

EnviroGrants Guidelines - Individual Wildlife Carer Support

2025 EnviroGrants Guidelines

*Please ensure you read the [2025 EnviroGrants Guidelines](#) prior to starting your application.

2025 EnviroGrants focus areas Projects that address the following environmental focus areas in Logan will be prioritised: - Waterways - Threatened species - Education

Purpose and Eligibility

Funding is for supporting individual wildlife carers for the purchase of animal food, supplements, fuel, medication and consumables for native wildlife rehabilitation (capital items including specialised equipment such as incubators and cages may be funded up to the value of \$200).

Maximum funding allocation is up to \$1,500 per grant

Who can apply?

- Individuals who are endorsed by a legislated wildlife rehabilitation organisation or hold an individual wildlife rehabilitation permit issued under the Queensland Nature Conservation Act (1992).
- Individuals residing in Logan.

What can be applied for?

- Costs of animal food supply for rehabilitation of native wildlife.
- Costs of medication for rehabilitation of native wildlife.
- Specialty items required for native wildlife rehabilitation that are effectively disposable (e.g. heat lamps and light bulbs).
- A travel allowance will be considered for travel related to the rehabilitation and release of native wildlife up to a maximum of \$500 per annum. A vehicle log book must be kept and provided at Council's request.
- Equipment for the collection, transport and rehabilitation of native wildlife to the value of \$200.

Assessment Criteria

- Application meets the General Eligibility and General Assessment Criteria outlined in the current EnviroGrants guidelines.
- Project is consistent with relevant Council policies and strategic documents.
- Grant funds must be used to deliver environmental outcomes or care for wildlife within Logan.
- Grant funded projects are to be delivered within the grant funding period.
- Grant recipients must be free of debt with the Council and must have successfully acquitted any previous grant funding.
- Applicant must be endorsed by a legislated wildlife rehabilitation organisation or hold an individual wildlife rehabilitation permit issued under the [Queensland Nature Conservation Act \(1992\)](#).
- Applicants must agree to share data with Council regarding wildlife cared for throughout the EnviroGrants funding period.
- Applicant lives in Logan.

What will not be funded?

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- Capital items for example cages, enclosures, incubators and specialised equipment that are more than \$200 - items over \$200 may be funded through the wildlife rehabilitation organisation.
- Delivery and shipping costs.
- Postage and books.
- Training or organisation membership.

Application Requirements

- Evidence of current endorsement by a legislated wildlife rehabilitation organisation or the possession of an individual wildlife rehabilitation permit issued under the Queensland Nature Conservation Act (1992).
- Letter of support from wildlife rehabilitation organisation (if applicable).

Note:

*** Council employees who are also residents of the city can apply in the same way as any other resident, but must also submit a Conflict of Interest Declaration - Assessment Form**

*** Once you start your application you can save your progress and come back to it later.**

*** It is recommended that you save your progress prior to proceeding to the next page.**

Application Form

* indicates a required field

Are you a Registered Wildlife Carer? *

Yes No

You must be a registered wildlife carer for your application to be assessed.

Please provide letter of endorsement from a wildlife rehabilitation organisation (if applicable) OR your current individual wildlife rehabilitation permit issued under the Qld Nature Conservation Act (1992) *

Attach a file:

A minimum of 1 file must be attached.

Individual Applicant Details

Applicant Name *

Title	First Name	Last Name
<input type="text"/>	<input type="text"/>	<input type="text"/>

Phone Number *

Include area code - e.g. (07)

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Secondary Phone Number

Email *

Address *

Address

Suburb State Postcode

Postal Address (if different from above)

Address

Suburb State Postcode

Are you registered for GST? *

Yes No

Do you have an ABN? *

Yes No

Please enter ABN *

The ABN provided will be used to look up the following information. Click Lookup above to check that you have entered the ABN correctly.

Information from the Australian Business Register	
ABN	
Entity name	
ABN status	
Entity type	
Goods & Services Tax (GST)	
DGR Endorsed	
ATO Charity Type	More information
ACNC Registration	
Tax Concessions	
Main business location	

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How did you hear about the EnviroGrants Program? *

- Logan City Council website
- Council's Facebook page
- Instagram
- Newspaper advertisement
- E-mail
- Word of mouth
- Other:

Do you agree for Council to contact you to gather feedback on your application experience?

