



Grant Opportunity Guidelines

Regional Bushfire Recovery for Multiregional Species and Strategic Projects Program

Opening date:	10 May 2021
Closing date and time:	5.00pm on the date advised by us, Australian Eastern Standard Time. Please take account of time zone differences when submitting your application.
Commonwealth policy entity:	Department of Agriculture, Water and the Environment
Administering entity:	Department of Industry, Science, Energy and Resources
Enquiries:	If you have any questions, contact us on 13 28 46.
Date guidelines released:	10 May 2021 (updated on 21 February 2022)
Type of grant opportunity:	Closed non-competitive

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1. Regional Bushfire Recovery for Multiregional Species and Strategic Projects program: processes

The Regional Bushfire Recovery for Multiregional Species and Strategic Projects program is designed to achieve Australian Government objectives

This grant opportunity is part of the above grant program which contributes to the Department of Agriculture, Water and the Environment's Outcome 1. The Department works with stakeholders to plan and design the grant program according to the [Commonwealth Grants Rules and Guidelines](#).



The grant opportunity opens

We publish the grant guidelines on [business.gov.au](#) and GrantConnect and grantees are invited to apply.



You complete and submit a grant application

You complete the application form, addressing all the eligibility and assessment criteria in order for your application to be considered.



We assess all grant applications

We review the applications against eligibility criteria and notify you if you are not eligible. We assess eligible applications against the assessment criteria including an overall consideration of value with relevant money.



We make grant recommendations

We provide advice to the decision maker on the merits of each application.



Grant decisions are made

The decision maker decides which applications are successful.



We notify you of the outcome

We advise you of the outcome of your application. We may not notify unsuccessful applicants until grant agreements have been executed with successful applicants.



We enter into a grant agreement

We will enter into a grant agreement with successful applicants. The type of grant agreement is based on the nature of the grant and proportional to the risks involved.



Delivery of grant

You undertake the grant activity as set out in your grant agreement. We manage the grant by working with you, monitoring your progress and making payments.



Evaluation of the Regional Bushfire Recovery for Multiregional Species and Strategic Projects program

We evaluate the specific grant activity and Regional Bushfire Recovery for Multiregional Species and Strategic Projects program as a whole. We base this on information you provide to us and that we collect from various sources.

2. About the grant program

The Regional Bushfire Recovery for Multiregional Species and Strategic Projects program (the program) will run from 2020-2021 to 2022-23. The program was announced as part of the Government's \$200 million investment to help native wildlife and their habitats recover from the impacts of the 2019-20 bushfires. As part of this investment, \$110 million was allocated under the *Regional Fund for wildlife and habitat bushfire recovery*.

The program contributes to achieving the following Department of Agriculture, Water and the Environment's Portfolio Budget Statement outcome - Outcome 1: Conserve, protect and sustainably manage Australia's biodiversity, ecosystems, environment and heritage through research, information management, supporting natural resource management, establishing and managing Commonwealth protected areas, and reducing and regulating the use of pollutants and hazardous substances, and coordination of climate change adaptation strategy and climate change science activities.

The bushfires of 2019-20 have had a devastating impact on Australia's native flora and fauna. There are seven bushfire impacted regions within Australia that have been identified as those most vulnerable following the 2019-20 bushfires. The regions are as follows:

- the rainforests of South-East Queensland (QLD)
- the rainforests of the NSW North Coast and Tablelands (NSW)
- the Greater Blue Mountains and World Heritage Area (NSW)
- the forests of the NSW South Coast (NSW)
- the Australian alpine environments across ACT, NSW and VIC (ACT, NSW and VIC)
- the forests and coastal ecosystems of East Gippsland (VIC)
- Kangaroo Island (SA).

The objectives of the program are to:

- deliver bushfire recovery actions in one or more of the seven priority bushfire impacted regions, that address the recovery of identified animal or plant species and/or ecological communities impacted by the 2019-20 bushfires.

The intended outcomes of the program are to:

- enhance the recovery and maximise the resilience of threatened species, ecological communities and natural assets, such as Ramsar listed wetlands and World Heritage properties, within the seven regions identified as most impacted by the 2019-20 bushfires.

We administer the program according to the [Commonwealth Grants Rules and Guidelines](#) (CGRGs)¹.

3. Grant amount and grant period

3.1. Grants available

The Australian Government has allocated up to \$16 million for this grant opportunity over three financial years from 2020-21 to 2022-23.

For this grant opportunity eligible organisations will be invited to apply. The maximum grant amount available is outlined in Appendix A.

¹ <https://www.finance.gov.au/government/commonwealth-grants/commonwealth-grants-rules-guidelines>

The grant amount will be up to 100 per cent of eligible project costs (grant percentage). You are responsible for the remaining per cent of eligible project expenditure plus any ineligible expenditure.

Contributions to your project are encouraged, may be cash or in-kind contributions and can come from volunteer participation.

We cannot fund your project if it receives funding from another Commonwealth government grant for the same activities. You can apply for a grant for your project under more than one Commonwealth program, but if your application is successful, you must choose either the Bushfire Recovery Multiregional Species and Strategic Projects grant or the other Commonwealth grant.

3.2. Project period

You can commence the project from your project commencement date as stated in your application. All project activities must be completed within 12 months of the project start date.

You must complete your project by 30 June 2023.

4. Eligibility criteria

We cannot consider your application if you do not satisfy all eligibility criteria.

4.1. Who is eligible?

To be eligible you must:

- have an Australian Business Number (ABN)
- be an organisation invited to apply and listed in Appendix A.

4.2. Additional eligibility requirements

We can only accept applications from applicants invited to apply.

We cannot waive the eligibility criteria under any circumstances.

4.3. Who is not eligible?

You are not eligible to apply if you are:

- any organisation not listed in Appendix A
- an organisation, or your project partner is an organisation, included on the National Redress Scheme's website on the list of 'Institutions that have not joined or signified their intent to join the Scheme' (www.nationalredress.gov.au).

