

# Program Guidelines

## Flying-Fox Roost Management in Queensland

### Stream 2 – Development of roost management plans

The following dates are for Round 10 of the Grant Program:

| Key Dates                    | Key Activities/Actions                                                                                                                                                                                                                                                                               |
|------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Opening date:</b>         | 12 October 2026                                                                                                                                                                                                                                                                                      |
| <b>Closing date:</b>         | 11 November 2026                                                                                                                                                                                                                                                                                     |
| <b>Funding period*:</b>      | 2 Jan 2027 to 31 July 2028                                                                                                                                                                                                                                                                           |
| <b>Policy Agency:</b>        | Department of the Environment, Tourism, Science and Innovation (DETSI)                                                                                                                                                                                                                               |
| <b>Administering Agency:</b> | Department of Local Government, Water and Volunteers (DLGWV)                                                                                                                                                                                                                                         |
| <b>Program Enquiries:</b>    | If you have any questions, contact Strategic Wildlife Operations, Wildlife and Threatened Species Operations, DETSI at: <a href="mailto:Wildlife.Management@detsi.qld.gov.au">Wildlife.Management@detsi.qld.gov.au</a> . Questions should be sent no later than 1 week before close of applications. |
| <b>eGrant Enquiries:</b>     | If you have any questions regarding the use of the eGrant portal, contact the DLGWV Grants and Program Management team at <a href="mailto:lgdgrants@dlgww.qld.gov.au">lgdgrants@dlgww.qld.gov.au</a> .                                                                                               |
| <b>Type of grant:</b>        | Open competitive                                                                                                                                                                                                                                                                                     |

\*The dates outlined are subject to grant approval and execution of the Project Funding Schedule by both parties. Eligible expenditure may only be incurred within the funding period specified in the executed Project Funding Schedule as per Section 2.5.

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# Program Guideline

## 1. Introduction

Following an initial allocation of \$2 million over four years (2021 to 2024), an additional \$1.5 million has been allocated to the Department of the Environment, Tourism, Science and Innovation (DETSI) to deliver a grants program over a further three years to 2027.

Under an administrative arrangement with DETSI, the Department of Local Government, Water and Volunteers (DLGWV) is responsible for administering the Flying-Fox Roost Management Local Government Grant Program (the Grant Program).

The Grant Program is available to all Queensland local governments and is being delivered through a series of competitive grant rounds, with each round having a limited funding pool available.

The Grant Program will continue to provide funding to help and enable Queensland local governments develop and implement flying-fox roost management plans and projects to reduce the impacts of flying-fox roosts on communities.

This document sets out the guidelines for applicants for Stream 2 of the Grant Program – for development of roost management plans for roosts in a local government area (LGA). Management plans will address problem at multiple roosts and provide a holistic guide to adaptive roost management options for roosts over the entire LGA.

## 2. The Grant Program

### 2.1 Program aim

The aim of the Grant Program is to support Queensland communities affected by flying-fox roosts by giving local governments the financial assistance required to develop effective, long-term roost management plans and to implement actions identified within those plans.

Assistance is also available for local governments to respond to immediate/high-priority roost management issues while their long-term arrangements are being developed.

### 2.2 Program objectives

Flying-foxes at roosts, particularly in urban areas, present specific challenges in relation to conservation, public safety and the protection of public amenity. Flying-foxes can create impacts in public areas that effect the broader community (not just a single landholder or business), require specialist management skills, and can create public amenity, safety and health concerns.

Since 2013, local governments in Queensland have had an 'as-of-right' authority that enables them to actively manage flying-fox roosts in specified urban areas within their Local Government Area (LGA), provided they comply with the relevant Code of Practice under the *Nature Conservation Act 1992* (NC Act). This has allowed local governments to make roost

management decisions that best meet the needs and expectations of their communities, in a timely manner, without needing a permit from DETSI.

As knowledge of flying-fox behaviour and movement patterns improves, it is becoming increasingly apparent that effective long-term management requires specialist technical advice, planning and long-term investment, to be effective. Some councils (particularly smaller rural councils) have found it challenging to find affordable long-term solutions to meet the needs of their communities.

The objectives of the Grant Program are to:

- Develop long-term, effective roost management plans, particularly for high-conflict urban roosts, that reflect a whole-of-LGA approach to flying-fox roost management;
- Implement actions identified within those plans that provide strategic solutions to key roost management issues and encourage the community to co-exist with flying-foxes; and
- Allow local governments to maintain responsiveness to emergent roost management issues as they arise.