- I agree
 - I disagree
- Response optional

Background Information

* indicates a required field

Have you received funding from Logan City Council or any other organisation for this program/project previously? *

- Yes
- No

If yes, please complete the below

Amount Received: *

Must be a dollar amount

Grant Provided By & Year: *

Have you met acquittal conditions for previous funding? *

- Yes
- No

If previous funding not fully acquitted please provide details *

Please explain why previous funding is not fully acquitted. It is understood that EnviroGrants projects funded in the previous year may not be at the acquittal stage.

Have you applied for funding for this program/project from any other agency? *

- Yes
- No

If yes, please provide details: *

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Do you have appropriate insurance for this project? *

- Yes No

For example: volunteers, professional indemnity, public liability. Please provide documentation.

Please attach relevant insurance documentation *

Attach a file:

A minimum of 1 file must be attached.

Project Details

* indicates a required field

Project Title *

E.g. caring for wildlife in Logan

Project Location *

Council division that the project is located in *

- | | | | |
|-------------------------------------|-------------------------------------|--------------------------------------|--------------------------------------|
| <input type="checkbox"/> Division 1 | <input type="checkbox"/> Division 5 | <input type="checkbox"/> Division 8 | <input type="checkbox"/> Division 11 |
| <input type="checkbox"/> Division 2 | <input type="checkbox"/> Division 6 | <input type="checkbox"/> Division 9 | <input type="checkbox"/> Division 12 |
| <input type="checkbox"/> Division 3 | <input type="checkbox"/> Division 7 | <input type="checkbox"/> Division 10 | <input type="checkbox"/> CITY WIDE |
| <input type="checkbox"/> Division 4 | | | |

At least 1 choice must be selected.

Project start date *

Must be a date and between 31/5/2025 and 31/5/2026.

Choose the earliest date if caring for wildlife during the entire financial year.

Project end date *

Must be a date and between 1/6/2025 and 1/6/2026.

Choose the latest date if caring for wildlife during the entire financial year.

Brief Project Description *

Word count:

Provide a brief description of your project and what it will achieve. Maximum 30 words.

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Why is there a need to deliver this project? *

How will your project benefit the environment and community?

Please list wildlife species that the EnviroGrants funding (if successful) will be assisting *

Which species of wildlife do you care for?

Are you willing to share wildlife records with Logan City Council as part of your project? *

Yes No

It is a condition of EnviroGrants that, if successful, you share wildlife records with Council (If you answer no, your application will not be assessed)

Community Outcomes

* indicates a required field

How does your project meet the EnviroGrants Aim? *

"Through community awareness and participation, enhance and protect the natural environment and foster environmentally sustainable practices"

How will the community benefit from your project? *

This could include environmental impact, engagement/involvement of the broader community, raising awareness and educating the community or having open days/project celebration events etc.

How will your project be promoted to the community including how Logan City Council's support will be acknowledged? *

This could include media releases, newsletters, Youtube clips, social media and/or project signage.

List other groups, organisations and networks that will be involved in the project

If applicable

How will the other groups, organisations and networks contribute?

If applicable

Proposed Budget

Your budget should break down purchases and any in-kind/co-contributions to the project. Please ensure that you take the time to accurately fill out the budget table below. Incorrect completion may result in your project being assessed as ineligible.

Key points to consider

1. Your project MUST include a minimum of 30% in-kind/co-contribution.
2. To demonstrate in-kind value/co-contribution:
 - Include project items or equipment that you will provide (e.g. 500 plants donated @ \$2/plant = \$1000 in-kind).
 - Include in-kind labour contributions @ \$42/hr (e.g. 2 volunteer hours per week for 26 weeks @ \$42/hr = 2 x 26 x 42 = total \$2184.00 in-kind labour contribution).
 - Put these dollar amounts in the In-Kind/Co-Contribution and Total \$ Amount Columns.
3. Outline your project budget including details of other funding that you have/will have for this project. Clear item descriptions should be given (e.g. tube stock, office supplies, herbicide etc).
4. Don't use commas e.g. write 1000 not \$1,000.

EXAMPLE BUDGET -

Trevor applies for an EnviroGrant to assist in the care and rehabilitation of possums within the City of Logan. *Trevor* applies for a \$1500 EnviroGrant and estimates the projects value to be \$10,400. *Trevor* has demonstrated \$8,400 in-kind value to their project, which is in excess of the required 30% in-kind contribution.

Item Description

Source of Funds

EnviroGrant \$ Amount Required

In-Kind/ Co-contribution \$

TOTAL \$ Amount

Fresh food

EnviroGrants and In-kind

1000

500

1500

Medication

EnviroGrants

200

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0

200

Volunteer hours (200 @ \$42/hr)

In-kind

0

8400

8400

Fuel

EnviroGrant

300

0

300

\$1,500

\$8,900

\$10,400

Budget (incl. GST)

All funding amounts will include GST.