5. What the grant money can be used for

5.1. Eligible activities

To be eligible your project must:

- be aimed at delivering activities that will directly benefit the recovery of animal or plant species and/or ecological communities impacted by the 2019-20 bushfires.
- be delivered within or for the primary benefit of, one or more of the seven bushfire impacted regions identified as those most vulnerable following the 2019-20 summer bushfires listed below and shown in the map in Appendix B:
 - the rainforests of South-East Queensland (QLD)
 - the rainforests of the NSW North Coast and Tablelands (NSW)
 - the forests of the NSW South Coast (NSW)

- the Greater Blue Mountains and World Heritage Area (NSW)
- the Australian alpine environments across ACT, NSW and VIC (ACT, NSW and VIC)
- the forests and coastal ecosystems of East Gippsland (VIC)
- Kangaroo Island (SA).

Your project may also:

- be aimed at multiregional activities and/or supporting at least one of the eight individual species and two bundles of species which are listed below:
 - Spot-tailed Quoll - South East Mainland population (*Dasyurus maculatus maculatus*)
 - Grey-headed Flying Fox (*Pteropus poliocephalus*)
 - Long-nosed Potoroo - (SE Mainland) (*Potorous tridactylus tridactylus*)
 - Brush-tailed Rock Wallaby (*Petrogale penicillata*)
 - Platypus (*Ornithorhynchus anatinus*)
 - Eastern Bristlebird (*Dasyornis brachypterus*)
 - Gang Gang Cockatoo (*Callocephalon fimbriatum*)
 - South-eastern Glossy Black Cockatoo (*Calyptorhynchus lathami lathami*)
 - Gliders bundle
 - Greater Glider (*Petauroides volans*)
 - Yellow-bellied Glider (*Petaurus australis*)
 - Alpine reptiles bundle (such as the Alpine She-oak skink, Alpine Bog skink or Guthega skink)

You will be required to provide geospatial data about the project location in your application.

Eligible activities must include at least one of the following:

- habitat augmentation (such as supplementary shelter, nest boxes and artificial hollows)
- flora and fauna surveys, habitat mapping, data recording, spatial mapping and modelling
- eradicating or reducing the impact of pest animals - for example feral cats, pigs, horses, deer, foxes - through on-ground pest control or pest management coordination or projects
- eradicating or reducing the impact of diseases
- control of invasive weed species through physical, chemical or biological treatments (physical treatments may include Indigenous burning practices)
- seed collection, germination trials and propagation of native plant species for use in revegetation (applicants are responsible for identifying and obtaining appropriate permits for land access and collecting seed)
- revegetation in burnt areas using native plant species that are known to be indigenous to the site and represent the type of vegetation community existing in the site before the 2019-20 bushfires or historically
- fencing to protect habitat, sensitive or regenerating areas by preventing access by people or stock or native herbivores
- erosion control in burnt areas, for example through soft engineering or riparian buffering and revegetation using native plant species indigenous to the site fire management, including cultural burns
- negotiation of legally binding Conservation Covenants on private property

- engagement activities with local communities and/or Indigenous land managers and/or traditional owners and communities aimed at bushfire recovery efforts including, but not limited to, Bioblitz events, workshops and seed collection or banking
- provision of advice, knowledge and education to local communities and/or Indigenous land managers and/or traditional owners regarding bushfire recovery of species and ecological communities
- Indigenous-led bushfire recovery activities
- citizen science activities and/or coordination
- plant and animal translocation planning and implementation, including genetic sampling
- research and/or applied research (e.g. animal health, species recovery and threats)
- species coordinator activities
- support to the veterinary sector to build capacity for wildlife response post bushfires.

We may also approve other activities.

5.2. Eligible expenditure

You can only spend grant funds on eligible expenditure you have incurred on an agreed project as defined in your grant agreement.

Eligible expenditure items are:

- purchase (or hire) of equipment and supplies to support eligible project activities
- salaries and on-costs for personnel directly employed in delivering the project activities (this should be calculated on a pro-rata basis relative to their time commitment). This excludes project management or project co-ordination costs which are covered under administrative support below
- staff training that directly supports the achievement of project outcomes
- contract expenditure, the cost of any agreed project activities that you contract to others directly relating to the program objectives. All contractors must have a written contract prior to starting any project work.
- engagement, communication, educational materials and promotional costs directly related to the project including event advertising materials, catering costs, workshop materials, fact sheets and web content
- contingency costs up to a maximum of 10 per cent of the eligible project costs. Note that we make payments based on actual costs incurred
- domestic travel to and from the on-ground location limited to the reasonable cost of accommodation and transportation required to conduct the agreed project activities
- hire of venues, and hire or purchase of equipment and supplies to support eligible project activities
- administrative support and overheads additional to the normal day to day running costs of the organisation, including project management or project co-ordination (maximum 10 per cent of the grant)
- costs incurred in obtaining planning, environmental or other regulatory approvals during the project period. However, associated fees paid to the Commonwealth, State, Territory and local governments are not eligible
- reporting on project outcomes
- the cost of an independent audit of project expenditure (where we request one) up to a maximum of 1 per cent of total eligible project expenditure.

We may update the guidance on eligible and ineligible expenditure from time to time. If your application is successful, the version in place when you submitted your application applies to your project.

If your application is successful, we may ask you to verify project costs that you provided in your application. You may need to provide evidence such as quotes for major costs.

Not all expenditure on your project may be eligible for grant funding. The Program Delegate (who is a manager within the department with responsibility for the program) makes the final decision on what is eligible expenditure and may give additional guidance on eligible expenditure if required.

To be eligible, expenditure must:

- be a direct cost of the project
- be incurred by you for required project audit activities.

You must incur the project expenditure between the project start and end date for it to be eligible unless stated otherwise.