## 2.3 Eligibility criteria

To be eligible for Project Funding under the Grant Program, an applicant must:

- a) be a Local Government body constituted under the *Local Government Act 2009* or the *City of Brisbane Act 2010*; and
- b) share the outcomes and learnings gained during the delivery of the project funded under the Grant Program and included in project completion reports, with other local governments; and consent to the Queensland Government collating and analysing project results; and publicly sharing reports developed from those results.

Regional collaboration is encouraged. If a group of local governments wishes to apply for funding that will benefit multiple LGAs, then:

- a) all participating local governments must be identified in the application for funding; but
- b) a single participating local government must be nominated as the lead contact, who will be the contracting party and will be responsible for contract management and delivery.

## 2.4 Eligible projects – Stream 2: Development of long-term roost management plans

Stream 2 of the Grant Program is for local governments to develop long-term, effective roost management plans that reflect a whole-of-LGA approach to roost management and have broad community support. A review of an existing roost management plan, or development of a stand-alone region-wide high mortality action plan such as a Heat Stress Action Plan is also eligible for funding under this stream. A definition of what constitutes a ‘flying-fox roost management plan’ for the purposes of the Grant Program is available in the Glossary section.

To be eligible for Project Funding under the Grant Program – Stream 2, a project must:

- a) be consistent with the objectives of the Grant Program;

- b) be a stand-alone region-wide High Mortality Action Plan such as a Heat Stress Action Plan or provide for the inclusion of a high mortality action plan such as a Heat Stress Action Plan in an existing flying-fox roost management plan; or be a flying-fox roost management plan aimed at advancing the following outcomes:
  - i) provides a comprehensive, well-planned, long-term approach to flying-fox roost management for multiple roost sites;
  - ii) identifies the scope and location of potential roosting sites, and roosting sites likely to create impacts on the community;
  - iii) specifies the management intent and strategies for flying-fox roosts at a whole-of-LGA level – i.e. for multiple roost sites the interactions between them, as opposed to one individual roost site (**note** – if it is not feasible to address all roost sites, then those sites identified as being ‘high-conflict’ should be addressed at a minimum);
  - iv) has broad community support/input (i.e. some level of community consultation/engagement has been undertaken during development);
  - v) provides for the maintenance of public safety, amenity and critical infrastructure;
  - vi) supports the effective conservation of flying-fox populations at a State-wide level;
- c) be consistent with the principles in the existing DETSI Flying-Fox Roost Management Guideline, or a similarly recognised guideline;
- d) recognise flying-foxes as part of a healthy landscape, incorporates an understanding of flying-fox movements and breeding cycles into management strategies, and consider the risks, benefits and costs of a range of different management options;
- e) include processes to monitor and assess the effectiveness of different management actions taken under the plan, such as the effectiveness of sprinklers;
- f) result in a formally approved, publicly available council document (can take a variety of forms at the discretion of the local government (see definition in Glossary section), including a review of an existing roost management plan);
- g) be capable of being completed within the project completion dates of the Project Funding Schedule for the project;
- h) be undertaken within a Queensland Local Government Area.

## 2.5 Eligible project costs

Project Funding may only be applied towards "Eligible project costs". Eligible project costs:

- a) include only costs which are directly related to development or review of the roost management plan, and its project management; and
- b) do not include:
  - i) costs which are related to the ongoing maintenance or implementation of the roost management plan or other roost management actions;

- ii) expenditure prior to the approval of grant funding and execution of a Project Funding Schedule.

Successful applicants must use project funding solely for eligible project costs specified in the Project Funding Schedule for the project.

Project management costs may relate to staff time or costs associated with project management. This may include a microgrant payment system that is used specifically for the Grant Program payments.

Project management costs are expected to be no more than 10% of the total project cost. However, project management costs of up to 20% of the total project cost may be proposed for particularly complex projects. Detailed rationale for the high proportion of project management costs must be developed and included in or with the grant application if the estimations are greater than 10% of total project costs.

Provision of grant funding to councils is not considered a taxable supply and therefore Goods and Services Tax (GST) is not applicable. All claimable eligible costs associated with the projects must be **excluding** GST.

