



Australian Government



NSW Environmental Trust

Remanufacture NSW Grants Program Round 2 - Stream 1 Infrastructure Application Form

Closing date: 5pm Friday, 11 March 2022

What you need to know about this program

How to complete this form.

- Answer all the questions in this application form.
- Type only in the spaces provided in the application form. The boxes provided for responses are a set size and will not expand to accommodate additional text.
- To complete this form, you must have the latest **Adobe Reader** installed, visit the [Adobe website](#) to ensure you have the latest version.
- **Do not use Acrobat Pro** as it will not work properly, and you will lose any data that you have entered onto the form. **You must use Adobe Reader.**
- Incomplete or ineligible applications will not be accepted.
- All applications must be complete and include the following:
 - Application Budget as an Excel Spreadsheet
 - Capacity Throughput and End Use as an Excel Spreadsheet
 - Cost Benefit and Financial Analysis as an Excel Spreadsheet.
 - Supporting documents as PDF, Word or Image Documents
- Under this stream (Stream 1, Infrastructure) grants of between **\$100,000** and **\$3 million** are available to eligible non-government/not-for-profit organisations, private industry or partnerships as defined under the Corporations Act and councils, regional organisation of councils and state government entities of NSW.
- Submit your application by the closing date: **5pm Friday 11 March 2022. No late applications will be accepted.**
- **Please note**, details of your application and accompanying documents will remain confidential.

Enquiries

For Application assistance

NSW Environmental Trust

Phone: (02) 8837 6093

Email: waste.recycling@environmentaltrust.nsw.gov.au

For General program or project assistance

NSW Environment Protection Authority

Phone: (02) 9995 6179, (02) 9995 6920 or
(02) 9995 5596

Email: infrastructure.grants@epa.nsw.gov.au

Eligibility

Conditions of eligibility:

Read the eligibility section in the [Stream 1 Guidelines for Applicants](#).

1. Is your organisation one of the following:

- an Australian entity or partnership incorporated under *the Corporations Act 2001* (Cth)
- a council (as defined in the *NSW Local Government Act 1993*), regional organisation of councils or other, local government-controlled organisation
- state government entity
- non-government/not-for-profit organisation (must comply with [ATO definition](#)) with an established legal status, or those without a legal status that is able to be administered by another organisation with legal status

If you are not one of the above, your organisation is not eligible to apply for this funding.

All applicants must be legally constituted entities and be organisations, not individuals or sole traders.

2. Any time from the date you apply for this grant, will your organisation, a project partner or related company transport or arrange the transportation of material(s) subject to the waste export ban outside of Australia (after the ban for that material comes into effect)?

- Yes
- Yes, but with a waste export licence
- Yes, but an exemption received
- Yes, but applying for a licence/exemption
- No

3. If you answered 'yes' to the above question without a licence, an exemption or a legitimate explanation, your organisation is **not eligible to apply for funding**.

To learn about Waste Export Ban licencing or applying for a licence or exemption, please visit the Australian Government [Waste Exports](#) web page for details.

If you have already received a waste export licence or an exemption, please attach evidence to your application.

4. Is your facility or project located in [the levy regulated area](#)?

- Yes (If yes, go to Question 5)
- No

Eligibility

5. Will your organisation or a related company (such as parent companies, subsidiaries or companies that share directors), at any time from the date you apply for this grant, transport or arrange the transportation of waste which has been generated in NSW out of NSW for disposal?

My facility or project is **not** located in the levy regulated area (go to next question)

Yes*

* If your answer is 'yes' your organisation is **not eligible to apply for funding**.

Yes, but the project facility is located near a State or Territory border

Yes, but there is no disposal facility in NSW that can lawfully receive the waste

No

Should your organisation be found to be involved with transporting of waste outside of NSW for disposal (and if your facility is not located near a State or Territory border), at any point throughout the life of your grant, the grant will be terminated immediately and all grant funding will have to be repaid to the Environmental Trust.

6. Has your organisation already ordered or purchased any of the equipment or infrastructure, or commissioned any building, installation or earthworks, which are the subject of the project in this application?

If you have answered yes to the above, your organisation is **not eligible** to apply for funding for that equipment/infrastructure.

7. Does your project predominantly (minimum 80%) address waste plastics, paper/cardboard (including liquid paperboard) or tyres?

If you have answered no to the above, your project is **not eligible** for funding.

Projects that will not increase capacity to process (for lawful recovery) or reuse waste plastics, paper/cardboard or tyres that are subject to the Export Ban **will not** be funded.

8. Does your project involve the construction of new infrastructure or the expansion and modification of existing infrastructure? This may include mobile equipment or plant.

If you have answered no to the above, your project is **not eligible** for funding.

9. Is your project an energy from waste project? (see [Stream 1 Guidelines for Applicants](#) 'Projects that will not be funded' for further information).

