

Program Guidelines

Community Sustainability Action grant program – Wildlife Carers Assistance Grants

Overview

The unprecedented fires and droughts in Queensland and the rest of Australia have had a considerable impact on Queensland's wildlife. As a result, Queensland's wildlife hospitals and wildlife care network are at full capacity with limited ability to take on additional sick or injured animals.

The program aims to increase the ability of existing Queensland wildlife carers and care groups in the rescue and rehabilitation services they provide to sick or injured wildlife by providing funding for items which directly assist the provision of these services.

Funding availability

- Grants of up to \$2,000 (ex GST) are available to individual wildlife carers.
- Grants of up to \$5,000 (ex GST) are available to wildlife care organisations.

All funds must be expended within three months of execution of the grant deed.

Funding will not be provided for purchases made prior to the execution of a grant deed. Applicants should wait until a grant deed is executed prior to making any purchases.

A total of \$130,000 (ex GST) is available. Providing the application meets the eligibility criteria, grants will be awarded in the order that applications are received until all funding is allocated.

One grant per organisation/carers will be provided. In determining this, the department will take into consideration the names of carers working within an organisation. Such carers will not be eligible to receive another grant in their own right.

Eligible applicants

Eligible applicants will be individuals and organisations which meet all of the following criteria:

- have held a current Queensland permit as a wildlife rehabilitator or wildlife care group for at least twelve months. The permit must be in the name of the individual or the organisation applying for the grant
- are undertaking rehabilitation activities from their registered location
- have no convictions under the *Nature Conservation Act 1992* or the *Animal Care and Protection Act 2001* during the past ten years
- have not had an authority cancelled or accumulated ten or more demerit points during the past three years
- have submitted annual returns and maintained a register for all protected animals rescued or cared for in accordance with the requirements of their rehabilitation permits
- have consent from the relevant property owner to undertake the wildlife care activities.

Eligible expenditure

Funding will only be provided for the following eligible expenditure items:

- Competency based training delivered by a registered training organisation, specifically:
 - First Aid training
 - wildlife rehabilitation courses.

Funding will be provided for course fees only. Funding will not be provided for travel and accommodation expenses in relation to attending the course.

- Care equipment
 - building animal enclosures
 - aviaries
 - portable cages
 - shelters

- nest boxes
- incubators
- heat boxes
- cages and cage modifications
- hospital and feeding consumables (dripper bottles, medical/vet supplies, blankets etc.)
- food preparation and storage equipment
- food (including formula) for rescued animals.
- General infrastructure and equipment such as:
 - ladders
 - handheld spotlights
 - Personal Protective Equipment (e.g. gloves, eye/face protection, hi-vis vests, sunscreen, protective clothing, hygiene/wash-down etc.)
 - first aid kits.
- Vaccinations for carers.
- Fuel for travelling to and from rescue sites.

It is a requirement that applicants provide a quote and design dimensions for any proposed enclosures to be constructed. Ensure dimensions for enclosures are consistent with The Code of Practice—Care of Sick, Injured or Orphaned Protected Animals in Queensland which can be found here:

https://environment.des.qld.gov.au/__data/assets/pdf_file/0034/87829/cp-wl-rehab.pdf

Ineligible expenditure

Funding will not be provided for the following ineligible expenditure items:

- conference attendance (including registration fees and travel and accommodation costs)
- travel and accommodation expenses related to attending training courses.
- snake handling training
- holding or attending a workshop (including attendance fees, travel and accommodation)
- generators
- firearm, captive bolt and darting training and licences
- the purchase of firearms, captive bolt or any darting equipment and any related ammunition, gun safes etc.
- trailers – all types
- the purchase of land
- dishwashers, mulchers, freezers
- chainsaws, including pole chainsaws
- the purchase of any type of vehicle including car, motorbike, 4WD or ATV
- vehicle mounted spotlights
- vehicle registrations, repairs or servicing
- infrared and motion sensing surveillance cameras
- computers, laptops tablets, phones or smartphones
- voroscopes
- promotional materials
- utility costs including rates, electricity, water, gas and sewerage bills
- insurance (all types)
- licence/permit fees
- veterinary fees
- lethobarb for euthanasia
- trees for rehabilitation
- bulk orders for any eligible expense item in excess of the medium-term needs of the group
- items not directly related to care and rehabilitation of sick or injured wildlife.

Applying for a grant

Applications are to be submitted through SmartyGrants. Applicants will be required to create an account on SmartyGrants (if not already established).

Applicants must provide all required information at the time of submission of their application. Required information is identified in the application form by a red asterisk (*). Failure to submit all required documents may result in your application being deemed ineligible.

By submitting an application, the applicant agrees to abide by all of the terms and conditions as specified in these guidelines.

Assessment process

Department of Environment and Science officers will assess applications based on the eligibility of the applicant and the extent to which the application budget complies with the eligible expenditure criteria set out above.

The department reserves the right to implement its discretion in the allocation of grant funding.

The Executive Director, Corporate Governance and Operations, at the Department of Environment and Science is the decision maker in regards to the allocation of funding under this round of the grant program.

Insurance

Organisations applying for a grant must be covered by at least the following insurance:

- public liability insurance of a minimum of \$5 million
- workers and volunteers under the *Queensland Work Health and Safety Act 2011* (as required).

ABN

Applicants that do not have an ABN will be required to submit a Statement by Supplier form.

GST

Applicants not registered for GST should account for any GST costs in their budget as no additional funding will be provided by the department to account for these costs.

Grant deeds

All funding recipients will be required to enter into a grant deed with the Department of Environment and Science. Acceptance of a grant payment indicates the recipient's acceptance of all funding terms and conditions in this guideline and grant deed.

The grant deed will be developed using information provided in the application form. Funds granted must be spent for the purposes stated in the application form and grant deed.

Project activities should not be conducted until the grant deed has been executed. Funding will not be available until both parties have signed the grant deed, along with the provision of any additional required documentation to the department.

Reporting

Recipients may be required to submit a progress report during the course of the project. Progress reports, if required, must be submitted through SmartyGrants.

Final Report and Acquittal

Recipients will be required to submit a final report and financial acquittal within one month of the conclusion of the project. Final Reports will be submitted through SmartyGrants.

This report must include a detailed expenditure list (for example, a profit and loss statement) for all grant expenditure.

Announcement of successful applicants

Successful recipients may be announced by the Department of Environment and Science or the Minister for Environment and Science.

All applicants will be advised of the outcome of their submission by email.