

Animal Welfare Grant Program – Frequently Asked Questions (FAQs)

Community and not-for-profit organisations provide essential animal welfare services by rehoming and fostering animals that are surrendered, neglected and abandoned. The aim of the program is to improve the welfare of companion animals and rescued wildlife through grants for not-for-profit activities, such as fostering or rehoming pets, rehabilitating wildlife, and the provision of low cost or free animal health and veterinary services.

The Animal Welfare Grants Program was a Labor 2021 election commitment that provided \$2 million over four rounds from 2021 to 2025. This program will be continuing with a further \$2 million to be administered by the Department of Primary Industries and Regional Development (DPIRD) over another two years from 2025 to 2026.

This document is provided for guidance purposes only. Please ensure that you have read the Program Guidelines, available on the Department's website, before submitting an application.

1. Who can apply for a grant under the Animal Welfare Grants Program?

This program is of particular interest to organisations undertaking not-for-profit activities that reunite, foster or rehome companion animals; rehabilitate wildlife; or provide low/no cost animal health and veterinary services. Interested parties may include, but are not necessarily restricted to, animal shelters, foster carers, wildlife carers and rehabilitation centres and organisations that offer veterinary services at reduced cost.

Successful applicants will need to meet eligibility criteria and assessment criteria published on the Department's website. To be considered as eligible for this funding applicants must:

- be the party responsible for carrying out the activity/project with the legal right to carry out and control the activity/project
- have an Australian Business Number (ABN)
- have an account with an Authorised deposit-taking Australian financial institution
- deliver services in Western Australia
- and be one of the following types of entity:
 - a company incorporated in Australia
 - an incorporated trustee on behalf of a trust
 - an incorporated association
 - a partnership
 - an individual
 - a joint (consortia) application with a lead organisation
 - a charity or not-for-profit organisation registered with the Australian Charities and Not-for-profits Commission
 - a publicly funded research organisation
 - a Western Australian local government body

- an Aboriginal and/or Torres Strait Islander Corporation registered under the *Corporations (Aboriginal and/or Torres Strait Islander) Act 2006*.

2. Who cannot apply for a grant under the Animal Welfare Grants Program?

Applicants will **not** be eligible for funding if they are a Commonwealth, state, territory agency or body (including government business enterprises).

3. I am not a registered charity or not-for-profit organisation. Am I eligible?

Yes. Applications will only be accepted from organisations/individuals that are seeking funding for not-for-profit **activities** that meet the objectives of the grant program, irrespective of whether they are registered charities or not-for-profit organisations. For instance, veterinary clinics, universities and local governments, while not a registered charity or not-for-profit organisation, may seek a grant to provide low cost or free services in relation to desexing, microchipping and the provision of veterinary care.

The application needs to demonstrate that the entity will not make a profit or financial gain and that the money will be used in the financial year in which it has been provided. Demonstration of not-for-profit character can include governing documents, association legal structure, evidence from an accountant, or execution of a statutory declaration.

4. What activities can a grant be used for?

The funding is limited to the following types of activities/projects:

- Free or low-cost veterinary services, including companion animal de-sexing, for Western Australians who are economically or otherwise disadvantaged.
- Services, systems, infrastructure or equipment that improve the efficiency and effectiveness of animal rescue, rehabilitation and rehoming of companion animals in Western Australia.
- Services, systems, infrastructure or equipment that improve the rehabilitation of displaced and injured wildlife in Western Australia.

5. What activities can't a grant be used for?

The funding cannot be used for the following:

- ongoing salaries
- legal fees
- cash prizes or commercial gifts
- ongoing or routine maintenance
- recurrent operating costs (such as utility bills and lease or rental fees)
- individual business training
- lobbying activities
- costs of consultants to prepare the grant application
- research
- activities and services delivered outside Western Australia

6. What if my project lasts longer than one year?

Applicants are encouraged to apply for projects that span the relevant financial year. For recurring projects, such as an annual desexing clinic, applicants can be made in each round.

7. How much can I apply for?

Each application can apply for funding of up to \$50,000 (GST exclusive). Applicants will be required to provide a budget for their project, demonstrating sound basis for the amount of funding requested. The program will offer funding to \$1,000,000 each round, for a total of \$2,000,000 over the two-year life of the program.

8. When can I apply for a grant?

Applications must be submitted within the range of dates listed below:

- Round 5 (FY2025-26) – applications open from 2 September 2025 to 29 September 2025.
- Round 6 (FY2026-27) – applications open from 6 April 2026 to 4 May 2026.

9. What do I do if I have missed the grant round deadline?

Late applications will not be accepted. All applicants are encouraged to submit their proposal before the due date to avoid last minute issues. If you miss the current grant round deadline, you may apply in subsequent rounds.

10. Can I apply more than once per round?

No. Only one application can be submitted by an eligible applicant per round.

