2022 Flood Emergency Wildlife Response Grant

Guidelines

December 2022

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VICTORIA
State
Government

Energy,
Environment
and Climate Action
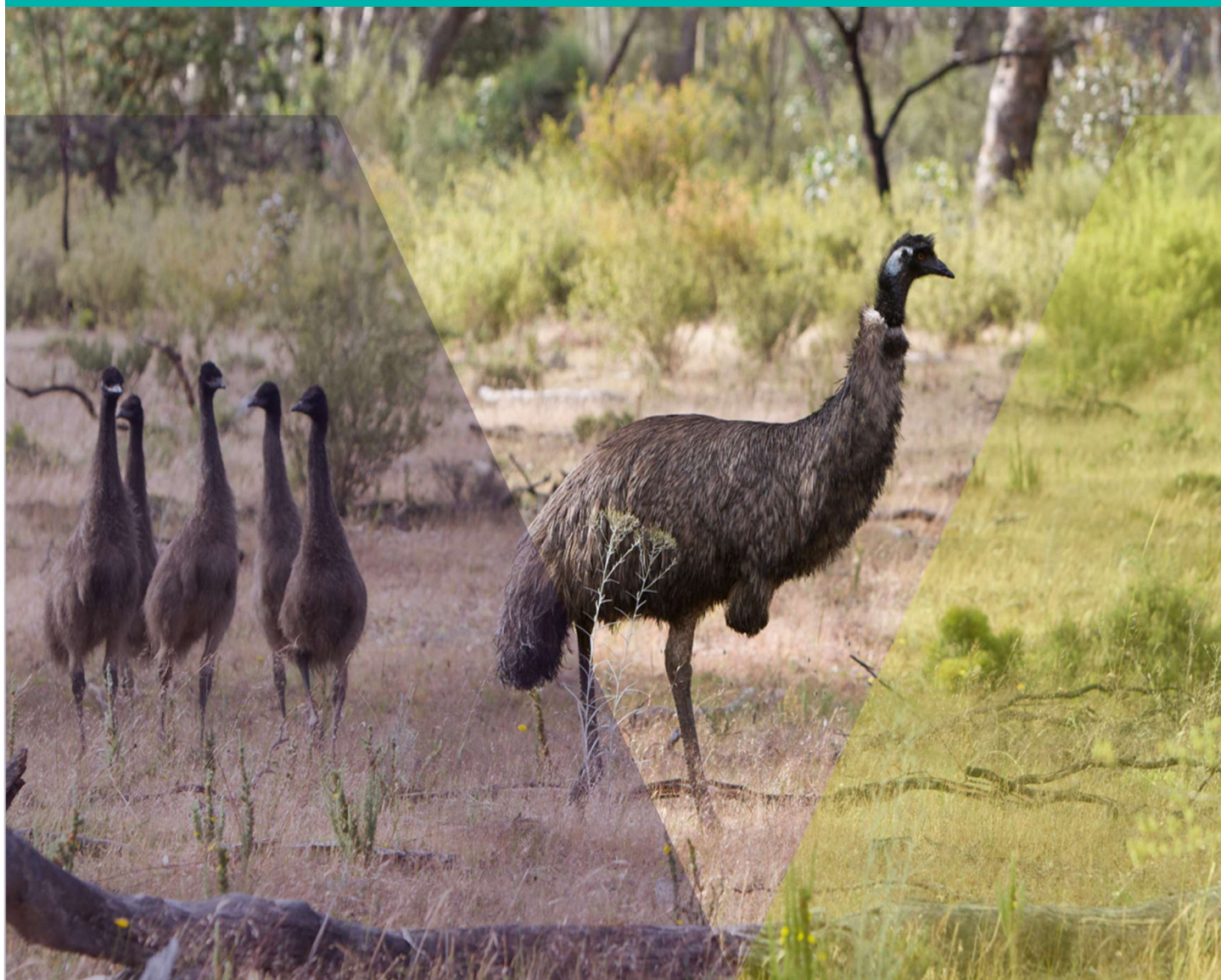
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Accessibility

If you would like to receive this publication in an alternative format, please telephone the DEECA Customer Contact Centre on 136 186 or email grantsinfo@delwp.vic.gov.au or via the National Relay Service on 133 677 www.relayservice.com.au. This document is also available on the internet at www.deeca.vic.gov.au

Contents

1. What is the 2022 Flood Emergency Wildlife Response Grant?

The 2022 Flood Emergency Wildlife Response Grant program supports authorised wildlife shelter operators and foster carers who are rehabilitating wildlife prior to flood and taking on additional sick or injured wildlife impacted by the recent floods in Victoria.

A total pool of $243,000 is available to support authorised Wildlife shelter operators and foster carers in the 59 local government areas. This grant is to address the immediate needs and basic supplies and services in response to the current flooding emergencies.

2. Who can apply?

To be eligible for this Flood Emergency Wildlife Grant,

- You must be an authorised wildlife shelter operator and foster carer caring and rehabilitating wildlife.
- Not hold any convictions for fraud, convictions under the *Wildlife Act 1975* or the *Prevention of Cruelty to Animals Act 198*6 during the past ten years.
- You are living in the flood affected local government areas (see **Appendix A**).
- Your shelter or operation have been impacted by the 2022 Floods in Victoria **or**
- You have taken on additional sick and injured wildlife during the significant floods in October – November 2022.