5.3. What you cannot use the grant for

Expenditure items that are not eligible are:

- the provision of goods, services or support for activities not directly related to eligible grant activities
- costs for monitoring or modelling activities that are not part of an eligible project
- costs for activities that are required to be carried out by law or by a private contractual obligation
- costs for fencing for the primary purpose of stock management unless it can be clearly demonstrated to provide benefits for bushfire recovery of native wildlife and plants
- cost for the purchase of firearms
- cost for activities where the primary purpose is to beautify or improve amenity (e.g. picnic tables, shelters and paving)
- cost for activities that include the introduction of plants, animals or other biological agents that are known to be, or that could become, environmental or agricultural weeds or pests
- major capital expenditure, such as construction or capital works (excluding fencing) with a GST exclusive value of \$10,000 or more per item, unless identified in the application and approved
- the purchase of land or the purchase of other assets, being an item of tangible property purchases, leased, hired, financed, created or otherwise brought into existence either wholly or in part with the use of the grant and which has a GST exclusive value of \$10,000 or more per asset, unless identified in the application and approved
- the covering of retrospective costs
- costs incurred in the preparation of a grant application or related documentation
- administration costs and overheads related to the ongoing operations of an organisation, including costs such as rental, renovations and utilities
- activities likely to have a significant adverse impact on any matter of national environmental significance under the *Environment Protection and Biodiversity Conservation Act 1999*
- activities likely to have a significant adverse impact on Indigenous cultural heritage, or not supported by Registered Aboriginal Parties or the relevant Traditional Owner representative group, without approval through relevant State, Territory or Commonwealth legislation
- lobbying activities and media campaigns that could be considered political in nature (whole or part)

- international travel, and business class domestic travel
- costs for activities outside of Australia unless identified in the application and approved.

6. The assessment criteria

You must address all assessment criteria in your application. We will assess your application based on the weighting given to each criterion.

The application form asks questions that relate to the assessment criteria below. The amount of detail and supporting evidence you provide in your application should be relative to the project size, complexity and grant amount requested. You should provide evidence to support your answers. The application form displays size limits for answers.

We will only consider funding applications that score at least 50 per cent against each assessment criterion, as these represent best value for money.

6.1. Assessment criterion 1

How your project will help the recovery of animal or plant species and/or ecological communities and natural assets impacted by the 2019-20 bushfires (weighting 50%)

You should demonstrate this by describing your project and provide information that demonstrates:

- a. the locations where your project activities will take place (in relation to the 2019-20 bushfire-affected areas), the benefits your project will bring to the affected areas and the species that your project activities will target
- b. the benefits provided by your project activities and how these benefits will be maintained into the future, this could be demonstrated through:
 - the expected benefits for fire-affected plant and animal species, ecological communities, and natural assets, including Ramsar listed wetlands and World Heritage properties, within the seven bushfire regions identified as most impacted by the 2019-20 bushfires
 - the expected data and/or increased understanding of bushfire impacts or threats
 - the extent to which the grant activity involves local communities or community organisations including Indigenous partnerships and/or Traditional Owner engagement
 - the extent to which the project supports cross-jurisdictional collaboration.
- c. where you are expanding an existing project and activities are complementary to work that is underway, demonstrate alignment by:
 - filling a critical gap
 - expanding or supplementing an existing activity, or
 - extending the timeframe of an existing activity.

6.2. Assessment criterion 2

Capacity, capability and resources to deliver the project (weighting 50%).

You should demonstrate this by describing:

- a. your track record in delivering the same or similar project and your access to personnel with the knowledge, skills and experience in delivering your project activities
- b. your plan to manage the project, including a sound budget, timelines, risk management and governance arrangements (you will be required to attach a project plan to your application with detail appropriate to the size of your project)

- c. your readiness to commence the project with appropriate insurance, relevant approvals in place or ability to have them in place prior to commencement and allowing for restrictions arising from COVID-19 or bushfire measures
- d. how you will monitor and measure the success of your project.

7. How to apply

Before applying you should read and understand these guidelines, the sample [application form](#) and the sample [grant agreement](#) published on business.gov.au and GrantConnect.

To apply, you must:

- be invited by the Minister to submit an application
- complete the online [application form](#) via business.gov.au
- provide all the information requested
- address all eligibility and assessment criteria
- include all necessary attachments

You must retain a copy of your application as it will form part of your grant agreement. You can view and print a copy of your submitted application on the portal for your own records.

You are responsible for making sure your application is complete and accurate. Giving false or misleading information is a serious offence under the *Criminal Code Act 1995* (Cth). If we consider that you have provided false or misleading information we may not progress your application. If you find an error in your application after submitting it, you should call us immediately on 13 28 46.

If we find an error or information that is missing, we may ask for clarification or additional information from you that will not change the nature of your application. However, we can refuse to accept any additional information from you that would change your submission after the application closing time.

Impact of COVID-19

When preparing your application, you need to take into consideration the time frames and any constraints that may impact the delivery and participation of your activities resulting from the impact of the COVID-19 pandemic. Projects need to be designed to ensure participants' safety and health.

If you need further guidance around the application process, or if you are unable to submit an application online, [contact us](#) at business.gov.au or by calling 13 28 46.

7.1. Attachments to the application

You must provide the following documents with your application:

- project plan
- project budget
- trust deed (where applicable).

You must attach supporting documentation to the application form in line with the instructions provided within the form. You should only attach requested documents. We will not consider information in attachments that we do not request.

7.2. Timing of grant opportunity

You can only submit an application between the published opening and closing dates. We cannot accept late applications.

If you are successful we expect you will be able to commence your project around July 2021 and within three months of receiving the offer of grant funding.

Table 1: Expected timing for this grant opportunity

Activity	Timeframe
Assessment of applications	6 weeks
Approval of outcomes of selection process	4 weeks
Negotiations and award of grant agreements	6 weeks
Notification to unsuccessful applicants	2 weeks
Earliest start date of project	July 2021
End date of grant commitment	June 2023

8. The grant selection process

We first review your application against the eligibility criteria. If eligible, we will then assess it against the assessment criteria. Only eligible applications will proceed to the assessment stage.

We consider your application on its merits, based on:

- how well it meets the criteria
- whether it provides value with relevant money.

When assessing whether the application represents value with relevant money, we will have regard to:

- the overall objectives of the grant opportunity
- the evidence provided to demonstrate how your project contributes to meeting those objectives
- the relative value of the grant sought.

We will establish a committee comprised of employees from the Department of Agriculture, Water and the Environment and the Department of Industry, Science, Energy and Resources to assess applications. The committee may also seek additional advice from independent technical experts.

The committee will assess your application against the assessment criteria and will recommend which projects to fund. The grant amount may differ, where the committee recommends there should be a decrease or increase in funding provided.