## 2.6 Other requirements

- a) Provide written evidence that the proposed project and application are endorsed by the local government's Mayor or Chief Executive Officer.
- b) Local governments may only use project funding to develop roost management plans which if directed at the management of the roost:
  - i) comply with the Code of Practice – Ecologically sustainable management of flying-fox roosts, or Code of Practice – low impact activities affecting flying-fox roosts under the NC Act; or
  - ii) could be reasonably authorised under a Flying-Fox Roost Management Permit (FFRMP); and
  - iii) consider a range of management actions, and where dispersal is recommended, provide detailed rationale for the recommendation that considers the contemporary scientific literature and the results of dispersal attempts elsewhere.
- c) If the LGA has a population of 50,000 people or less, approximately 70% of funds for an approved project may be funded via the Grant Program, with the remaining 30% being funded by the local government (including in-kind contributions).
- d) If the LGA has a population greater than 50,000 people, then approximately 50% of the funds required for the project may be co-funded via the Grant Program, with the remaining 50% to be funded by the local government (including in-kind contributions).
- e) It should be noted that:
  - i) exact contributions may vary in some cases, depending for example on the financial capability of the local government;
  - ii) if the local government contribution is in-kind, this must be clearly identified and the value costed/broken down in the application.

- e) While previous recipients are eligible to apply, DETSI strongly encourages councils that have not applied for these grants before to consider submitting an application; and consideration may be given to funding equity across local government applicants.

## 2.7 Funding arrangements

Local governments will be required to execute a Project Funding Schedule under their Head Funding Agreement with the State.

Once executed, the Project Funding Schedule and certain parts of the Head Funding Agreement will constitute the Project Funding Agreement with the local government.

Payment of program funding to local governments will be made in accordance with the provisions of the Project Funding Agreement and in accordance with the Milestone Schedule set out in the Project Funding Schedule.

The State has no obligation to provide program funding to a local government until the Project Funding Schedule is fully executed via the grant portal. Local governments should not make any financial commitments in relation to a project until all necessary documents have been finalised and executed.

The Queensland Government supports local governments in successful project completion. Regular project monitoring will enable a consistent and appropriate level of support is provided. Within that context, funding is contingent upon a commitment to provide regular progress reports of an acceptable standard – i.e. providing sufficient detail regarding project status, any identified impediments to project completion within the expected timeframes and any actions that have or will be taken to resolve identified impediments.

Failure to provide progress reports for approved projects may be taken into consideration when assessing future flying-fox grant applications, and when considering final project acquittal.

## 2.8 Application process

The following dates are for Round 10 of the Grant Program:

| Key Dates                            | Key Activities/Actions                                               |
|--------------------------------------|----------------------------------------------------------------------|
| <b>12<sup>th</sup> October 2026</b>  | Applications open date                                               |
| <b>11<sup>th</sup> November 2026</b> | Applications close date                                              |
| <b>November/December 2026</b>        | Assessment of applications                                           |
| <b>January 2027</b>                  | Expected announcement date                                           |
| <b>January 2027</b>                  | Earliest date projects can commence*                                 |
| <b>30<sup>th</sup> June 2028</b>     | Date projects must be completed by                                   |
| <b>31<sup>st</sup> July 2028</b>     | Final acquittal of projects/submission of project completion reports |

\*No project expenditure is eligible for funding until grant approval has been received, and the Project Funding Schedule has been executed by both parties as per Section 2.5.

## 2.9 How to apply

Funding under the Grant Program is awarded through a competitive application assessment process.

To apply you must:

- complete and submit your application on the DLGWV eGrant portal at <https://egrants.powerappsportals.com/SignIn?ReturnUrl=%2F;>
- provide all the information requested;
- address all eligibility criteria and assessment criteria;
- include all necessary attachments.

### *Important – Tips for using eGrant*

- applications can only be submitted by an approved eGrant user/authorised delegate. Speak to Councils nominated eGrant admin user regarding access or contact DLGWV at [lgdgrants@dlgww.qld.gov.au](mailto:lgdgrants@dlgww.qld.gov.au) if you require further technical support with the eGrant portal;
- if the project does not include a construction component, 'Estimated Project Construction Start Date' should be the same as 'Estimated Project Commencement Date';
- if the project does not have a specific location, enter your council's street address into the 'Project Location' tab;
- if the 'Estimated Number of Jobs Supported' and 'Estimated Number of Jobs Created' fields are not applicable, enter '0' into the relevant field;
- all Project Milestones must equal Total Project Cost – if milestones are not applicable enter one milestone only as final project delivery.