3. How much can I apply for?

A one-off payment of up to $750 per shelter operator or foster carer as long as they meet the eligibility.

Funds for this round are intended to be spent during the 2022-23 financial year.

4. What might be funded?

This funding is to support authorised wildlife shelter operators and foster carers to enable them to address the immediate needs and basic supplies in response to flood emergencies. The eligible items are **consumables** (See **Appendix B** for the eligible items and **Appendix C** for ineligible Items).

5. When is the application open and close?

This grant will open in mid-December 2022 and operate as a rolling fund, with each application assessed as they are received until the funds are exhausted.

Early applications are strongly encouraged.

6. What supporting documents will need to be provided?

You need to provide a record of animals in the application form that you were rehabilitating prior to the floods and additional wildlife that you have taken into care because of the 2022 floods (see **Appendix D** for example).

7. What are the funding conditions?

7.1 Funding agreements

Successful applicants must enter into a funding agreement with DEECA. The Victorian Common Funding Agreement (short form) will be used for this funding. Information is available on

[https://www.vic.gov.au/victorian-common-funding-agreement..](https://www.vic.gov.au/victorian-common-funding-agreement) DEECA will send the agreement via Adobe Sign to you to sign electronically.

A single upfront payment will be paid into your nominated bank account within 2-3 weeks of the signing of the agreement by both parties. DEECA will provide supplier details form for you to complete prior to payment.

The activity does not include using the Funding for political campaigning or advocacy activities for political parties.

7.2   Legislative and regulatory requirements

In delivering the activity grant recipients are required to comply with all relevant Commonwealth and state/territory legislations and regulations, including but not limited to:

- *The Privacy Act 1988 (Commonwealth)*
- *The Freedom of Information Act 1982 (Vic)*
- *Occupational Health and Safety Act 2004*
- *Wildlife Act 1975*
- *Wildlife Regulations 2013*
- *Prevention of Cruelty to Animals Act 1986.*
- *Firearm Act 1996*
- Wildlife Shelter and Foster Carer Authorisation Guide, 2019-20, DEECA

All recipients are expected to abide by their authorisation conditions.

7.3   Tax implications

Applicants should consult the Australian Taxation Office or seek professional advice on any taxation implications that may arise from this grant funding.

Successful applicants without an ABN will need to provide a completed Australian Taxation Office form 'Statement by a Supplier" so that no withholding tax is required from the grant payment.

> GST: If you are registered for the Goods and Services Tax (GST), where applicable we will add GST to your grant payment and provide you with a recipient created tax invoice.

7.4   Acknowledging the Victorian Government's support

Successful applicants are expected to acknowledge the Victorian Government's support and promotional guidelines (https://www2.deeca.vic.gov.au/grants) will form part of the funding agreement. Successful applicants must liaise with the departmental program area to coordinate any public events or announcements related to the project.

7.5   Payments

Payments will be made as long as:

- the funding agreement has been signed by both parties,
- other terms and conditions of funding continue to be met.

7.6 Privacy

Any personal information about you or a third party in your application will be collected by the department for the purposes of administering your grant application and informing Members of Parliament of successful applications. Personal information may also be disclosed to external experts, such as members of assessment panels, or other Government Departments for assessment, reporting, advice, comment or for discussions regarding alternative or collaborative grant funding opportunities. If you intend to include personal information about third parties in your application, please ensure that they are aware of the contents of this privacy statement.

Any personal information about you or a third party in your correspondence will be collected, held, managed, used, disclosed or transferred in accordance with the provisions of the *Privacy and Data Protection Act 2014* and other applicable laws.

DEECA is committed to protecting the privacy of personal information. You can find the DEECA Privacy Policy online at www.deeca.vic.gov.au/privacy.

Requests for access to information about you held by DEECA should be sent to the Manager Privacy, P.O. Box 500 East Melbourne 8002 or contact by emailing Foi.unit@delwp.vic.gov.au.

8. How to apply for the grant?

Applications are submitted online using the Grants Online portal.

> To apply, go to the grant program web
>
> **Wildlife.vic.gov.au/grants/flood-emergency-wildlife-response-grant**

From this web page, click on the 'Start New Application' button.

You will be asked to enter your username. if you don't have one, click on the "Create an Account" button.

Keep a record of your username (email) and password for future reference. Try to choose an email that will not change in the future because over time your account will record your grant history.

To return to a saved draft application, click on the "**Access Saved Application'** button.

You will receive an application number when you submit an application online. Please quote this number in all communications with the department relating to your application.

Note: No hard copy applications will be accepted. Incomplete applications will not be considered.

9. Where to find help?

You can contact the DEECA Customer Contact Centre on 136 186.

> The Flood Emergency Response Grant program team can be contacted at
> Enviro.grants@delwp.vic.gov.au
>
> For technical issues with Online application, email grantsinfo@delwp.vic.gov.au

10. What happens after I submit my application?

DEECA will assess each application as they are submitted.