If you have answered yes to the above, your project is **not eligible** for funding.

10. Is your project aimed at education or research and development only?

If you have answered yes to the above, your project is **not eligible** for funding

Eligibility

11. Will your project produce documents only, and not deliver infrastructure (e.g. will it only produce feasibility studies, scoping documentation, business case development, designs and educational programs)?

If you have answered yes to the above, your project is **not eligible** for funding.

12. Would the project go ahead without funding from this program?

- Yes, the project is already scheduled
- Yes, but it would commence later
- Yes, but it would be different
- No, the project would not go ahead

If you have answered 'Yes, the project is already scheduled' to the above question, your project is **not eligible** for funding.

Please read [Stream 1 Application Guidelines](#) for other eligibility requirements including eligible items that can be funded.

Application form

Completed applications with all attachments must be submitted to the NSW Environmental Trust by **5pm Friday 11 March 2022** via email to: **apply@environmentaltrust.nsw.gov.au**.

You must read the separate [Stream 1 Guidelines for Applicants](#) (under Guidelines and forms) **before** completing your application.

1. Application details.

Applicant organisation name	
Project title	
Funding amount requested	(between \$100,000 and \$3 million)

Project start date:

Project end date:

Note: earliest project start date is approximately June 2022.

Note: projects should aim to be completed by 30 June 2024

2. Project category.

Please indicate the project type.

- Sorting/processing improvements
- Reprocessing
- Manufacture of new products using waste plastics, paper/cardboard (including liquid paperboard) or tyres
- Other (please specify):

3. Type of waste to be processed by the facility (select all relevant types).

Municipal waste	Commercial and industrial waste
<input type="checkbox"/> Mixed dry recycling	<input type="checkbox"/> Mixed dry recycling
<input type="checkbox"/> Separated paper or cardboard	<input type="checkbox"/> Separated paper or cardboard
<input type="checkbox"/> Separated plastics	<input type="checkbox"/> Separated plastics
<input type="checkbox"/> Separated tyres	<input type="checkbox"/> Separated tyres
<input type="checkbox"/> Other (please specify):	<input type="checkbox"/> Other (please specify):
<input type="text"/>	<input type="text"/>

For the materials you have listed above, please provide additional detail such as polymer types, types of tyres (passenger, bus/truck, aviation and OTR), liquid paperboard etc.

4. Provide a 100-word maximum summary of your project. This summary will be used to promote your project by the Australian Government, Environmental Trust and NSW EPA and in media releases and on websites should your application be successful.

5. Project location.

Name of site

Address

Suburb/Town State Post code

Does your organisation own this site? Yes No Date of purchase

If no, provide leasing arrangements including lease term, site owner details and any restrictions on capital improvements. Please provide a copy of the signed lease if available.

6. State electorate and local government area.

Primary area This must be the local government and state electorate of the proposed project site address. Use the links below to select the correct council and state electorate.

Local government area [What is my local council](#)

State electorate [What is my state electorate](#)

Federal electorate [What is my federal electorate](#)

Secondary areas if more than one, list below matching each council with its respective electorate.

Local government area	State electorate	Federal electorate
<input style="width: 260px; height: 25px;" type="text"/>	<input style="width: 260px; height: 25px;" type="text"/>	<input style="width: 260px; height: 25px;" type="text"/>
<input style="width: 260px; height: 25px;" type="text"/>	<input style="width: 260px; height: 25px;" type="text"/>	<input style="width: 260px; height: 25px;" type="text"/>
<input style="width: 260px; height: 25px;" type="text"/>	<input style="width: 260px; height: 25px;" type="text"/>	<input style="width: 260px; height: 25px;" type="text"/>

Provide location information for your proposed project. Decimal degrees can be determined by accessing [Google maps](#), navigating to your project site or main office and right-clicking on 'What's here?'

Latitude (decimal degrees) **Longitude** (decimal degrees)

7. Applicant contact details.

The application must be submitted by the organisation which owns and operates the resource recovery/manufacturing facility requesting the funding. Applications will not be accepted from third parties.

Organisation	<input type="text"/>		
ABN	<input type="text"/>	Registered for GST	
Address	<input type="text"/>		
Suburb	<input type="text"/>	State	<input type="text"/>
		Post code	<input type="text"/>

Primary contact

Title	<input type="text"/>	First name	<input type="text"/>	Surname	<input type="text"/>
Position	<input type="text"/>				
Phone	<input type="text"/>	Mobile	<input type="text"/>		
Email	<input type="text"/>				

Secondary contact (senior officer or office-bearer)

Title	<input type="text"/>	First name	<input type="text"/>	Surname	<input type="text"/>
Position	<input type="text"/>				
Phone	<input type="text"/>	Mobile	<input type="text"/>		
Email	<input type="text"/>				

8. Management structure.

	Name	Position title
Please provide details of senior management	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>

Number of years trading	<input type="text"/>	Years under current executive	<input type="text"/>
Full-time employees	<input type="text"/>	Total full-time equivalent (e.g. part-time and volunteers)	<input type="text"/>

9. Contact details of partners or grant administrator (if applicable).

An MOU or letter from each partner confirming participation, roles, responsibilities and funding contributions must be provided with the application.