## 2.10 Assessment criteria

| Criterion                                                                                                                    | Weighting (%) | Other relevant factors                                                                                                                                                                                                                                                                                                                                                                 |
|------------------------------------------------------------------------------------------------------------------------------|---------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>1. Provides a comprehensive, well-planned, long-term approach to flying-fox roost management</b>                          | 20            | Is a formal council document and has broad community support.                                                                                                                                                                                                                                                                                                                          |
| <b>2. Specifies the management intent and methods for flying-fox roosts across the urban and peri-urban areas of the LGA</b> | 20            | <p>Management intent/methods for all known or desirable roost sites/habitat within the LGA and the interactions between them (as opposed to one individual roost site).</p> <p><b>Note</b> – if it is not feasible to address all roost sites, then all sites identified as being 'high-conflict' (those having significant disturbance impacts) should be addressed at a minimum.</p> |

|                                                                                                            |    |                                                                                                                                                      |
|------------------------------------------------------------------------------------------------------------|----|------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>3. Includes effective community consultation as a component of plan development and ongoing action.</b> | 20 | The plan will include consideration of the results of community consultation/engagement.                                                             |
| <b>4. Provides for the maintenance of public safety, amenity and critical infrastructure</b>               | 20 | The plan must articulate how public safety, amenity and critical infrastructure would be maintained (particularly during a flying-fox influx event). |
| <b>5. Provides for the effective conservation of flying-fox populations at a State-wide level</b>          | 20 | Demonstrates a level of community co-existence with flying-foxes in order to promote species conservation.                                           |

## 2.11 Assessment process

Eligible applications will be assessed through an open competitive grant process.

If eligible, we will then assess your application against the assessment criteria (see Section 2.10) and against other applications. We consider your application on its merits, based on:

- a) how well it meets the assessment criteria;
- b) how it ranks based on relative merit;
- c) the need for the project and whether it provides value with relevant money.

Note: Equity and funding access considerations may also apply in relation to the level of previous funding through the program.

Applications will be assessed by a DETSI Assessment Panel, and all Assessment Panel recommendations will be considered for approval by the Grant Program Steering Committee in providing recommendations to the delegate.

Applicants may be contacted by DETSI Officers at any time during the assessment process for further information regarding an application.

## 2.12 Payment Claim Requirements

Payments will be made according to the following schedule:

| Payment schedule                                 | Milestones                                                                                                                                                                                                                                                                                          |
|--------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>First payment</b><br>(70% of Project Funding) | The Project Funding Schedule has been executed by both parties, and any relevant Special Conditions specified in the Schedule have been met.                                                                                                                                                        |
| <b>Final payment</b><br>(30% of Project Funding) | Any special conditions have been met, the project has been completed, and a Project Completion Report with appropriate acquittal documentation, certified by the local government Chief Executive Officer or authorised delegate, has been lodged with and approved by DETSI via the eGrant portal. |

Certification must be made by the local government Chief Executive Officer, or authorised delegated officer, that the relevant milestone has been satisfactorily completed.

## 2.13 Program monitoring, acquittal and evaluation

All approved projects will be evaluated by DETSI to ensure that the Grant Program is achieving the program aim and objectives.

Councils must comply with the reporting, records and audit obligations in the Project Funding Agreement, which includes the provision of quarterly progress reports.

Local government recipients will be required to acquit funds. Acquittal involves verifying funds were expended in accordance with the Grant Program Guidelines, Project Funding Schedule and Head Funding Agreement.

Progress reports are to be submitted via the DLGWV eGrant portal. DETSI staff will conduct regular 'follow ups' on project progress outside of specified reporting periods.

Failure to submit progress reports, or insufficient detail within the reports will be considered when determining eligibility for the final grant payment.

The Project Completion Report, including acquittal and any supporting documents must be provided to DLGWV before the date specified in section 2.8 and as detailed in the executed Project Funding Schedule.

Project Completion Report must include at a minimum a summary of:

- project aims, objectives and methodology and any variation from the project as specified in the project application;
- any public consultation undertaken as a part of the project and the outcomes from that consultation;
- a discussion of the key outcomes of the project; and
- confirmation all special conditions have been met as agreed to in the executed Project Funding Schedule.

