



FAUNA RESCUE OF SA INC

GRANTS PROGRAM

2023

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Fauna Rescue of South Australia Inc's ethos is to rescue, rehabilitate and, where possible, release Australian wildlife and inspire others to do the same.

The primary objectives of any approved projects should be to improve outcomes for native wildlife.

Introduction

Fauna Rescue is South Australia's largest wildlife rescue organisation. We have been rescuing and caring for sick, injured and orphaned native animals for over 30 years. Our mission is to rescue, rehabilitate and, where possible, release wildlife back into their natural habitat. Over this period, Fauna Rescue has grown to a membership base of over 400 wildlife volunteers.

Fauna Rescue are committed to offering grants to a total value of \$20,000 per year to assist members who may need assistance feeding wildlife, purchasing equipment for research purposes, or increasing their capacity to take in more wildlife.

The challenges currently faced by our wildlife and the volunteers who care for them are vast. At Fauna Rescue, we believe that members need as much support as the wildlife we work to protect.

Grant Program Overview

Do you need assistance feeding non releasable animals, would you like to be able to conduct some wildlife research, or would you like some financial assistance to increase your capacity to care for more wildlife?

The Fauna Rescue Grants Program is a new program developed to assist our current members by providing financial support. Demand is likely to outweigh available funds, and therefore eligible applications will be evaluated by an assessment panel. This assessment will be based on funding priorities, demonstrated need and the funds available.

Project outcomes should also support the objectives of the Fauna Rescue Grants Program including:

- Supporting the rescue, rehabilitation, preservation and/or release of native wildlife
- Preserving species and their habitat through projects leading to long term positive outcomes for native wildlife
- Building capacity and capability for Australian wildlife rescue, rehabilitation, and care

Priority will be given to projects and applicants that:

- demonstrate the need for financial assistance
- involve the use of innovative products leading to improved outcomes for wildlife and/or their habitats
- increase infrastructure to take in more unreleasable wildlife

Funding Available

A total funding pool of up to \$20,000 is available across three categories.

Eligible applicants are invited to submit proposals for:

Category	Number of Grants	Amounts
Category 1: Food Assistance	2x	500
	3x	1,000
Category 2: Research	3x	2,000
Category 3: Infrastructure improvements	2x	5,000
Total		\$ 20,000

Key Dates

Item	Date
Applications open	Monday 2 nd January, 2023
Applications close	Monday 6 th February, 2023
Successful applicants notified	Monday 6 th March, 2023
Grant announcements and unsuccessful applicants notified	Friday 17 th March, 2023
Reports due – Final for 6mth, Progress for 12mth projects	Wednesday 6 th September, 2023
Final Report due and project completed – 12mth projects	Wednesday 6 th March, 2024

Eligibility – General Requirements

The Applicant must:

- be over the age of 18 years of age
- comply with all relevant laws and regulations in undertaking the project
- have been a member of Fauna Rescue for a minimum of 2 years, on a continuous basis
- have the appropriate current Wildlife Permit issued by the Department of Environment and Water (SA) and/or relevant experience to conduct the research
- not be a member of other rescue groups
- be the member using the funds for the specified purpose
- submit the application form accurately and on time
- have the appropriate type and level of insurance for the activities that are the subject of this proposal
- have an Australian bank account
- return any unused funds to Fauna Rescue of South Australia Inc

The Project must:

- address one of Fauna Rescue's Grant Program priority objectives
- identify a current need or issue and propose/provide a solution
- result in demonstratable tangible outcomes for wildlife and/or their habitats
- meet eligibility criteria for the appropriate funding category
- be realistic in terms of deliverables, timeframe, and budget

Fauna Rescue does not provide funding for:

- ongoing operational expenses
- capital improvements and fixed assets – excluding fencing or repairs to enclosures and rehabilitation facilities
- re-granting to other organisations or individuals
- activities that duplicate existing services or repeat previously funded projects
- activities that harm or kill wildlife, or that Fauna Rescue deem have the potential for significant risk to wildlife health and welfare
- profit making activities
- works covered by insurance or other sources of funding including other grants
- completed works
- political lobbying and advocacy
- legal expenses, rates, and taxes
- compensation to wildlife rehabilitators for their own labour
- self-promotion activities, including advertising (unless it is directly related to funded project)
- salaries
- catering
- fuel vouchers

Eligibility Category 1

Category 1 – Food Assistance

A total of 5 grants are available under this category. Funds of up to a maximum of \$1,000 are available for licensed wildlife carers for assistance with food payments for wildlife in their care.