If the selection process identifies unintentional errors in your application, we may contact you to correct or clarify the errors, but you cannot make any material alteration or addition.

8.1. Who will approve grants?

The Minister for the Environment decides which grants to approve taking into account the recommendations of the committee and the availability of grant funds.

The Minister's decision is final in all matters, including:

- the grant approval
- the grant funding to be awarded
- any conditions attached to the offer of grant funding.

We cannot review decisions about the merits of your application.

The Minister will not approve funding if there is insufficient program funds available across relevant financial years for the program.

9. Notification of application outcomes

We will advise you of the outcome of your application in writing. If you are successful, we 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.

10. Successful grant applications

10.1. Grant agreement

You must enter into a legally binding grant agreement with the Commonwealth. The grant agreement has general terms and conditions that cannot be changed. A sample [grant agreement](#) is available on business.gov.au and GrantConnect.

We must execute a grant agreement with you before we can make any payments. Execute means both you and the Commonwealth have signed the agreement. You may elect to commence your project from the date we notify you that your application is successful. We are not responsible for any expenditure you incur until a grant agreement is executed. The Commonwealth will not be liable, and should not be held out as being liable, for any activities undertaken before the grant agreement is executed.

The approval of your grant may have specific conditions determined by the assessment process or other considerations made by the Minister. We will identify these in the offer of grant funding.

If you enter an agreement under this program, you cannot receive other grants for the same activities from other Commonwealth, State or Territory granting programs.

The Commonwealth may recover grant funds if there is a breach of the grant agreement.

10.2. Standard grant agreement

We will use a standard grant agreement for medium or larger projects where we consider your project to be more complex.

You will have 30 days from the date of a written offer to execute this grant agreement with the Commonwealth. During this time, we will work with you to finalise details.

The offer may lapse if both parties do not sign the grant agreement within this time. Under certain circumstances, we may extend this period. We base the approval of your grant on the information you provide in your application. We will review any required changes to these details to ensure they do not impact the project as approved by the Minister.

10.3. Project/Activity specific legislation, policies and industry standards

You must comply with all relevant laws and regulations in undertaking your project. You must also comply with the specific legislation/policies/industry standards that follow. It is a condition of the grant funding that you meet these requirements. We will include these requirements in your grant agreement.

In particular, you will be required to comply with State/Territory legislation in relation to:

- working with children
- working with vulnerable people
- interstate movement of native plants and animals
- animal welfare

Commonwealth/State/Territory legislation in relation to:

- workplace health and safety

- animal care and protection, including prevention of cruelty to animals
- management of wildlife and listed threatened species
- quarantine, national parks and wildlife, biosecurity, and biodiversity conservation
- agricultural and veterinary chemicals use, including the AgVet Codes
- biosecurity, to prevent the spread of pests and diseases
- native vegetation and environment protection
- Indigenous heritage.

Whilst you are required to be compliant with all relevant laws and regulations, you must comply with the following requirements:

- requirements relating to state/territory regulated activities, such as take from the wild
- hold relevant permits or be otherwise accredited with, or authorised by, the relevant state or territory government(s) to undertake the proposed activities in those jurisdictions
- relevant codes of practice, standards and guidelines, and threatened species conservation programs (where applicable)
- you and other people engaged in the grant activity must not trespass on property in the course of undertaking your grant activity nor endorse, sanction, or give comfort to acts of trespass or unauthorised access to private property.

You must also comply with any government measures and requirements in relation to COVID-19 (Coronavirus).

If the grant activity is proposing to directly affect Indigenous places, values or communities, the applicant must have the consent of the Traditional Owners.

10.4. How we pay the grant

The grant agreement will state the:

- maximum grant amount we will pay
- proportion of eligible expenditure covered by the grant (grant percentage)
- any in-kind contributions you will make
- any financial contribution provided by you or a third party.

We will not exceed the maximum grant amount under any circumstances. If you incur extra costs, you must meet them yourself.

We will make payments according to an agreed schedule set out in the grant agreement. Payments are subject to satisfactory progress on the project.

10.5. Tax obligations

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. You are required to notify us if your GST registration status changes during the project period. GST does not apply to grant payments to government related entities².

Grants are assessable income for taxation purposes, unless exempted by a taxation law. We 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.

² See Australian Taxation Office ruling GSTR 2012/2 available at [ato.gov.au](#)

11. Announcement of grants

We will publish non-sensitive details of successful projects on GrantConnect. We are required to do this by the [Commonwealth Grants Rules and Guidelines](#) unless otherwise prohibited by law. We may also publish this information on business.gov.au. This information may include:

- name of your organisation
- title of the project
- description of the project and its aims
- amount of grant funding awarded
- Australian Business Number
- business location
- your organisation's industry sector.

12. How we monitor your grant activity

12.1. Keeping us informed

You should let us know if anything is likely to affect your project or organisation.

We need to know of any key changes to your organisation or its business activities, particularly if they affect your ability to complete your project, carry on business and pay debts due.

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.

You must notify us of events relating to your project and provide an opportunity for the Minister or their representative to attend.

12.2. Reporting

You must submit reports in line with the grant agreement. We will provide the requirements for these reports as appendices in the grant agreement. We will remind you of your reporting obligations before a report is due. We will expect you to report on:

- progress against agreed project milestones
- project expenditure, including expenditure of grant funds
- contributions of participants directly related to the project.

The amount of detail you provide in your reports should 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 site visits 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 will also be required to report to the Department of Agriculture, Water and the Environment (DAWE) using the Monitoring, Evaluation, Reporting and Improvement Tool (MERIT) to help the Commonwealth to evaluate the project's environmental outcomes.

12.2.1. Progress reports

Progress reports must:

- include details of your progress towards completion of agreed project activities
- show the total eligible expenditure incurred to date
- include evidence of expenditure
- be submitted by the report due date (you can submit reports ahead of time if you have completed relevant project activities).

We will only make grant payments when we receive satisfactory progress reports.

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

12.2.2. End of project report

When you complete the project, you must submit an end of project report.

End of project reports must:

- include the agreed evidence as specified in the grant agreement
- identify the total eligible expenditure incurred for the project
- include a declaration that the grant money was spent in accordance with the grant agreement and to report on any underspends of the grant money
- be submitted by the report due date.