Contact Person	<input type="text"/>	Position	<input type="text"/>		
Organisation 1	<input type="text"/>				
ABN	<input type="text"/>	Email	<input type="text"/>		
Postal Address	<input type="text"/>				
Suburb/Town	<input type="text"/>	State	<input type="text"/>	Post code	<input type="text"/>
Phone	<input type="text"/>	Mobile	<input type="text"/>		

Contact Person	<input type="text"/>	Position	<input type="text"/>		
Organisation 2	<input type="text"/>				
ABN	<input type="text"/>	Email	<input type="text"/>		
Postal Address	<input type="text"/>				
Suburb/Town	<input type="text"/>	State	<input type="text"/>	Post code	<input type="text"/>
Phone	<input type="text"/>	Mobile	<input type="text"/>		

Contact Person	<input type="text"/>	Position	<input type="text"/>		
Organisation 3	<input type="text"/>				
ABN	<input type="text"/>	Email	<input type="text"/>		
Postal Address	<input type="text"/>				
Suburb/Town	<input type="text"/>	State	<input type="text"/>	Post code	<input type="text"/>
Phone	<input type="text"/>	Mobile	<input type="text"/>		

Contact Person	<input type="text"/>	Position	<input type="text"/>		
Organisation 4	<input type="text"/>				
ABN	<input type="text"/>	Email	<input type="text"/>		
Postal Address	<input type="text"/>				
Suburb/Town	<input type="text"/>	State	<input type="text"/>	Post code	<input type="text"/>
Phone	<input type="text"/>	Mobile	<input type="text"/>		

10. Has your organisation previously received Australian Government, NSW Environmental Trust, EPA, Office of Environment and Heritage (OEH) or Department of Planning, Industry and Environment (DPIE) funding?

Yes No **If yes, provide reference numbers and/or project title.**

11. Insurance.

It is a condition of grant funding that you have adequate insurance cover including public liability insurance of \$10 million, workers compensation and volunteer insurance. Provide details of your insurance below:

Type	Insurance provider	Policy number	Coverage	Expiry date
Public Liability				
Workers Compensation				
Volunteer insurance (if applicable)				

Please include copies of your certificates of currency as part of your application support documents.

Project milestones

12. Payment and milestone schedule.

Complete this part of the application form after you have completed the Application Budget.

Provide the amount you are seeking from the Trust in the 'total funding requested' box. Grants must be between \$100,000 and \$3,000,000.

The first instalment amount must be 10 per cent of the total amount requested, the second, third and fourth instalments should each be 20 per cent; and the final instalment should be 30 per cent. Milestone 1 should be due approximately June 2022.

Milestone	Milestone date	Instalment amount \$	Types of evidence of milestone achievement
Milestone 1 Signing of Grant Agreement			<p>Milestone 1 Report including the following:</p> <ul style="list-style-type: none"> Signed Grant Agreement Any documents required as a special condition Project measures report (initial projections) Tax invoice to the Trust for the instalment amount and GST if appropriate
Milestone 2 Project design and detailed costing; ordering equipment; planning consent and Environment Protection Licence obtained			<p>Milestone 2 Report including the following:</p> <ul style="list-style-type: none"> Project measures report (showing progress) Statement of Expenditure (showing progress) Copies of tax invoices/quotes and receipts from service providers, suppliers, contractors Copies of project design drawings (if not previously provided/changed from time of application) An updated project budget and list of project expenses, if required (using the template provided by the Trust) Planning and investigations complete (detailed engineering design, planning and approvals, and ordering equipment) Environmental protection licence approved Planning approvals obtained Copies of supplier/order documentation (Agreements/ Letters of engagement/purchase orders) Tax invoice to Trust for the instalment amount with grant reference number and GST if appropriate
Milestone 3 Project construction/installation			<p>Milestone 3 Report including the following:</p> <ul style="list-style-type: none"> Project measures report (showing progress) Statement of Expenditure (showing progress) Copies of tax invoices and receipts from service providers, suppliers, contractors Awarding of tender for construction Evidence of building and slab construction complete (if required) Photos of construction/installation of all equipment and machinery Evidence of electricals, safety and testing successfully completed Tax invoice to Trust for the instalment amount with grant reference number and GST if appropriate
Milestone 4 Facility commissioned and operational			<p>Milestone 4 Report including the following:</p> <ul style="list-style-type: none"> Project measures report (showing progress) Statement of Expenditure (showing progress) Copies of tax invoices and receipts from service providers, suppliers, contractors Evidence of commissioning (e.g. photos, videos, testing results, hand-over documentation) Evidence that the process has begun to establish Waste and Resource Recovery Portal (WARRP) reporting, if relevant Record of site visit by EPA/Environmental Trust Tax invoice to Trust for the instalment amount with grant reference number and GST if appropriate