11. Can I apply if I have applied for other grants managed by DPIRD recently?

Yes. Applications to the Animal Welfare Grant Program will be considered on their own merits, irrespective of funding sought under other grant programs managed by DPIRD.

12. Can I apply if I have already received funding in a previous round?

Yes. Each application will be considered on its merits in each round. Previous success in receiving a grant will not impact on future applications.

13. Can I apply if I was unsuccessful in a previous round?

Yes. Each funding round will be run on an annual cycle and unsuccessful applicants are open to apply in subsequent rounds. Each application will be considered on its merits in each round. If you have been unsuccessful in a previous round, we recommend you seek feedback from the Department and address any concerns before submitting your next application.

14. How do I apply for a grant?

Applications should be made online using the SmartyGrants platform. One round will be run each financial year during the four-year life of the grant program. Only one application can be submitted by an eligible applicant per year.

15. I am having technical difficulties with the application form. What do I do?

The Department uses the SmartyGrants web-based software to manage grant applications. Before you start your submission, information will be provided to assist you in completing your application online using SmartyGrants. If you need more help using the online application form, download the Help Guide for Applicants or check out Applicant Frequently Asked Questions (FAQs).

16. Can someone from DPIRD assist with preparing my application?

No. To maintain fairness and the integrity of the application process, the Department cannot provide applicants with individual assistance in the preparation of an application for funding. The Program Guidelines will assist you in preparing your application. The Department has also published a factsheet on preparing a good grant application, available on our website.

17. Will you contact me if there are problems or questions with my application?

It is the responsibility of the applicant to ensure they have considered all eligibility and assessment criteria and submitted accurate information. Throughout the assessment process, the Department may seek clarification or further information on certain items.

18. I am only seeking a small grant, how much information do I need to provide?

Applications for the Animal Welfare Grants Program can be made through the SmartyGrants platform. The application form is a step-by-step process that clearly articulates the information required. This information will depend on the type of organisation seeking funding, and the project that funding is sought for. For example, while smaller organisations may not be able to upload a constitution, they can provide a brief overview of governance arrangements.

19. Can a party who is ineligible to apply for the grant, either individually or as part of a consortium, contribute financially to a project seeking a grant?

Applicants are free to collaborate with other parties, including those that are not eligible to apply for a grant, as part of a larger project. Contributions, financial or otherwise, from the applicant or other organisations are to be provided in the application form. The successful grant applicant will be solely responsible for meeting the terms of the grant agreement.

20. How will the applications be assessed?

Applications will first be assessed against the relevant eligibility criteria. A panel will then assess eligible applications against the assessment criteria in the Program Guidelines. Applications will be assessed on their own merit, as well as comparative to other applications for that round. The Minister of Agriculture and Food makes the final decision on who will receive funding, based on the information provided by the assessment panel.

21. Will all applications receive funding?

No. The application process is competitive and has a limited total grant pool. It is anticipated that there will be multiple applications competing for the available funding. Successful applications will be those which best meet the assessment criteria. The Department has published a factsheet on preparing a good grant application, available on our website.

22. When will I know if I have been successful?

Applications will be assessed within 12 weeks of the closing date. Successful and unsuccessful applicants will be notified within 30 business days after the decision has been made. Unsuccessful applicants will be offered the opportunity to seek feedback on their application.

23. What are my obligations if I am successful?

Successful applicants will be required to enter into an Agreement as soon as practical after the decision and funded projects are scheduled to start. The Agreement must be signed by both parties before funds are disbursed. The Agreement will set out the terms and conditions of the funding, including any specific reporting requirements (see Question 25). It is important to read this carefully and set up adequate accounting and reporting systems to manage the funds.

24. When can I start my project?

The Agreement must be signed by both parties before funds are disbursed. The Agreement will generally set out timelines in a schedule that will need to be adhered to. The timelines in the Agreement will be based on the expected timeframes provided in the application form.

25. What are the reporting requirements for Grant recipients?

Grant recipients will be required to submit a final report, upon conclusion of the activity/project or at the end of the financial year. The Final Report covers results achieved and income and expenditure information. In addition to the Final Report, DPIRD may require progress reports at relevant milestones or specified intervals may be required for certain projects, at the discretion of the assessment panel. Such requirements will be specified in the contract.

26. I am liable for GST; do I have to pay GST if I am successful?

GST-registered grant recipients will be liable for GST in connection with the grant. The grant will be increased by the amount of GST payable. Recipients must provide a tax invoice for the total value of the grant plus GST. Applicants are encouraged to seek taxation advice on the implications of obtaining funding.

27. If I am unsuccessful, can I appeal the process?

There is no process for appeal of a decision to award or not award a grant. An unsuccessful applicant can submit a new proposal in a subsequent round of the grant program.

28. I still have questions about the Animal Welfare Grants Program. Where can I get more information?

More detailed information can be found on the Department's website. If you still have unanswered questions or for more information and/or advice prior to completing the application form please contact us by email (animal.welfare@dpird.wa.gov.au) or telephone (08 9368 3544).

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