12.2.3. Ad-hoc reports

We may ask you for ad-hoc reports on your project. This may be to provide an update on progress, or any significant delays or difficulties in completing the project.

12.3. Independent audits

We may ask you to provide an independent audit report. An audit report will verify that you spent the grant in accordance with the grant agreement. The audit report requires you to prepare a statement of grant income and expenditure. The report template is available on business.gov.au and GrantConnect.

12.4. Compliance visits

We may visit you during the project period, or at the completion of your project to review your compliance with the grant agreement. We may also inspect the records you are required to keep under the grant agreement. We will provide you with reasonable notice of any compliance visit.

12.5. Grant agreement variations

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

- changing project milestones
- extending the timeframe for completing the project
- changing project activities.

The program does not allow for:

- an increase of grant funds
- a change in scope.

If you want to propose changes to the grant agreement, you must put them in writing before the project end date, for the Program Delegate to consider. We can provide you with a variation request template.

If a delay in the project causes milestone achievement and payment dates to move to a different financial year, you will need a variation to the grant agreement. We can only move funds between financial years if there is enough program funding in the relevant year to allow for the revised payment schedule. If we cannot move the funds, you may lose some grant funding.

You should not assume that a variation request will be successful. We will consider your request based on factors such as:

- how it affects the project outcome
- consistency with the program policy objective, grant opportunity guidelines and any relevant policies of the department
- changes to the timing of grant payments
- availability of program funds.

12.6. Evaluation

We will evaluate the grant program to measure how well the outcomes and objectives have been achieved. We may use information from your application and project reports for this purpose. We may also interview you, or ask you for more information to help us understand how the grant impacted you and to evaluate how effective the program was in achieving its outcomes.

We may contact you up to two years after you finish your project for more information to assist with this evaluation.

12.7. Grant acknowledgement

If you make a public statement about a project funded under the program, including in a brochure or publication, you must acknowledge the grant by using the following:

‘This project received grant funding from the Australian Government.’

If you erect signage in relation to the project, the signage must contain an acknowledgement of the grant.

13. Probity

We will make sure that the grant opportunity process is fair, according to the published guidelines, incorporates appropriate safeguards against fraud, unlawful activities and other inappropriate conduct and is consistent with the CGRGs.

13.1. Conflicts of interest

Any conflicts of interest could affect the performance of the grant opportunity or program. There may be a conflict of interest, or perceived conflict of interest, if our staff, any member of a committee or advisor and/or you or any of your personnel:

- has a professional, commercial or personal relationship with a party who is able to influence the application selection process, such as an Australian Government officer
- has a relationship with or interest in, an organisation, which is likely to interfere with or restrict the applicants from carrying out the proposed activities fairly and independently or
- has a relationship with, or interest in, an organisation from which they will receive personal gain because the organisation receives a grant under the grant program/ grant opportunity.

As part of your application, we will ask you to declare any perceived or existing conflicts of interests or confirm that, to the best of your knowledge, there is no conflict of interest.

If you later identify an actual, apparent, or perceived conflict of interest, you must inform us in writing immediately.

Conflicts of interest for Australian Government staff are handled as set out in the Australian [Public Service Code of Conduct \(Section 13\(7\)\)³](#) of the *Public Service Act 1999* (Cth). Committee members and other officials including the decision maker must also declare any conflicts of interest.

We publish our [conflict of interest policy⁴](#) on the department's website.

13.2. How we use your information

Unless the information you provide to us is:

- confidential information as per 13.2.1, or
- personal information as per 13.2.3,

we may share the information with other government agencies for a relevant Commonwealth purpose such as:

- to improve the effective administration, monitoring and evaluation of Australian Government programs
- for research
- to announce the awarding of grants.

13.2.1. How we handle your confidential information

We will treat the information you give us as sensitive and therefore confidential if it meets all of the following conditions:

- you clearly identify the information as confidential and explain why we should treat it as confidential
- the information is commercially sensitive
- disclosing the information would cause unreasonable harm to you or someone else
- you provide the information with an understanding that it will stay confidential.

13.2.2. When we may disclose confidential information

We may disclose confidential information:

- to the committee and our Commonwealth employees and contractors, to help us manage the program effectively
- to the Auditor-General, Ombudsman or Privacy Commissioner
- to the responsible Minister or Assistant Minister
- to a House or a Committee of the Australian Parliament.

We may also disclose confidential information if:

- we are required or authorised by law to disclose it
- you agree to the information being disclosed, or

³ <https://www.legislation.gov.au/Details/C2019C00057>

⁴ https://www.industry.gov.au/sites/default/files/July%202018/document/pdf/conflict-of-interest-and-insider-trading-policy.pdf?acsf_files_redirect

- someone other than us has made the confidential information public.

13.2.3. How we use your personal information

We must treat your personal information according to the Australian Privacy Principles (APPs) and the *Privacy Act 1988* (Cth). This includes letting you know:

- what personal information we collect
- why we collect your personal information
- to whom we give your personal information.

We may give the personal information we collect from you to our employees and contractors, the committee, and other Commonwealth employees and contractors, so we can:

- manage the program
- research, assess, monitor and analyse our programs and activities.

We, or the Minister, may:

- announce the names of successful applicants to the public
- publish personal information on the department's websites.

You may read our [Privacy Policy](#)⁵ on the department's website for more information on:

- what is personal information
- how we collect, use, disclose and store your personal information
- how you can access and correct your personal information.

13.2.4. Freedom of information

All documents in the possession of the Australian Government, including those about the program, are subject to the *Freedom of Information Act 1982* (Cth) (FOI Act).

The purpose of the FOI Act is to give members of the public rights of access to information held by the Australian Government and its entities. Under the FOI Act, members of the public can seek access to documents held by the Australian Government. This right of access is limited only by the exceptions and exemptions necessary to protect essential public interests and private and business affairs of persons in respect of whom the information relates.

If someone requests a document under the FOI Act, we will release it (though we may need to consult with you and/or other parties first) unless it meets one of the exemptions set out in the FOI Act.