DLGWV reserves the right to require a local government, through a condition in the Project Funding Schedule, to establish a dedicated bank account for the purposes of managing its funding allocation. DETSI may also include the requirement to provide quarterly, or more regular, bank statements or other reports for the account including invoices or other proof of expenditure.

### *Variations and withdrawn projects*

Projects funded under the Grant Program must be completed within six months of commencement, with all project completion and acquittal requirements finalised within one month of project completion.

Extensions of time will only be considered under exceptional circumstances.

Local governments must inform DETSI that project works have been completed prior to the project completion date via email at [Wildlife.Management@detsi.qld.gov.au](mailto:Wildlife.Management@detsi.qld.gov.au). This information must be confirmed in the relevant end of quarter progress report.

Local governments are required to notify DETSI by email of any variations to an approved project not less than 30 days prior to the project completion date. Councils are also required to submit variations via the eGrant portal not less than 30 days prior to the project completion date.

## **3. Communications**

### **3.1 Communications with the media**

All media enquiries or public announcements relating to the Grant Program will be coordinated and handled by the DETSI media team.

As far as practicable, all media and communications will be undertaken jointly with successful applicants.

Applicants must seek and obtain the State's approval before contacting the media to discuss any information regarding successful or unsuccessful applications for funding support under or in connection with the Grant Program.

### **3.2 Confidentiality, privacy and use of information**

The State will maintain controls in relation to the management of confidential information provided by applicants. Applicants should specifically mark any information the applicant considers to be confidential.

During the application, assessment and approval process, an applicant must keep confidential its application/s and its dealings with the State about its application/s but may make disclosures if required by law or to its representatives or advisors who are under an obligation of confidentiality.

An applicant must also keep confidential any information designated by the State as confidential.

The State may disclose information, including confidential information, of or provided by an applicant:

- a) to its representatives and advisors for any purpose;

- b) to any government agency or authority and its representatives and advisors, including for the purpose of assessing and verifying such information;
- c) to comply with or meet applicable standards of accountability of public money or established government policies, procedures or protocols; or
- d) if required to be disclosed by law.

The State intends to publicly disclose the names of applicants, information about projects, the amount of funding granted to each successful applicant and details about the anticipated economic outcomes and benefits of successful projects.

Any personal information submitted as part of an application will not be used by the State or disclosed to any third party for a purpose other than in connection with the assessment of the application without an applicant's consent, unless required by law or in accordance with the *Information Privacy Act 2009*.

For audit purposes, the State is required to retain applications and other supplied supporting material. Successful applications will be retained for seven years and unsuccessful applications retained for two years.

The provisions of the *Right to Information Act 2009* apply to documents in the possession of the State.

### 3.3 Complaints

The decision in relation to an application is final and may not be appealed. If however, an applicant has any concerns in relation to the application or assessment process, an applicant may raise their concerns in writing by contacting DETSI at: [Wildlife.Management@detsi.qld.gov.au](mailto:Wildlife.Management@detsi.qld.gov.au), cc [lgdgrants@dlgwv.qld.gov.au](mailto:lgdgrants@dlgwv.qld.gov.au).

All questions about decisions on applications for the Grant Program must be lodged in writing to: [Wildlife.Management@detsi.qld.gov.au](mailto:Wildlife.Management@detsi.qld.gov.au), cc [lgdgrants@dlgwv.qld.gov.au](mailto:lgdgrants@dlgwv.qld.gov.au).

## 4. Enquiries and Contact details

Applicants may contact the Contact Officer in relation to general program/project questions, requests for clarification and requests for further information.

The Contact Officer for the Program is:

Michael Messer

Senior Project Officer, Wildlife and Threatened Species Operations, Department of the Environment, Tourism, Science and Innovation

[Wildlife.Management@detsi.qld.gov.au](mailto:Wildlife.Management@detsi.qld.gov.au)

0403 745 933

DETSI is not able to assist in the preparation of applications.

## 5. Acknowledgement of the funding

Funding recipients must acknowledge the contributions of the Queensland Government funding.

This may include, where applicable:

- a) placement of signage at project construction sites;
- b) commemorative plaque for official openings;
- c) acknowledgement in publicly made statements, on websites, in roost management plans or other appropriate documentation.

Exact arrangements for funding acknowledgements will be made on a case-by-case basis and should be initiated by contacting the DETSI Contact Officer specified in section 4.