Milestone	Milestone date	Instalment amount \$	Types of evidence of milestone achievement
Final Report Project completion and final report			Final Evaluation Report <i>including the following:</i> <ul style="list-style-type: none"> • Project measures report (final) • Independently audited Statement of Expenditure (final) • Copies of final paid tax invoices and receipts for providers, suppliers, contractors • Six-month post-commissioning operations data and updated forecasts, including evidence that the facility is on track to meet targets described in application form (including an updated Processing Capacity, Throughput and End Use form) • Case study • Evidence of completion of project (e.g. photos, videos, media releases, construction certificate) • Tax invoice to Trust for the instalment amount with GST if appropriate
Total funding requested			Total funding must be the same as the amount in your submitted budget form

13. Please provide an overview of your project (one-page max). Include an explanation of why the project is needed and a description of the intended outcomes of the project.

A large, empty rectangular box with a thin black border, intended for the applicant to provide a one-page overview of their project, including an explanation of why it is needed and a description of the intended outcomes.

20% Criterion 1: The project will address critical gaps in the NSW circular economy while supporting industry response to the COAG waste export ban.

Processing capacity, throughput and end use

Please complete the [Processing Capacity, Throughput and End Use](#) form which can be downloaded from the Trust website. The form must be submitted as an Excel spreadsheet. **Do not PDF.**

Please provide a summary of the forecast results of the capacity and throughput below.

	Additional waste export ban materials processed (tonnes per annum)
First year post commissioning	(Cell L42)
Third year post commissioning	(Cell N42)
Tenth year post commissioning	(Cell P42)

14. Please provide a percentage breakdown of the states from which your waste export ban materials will come.

NSW

Other states

15. How will your project increase the supply of quality recycled materials available for re-use?

16. How will your project address gaps in NSW circular economy infrastructure?

17. Describe how your project aims to be operational in time to reduce anticipated pressures associated with the commencement of the waste export ban relevant to the project materials.

18. Describe how your project aims to retain materials at higher values/compositions (as per the EPA waste hierarchy pyramid).

20% Criterion 2: Supply and demand are well understood, make sound business sense and are likely to be secured.

19. Please describe the proposed supply chain for your project, from collection, to sorting, processing, manufacturing to end market.

Note: There are two markets, one for supply of recycle/waste materials and one for demand for the recovered resources.

Supply: In the Supply section (below), list current contracts for supply (or evidence that materials can be obtained at viable cost to your organisation), expected source of additional materials (if any), competition for source material, etc.

The information you provide in these answers should align with the forecast waste tonnages and types you have provided in the Processing Capacity, Throughput and End Use form.

20. Demonstrate you can secure adequate supply to use the additional processing capacity – identification of existing suppliers.

Note: If you are proposing a completely new facility this section should be left blank. Please write N/A in the first supplier name box to show you have intentionally left the section blank.

	Supplier 1	Supplier 2
Supplier name		
Material type		
Material source		
Estimated annual tonnage		
Date when agreement ends		
What are the provisions for renewal		
	Supplier 3	Supplier 4
Supplier name		
Material type		
Material source		
Estimated annual tonnage		
Date when agreement ends		
What are the provisions for renewal		
	Supplier 5	Supplier 6
Supplier name		
Material type		
Material source		
Estimated annual tonnage		
Date when agreement ends		
What are the provisions for renewal		

21. Expected supply of additional material to the facility.

	Supplier 1	Supplier 2
Supplier name		
Material type		
Where does its waste currently go?		
Why do you expect to receive this additional supply and how likely is it to occur?		
If applicable, what gate fee do you expect the supplier to pay?		
Why will the supplier use your new service at this rate?*		
* Please attach evidence that demonstrates you are likely to secure these suppliers		
	Supplier 3	Supplier 4
Supplier name		
Material type		
Where does its waste currently go?		
Why do you expect to receive this additional supply and how likely is it to occur?		
If applicable, what gate fee do you expect the supplier to pay?		
Why will the supplier use your new service at this rate?*		
* Please attach evidence that demonstrates you are likely to secure these suppliers		
	Supplier 5	Supplier 6
Supplier name		
Material type		
Where does its waste currently go?		
Why do you expect to receive this additional supply and how likely is it to occur?		
If applicable, what gate fee do you expect the supplier to pay?		
Why will the supplier use your new service at this rate? *		

23. Describe the competition that exists in the local market for the source material and the end products. Please include information relating to short-term and longer-term supply and demand for end products.