In addition to the General Eligibility requirements, the Applicant must:

- Provide documentation detailing the wildlife in care, including species, numbers, ages of the wildlife and invoices showing regular food costs.

Eligibility Category 2

Category 2 – Research

A total of 3 grants are available under this category, up to a maximum of \$2,000. These are available for licensed wildlife rescuers or carers whose research proposals provide long term benefits to wildlife. This may be through the reduction of wildlife requiring rescue and rehabilitation, improvement of rescue and rehabilitation methods, or improved post-release outcomes for rehabilitated wildlife.

In addition to the General Eligibility requirements, the Applicant must:

- provide a detailed proposal of the research to be undertaken including quotes for any proposed equipment
- demonstrate that the proposed project will deliver significant long-term benefits for native wildlife
- have the relevant skills and experience to contribute to the project

Eligibility Category 3

Category 3 – Infrastructure Improvements

A total of 2 grants are available in this category up to a maximum of \$5,000. These are available for licensed wildlife carers who would like to make improvements to their property to care for more wildlife.

In addition to the General Eligibility requirements, the Applicant must:

- provide quotes for proposed updates to, or repairs/replacement of, enclosures/facilities. The applicant assumes full responsibility for ensuring these meet the expected requirements under South Australian codes of practice.

Grant Conditions

Successful applicants must:

- read and sign the Fauna Rescue Grant Agreement
- provide bank details to enable prompt grant payment
- provide quotes for any requested equipment/enclosures
- provide photos of current set-up/facilities, if required
- spend the grant funds within the agreed time period
- complete and submit reports as required
- account for grant funds by providing copies of invoices and receipts with your final reports
- agree to ad hoc project audits
- return any unused funds to Fauna Rescue of South Australia Inc within 30 days of the completion of the project

How to Apply

Applications for the 2023 Fauna Rescue Grants Program open from 9am Monday 2nd January, 2023 and close 5pm, Monday 6th February, 2023 (Application Period). To apply for a Fauna Rescue Grant, applicants must meet the eligibility criteria and accurately complete the application form for the appropriate funding category and submit on time.

Please note that due to limited funding and a competitive assessment process, not every application that meets the eligibility criteria may receive a Fauna Rescue Grant.

Application Process

To receive a copy of the Fauna Rescue Grant Booklet, please visit the Fauna Rescue website, and download via the link in the Members area.

Complete the enclosed Application form and return by Monday 6th February, 2023 to:

Fauna Rescue Grant Program
PO Box 241
Modbury SA 5092

Assessment

All applications will be assessed by the Grant Assessment Panel of 3 external moderators, under the following criteria:

- Consistency with Fauna Rescue priority objectives
- Tangible improvements in outcomes for native wildlife and their habitats
- Need of the proposal, relative to other proposals
- Project quality and achievability
- Project sustainability beyond the current funding opportunity
- Value for money
- Applicant experience, expertise and professionalism
- Ability to raise awareness of the identified issue and its solution(s)

Following assessment, Fauna Rescue will advise you of the outcome of your application in writing. If you are successful, we will advise you of any specific conditions attached to the grant.

If you are unsuccessful, we will give you an opportunity to discuss the outcome with us. Fauna Rescue may not notify unsuccessful applicants until grant agreements have been executed with successful applicants.

Grant Agreement and Payment

Fauna Rescue requires successful applicants to complete and return a grant agreement, along with an invoice or bank account details. We must execute a grant agreement with you before we can make any payments. Execute means both the applicant and Fauna Rescue have signed the agreement. Fauna Rescue is not responsible for any expenditure you incur until a grant agreement is executed.