## 6. Terms and conditions

### 6.1 Reservation of rights

- a) Despite any provision of these Guidelines to the contrary, the State reserves the right to administer the Grant Program and conduct the process for the assessment and approval of applications to the Grant Program in such manner as it thinks fit, in its absolute discretion.
- b) Without limiting paragraph (a), the State retains all rights and powers to make all decisions and actions in order to achieve the program objectives and the State reserves the right, in its absolute discretion and at any time, to:
  - i) change the structure, procedures, nature, scope or timing of, or alter the terms of participation in the process or overall Grant Program (including submission and compliance of applications), where in such circumstances notice will be provided to applicants;
  - ii) consider or accept, or refuse to consider or accept, any application which is lodged other than in accordance with these Guidelines or is lodged after the relevant date for lodgement, or which does not contain the information required by these Guidelines or is otherwise non-conforming in any respect;
  - iii) vary or amend the eligibility or assessment criteria;
  - iv) take into account any information from its own and other sources (including other Government agencies and other advisors);
  - v) accept or reject any application, having regard to these Guidelines, the eligibility criteria, the assessment criteria or any other item, matter or thing which the State considers relevant, including the limitations on the funds available for the Grant Program;
  - vi) give preference by allocating weighting to any one or more of the eligibility criteria or assessment criteria over other criteria;

- vii) conduct due diligence investigations in respect of any applicant and subject applications to due diligence, technical, financial and economic appraisals;
  - viii) require an applicant to clarify or substantiate any claims, assumptions or commitment contained in an application or provide any additional information;
  - ix) terminate the further participation of any applicant in the application process;
  - x) terminate or reinstate the Grant Program or any process in the Grant Program;
  - xi) not proceed with the Grant Program in the manner outlined in these Guidelines, or at all;
  - xii) amend the nature, scope or timing of the Grant Program;
  - xiii) allow the withdrawal of an applicant;
  - xiv) seek presentations from or interviews with any applicant and conduct negotiations with any one or more applicants after the applications have been lodged;
  - xv) publish the names of applicants to the Grant Program; and
  - xvi) take such other action as it considers in its absolute discretion appropriate in relation to the Grant Program processes.
- c) Where, under these Guidelines, it is stated that the State may exercise a right or discretion or perform any act or omit to perform any act, then unless stated otherwise the State may do so at its sole and absolute discretion and will not be required to act, or be restrained from acting, in any way or for any reason nor to take into account the interests of any third party (including an applicant).

## 6.2 No relationship

- a) The State's obligations in connection with the application process are limited to those expressly stated in these Guidelines.
- b) No contractual or legal relationship exists between the State and an applicant in connection with the Grant Program, these Guidelines or the application process or any stage of the Grant Program.
- c) An applicant, or its representatives:
  - i) has no authority or power, and must not purport to have the authority or power to bind the State, or make representations on behalf of the State;
  - ii) must not hold itself out or engage in any conduct or make any representation which may suggest to any person that the applicant is for any purpose an employee, agent, partner or joint venturer with the State; and
  - iii) must not represent to any person that the State is a party to the proposed project other than as a potential funder, subject to the application process detailed in these Guidelines.

## 6.3 No action

- a) To the extent permitted by law, no applicant will have any claim of any kind whatsoever against the State (whether in contract, tort (including negligence), equity, under statute or otherwise) arising from or in connection with:
  - i) any costs, expenses, losses or liabilities suffered or incurred by the applicant in preparing and submitting its application (including any amendments, requests for further information by the State, attendance at meetings or involvement in discussions) or otherwise in connection with the Grant Program;
  - ii) the State at any time exercising or failing to exercise, in its absolute discretion, any rights it has under or in connection with the Grant Program; or
  - iii) any of the matters or things relevant to its application or the Grant Program in respect of which the applicant must satisfy itself under these Guidelines.
- b) Without limiting paragraph (a), if the State cancels or varies the Grant Program at any time or does not select any applicant following its assessment of the applications, or does (or fails to do) any other thing referred to under clause 6.1 of these Guidelines, no applicant will have any claim against the State arising from or in connection with any costs, expenses, losses or liabilities incurred by the applicant in preparing and submitting its application or otherwise in connection with or in relation to (whether directly or indirectly) the Grant Program.
- c) For the avoidance of doubt, each applicant:
  - i) participates in the Grant Program at its own risk; and
  - ii) is wholly responsible for its costs of applying for, participating in, or otherwise in connection with, the Grant Program.

