NSW Environment Protection Authority  
Business Case Advisory Service Application

Major Resource Recovery Infrastructure grants program

General information

Applicants who are applying for funding under the **Major Resource Recovery Infrastructure** grants program can also apply to the EPA for assistance in the preparation of a business case that demonstrates the feasibility of the proposed infrastructure facility both before and after it is commissioned. Preparation of the business case will assist the applicant in preparing their grant application and justifying their own investment in resource recovery infrastructure.

This assistance is at the discretion of the EPA, who will approve based on the information provided in this application. If assistance is approved a maximum of 16 hours advice will be provided at no cost to the applicant. For more details please refer the [Guidelines for applicants.](https://www.environment.nsw.gov.au/funding-and-support/nsw-environmental-trust/grants-available/major-resource-recovery-infrastructure)

Are you eligible to apply?

|  |  |
| --- | --- |
| Conditions of eligibility:  Read the eligibility section in the [Guidelines for Applicants**.**](https://www.environment.nsw.gov.au/funding-and-support/nsw-environmental-trust/grants-available/major-resource-recovery-infrastructure)   1. Is your organisation one of the following:   council, regional organisation of councils or other local government-controlled organisation  non-government/not-for-profit organisation (must comply with [ATO definition](https://www.ato.gov.au/non-profit/getting-started/what-type-of-nfp-is-your-organisation-/#IsyourorganisationanNFP)) with an established legal status  non-government/not-for profit organisation (must comply with [ATO definition](https://www.ato.gov.au/non-profit/getting-started/what-type-of-nfp-is-your-organisation-/)) with a legal status that is able to be administered by another organisation  private industry or partnership as defined under the Corporations Act  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. |  |
| 1. Any time from the date you apply for this grant will your organisation, a project partner or related company transport or arrange the transport of waste which has been generated in NSW out of NSW for recycling or disposal?   Yes  Yes, but exemption received  Yes, but applying for an exemption  No   1. If you answered ‘yes’ to the above, at the time of transporting this waste outside of NSW, was or is there a lawful recycling or disposal facility for that waste within NSW?   If you answer yes to the above question without an exemption, your organisation is **not eligible to apply for funding**.  An organisation can apply for an exemption to this requirement if its operations are close to the border of any other Australian State or Territory. To apply for an exemption, contact the EPA Organics Recycling team at [organics.recycling@epa.nsw.gov.au](mailto:organics.recycling@epa.nsw.gov.au).  If you have already received an exemption, please attach the exemption approval to your application. |  |
| 1. Has your organisation already ordered or purchased any of the equipment or infrastructure which is the subject of or related to the project in this application?   If you answer yes to the above, your organisation is **not eligible** to apply for funding for that equipment/infrastructure. |  |
| 1. Does your organisation have a history of compliance with NSW environment protection laws? |  |
| 1. Does your project have a clear project proposal that will:  * increase the amount of waste material recycled at your site; and * requires funding; and * the equipment has not yet been purchased or ordered. |  |
| 1. Conditions of eligibility and funding   Please read pages 1 to 2 of the [Application Guidelines](https://www.environment.nsw.gov.au/funding-and-support/nsw-environmental-trust/grants-available/major-resource-recovery-infrastructure) for other eligibility requirements including eligible items that can be funded. |  |

BCAS Application form

1 Application proposal

|  |  |
| --- | --- |
| Applicant organisation name |  |
| Project title |  |
| Funding amount requested |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Start date: |  | End date: |  |

2 Provide a 100-word maximum summary of your project.

Describe your project addressing staging of the project, corresponding costs, government funding sought, applicant’s contribution, other source of funding planned, quantities and source of feedstock for processing and quantities of and markets for the end products.

|  |
| --- |
|  |

3 Project category.

Please select **ONE** of the following:

Materials recovery facility

Residual waste treatment (mechanical/biological treatment)

Transfer station

Processing facility for source separated waste  
(paper, cardboard, plastics, glass, metals, tyre or wood/timber)

Residual waste treatment (energy from waste)

Other, please specify:

|  |
| --- |
|  |

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

|  |  |  |  |
| --- | --- | --- | --- |
| **Municipal waste** | | **Commercial and industrial waste** | |
|  | Mixed dry recycling |  | Mixed dry recycling |
|  | Separated paper or cardboard |  | Separated paper or cardboard |
|  | Separated plastics |  | Separated plastics |
|  | Separated glass |  | Separated glass |
|  | Separated wood/timber |  | Separated wood/timber |
|  | Separated metals |  | Separated metals |
|  | Mixed, residual waste |  | Mixed, residual waste |
|  | Separated tyres |  | Separated tyres |
|  | Other (please specify): |  | Other (please specify): |
|  |  |  |  |

5 Site location.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Name of site |  | | | | |
|  | | | | | |
| Address |  | | | | |
|  |  | | | | |
| Suburb |  | 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.

|  |
| --- |
|  |

|  |  |  |  |
| --- | --- | --- | --- |
| Site identified and will be purchased? | Yes  No | Estimated purchase date |  |

6 State electorate and local government area.

Primary area This must be the local government and state electorate for 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](http://www.olg.nsw.gov.au/find-my-council) |

|  |  |  |
| --- | --- | --- |
| State electorate |  | [What is my state electorate](http://streetlist.elections.nsw.gov.au/) |

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

Local government area State electorate

|  |  |  |
| --- | --- | --- |
|  |  |  |
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|  |  |  |

Provide location information for your proposed project. Decimal degrees can be determined by accessing [Google maps](https://www.google.com.au/maps/), navigating to your project site or main office and right-clicking on ‘What’s here’?