Item	Source of Funds (EnviroGrants, in-kind or other)	EnviroGrant \$ Amount Required	In-kind/ Co-contribution \$	TOTAL \$ Amount (EnviroGrant + in-kind + other)
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		Must be a dollar amount and no more than 1500.	Must be a dollar amount.	This number/ amount is calculated.
		\$	\$	\$
		\$	\$	\$
		\$	\$	\$
		\$	\$	\$
		\$	\$	\$
		\$	\$	\$
		\$	\$	\$
		\$	\$	\$

Budget Totals (incl. GST)

EnviroGrant \$ Amount Requested

\$

This number/amount is calculated.

In-kind/Co-contribution value \$

\$

This number/amount is calculated.

In-kind/Co-contribution %

This number/amount is calculated.

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This amount must not be more than \$1500

Supporting Information

* indicates a required field

Please upload any additional supporting documentation:

Attach a file:

Photos, receipts, permits etc

Documentation Checklist

*

- Letter of endorsement from a wildlife rehabilitation organisation or individual wildlife rehabilitation permit
- Receipts/invoices/quotes
- Insurance certificate
- Supporting letter
- Other:

Have you uploaded your supporting documents? *

Yes

No

Not applicable

Privacy Collection

* indicates a required field

Privacy Collection Notice

Purpose:

Your personal information and your organisation's information is being collected by Logan City Council (**Council**) for the purposes of assessing your grant application, in line with the requirements outlined in the *Local Government Act 2009* (Qld) and the *Information Privacy Act 2009* (Qld). This information may be accessed by employees and/or councillors of Council for Council business only. Some of this information may be given to State Government agencies for grant acquittals or audits; organisations and individuals preparing Council publications; audit firms; debt recovery agencies; and to the public for the purposes of reporting on grant usage; public notification of grant information and public promotion of grants available from Council. Your personal information and your organisation's information may be released by Council to other parties, including law enforcement bodies, if we are required or authorised by law to do so. For further information on how to access or amend your personal information that is held by Council, or if you believe Council has not acted in a way that is compliant with its obligations under the *Information Privacy Act 2009* (Qld), please visit [Privacy - Logan City Council](#).

You understand that Council may use your personal information and your organisation's information for promotional and public purposes; this includes the use of photographs, placement of permanent ceremonial plaques, publication in printed and/or online material;

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and you consent to this use of your information and the organisation's information. You understand that this is a requirement of the [Grants to community organisations policy](#).

You understand that where Council may publish the above information online, such as on the Council website, that your personal information and your organisation's information may be transferred overseas; and you consent to this use of your information and your organisation's information. You understand that this is a requirement under section 189 of the *Local Government Regulation 2012*.

Informed consent:

I acknowledge that Council may use my personal information to send me marketing material, electronic communications and eNewsletters, and I consent to this use of my information. I understand that by selecting 'yes' below, I agree to opt in and will continue to receive material until I opt out by sending a request to the EnviroGrants team at environment@logan.qld.gov.au.

Privacy Collection Permission *

- Yes, I / We agree
- No, I / we do not agree

Certification / Declaration

* indicates a required field

Council Employee Declaration

Are you an employee of Logan City Council? *

- Yes
- No

Conflict of Interest Declaration - Assessment Form

If you are a Council employee you are required to declare any potential conflicts of interest. Please complete the Conflict of Interest Declaration - Assessment Form found on The Buzz and upload here. If you have any questions regarding this process, please contact the Environmental Grants Officer at environment@logan.qld.gov.au. If you are an employee of Logan City Council and do not attach a completed Conflict of Interest Declaration - Assessment Form, your application will not be processed.

Upload Conflict of Interest Declaration - Assessment Form *

Attach a file:

Council's Code of Conduct requires ALL employees to declare any potential conflicts of interest. It is your responsibility to comply with the Code of Conduct by completing and signing the declaration

This MUST be completed by all applicants or by an authorised representative if the applicant is an organisation.

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I/We certify that to the best of my/our knowledge the statements made within this application are true and correct, and I/we understand that if Logan City Council approves the grant, I/we will be required to accept the terms and conditions of the grant as outlined in the grant application, policy and/or letter of approval.

**Name of Applicant /
Authorised
Representative ***

Name of Applicant (2)

If more than one applicant