## 6.4 Non-exhaustive

- a) These Guidelines do not contain all of the information that applicants may require in reaching decisions in relation to whether or not to submit an application. Applicants must form their own views as to what information is relevant to such decisions.
- b) Applicants must make their own independent investigations of the information contained or referred to in these Guidelines. Applicants must obtain their own independent legal, financial, tax and other advice in relation to information in these Guidelines, or otherwise made available to them, during the application process.

## 6.5 Disclaimer

- a) The State makes no warranty or representation express or implied, and does not assume any duty of care to the applicants that the information in these Guidelines, or supplied in connection with the Grant Program (Information) is accurate, adequate, current, suitable or complete, or that the Information has been independently verified.
- b) The State accepts no responsibility whether arising from negligence or otherwise (except a liability that cannot lawfully be excluded) for any reliance placed upon the Information or interpretations placed on the Information by applicants.

## 6.6 Intellectual property

Any intellectual property rights that may exist in an application will remain the property of an applicant or the rightful owner of those intellectual property rights. Any part of an application considered to contain intellectual property rights should be clearly identified by an applicant.

The applicant grants to the State (and will ensure relevant third parties grant) a non-exclusive, royalty free and irrevocable licence to use and reproduce the intellectual property for the purpose of administering the Grant Program.

## 6.7 Law

These guidelines are governed by the laws applicable in Queensland.

## Attachment 1. Glossary

| Term                                                       | Definition                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
|------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Eligible project costs</b>                              | has the meaning given in section 2.5 of these Guidelines.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| <b>Flying-fox roost management plan</b>                    | <p>means a plan, strategy or any document which sets out the overarching management intent for flying-fox roosts within a particular LGA and is consistent with principles set out in the current DETSI Flying-Fox Roost Management Guideline.</p> <p>There is no prescription on the format (or title) that a flying-fox roost management plan should take, for e.g. it could be a Statement of Management Intent (SoMI) for flying-fox roost management.</p>                                                                                                                                                                                                                                                                                                                          |
| <b>Grant Program</b>                                       | means the Flying-Fox Roost Management in Queensland Grant Program, being the subject of these Guidelines.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| <b>Guidelines</b>                                          | means these guidelines for the Grant Program.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| <b>Head Funding Agreement</b>                              | means the agreement entered into between the State and the applicant that sets out the terms and conditions under which the State will enter into project specific arrangements to provide funding for specific projects to local government applicants, if the applicant is successful in an application for funding under a grant program.                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| <b>High Mortality Action plan/ Heat Stress Action Plan</b> | <p>A High Mortality Action Plan details actions that agencies and community groups are recommended to take in response to high mortality events affecting flying-foxes such as starvation or heat stress events.</p> <p>Proponents may base their Action Plans on the information and/ or principles contained in the DETSI Flying-fox heat stress guideline and Flying-fox heat stress guideline – Technical appendices available at: <a href="https://www.qld.gov.au/environment/plants-animals/animals/living-with/bats/flying-foxes/about-flying-foxes/flying-fox-mass-dying-events-and-heat-stress-events">https://www.qld.gov.au/environment/plants-animals/animals/living-with/bats/flying-foxes/about-flying-foxes/flying-fox-mass-dying-events-and-heat-stress-events</a>.</p> |
| <b>Milestone Schedule</b>                                  | means, for a Project, the schedule of dates for achievement of specified milestones, as set out in the relevant Project Funding Schedule.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| <b>Project</b>                                             | means the specific deliverable for which funding is being applied.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| <b>Project Funding</b>                                     | means the funds to be provided by the State to an applicant who is successful in an application for funding under the Grant Program.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| <b>Project Funding Schedule</b>                            | means the schedule prepared by the State and executed by the parties in accordance with the Head Agreement, for the provision of Project Funding.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |

## Attachment 2. Application requirements checklist

|    |                                                                                                                                                               | Yes | No |
|----|---------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|----|
| 1. | Program Guidelines have been read                                                                                                                             |     |    |
| 2. | Application completed and submitted via the eGrant portal                                                                                                     |     |    |
| 3. | Supporting documentation attached (e.g. Mayor or CEO endorsement letter project plan, flying-fox roost management plan, quotes/paid invoices – if applicable) |     |    |