A payment schedule will be defined for each project. Funding for projects may be released in a staged process, with an initial payment paid at the commencement of the project and final payments processed upon receipt of progress reports.

Taxation

Grants are assessable income for taxation purposes, unless exempted by a taxation law. Fauna Rescue recommend you seek independent professional advice on your taxation obligations or seek assistance from the Australian Taxation Office. We do not provide advice on tax.

Project Monitoring

Keeping us informed

You should let us know if anything is likely to affect your ability to complete your project as agreed.

You must also inform us of any changes to your:

- name
- addresses
- nominated contact details
- bank account details.

If you become aware of a breach of terms and conditions under the grant agreement you must contact us immediately.

Reporting

You must submit reports in line with the grant agreement. We will expect you to report on:

- progress against agreed project milestones
- project expenditure, including expenditure of grant funds. You must retain receipts and invoices for the duration of the project.

The amount of detail you are asked to provide in your reports will be relative to the project size, complexity, and grant amount.

We will monitor the progress of your project by assessing reports you submit and may conduct project audits to confirm details of your reports if necessary. Occasionally we may need to re-examine claims, seek further information, or request an independent audit of claims and payments.

You must discuss any project or milestone reporting delays with us as soon as you become aware of them.

Project Variation Requests

We recognise that unexpected events may affect project progress. In these circumstances, you can request a variation to your grant agreement.

If you want to propose changes to the grant agreement, you must put them in writing before the project end date.

Requests for a variation can be sent to the Grant Assessment Panel, at treasurer@faunarescue.org.au

Frequently Asked Questions

Can we submit more than one application?

Yes, more than one application from members can be accepted but please keep in mind that the funding available for the Grant Program is limited.

Can I submit my application after the closing date?

No, late applications will not be considered for funding unless there are extreme extenuating circumstances.

How do I apply for a grant?

See above section "How to Apply for a Grant".

Can I send a hard copy or email application?

Yes, all applications will be received this way.

How will I know if my application has been received by Fauna Rescue?

If you have any concerns about whether we have received your grant application, please contact the Grant Administration Panel at treasurer@faunarescue.org.au.

When will I be notified if my application is successful?

Successful applicants will be notified Monday 6th March, 2023. Fauna Rescue may not notify unsuccessful applicants until grant agreements have been executed with successful applicants.

Please ensure that the email address provided on the application is checked regularly.

Who decides which projects get funding?

Fauna Rescue is committed to ensuring that the assessment process is fair and transparent. The process is as follows:

1. Fauna Rescue will conduct an eligibility check. Applications that are incomplete or ineligible will not progress.
2. Applications that are complete and eligible will be collated according to funding categories.
3. These collated applications will be assessed by the Grant Assessment Panel of 3 external moderators.
4. Successful and unsuccessful applicants will be notified in writing.

How will my submission be assessed?

Your application will be assessed against the Fauna Rescue Assessment Criteria and against other proposals in the same funding category. Applications with the highest scores and that meet our funding priorities will be successful.

If my application is successful, when will I receive my grant distribution?

Once we receive the signed grant agreement, required documentation and bank account details/Tax Invoice, Fauna Rescue will pay the agreed amount into the nominated account and notify you of this in writing.

How do I report on my grant?

Final reports will be due by Wednesday 6th March, 2024. Reports can be emailed to Fauna Rescue Grant Program, at treasurer@faunarescue.org.au.

What do I do if my project is not completed before the final report is due?

We understand that occasionally there are delays to your project. Please contact the Fauna Rescue team at the earliest possible time to discuss any project or reporting delays.

If you still have questions or require any further information after reading our FAQs, you can email treasurer@faunarescue.org.au

WE WISH YOU ALL THE BEST WITH YOUR APPLICATION

THANK YOU FOR YOUR TIME



2023 Grant Application

Applicant Information

Full Name: _____ Date: _____
Last First

Address: _____
Street Address Apartment/Unit #

City State Post Code

Phone: _____ Email _____

Member Number: _____ How long have you been a member? _____

Number of Animals cared for over the past 2 years: _____

Please tell us a bit about yourself ie How long you have been interested in animal welfare, what species you are interested in, any goals you may have.