24. If your project involves collaboration with other organisations across the supply chain, please provide evidence of their engagement.

Please provide any evidence you have of source/supply of waste materials or demand for products. This could include letters of support or memorandums of understanding from project partners/suppliers/buyers. Copies of relevant sections should be included as attachments.

20% Criterion 3: The project proposes a suitable way to collect, process, use and re-supply the target materials.

Describe your current facility or operation including at a minimum, details of:

- recycling/reprocessing/manufacturing performance (type and capacity)
- types of materials processed and how efficient the process is (include expected recovery rate, percentage of residual waste etc)
- process improvements that have been identified as priorities.

Note: If you propose a new facility or operation please describe the process to be used by your intended facility or operation.

25. Describe the process used by your current facility or operation (if relevant).

26. Explain how the proposed location is suitable for the facility, considering other existing and planned facilities servicing the targeted region and material types.

27. Describe what infrastructure/technology is required to meet the objectives of this project. Describe how the infrastructure/technology represents an effective way of processing the target material and provide evidence that the technology has been proven in similar applications, including overseas (case studies, written testimonials or contactable referees should be included). Please also include quotes and feasibility designs (as attachments) if possible.

10% Criterion 4: The project is likely to obtain and comply with relevant planning instruments, environmental protection licensing and regulatory instruments.

28. Does your organisation currently hold NSW EPA licences for the facility which is the subject of this project proposal?

- The site has no Environment Protection Licence (EPL) in place and does not need one.
- The site has no EPL in place, but an EPL will be applied for if the project proceeds.
- The site has an existing EPL in place that will need amendment to accommodate the proposed new activities.
- The site has all environmental protection licensing in place and no further licensing is required.

29. Provide additional detail on the EPA licensing status of the site.

Include (if applicable):

- existing EPA licence numbers for the site, including
 - a description of licenced activities (e.g. waste storage, waste processing, manufacturing, research, etc)
 - types of materials the site is licenced to receive/process/store, including tonnes per annum
- what additional/amended licences you will need to apply for so that this project can proceed, including what investigations may be required and likely timeframes for amendments.
- what consultation has been undertaken with the EPA regarding licensing, including the outcome of any consultation and likely timeframes to receive licensing
- why the site does not require an Environment Protection Licence for the proposed project activities

Name of EPA officer consulted

Date of consultation

30. What is the planning approval status of the project site?

- The site has planning approval for an existing resource recovery or manufacturing operation which needs to be amended for the proposed project to proceed.
- The site is a greenfield or brownfield site with no planning approvals in place or submitted for the proposed development.
- A development application for the proposed development has been submitted but not yet approved.
Date submitted:
- The site is a greenfield site that has full planning approval for the proposed development.
- The site is a brownfield site that has full planning approval for the proposed development.

31. What planning approvals are needed for this project to proceed, and what are the likely timeframes to achieve consent.

For example:

- Development Approval (DA) numbers and details
- State significant development application numbers and details.
- Modification numbers and details.
- If appropriate planning approvals are not in place, what are these and what is the likely timeframe to achieve consent.
- What is/are the relevant consent authorities for the project and outline consultation that has already occurred with the appropriate authorities.

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Name of local council officer consulted

Date of last consultation

Email address of council officer

Phone number of council officer (if available)

Name of DPIE officer consulted (if relevant)

Date of consultation

32. Legislative compliance history.

In the last 5 years has the lead organisation received any penalty notices, clean up notices, prevention notices, licence suspensions, licence revocations, convictions or prosecutions under NSW Environment Protection laws including, but not limited to, *Biodiversity Conservation Act 2016*, *Protection of the Environment Operations Act 1997* (POEO Act), and the Protection of the Environment Operations (Waste) Regulation 2014 (POEO Waste Regulation)?

Yes No

If yes, provide detail below and what improved processes you have implemented to correct these breaches (attach additional supporting information if needed).

Based on past compliance history, explain why you believe this should not prevent this project from obtaining grant funding.

33. Compliance history of organisation directors.

In the last 5 years, have any of the lead organisation's Directors been a Director of another organisation in receipt of any penalty notices, clean up notices, prevention notices, licence suspensions, licence revocations, convictions or prosecutions under a provision of any environment protection legislation or other relevant legislation?

Yes No

If yes, provide detail below and what improved processes you have implemented to correct these breaches (attach additional supporting information if needed).

Based on past compliance history, explain why you believe this should not prevent this project from obtaining grant funding.

34. Compliance history of project partners

In the last 5 years, have any alliance/partner organisations involved in the project received any penalty notices, clean up notices, prevention notices, licence suspensions, licence revocations, convictions or prosecutions under a provision of any environment protection legislation or other relevant legislation?

Yes No

If yes, provide detail below and what improved processes you have implemented to correct these breaches (attach additional supporting information if needed).