13.3. Enquiries and feedback

For further information or clarification, you can contact us on 13 28 46 or by [web chat](#) or through our [online enquiry form](#) on business.gov.au.

We may publish answers to your questions on our website as Frequently Asked Questions.

Our [Customer Service Charter](#) is available at business.gov.au. We use customer satisfaction surveys to improve our business operations and service.

If you have a complaint, call us on 13 28 46. We will refer your complaint to the appropriate manager.

If you are not satisfied with the way we handle your complaint, you can contact:

⁵ <https://www.industry.gov.au/data-and-publications/privacy-policy>

Chief Finance Officer
 Department of Industry, Science, Energy and Resources
 GPO Box 2013
 CANBERRA ACT 2601

You can also contact the [Commonwealth Ombudsman](http://www.ombudsman.gov.au/)⁶ with your complaint (call 1300 362 072). There is no fee for making a complaint, and the Ombudsman may conduct an independent investigation.

14. Glossary

Term	Definition
Application form	The document issued by the Program Delegate that applicants use to apply for funding under the program.
Business Grants Hub	The branch of the same name within the department.
Department	The Department of Industry, Science, Energy and Resources.
Committee	The body established to consider and assess eligible applications and make recommendations to the Minister for funding under the program.
Eligible activities	The activities undertaken by a grantee in relation to a project that are eligible for funding support as set out in 5.1.
Eligible application	An application or proposal for grant funding under the program that the Program Delegate has determined is eligible for assessment in accordance with these guidelines.
Eligible expenditure	The expenditure incurred by a grantee on a project and which is eligible for funding support as set out in 5.2.
Grant agreement	A legally binding contract between the Commonwealth and a grantee for the grant funding.
Grant funding or grant funds	The funding made available by the Commonwealth to grantees under the program.
GrantConnect	The Australian Government's whole-of-government grants information system, which centralises the publication and reporting of Commonwealth grants in accordance with the CGRGs.
Grantee	The recipient of grant funding under a grant agreement.
Guidelines	Guidelines that the Minister gives to the department to provide the framework for the administration of the program, as in force from time to time.
Minister	The Commonwealth Minister for the Environment.

⁶ <http://www.ombudsman.gov.au/>

Term	Definition
Non-income-tax-exempt	Not exempt from income tax under Division 50 of the <i>Income Tax Assessment Act 1997</i> (Cth) or under Division 1AB of Part III of the <i>Income Tax Assessment Act 1936</i> (Cth).
Personal information	Has the same meaning as in the <i>Privacy Act 1988</i> (Cth) which is: Information or an opinion about an identified individual, or an individual who is reasonably identifiable: a. whether the information or opinion is true or not; and b. whether the information or opinion is recorded in a material form or not.
Program Delegate	An manager within the department with responsibility for the program.
Program funding or Program funds	The funding made available by the Commonwealth for the program.
Project	A project described in an application for grant funding under the program.

Appendix A. Eligible applicants

	Entity Name	ABN	Project Title(s)	Grant Amount* (excl GST)
1.	ACT Government Delivered by: Environment, Planning And Sustainable Development Directorate - Departmental	31 432 729 493	<u>Brush-tailed Rock-wallaby</u> <ul style="list-style-type: none"> ▪ Southern Brush-tailed Rock-wallaby Safe Haven: Jedbinbilla. <u>Gang-gang Cockatoo</u> <ul style="list-style-type: none"> ▪ Strategic conservation monitoring for the Gang-gang Cockatoo (Sub-project 1 - Conservation monitoring and factors affecting nesting outcomes, and Sub-project 2 - Microclimate of nesting sites.) <u>Gliders</u> <ul style="list-style-type: none"> ▪ Post-fire assessment of the Greater glider and Yellow-bellied glider in Namadgi National Park (ACT). 	\$572,000
2.	AMOR, MICHAEL DOUGLAS (trading as Amor Evolutionary Genetics and Bioinformatics)	99 141 100 784	<u>Alpine Reptiles</u> <ul style="list-style-type: none"> ▪ Genetic analyses of Wellington Plains and Kosciuszko Alpine She-oak Skink individuals ▪ Genetic study of Guthega Skink. 	\$170,000
3.	Atkins Ecological Contracting Pty Ltd	56 635 765 874	<u>Alpine Reptiles</u> <ul style="list-style-type: none"> ▪ Understanding known fire-affected Alpine She-oak Skink populations in Kosciuszko National Park 	\$264,980

	Entity Name	ABN	Project Title(s)	Grant Amount* (excl GST)
			<ul style="list-style-type: none"> ▪ Genetic rescue of the Guthega Skink ▪ Understanding the distribution of the Mountain Skink 	
4.	Australian Museum Trust	85 407 224 698	<u>Brush-tailed Rock-wallaby</u> <ul style="list-style-type: none"> ▪ Enhancing genomic resilience of fire-impacted brush-tailed rock-wallaby populations. 	\$120,000
5.	Australian National University	52 234 063 906	<u>Alpine Reptiles</u> <ul style="list-style-type: none"> ▪ Determining Alpine She-oak Skink (<i>Cyclodomorphus praealtus</i>) habitat and species extent in Kosciuszko NP. <u>Gang-gang Cockatoo</u> <ul style="list-style-type: none"> ▪ Population genetics of the Gang-gang Cockatoo. ▪ Creating a centralised dataset of occurrence records and identifying priority habitats of Gang-gang Cockatoos. <u>Gliders</u> <ul style="list-style-type: none"> ▪ Are nest boxes an effective mitigation strategy to support greater glider populations after fire? ▪ Restoring nutritional landscapes 	\$564,000

