requirements	Recipient	Timeframe
<b>MANDATORY CARING FOR OUR COUNTRY REPORTS</b>			
Interim progress report	<ul style="list-style-type: none"> <li>▪ Results to date against targets using Caring for our Country reporting template</li> <li>▪ Summary of expenses</li> <li>▪ For the period July to 30 November of each year that the project is funded</li> </ul>	AG	<ul style="list-style-type: none"> <li>▪ With in 60 days of the 30 November for each year of the project</li> </ul>
Annual progress report	<ul style="list-style-type: none"> <li>▪ Results to date against targets using Caring for our Country reporting template</li> <li>▪ For the period December to 30 June of each year that the project is funded</li> <li>▪ Financial year funding acquittal for period July to June for each year that the project is funded</li> </ul>	AG	<ul style="list-style-type: none"> <li>▪ With in 60 days of the 30 June each year of the project</li> </ul>
Final project performance report	<ul style="list-style-type: none"> <li>▪ Final compilation and assessment of all the Project data/results <i>(May include information from mid-year reports, annual reports, and other research reports)</i></li> <li>▪ Summative conclusion on achievements biophysical and /or social, cultural economic or environmental change that has occurred.</li> <li>▪ Final project financial acquittal for the whole of the projects life</li> </ul>	AG	<ul style="list-style-type: none"> <li>▪ With in 60 days of the specified completion date for the project</li> </ul>
Milestone report	<ul style="list-style-type: none"> <li>▪ Mandatory report specified against a milestone</li> </ul>	AG	<ul style="list-style-type: none"> <li>▪ As specified in Deed of Agreement</li> </ul>
<b>OTHER REPORTS</b>			
	<i>Other reports(s) required by project proponents for communications purposes or to co funders of a project</i>		

### 3. Program Logic

Program Logic is a key element of an evaluation process as it shows a series of expected consequences, not just a series of events, at different outcomes levels within the logic. The program logic describes the relationships between activities and desired outcomes.

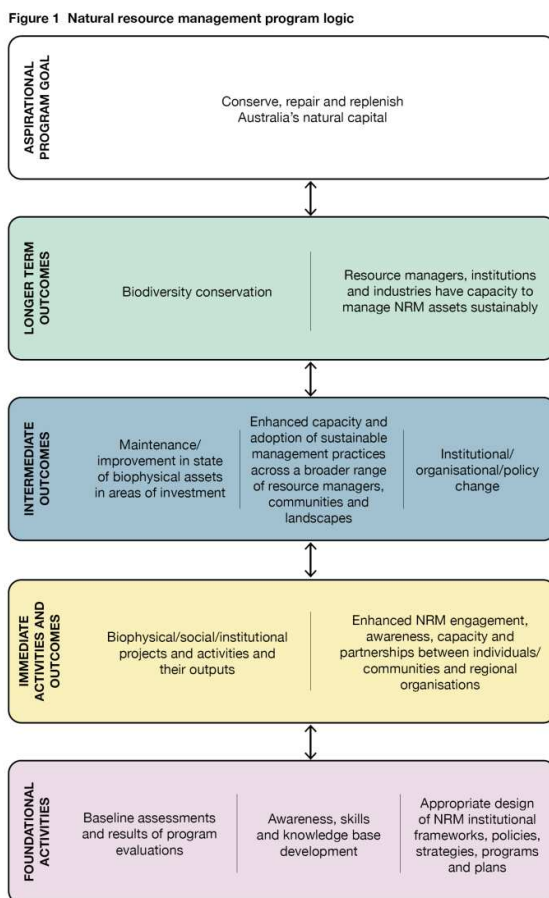
The overarching Caring for our Country MERI Strategy is underpinned by program logic, against which the key evaluation questions about the initiative can be clearly articulated. The outcomes range in type and timing from immediate through to longer-term outcomes, and build on foundations such as plans, frameworks, systems, and agreements for knowledge, communication and partnerships.