The team will notify the outcome of your application.

If successful, the team will forward a simple contract via Adobe Sign for you to sign.

We will also provide supplier (banking) details form for you to complete to facilitate payment.

11. Do I need to provide a progress or final report?

No. You do not need to submit a final report to DEECA.

12. Key dates

Applications open	Mid December 2022
Applications close	31 May 2023 or until the funds are expended
Applicants notified	As soon as it is assessed and deemed eligible

13. Checklist

Read these guidelines and the information about this grant program at **Wildlife.vic.gov.au/grants/flood-emergency-wildlife-response-grant** before applying and complete the following checklist.

Have you:

☐ read these guidelines carefully?

☐ checked if you are, or your organisation is, eligible for this grant funding?

☐ checked that you would be able to comply with all relevant laws and regulations in delivery of your activity?

☐ prepared the appropriate supporting data or documents?

OFFICIAL

Appendix A – Eligible Local Government Areas in Victoria

No.	Name of Local Council	No.	Name of Local Council
1	Alpine Shire Council	31	Mansfield Shire Council
2	Ararat Rural City Council	32	Maribyrnong City Council
3	Banyule City Council	33	Maroondah City Council
4	Baw Baw Shire Council	34	Melbourne City Council
5	Benalla Rural City	35	Mildura Rural City Council
6	Boroondara Council	36	Mitchell Shire Council
7	Brimbank City Council	37	Moira Shire
8	Buloke Shire Council	38	Moonee Valley City
9	Campaspe Shire Council	39	Moorabool Shire Council
10	Central Goldfields Shire	40	Mornington Peninsula Shire Council
11	City of Ballarat	41	Mount Alexander Council
12	City of Casey	42	Moyne Shire council
13	City of Greater Bendigo	43	Murrindindi Shire
14	City of Greater Geelong	44	Nillumbik Shire Council
15	City of Greater Shepparton	45	Northern Grampians Shire
16	Colac Otway Shire Council	46	Pyrenees Shire Council
17	Corangamite Shire Council	47	Southern Grampians Shire Council
18	East Gippsland Shire Council	48	Strathbogie Shire
19	Gannawarra Shire Council	49	Surf Coast Shire Council
20	Glenelg Shire Council	50	Swan Hill Rural City Council
21	Golden Plains Shire Council	51	Towong Shire Council
22	Hepburn Shire Council	52	Warrnambool City Council
23	Hindmarsh Shire Council	53	Wangaratta Rural City Council
24	Horsham Shire Council	54	Wellington Shire Council
25	Hume City Council	55	Wyndham City Council
26	Indigo Shire Council	56	Whittlesea City Council
27	Latrobe City Council	57	Wodonga City Council
28	Loddon shire	58	Yarra Ranges Council
29	Macedon Ranges Shire	59	Yarriambiack Shire Council
30	Manningham City Council		

Appendix B – Eligible Items

Consumable Items		
Veterinary fees and supplies	Fuel for travelling to and from rescue sites	Milk Formula
Appropriate medications for animal first aid and / or prescribed by a veterinarian	Vaccinations or booster costs for lyssavirus	Food including fresh, dried, frozen or formula
Cleaning products (disinfectant including F10 disinfectant, hand wash, hand sanitiser, tissues, etc)	Medical supplies including gauze, cotton tips, bandages, thermometers, and nursing pads	Tip fees are permitted providing you comply with Condition 12 of *DEECA Wildlife Shelter and Foster Carer Authorisation Guide, July 2019*
Personal first aid kits	Crop needles for feeding	Heat boxes
Portable cages	Personal protective equipment (glovers, eye/face protection, hi-vis vests)	

Appendix C – Ineligible Items

Other Consumable, Infrastructure and equipment		
Vouchers for consumable items, including fuel vouchers	Insurance (all types)	Lethabarb for euthanasia
Credit to vets	IV drips	Utility costs including rates, electricity, water, gas, and sewerage bills
Scheduled chemical capture drugs listed in Schedule 4 and 8 in the Drugs, Poisons and Controlled Substances Regulations 2006.	Enclosures or shelters	Infrastructure / fencing
Binoculars	GPS	Urine refractometer
Infrared and motion sensing surveillance camera, wireless trail cameras	ICU for animals	Firearm, captive bolt, or any darting equipment
Dishwashers or freezers	Computers, laptop, tablets, phones	Chainsaws including pole chainsaws
Plumbing of water	Trailers – all types	Voroscopes
Generators	Any vehicle servicing, maintenance, or registration	Items not directly related to care and rehabilitation of sick or injured wildlife impacted by floods

Appendix D – Type and Number of Wildlife under care or rehabilitation prior to flood and additional wildlife that you have taken into care due to floods

Type of Wildlife	Number of Juvenile Wildlife	Number of Adult Wildlife
Bat		
Bird		
Dingo		
Echidna		
Emu		
Frog/amphibians		
Goannas		
Kangaroo		
Koala		
Reptiles		
Possums and gliders		
Small mammals		
Wallaby		
Wombats		
Other		

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