	Entity Name	ABN	Project Title(s)	Grant Amount* (excl GST)
6.	BirdLife Australia	75 149 124 774	<u>Eastern Bristlebird</u> <ul style="list-style-type: none"> ▪ Addressing a significant knowledge gap regarding the distribution of suitable Eastern Bristlebird habitat between two southern subpopulations. <u>Gang-gang Cockatoo</u> <ul style="list-style-type: none"> ▪ Citizen science and community engagement to drive on-ground action for Gang-gang Cockatoos. <u>SE Glossy Black-Cockatoo</u> <ul style="list-style-type: none"> ▪ Engaging citizen scientists to provide critical information on the demographics of South-eastern Glossy Black-Cockatoo populations. 	\$474,703
7.	Centre for Invasive Species Solutions (Invasive Animals Ltd)	33 114 965 276	<p>The project will address the impacts of pest animals on bushfire impacted wildlife and their habitats through three components:</p> <ul style="list-style-type: none"> ▪ Support the National Feral Deer Management Coordinator ▪ Support the establishment of a Feral Cat and Fox Management Coordinator ▪ Update or develop national standard operating procedures and guidelines for feral horse management 	\$811,000
8.	Cesar Pty. Ltd.	26 123 867 587	<u>Eastern Bristlebird</u> <ul style="list-style-type: none"> ▪ Using genetics to enhance Eastern Bristlebird population management and translocation. 	\$280,300

	Entity Name	ABN	Project Title(s)	Grant Amount* (excl GST)
			<u>Platypus</u> <ul style="list-style-type: none"> ▪ Understanding the status of Platypus and impact of fires in NSW rivers. 	
9.	Commonwealth Scientific and Industrial Research Organisation	41 687 119 230	<u>Grey-headed Flying-fox</u> <ul style="list-style-type: none"> ▪ Monitoring of GHFF post-fires as part of a continuation of the National Flying-fox Monitoring Program (NFFMP). ▪ A technological update for GHFF Monitoring in the NFFMP. ▪ Range wide dietary survey of Grey-headed Flying-fox (GHFF) using faecal DNA techniques. 	\$239,875
10.	National Trust of Australia (Queensland) Limited (trading as Currumbin Wildlife Sanctuary)	85 836 591 486	<u>Eastern Bristlebird</u> <ul style="list-style-type: none"> ▪ Developing radio-transmitter attachment methods to enable monitoring of translocated Eastern Bristlebirds using radio telemetry. 	\$93,000
11.	Great Eastern Ranges Limited	77 621 091 021	<u>Grey-headed Flying-fox</u> <ul style="list-style-type: none"> ▪ Monitoring post-fire recovery of flowering in winter feeding habitat critical to the survival of Grey-headed Flying-foxes. ▪ Establishing an archive and database of restored winter-flowering habitat critical to the survival of Grey-headed Flying-foxes. 	\$134,000

	Entity Name	ABN	Project Title(s)	Grant Amount* (excl GST)
12.	Eurobodalla Shire Council	47 504 455 945	<u>Gang-gang Cockatoo</u> <ul style="list-style-type: none"> ▪ Trialling nest tubes as a fire recovery action for the Gang-gang Cockatoo. 	\$41,000
13.	Griffith University	78 106 094 461	<u>SE Glossy Black-Cockatoo</u> <ul style="list-style-type: none"> ▪ Post-fire dispersal and habitat use by South-Eastern Glossy Black-Cockatoos 	\$348,722
14.	NSW Government <u>Delivered by:</u> Department of Planning, Industry and Environment	20 770 707 468	<u>Eastern Bristlebird</u> <ul style="list-style-type: none"> ▪ Identifying release sites critical to the successful reintroduction of Eastern Bristlebird <u>Gliders</u> <ul style="list-style-type: none"> ▪ Conduct post-fire survey for Yellow-bellied glider and Greater glider. <u>Long-nosed Potoroo</u> <ul style="list-style-type: none"> ▪ Reducing the impact of foxes on Long-nosed Potoroo in the post-fire landscape. ▪ Targeted Long-nosed Potoroo surveying in fire-affected areas. <u>SE Glossy Black-Cockatoo</u> <ul style="list-style-type: none"> ▪ Securing fire-impacted populations of South-eastern Glossy Black-Cockatoos in NSW. 	\$1,179,000

	Entity Name	ABN	Project Title(s)	Grant Amount* (excl GST)
			<u>Spot-tailed Quoll</u> <ul style="list-style-type: none"> ▪ Understanding STQ genetics in NSW and Improving monitoring to understand distribution and bushfire response. 	
15.	NSW Government <u>Delivered by:</u> Department of Planning, Industry and Environment	20 770 707 468	<u>Koala</u> <ul style="list-style-type: none"> ▪ Protecting Koalas in the Armidale ARK 	\$420,000
16.	NSW Government <u>Delivered by:</u> Department of Planning, Industry and Environment	20 770 707 468	<u>Alpine Reptiles</u> <ul style="list-style-type: none"> ▪ Mapping Guthega Skink habitat in Kosciuszko National Park ▪ Alpine Bog Skink and Alpine She-oak Skink awareness raising. <u>Brush-tailed Rock-wallaby</u> <ul style="list-style-type: none"> ▪ Conserving the Central Evolutionary Significant Unit (ESU) of the brush-tailed rock-wallaby. ▪ Monitoring meta-populations of the Northern Evolutionary Significant Unit. 	\$637,000

	Entity Name	ABN	Project Title(s)	Grant Amount* (excl GST)
			<u>Eastern Bristlebird</u> <ul style="list-style-type: none"> Enhancing Eastern Bristlebird habitat and bushfire recovery in collaboration with public and private landholders. 	
17.	NSW Government <u>Delivered by:</u> Department of Planning, Industry and Environment	20 770 707 468	<u>Koala</u> <ul style="list-style-type: none"> Koala habitat restoration in Border Ranges area and Guula Ngurra National Park. 	\$627,800
18.	ACT Red Hill Bush Regenerators Incorporated	72 286 125 137	<u>Gang-gang Cockatoo</u> <ul style="list-style-type: none"> Gang-gang recording and engagement app/platforms for citizen scientists 	\$24,000
19.	Southern Cross University	41 995 651 524	<u>Long-nosed Potoroo</u> <ul style="list-style-type: none"> Long-nosed Potoroo fauna survey and genetic analysis. 	\$119,768
20.	Taronga Conservation Society Australia	41 733 619 876	<u>Grey-headed Flying-fox</u> <ul style="list-style-type: none"> Assessing the survival of Grey-headed Flying-foxes following rehabilitation, with a focus on pup survival Using GPS tracking to assess Grey-headed Flying-fox roosting and foraging resource utilization post-2019/2020 megafires. 	\$217,188