A typical program logic hierarchy for a natural resource management project is illustrated at figure 1

**Figure 1:** Example of Project Logic hierarchy

**Program logic(s) for this MERI plan should be included at Attachment 1**

**(See *Developing and Using Program Logic in Natural Resource Management User Guide*)**



### 3.1 Assumptions within the logic and managing risk

The hierarchy at figure 1 and the rationale rest on some particular assumptions about how change will occur throughout the levels of outcomes over time. The assumptions are listed at the relevant level of the logic model along the right hand side.

**Table 5 shows the assumptions that need to be tested to ensure that the logic model is rigorous.**

*Insert information into table 5 from your program logic and assumptions after completing steps 1, 2, 3 and 4 in the Developing and Using Program Logic In Natural Resource Management User Guide)*

**Table 5: Managing risk**

Assumptions	Likelihood of assumption being wrong 1–5 (1 = rare, 5 = almost certain)	Consequences for longer-term outcomes if assumption is wrong 1–5 (1 = extreme, 5 = insignificant)	Key evidence to support this	Assumption will be tested
We assume that Active management of endangered flora benefits recovery of the species more than the impact of the managed threats.	2	3		<input type="checkbox"/> Yes
We assume that rabbit suppression is the major threat to endangered flora species regeneration.	5	4		<input type="checkbox"/> Yes
We assume that rabbit densities that are required to benefit regeneration are understood and it is possible to achieve these densities.	5	4		<input type="checkbox"/> Yes
We assume that improving the knowledge of land managers will result in increased willingness to manage sites.	2	2		<input type="checkbox"/> Yes
We assume that land managers will fully implement sire management plans.	3	3		<input type="checkbox"/> Yes
We assume that active participation of volunteers in field days and workshops and on ground works will increase understanding of endangered	4	3		<input type="checkbox"/> Yes

## 4. Evaluation questions

Table 6 below illustrates the key evaluation questions and the other evaluation questions that relate to them.

*Key evaluation questions* are the high-level questions that the evaluation wants to answer. I.e. the Caring for our Country targets.

*Other questions* are questions that will be asked and data that will be monitored i.e. the accuracy of program logic assumptions and implementation strategies for the funded project activities.

The key evaluation questions will be addressed through evidence from various sources, such as:

- Commissioned Studies (evaluations, research, benefit-cost analysis, performance story reports etc)
- Reviews of existing data and project management strategies and processes.
- Mandatory project progress reports

Not all evaluations will require specially commissioned studies.

Table 6 presents the data sources/evidence that will be gathered to address questions and the monitoring methods and frequencies.

*Complete Table 6 by referring to your hierarchy and evaluation questions. You should also refer to Table 7 of the Caring for our Country MERI strategy.*