Based on past compliance history, explain why you believe this should not prevent this project from obtaining grant funding.

35. Waste activities compliance

In the last 5 years, have you or any alliance/partner organisation involved in the project contravened any provision of the POEO Act?

For the purposes of this matter, the relevant provisions of the POEO Act are sections 48, 64, 88, 115, 120, 142A, 143, 144, 144AA, 144AB and 211 of the POEO Act or Part 2 of the POEO Waste Regulation in relation to any waste activities where a consequence of the contravention has the result of the avoidance, minimisation or undermining of the waste contribution. This includes incorrect or inadequate recording and reporting and the provision of false or misleading information about waste.

Yes No

If yes, provide detail below and what improved processes you have implemented to correct these breaches (attach additional supporting information if needed).

Based on past compliance history, explain why you believe this should not prevent this project from obtaining grant funding.

36. Please list any resource recovery exemptions/orders (RROs) and/or other specifications or quality specifications you will be required to meet.

Product description	Tonnage per annum	Product application	What RROs, standards or specifications apply?

10% Criterion 5: The project will have positive impacts for the environment and community of NSW.

37. Explain how the project aligns with relevant sustainability policies and strategies, for instance the National Waste Policy Action Plan, NSW Circular Economy Policy Statement, Net Zero Plan NSW, NSW Plastic Action Plan and NSW Waste and Sustainable Materials Strategy 2041? What other environmental benefits will the project bring to NSW (including non-market costs and benefits)?

38. Please estimate

How many full-time equivalent (FTE) jobs will be created during the construction phase of the project

How many new FTE jobs are estimated to be created once the project is completed

39. What are the social benefits of your project?

40. How will the project address NSW's regional and remote area waste challenges? If not relevant to your project, please put N/A.

41. Complete the following project measures – the information will be used to estimate the expected impacts of your project.

Only complete those that are relevant to your project. Write N/A for any project measures that are not applicable to your project. Measures marked as 'mandatory' must be completed.

Category	Code	Project measure	Definition	Unit of measurement	Projection
Stakeholder and community education participation	SC3	Consultants/contractors engaged using Trust Funds	The number of individual people working as contractors and/or consultants that are funded using the Trust grant funds.	Number of individuals	
			Total hours contributed by those contractors/consultants that are funded directly from the Trust grant.	Combined hours contributed	
	SC4	People employed not using Trust funds. (FTE) Mandatory Measure	The number of non-Trust funded staff that contribute to the project, for example council staff or staff employed by other organisations. Non-Trust funded staff primarily refers to in-kind contributions from paid staff.	Number of individuals	
			The total combined hours of non-Trust funded staff that were contributed to the project.	Combined hours contributed	
	SC10	Training sessions conducted	This can include training sessions, seminars, workshops and conferences delivered that are focused on teaching skills to the participants. It excludes field days, festivals, cultural events, and meetings that are primarily aimed at raising awareness. If your project records against this project measure, you must also report on SC12.	Number	
SC12	People trained	The number of people trained in training activities captured under project measure SC10.	Number		
Resource Conservation	RC7	Built capacity to divert waste from landfill	The tonnage per annum that the infrastructure will be able to process on commissioning.	Tonnes per annum	
	RC8	Paper/cardboard materials diverted from waste through recycling	This project measure refers to the total amount of paper and cardboard materials diverted from land fill through dedicated collection and recycling.	Tonnes per annum	
	RC9	Wood/timber diverted from waste through recycling	This project measure refers to the total amount of wood/timber diverted from land fill through dedicated collection and recycling.	Tonnes per annum	
	RC10	Plastics diverted from waste through recycling	This project measure refers to the total amount of plastics diverted from land fill through dedicated collection and recycling.	Tonnes per annum	
	RC12	Metals diverted from waste through recycling	This project measure refers to the total amount of metal diverted from land fill through dedicated collection and recycling.	Tonnes per annum	
	RC13	Other materials diverted from waste through recycling	This project measure refers to the total amount of other materials diverted from land fill through dedicated collection and recycling.	Tonnes per annum	
	RC14	Materials diverted to refuse derived fuel	This project measure refers to the total amount of recycling by-product material that has been used to generate energy as a refuse derived fuel.	Tonnes per annum	
Economic	EC1	Funding spent with NSW Suppliers (\$) Mandatory Measure	This measure is related to the amount of grant funding spent within NSW on NSW businesses/suppliers.	Dollars	

Category	Code	Project measure	Definition	Unit of measurement	Projection
	EC2	Additional Turnover (\$/yr) Mandatory Measure	This measure relates to the additional turnover in dollars resulting from the grant funding.	Dollars	
	EC5	Other cash contributed to the project (\$) Mandatory Measure	This measure reports the total of cash contributions that are directly made to this project but come from sources other than the Trust, such as partners, community groups, donors, grantee organisation, etc This information should come from your project budget.	Dollars	
	EC6	Total amount of in-kind support contributed (\$) Mandatory Measure	This measure captures the other support made to this project by way of in-kind contributions, it could include non-Trust funded salary equivalents, services, materials, venue access, vehicles use, etc. This information should come from your project budget.	Dollars	
	EC7	New ongoing jobs created Mandatory Measure	Estimate the number individuals employed in new ongoing jobs created as a result of the project. These continuing jobs may be part-time or full-time. Report each new job only once, and do not include short- term, temporary positions. Estimate the combined total of hours worked per week for these new ongoing jobs.	Number	
Combined hours worked per week					

10% Criterion 6: The project represents good value for money and economic benefit for the people of NSW.