	Entity Name	ABN	Project Title(s)	Grant Amount* (excl GST)
21.	Wildlife Preservation Society Of Queensland	44 235 565 907	<u>Platypus</u> <ul style="list-style-type: none"> ▪ Monitoring platypus recovery post fire in south east Queensland. <u>Gliders</u> <ul style="list-style-type: none"> ▪ Improving community knowledge of Greater gliders and Yellow-bellied gliders in south-east Queensland. 	\$139,939
22.	Tweed Shire Council	90 178 732 496	<u>Grey-headed Flying-fox</u> <ul style="list-style-type: none"> ▪ Sustaining the Tweed's flying-fox forests. 	\$43,500
23.	University of Melbourne	84 002 705 224	<u>Gliders</u> <ul style="list-style-type: none"> ▪ How post-fire patterns of nesting and feeding habits affect glider abundance and occupancy. 	\$199,989
24.	University of New England	75 792 454 315	<u>Brush-tailed Rock-wallaby</u> <ul style="list-style-type: none"> ▪ Measuring abundance and tracking changes at 'Sentinel' colonies. 	\$170,000
25.	University of New South Wales	57 195 873 179	<u>Platypus</u> <ul style="list-style-type: none"> ▪ Mapping post-fire distribution in south east Queensland. ▪ Viability of platypuses on Kangaroo Island. 	\$89,403

	Entity Name	ABN	Project Title(s)	Grant Amount* (excl GST)
26.	The University Of Wollongong	61 060 567 686	<u>Gliders</u> <ul style="list-style-type: none"> ▪ Determining population genetic structure and composition of greater gliders 	\$150,000
27.	Victorian Government <u>Delivered by:</u> Department of Environment, Land, Water and Planning	90 719 052 204	<u>Brush-tailed Rock-wallaby</u> <ul style="list-style-type: none"> ▪ Annual monitoring of East Gippsland southern Brush-tailed Rock-wallaby colony. ▪ Targeted trapping of southern Brush-tailed Rock-wallaby. <u>Long-nosed Potoroo</u> <ul style="list-style-type: none"> ▪ Post-fire population monitoring. ▪ Investigating the feasibility of establishing an insurance population/identify area to support natural insurance populations. <u>SE Glossy Black-Cockatoo</u> <ul style="list-style-type: none"> ▪ Mapping feeding habitat at priority locations for South-eastern Glossy Black-Cockatoos in Victoria. <u>Spot-tailed Quoll</u> <ul style="list-style-type: none"> ▪ Extending targeted fox control and assessing the effectiveness of target fox ground baiting program in East Gippsland. 	\$555,000

	Entity Name	ABN	Project Title(s)	Grant Amount* (excl GST)
			<ul style="list-style-type: none"> ▪ Non-invasive genetic sampling of STQ latrine sites to enhance understanding of post-fire population structure. ▪ Assessing the effectiveness of non-invasive genetic sampling at STQ latrine sites. ▪ Establishing cross border post-fire translocation planning for the STQ to support populations in Victoria that potentially require translocation or genetic rescue. 	
28.	Victorian Government Delivered by: Department of Environment, Land, Water and Planning	90 719 052 204	<u>Alpine Reptiles</u> <ul style="list-style-type: none"> ▪ Assess Wellington Plains Alpine She-oak Skink population. <u>Eastern Bristlebird</u> <ul style="list-style-type: none"> ▪ Developing Eastern Bristlebird call recognition software to increase surveying capacity. <u>Gliders</u> <ul style="list-style-type: none"> ▪ Assessing post-fire Greater glider and Yellow-bellied glider population extent and density in Victoria, including the identification of refugia. <u>Platypus</u> <ul style="list-style-type: none"> ▪ East Gippsland Platypus Recovery Project. ▪ Shining a light on barriers to platypus dispersal. 	\$1,149,000

	Entity Name	ABN	Project Title(s)	Grant Amount* (excl GST)
			<u>SE Glossy Black-Cockatoo</u> <ul style="list-style-type: none"> ▪ Mapping Glossy Black Cockatoo habitat, pre- and post-fire, in East Gippsland, Victoria. <u>Spot-tailed Quoll</u> <ul style="list-style-type: none"> ▪ Identifying Spot-tailed Quoll latrine sites using non-traditional detection methods. ▪ Assessing the impact of the 2019-20 fires on Victorian populations of the Spot-tailed Quoll. 	
29.	Parks Victoria	95 337 637 697	<u>Alpine Reptiles</u> <ul style="list-style-type: none"> ▪ Protect critical Alpine reptile habitat from vehicles in Victoria 	\$30,000
30.	Western Sydney University	53 014 069 881	<u>Grey-headed Flying-fox</u> <ul style="list-style-type: none"> ▪ Testing the efficacy of roost microclimate manipulation for mitigating heat stress in flying-foxes ▪ Combining drone surveys and weather radar data for improved flying-fox monitoring outcomes ▪ Using remote sensing to map the spatiotemporal dynamics of Grey-headed Flying-fox foraging resources across eastern Australia. 	\$259,711
31.	Western Sydney University	53 014 069 881	<u>Koalas</u> <ul style="list-style-type: none"> ▪ Improving the feedbase for rescued and rehabilitating koalas 	\$450,000

	Entity Name	ABN	Project Title(s)	Grant Amount* (excl GST)
32.	World Wide Fund For Nature Australia	57 001 594 074	<u>Koalas</u> <ul style="list-style-type: none"> ▪ Restoration of Koala Corridors in the Northern Rivers, NSW and Southeast Queensland. 	\$2,380,000
33.	Zoological Parks And Gardens Board (trading as Zoos Victoria)	96 913 959 053	<u>Eastern Bristlebird</u> <ul style="list-style-type: none"> ▪ Implementing a disease management protocol for Eastern Bristlebird translocation. 	\$16,000

*Grant amounts are indicative. The grant amount may differ where the committee recommends there should be a decrease or increase in funding provided and the recommendation is approved by the Minister.

Appendix B. Map of eligible project activity regions

Each of the seven bushfire regions is comprised of one or more Natural Resource Management (NRM) regions as described below.