**Table 6: Data sources and methods to address evaluation questions**

KEQs	Other-evaluation questions	Method	Frequency
<b>IMPACT</b>			
<ul style="list-style-type: none"> <li>▪ To what extent has the rabbit suppression allowed the endangered species to regenerate?</li> </ul>	What is the area of native vegetation under management agreements?	Record area of control in NACC database including GIS location information.	Every management agreement
	What is the number of land managers or farmers undertaking rabbit control measures?	Record area of control in NACC database including GIS location information.	Every management agreement
	What are the EPBC Act listed species prioritized for management through this project? How has the project improved the regeneration and recovery of EPBC Act listed species?	Using GIS location data and DEC baseline information (in conjunction with DEC Wheatbelt project) data will be prioritized.	December 2009 December 2012
	How many people attended workshops/ field days or community participation days?	Project officer will record the number of people attending.	Every training day
<ul style="list-style-type: none"> <li>▪ How many volunteers attended workshops/ field days or training days?</li> </ul>	Did any community action groups result from the project activities?	Anecdotal data will be collected by project officer	December 2012
<ul style="list-style-type: none"> <li>▪ Were there any other unanticipated positive or negative changes or other outcomes that have resulted??</li> </ul>	Did the land managers or farmers experience anything unexpected either positive or negative??	Anecdotal data will be collected by project officer	December 2012
<b>EFFECTIVENESS</b>			
<ul style="list-style-type: none"> <li>▪ To what extent have the planned activities achieved? Why or why not?</li> <li>▪ What other activities/strategies that might be more effective?</li> </ul>	Were the rabbit control measures effective?	Record effectiveness of site management through photo points	Encourage the land managers to update their management plan with photo point data.
	Has the project delivered the expected activities and milestones in the agreed timeframes?	Record management agreements in NACC database including GIS location information. Anecdotal data will be collected by project officer.	
<b>APPROPRIATENESS</b>			
<ul style="list-style-type: none"> <li>▪ To what extent are the investment strategies proving useful in engaging and influencing the targeted</li> </ul>	Are the engagement strategies being used the most appropriate way of encouraging land managers	Feedback form at workshops/ field days.	Every training day.

stakeholders?	<p>or farmers to become involved in threatened species conservation?</p> <p>Were the workshops or field days delivered in such a way that is appropriate to the needs of the land managers or farmers? How could they be improved?</p>	Feedback form at workshops/ field days.	Every training day.
<b>EFFICIENCY</b>			
<ul style="list-style-type: none"> <li>▪ To what extent are the investment strategies proving useful in engaging and influencing the targeted stakeholders?</li> </ul>	<p>Was the program efficient in delivery best practice control of rabbits?</p> <p>Was there a more efficient way to control Rabbits?</p> <p>Was the project budget completed?</p>	<p>Consultation with rabbit control specialists</p> <p>Consultation with rabbit control specialists</p> <p>NACC finance database records</p>	<p>June 2011 June 2012</p> <p>December 2012</p>

## 5. Improvement

### 5.1 Reviewing the MERI plan

Regular reflection on data, strategies, management processes and progress informs an adaptive management approach for continuous quality improvement of the project.

Table 7 provides a model for the review of the MERI plan, associated program logic(s) and for recording changes to achieve improvements in project implementation.

Table 7 MERI Plan Review Schedule

Date	Participants	Type of review	Resources/materials required	Agreed adaptive management strategy	Communicate results
July 2010 July 2011 June 2012	NACC biodiversity staff, project staff, NACC program Manager	Annual meeting	Program MERI plan, Database information, Program logic, Biodiversity strategy	<p>Program performance monitored through the NACC program management.</p> <p>Data collected will be analysed by project staff and NACC Program manager.</p> <p>If required improvements will be made to increase project effectiveness.</p>	Key outcomes will be communicated with stakeholders as indicated in the communications strategy.

## 5.2 The feedback cycle

The feedback cycle documents how the project influences the project plan and informs key users of the plan and other stakeholders whether the assumptions, targets, investment approaches including partnerships, were correct and appropriate and whether a good job was done in managing any particular risks

- Annually (i.e. 31 July of each year of the project), the Rabbit suppression project coordinator, MERI coordinator, Incentive program manager, program manager, SEO will meet, review and adjust (if necessary) the Program Logic, Rabbit suppression project assumptions, project workplan, MERI plan, MERI workplan.
- In August for each year of the project, lessons learnt will then be communicated to key stakeholders and feedback used to improve the Rabbit suppression project MERI plan.

## 5.3 Communicating results

Where appropriate develop strategies to communicate evaluation results to maximise learning and improvement within the project and more broadly within the community.

Key results from the annual review will be communicated according to the communications strategy. Stakeholders would include:

- Northern Agricultural Catchments Council Board and Staff
- Project participants
- Australian Government
- The Northern Agricultural Region Community

## Attachment 1

*Attach project program logic*

## Attachment 2

*Attach MERI workplan and budget*