Grant Information

Please indicate which Fauna Rescue Grant you are applying for:

- Category 1: Food Assistance
- Category 2: Research
- Category 3: Infrastructure Improvements

Amount of funding sought: \$ _____

Overall Project Description. (150 Words)

Please include what outcomes you are seeking to achieve. At the end of the project, what will be different/better for wildlife as a result of your work.

Project Start Date: _____ Project End Date: _____

Use of the Grant. (150 Words)

What are you proposing to use the funds for?

Project Need. (150 Words)

Describe the need for this project. What is the current situation? What are you hoping to solve?

Project limitations. (150 Words)

Does the project require the consent or support of any other person or body? I.e Approval to access property, council approval etc. If yes, what evidence do you have of this consent or support?

Your Budget

What costs are associated with your project and the relevant amounts:

Is any other funding contributing to this project?

If so, who is contributing, what are they contributing, and the estimated value.

How will the intended outcomes of the project be sustained beyond the life of this grant? (300 Words)

Are there any ongoing financial implications? Who is responsible for any ongoing maintenance or costs? Are there any risks affecting the successful outcome of the project? How do you intend to overcome these?

Why are you the right applicant to carry out this work? (150 Words)

ie. Your experience, key relationships you may have, expertise you may possess.

What opportunities are there for Fauna Rescue to participate in, or promote the activity? (150 Words)

References

Please provide the name of a referee (either a coordinator or other licensed carer).

Full Name: _____ Position: _____
Company: _____ Phone: _____
Address: _____ Email: _____

Other

Please also attach any further support for you application (e.g photos/images, financial quotes, receipts, third party consent etc)

Disclaimer and Signature

I confirm that I/we have authorisation at law to make this application and I agree:

- *That I have read the Fauna Rescue Grant Guidelines and I/we agree and acknowledge that these, along with the Fauna Rescue Grant Agreement governs any grant made and I/we/they will comply with them;*
- *To acknowledge and understand that all applications become the property of Fauna Rescue and that Fauna Rescue may provide this application to other potential funding sources;*
- *That if successful, to return signed grant agreement and provide banking details or invoice (where appropriate) to Fauna Rescue of South Australia Inc within the required time frame to enable prompt payment;*
- *That if successful, to expend funding within the required time frames as may be provided for under the Fauna Rescue Grant Agreement;*
- *That if successful, I/we will supply Fauna Rescue photos and stories of the finished project and grant Fauna Rescue permission to publish these photos and stories to demonstrate how the funding has been used to help wildlife.*

PRIVACY NOTICE: In compliance with the Information Privacy Act 2009 (the Act) personal information on this form may be stored in Fauna Rescue of South Australia Inc records database and may also be used for statistical research, information provision and evaluation of services. Your personal information may be disclosed to the financial institutions that handle Fauna Rescue’s financial transactions and may be disclosed to other agencies and third parties for purposes related to this application and/or monitoring compliance with the Act.

Name: _____

Signature: _____ Date: _____

2023 Grant Agreement

Name: _____

Application: _____

Approved Grant Amount: \$ _____

BACKGROUND:

- A. You have been successful in your application (Application) to Fauna Rescue of South Australia Incorporated, ABN 20 601 494 364 for a grant to facilitate a project or initiative (Project) that aligns with the objectives of the Fauna Rescue Grants Program.
- B. In accepting the grant, you agree to the following terms and conditions (Agreement).

IT IS AGREED:

1. The Grant

- 1.1. We will pay you the amount set out (**Grant**) on the conditions set out in this Agreement. The Grant will be paid into the Australian bank account nominated in your Application (**Nominated Bank Account**).
- 1.2. The Grant and any other consideration paid under this Agreement is exclusive of GST (if applicable).
- 1.3. You must only use the Grant funds for the purpose of carrying out the Project in accordance with clause 2 below. Upon completion of the Project, any unspent Grant funds must be returned to us.