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Latitude** (decimal degrees) |  |  | **Longitude** (decimal degrees) |  |

7 Special consideration for councils wishing to apply for funding under the ‘special consideration clause’. Refer to page 3 of the [guidelines](https://www.environment.nsw.gov.au/funding-and-support/nsw-environmental-trust/grants-available/major-resource-recovery-infrastructure).

Do you qualify for special consideration?  Yes  No If yes, provide details below.

|  |  |
| --- | --- |
| What is the total resident population of your LGA? |  |
| What is the total number of rate-paying properties within your LGA?  a residential  b business  c farmland |  |
| What is the total area (km2) of your LGA? |  |
| Please provide any other information which may support your application for funding under the ‘special consideration clause’. |  |

8 If the project has been identified in a regional waste strategy and action plan, please provide the following details.

|  |  |
| --- | --- |
| Name of region |  |
| Document name |  |
| Status of document (e.g. draft, final etc.) |  |
| Priority status of the project |  |
| Brief statement of the need for the project in the context of the regional waste strategy action plan |  |

9 Applicant contact details.

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

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Organisation |  | | | | |
|  | | | | | |
| ABN |  | | Registered for GST | |  |
|  | | | | | |
| Postal Address |  | | | | |
|  |  | | | | |
| Suburb |  | State |  | Post code |  |

Primary contact

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Title |  | First name |  | Surname |  |
|  | | | | | |
| Position |  | | | | |

|  |  |  |  |
| --- | --- | --- | --- |
| Phone |  | Mobile |  |
|  |  | | |
| Email |  | | |

Secondary contact (senior officer or office-bearer)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Title |  | First name |  | Surname |  |
|  | | | | | |
| Position |  | | | | |

|  |  |  |  |
| --- | --- | --- | --- |
| Phone |  | Mobile |  |
|  |  | | |
| Email |  | | |

10 Does your organisation currently hold NSW EPA licences for the site where this grant is based?

|  |  |
| --- | --- |
|  | Site has no Environmental protection license in place |
|  | Site has an existing Environmental protection license in place but needs amendment to accommodate the proposed resource recovery facility |
|  | Site has all Environmental protection licensing in place and no further licensing is required |

11 Planning approval status of selected site (select all that are relevant)

|  |  |
| --- | --- |
|  | Site is a greenfield or brownfield site with no planning approvals for a Resource Recovery operation |
|  | Site has planning consent for an existing Resource Recovery operation and planning consent needs to be amended for proposed development |
|  | Site is an existing Resource Recovery operation, greenfield or brownfield site and a planning application for the proposed development has already been submitted |
|  | Site is a greenfield site and has full planning approval for proposed development |
|  | Site is a brownfield site and has full planning approval for proposed development |

12 What approvals and EPA licences do you currently hold for this facility?

|  |  |
| --- | --- |
| Development consent details |  |
| Environment Protection Licence details |  |
| Details of other relevant approvals |  |

13 In the last five years have you, or any project partners received any penalty notices, clean up notices, prevention notices, licence suspensions, licence revocations, convictions or prosecution under NSW Environment Protection laws including *National Parks and Wildlife Act 1974, Protection of the Environment Operations Act 2014 and the Native Vegetation Act 2003, Local Land Services Act 2013 or Biodiversity Conservation Act 2016*?

Yes  No

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

|  |
| --- |
|  |

14 Have you contravened any provision of the POEO Act with the result of avoiding, minimising or undermining the requirement to pay any waste contributions required under section 88 of the POEO Act?

Yes  No If yes, please answer **ALL** questions below.

|  |  |
| --- | --- |
| The dates of the contraventions |  |
| The sections or clauses contravened |  |
| The person or persons, including the full names of any relevant directors or managers, who contravened the sections or clauses |  |
| The nature of the contraventions |  |
| The waste activities being undertaken at the time of the contravention |  |
| The amount in tonnes and types of waste (including by waste classification) involved |  |

15 Please provide information as to why this project would not go ahead without external grant funding?

|  |
| --- |
|  |

16 Please complete Part D Capacity, Throughput and End Use form, clearly showing the additional forecasted additional recycling capacity and throughput pre and post facility commissioning.

**NOTE**: You must use the [down-loadable form](https://www.environment.nsw.gov.au/funding-and-support/nsw-environmental-trust/grants-available/major-resource-recovery-infrastructure) and submit as an Excel spreadsheet. **Do not PDF.**

17 What type of business support do you wish to receive? (Tick **ALL** that apply)

|  |  |  |  |
| --- | --- | --- | --- |
|  | Market analysis |  | Cost benefit and financial analysis |
|  | Technical analysis |  | Planning and licensing analysis |
|  | Project planning |  |  |

Submission details

|  |
| --- |
| BCAS Application Form must be emailed as a **WORD document**  Email your form to: [infrastructure.grants@epa.nsw.gov.au](mailto:infrastructure.grants@epa.nsw.gov.au)  **Note:** Requests for support under the Business Case Advisory Service are available until:  5 pm Tuesday, 13 August 2019.  You are encouraged to apply early to allow enough time and resources for your request to be met. |

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