Application budget

- The [Application budget](#) is an Excel spreadsheet that must be downloaded from the Trust website.
- The budget form must be completed and submitted with the application form. **DO NOT PDF.**

Cost-benefit and financial analysis

- The [cost-benefit and financial analysis](#) document is an Excel spreadsheet that must be downloaded from the Trust website.
- The cost-benefit and financial analysis form must be completed and submitted with the application form as an Excel sheet. **DO NOT PDF.**
- For further guidance on preparing a cost-benefit analysis, applicants should refer to the [NSW Government Guide to Cost-Benefit Analysis](#).
- Applicants may consider applying to the EPA Application Advisory Service (AAS) for assistance in preparing their cost-benefit and financial analysis and other aspects of the application. Please see Stream 1 Application Guidelines.

42. Explain how the project represents good value for money and detail the economic benefit for the people of NSW.

43. Detail the operational life span of the infrastructure and equipment proposed in this project.

44. Would the project go ahead without funding from this program?

- Yes, but it would commence later
- Yes, but it would be different
- No, the project would not go ahead

If you answered yes to this question, how will funding from this program change its implementation?

Note: In your explanation, please include the simple payback period with and without funding and what steps have been undertaken to date. Explain any barriers this funding will help overcome.

45. Funding from other sources.

List any other grants or funding the applicant organisation and partners listed in this application have/will receive relating to this project, that the Australian Government, Environmental Trust, EPA and/or any other government agencies, 3rd party organisation, financial institution have/will issue.

Note: This grant will fund additional work but will not fund work that should have been completed as part of agreed commitments under programs run by this or other organisations.

Source of any other grants/funding	Amount \$	Describe the relationship to this project

46. Councils eligible for Special Consideration to reduce co-contribution.

Has the EPA confirmed in writing that you are eligible for a reduced co-contribution as part of the Special Consideration process?

- Yes
- No

10% Criterion 7: There is strong evidence that the project team and project partners can deliver the project to a high standard.

47. Detail how the success of the project will be measured, including capturing lessons learnt. Has a project plan been prepared or is a project plan being developed for the project, please outline below?

48. Identify all key stakeholders, their relationship to the project and how they will be engaged/consulted.(e.g. suppliers, customers, industry bodies, major contractors, etc.).

49. Provide evidence of management systems currently in place and describe any management arrangements that will be put in place to effectively govern the proposed project.

50. Identify and detail the project's major risks including delays and outline minimisation strategies proposed.

51. List any other projects that are dependent on this project, or other projects upon which this project is dependent. Briefly describe the relationships.

52. Who are the key members of your project team, including representatives from project partners, and how will they contribute to the successful implementation of the project?

Please include brief CVs (2 pages maximum) for each key project team member as part of supporting documents.

Name	Organisation	Role	Contribution to the project

53. Who are the secondary members of your project team, including representatives from project partners, and how will they contribute to the successful implementation of the project?

Note: You do not need to provide CVs for these team members.

Name	Organisation	Role	Contribution to the project

54. Describe how the skills and ability of the team will ensure the project will be delivered to a high standard and on time.

55. Please provide evidence of satisfactory performance in previous government funding programs including Waste Less Recycle More programs and other Australian and NSW government funding programs, if relevant.

Note: Previous grant performance will be reviewed and considered.

Conflict of interest

56. Declare and detail any real, potential or perceived conflicts of interest of which you are aware. This can relate to land ownership, salary and/or contractor payments and selection. Please outline how you will manage these risks.

Third party assistance

57. List all parties who have contributed to the preparation of this application.

Name of third party	Type of assistance	Cost \$	Aspect of application worked on

Authorisations

Include the names of two senior office-bearers of your organisation (e.g. General Manager, Chairperson, Managing Director, Treasurer, Chief Executive Officer or Executive Officer) who can attest to the accuracy of the information within the application.

What happens if I supply false or misleading information?

Applicants must certify that all the information in the application is true and correct. The **grant will be revoked and funds, plus interest, must be repaid** if:

- the Grantee at any time provides misleading or false information;
- there has been a material change in the circumstances of the Grantee's financial position, structure or identity including:
 - being a company, resolves to go into liquidation;
 - being a non-profit company, ceases to retain its non-profit status; or
 - being an organisation, ceases to operate.