2. The Project

- 2.1. You must carry out the Project in accordance with the project proposal and budget set out in your approved Application (Project Proposal), or with the amendments approved by the Fauna Rescue Grant Assessment Panel.
- 2.2. You must obtain our prior written approval before making any changes to the Project Proposal, including changes to the nature and purpose of the Project, and the proposed budget. We, in our absolute discretion, may approve, decline, or impose any conditions on any proposed changes to the Project.

3. Monitoring and Reporting

- 3.1. You must provide us with any records or information relating to the Project or use of the Grant funds within 14 days of receiving a written request (or within a period otherwise agreed) for the purposes of allowing us to monitor the progress of the Project and compliance with this Agreement.
- 3.2. You must provide the reporting to us using the template(s) we provide to you.

4. Record-keeping and audit

- 4.1. You must keep adequate financial and operational records relating to the Project and use of the Grant funds for the duration of the Project and for a period of seven years after the completion of the Project. This includes (but is not limited to):
 - a. bank account records evidencing the receipt and expenditure of Grant funds into and from the bank account nominated in your Application; and
 - b. all receipts relating to the Project and expenditure of Grant funds.
- 4.2. We or our authorised persons may undertake an audit of any aspect of the Project, the receipt and use of Grant funds, and/or your compliance with this Agreement at any time. You agree to co-operate fully with any such audit, including by:
 - a. Giving or arranging reasonable access to premises where any aspect of the Project is being carried out; and
 - b. Producing or providing access to all requested books and records and permitting Fauna Rescue to make copies.
- 4.3. We will give you reasonable notice of its requirements in relation to an audit and use reasonable endeavours to minimise disruption and interference to your performance of the Project. Except where otherwise determined by us, you are responsible for the costs of complying with any audit and such costs are not to be paid out of the Grant funds.
- 4.4. You must promptly take any reasonable action required by Fauna Rescue to rectify any error, non-compliance or inaccuracy identified in an audit in relation to the Project or your performance of this Agreement.

5. Right to revoke Grant

- 5.1. We may revoke all or any part of the Grant (whether or not already paid) in the following circumstances, as determined in our absolute discretion:
 - a. You have breached this Agreement, including if you have not provided a report or other information as required under clause 3;
 - b. You have breached the Fauna Rescue Grants Program Guidelines & Eligibility Criteria;
 - c. You are not carrying out, or are no longer able to carry out, the Project to a satisfactory standard or in conformity with your approved Project Proposal;

- d. You have provided us with information that is false or misleading; or
- e. You have engaged in unlawful or fraudulent conduct.

5.2. If we notify you that your Grant has been revoked, you must:

- a. Not spend or commit for expenditure any further Grant funds;
- b. Provide us with a financial report on the portion of the Grant already spent; and
- c. Within 7 working days, repay to us all Grant funds which:
 - i. Have not been spent or committed for expenditure at the time you receive the notification; or
 - ii. Have been spent or committed for expenditure in breach of this Agreement.

5.3. We may also take steps to recover the whole or any part of the Grant, including those funds already spent and any goods or assets acquired using Grant funds.

6. Publicity

6.1. You must acknowledge Fauna Rescue and the Grant in any publications, announcements or promotional materials relating to the Project by including the following statement (or as otherwise approved in writing by Fauna Rescue), accompanied by the Fauna Rescue logo:

This project received grant funding from Fauna Rescue of South Australia Inc through their annual Grants Program.

Fauna Rescue grants you a non-exclusive, non-transferable, royalty-free licence for you to use the Fauna Rescue logo in accordance with this clause. All usages of the logo must be forwarded to admin@faunarescue.org.au for approval by Fauna Rescue with the subject heading "Logo Approval". You must comply with all instructions provided by Fauna Rescue in relation to the use of the logo, and you must not modify the logo in any way.

6.2. You must obtain our prior written approval before publishing any announcements, promotional materials or publications referencing Fauna Rescue or the Fauna Rescue Grants Program except as permitted under clause 6.1.

6.3. You agree to us using your name, logo and any materials or images provided to us by you (including in your Project reports) in our publications and promotional materials. You agree to grant us a non-exclusive, non-transferable, royalty-free licence to use your trademarks and logos for the purposes of this clause.

Signed: _____ Date: _____

Email Address: _____