An assessment regarding possible fraud will be undertaken by the Environmental Trust and appropriate legal action taken if warranted.

Name

Title/position

Organisation

Email

Phone

Mobile

Date

Signature

Name

Title/position

Organisation

Email

Phone

Mobile

Date

Signature

Application submission

It is important that you read all sections of the [Stream 1 Guidelines for Applicants](#), particularly those sections covering the objectives of the program, eligibility and assessment criteria.

Please refer to the submission process set out below before submitting your application.

- Answer all questions in the Application Form.
- Type only in the spaces provided in the application form. The boxes provided for answers are a set size and will not expand to accommodate additional text.
- Submit your Application Budget spreadsheet as an Excel form. **DO NOT PDF**. Do not include ineligible items in your grant budget (any ineligible items will be removed, and project budget amended accordingly).
- Submit the Processing Capacity, Throughput and End Use form as an Excel form. **DO NOT PDF**.
- Submit Cost-benefit and Financial Analysis as an Excel form. **DO NOT PDF**.
- Ensure the information in your application is approved and the application signed by the appropriately authorised people.
- Attach all required supporting information. Additional information should be kept to a minimum. If your application refers to a large document, only include the relevant pages of that document i.e. title page, executive summary, relevant pages.
- Do not ZIP** your application.
- The Application Form must be sent as a PDF smart form. See below for document naming convention.
- Additional attachments can be emailed as Word, Excel or PDF documents only. PDF is preferred, naming each as Attachment No., i.e. Attachment 1, Attachment 2 etc after the 'Stream 1'.
- Submit your entire application by email only. Include all relevant attachments and email to apply@environmentaltrust.nsw.gov.au.
- Email subject line must use this format: Organisation Name – Remanufacture NSW Stream 1. Only one application per email. If more than one application is being submitted, number each email accordingly, i.e. adding Application 1, Application 2 etc. after 'Stream 1'.
- Emailed applications cannot exceed 40MB including all attachments. If you have multiple documents and attachments exceeding 40MB, please split the application into several emails.

Document naming

Applicants must adhere to the naming conventions for submitting the following application documents:

- | | |
|---------------------------------------|---|
| • Application Form | 01 Grant Application |
| • Application Budget | 02 Grant Application Budget |
| • Capacity, Throughput and End Use | 03 Capacity Throughput |
| • Cost Benefit and Financial Analysis | 04 Cost Benefit and Financial Analysis |
| • Supporting Documents | Each supporting document named to describe its contents |

Supporting documents

The following documents may be submitted in support of your application. Attachments exceeding the listed maximum number of pages should not be sent and will not be forwarded to the technical review committee. Please only include supporting documents that will assist in the assessment of your application.

Examples of supporting documents	Maximum number of pages
Case studies of same/similar technology or methodology in application	5
Project plan	10
Feasibility design including flow or system diagrams	10
Written testimonials or letters of support from project partners/stakeholders	20 (combined total)
CVs of key individuals involved with the program	2 (per person)
Insurance and public liability certificate of currency	1 (each)
Quotes	5 (each)
Relevant maps (e.g. zoning)	1 per site
Evidence of consultation on planning development if applicable	1
Evidence of consultation on Environment Protection Licence requirements	1
Other supporting documents	10

Please list the supporting documents submitted with your application and explain their relevance. Please use concise document names.

Document name	File Type	Number of pages	Relevance

Enquiries

NSW Environmental Trust

Telephone: (02) 8837 6093
 Email: waste.recycling@environmentaltrust.nsw.gov.au

NSW Environment Protection Authority

Telephone (02) 9995 6179, (02) 9995 6920 or (02) 9995
 Email: 5596 infrastructure.grants@epa.nsw.gov.au

Late or incomplete applications will not be accepted.

Feedback

Please provide feedback on your experience applying to this grant program. All feedback will be collated to provide an overall picture and used to assist development of future grant programs.

1. Time taken to develop your project for this application (including negotiation with collaborators).

Less than 7 days 1 – 2 weeks 2 – 3 weeks More than 3 weeks

2. Time taken to complete the Trust application form.

Less than 3 days 3 – 7 days 1 – 2 weeks More than 2 weeks

3. Difficulty of completing the application.

Very easy Easy Moderate Difficult Very difficult

4. EPA Application Advisory Service (AAS) application form.

Very easy Easy Moderate Difficult Very difficult

5. Assistance from others

Consultant (please specify)

Other (please specify)

6. Contact with the Trust and EPA (all that apply).

EPA Trust Webinar Workshops

Other (please specify)

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7. Where did you hear about this program?

Newspaper advert Email from the Trust Trust's website Web search

Colleague/other contact Specialist/professional network Other (specify below)

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