NSW Environment Protection Authority: Business Case Advisory Service Application

Stream 2: Business Organics Processing

Organics Infrastructure (Large and Small) Program

General information

Applicants who are applying for funding under Stream 2 Business Organics Recycling of the Organics Infrastructure (Large and Small) Program can also apply to the EPA for assistance in the preparation and finalisation of a business case.

This assistance is at the discretion of the NSW EPA, who will approve based on the information provided in this application. If assistance is approved a maximum of:

* Up to four hours for projects seeking grant funding between $75,000 and $150,000.
* Up to six hours for projects seeking grant funding between $150,000 and $300,000.
* Up to eight hours for projects seeking grant funding between $300,000 and $500,000.

Assistance is provided by Blue Environment on behalf of the EPA and is provided at no cost to the applicant. For more details please refer to page 11 of the *Guideline for applicants*.

Apply as soon as possible as there are only a limited number of advisors and a limited time period available prior to the close of grant applications. Applications for business case support will not be accepted after

**29 June 2016.**

1 Project title and duration (maximum of 68 characters including spaces)

|  |  |
| --- | --- |
| Project name: |       |

2 Organisation details

|  |  |
| --- | --- |
| Organisation |       |
|  |
| ABN |       | Registered for GST Yes [ ]  No [ ]  |
|  |
| Postal Address |       |
|  |  |
| Suburb |       | State |       | Post code |       |

3 Contact person for the project

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

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

 What is the legal status of your organisation? (Select **ONE** only)

|  |  |  |  |
| --- | --- | --- | --- |
| [ ] [ ]  | NSW council | [ ]  | Groups of councils |
| [ ]  | Other Local-government controlled organisation | [ ]  | Businesses/private industry |
| [ ]  | Other (*please specify*):       |

1.2 Management structure

|  |  |  |
| --- | --- | --- |
|  | Name | Position title |
| Management structure details:Please provide details of key individuals involved in the project. Attach CVs to the back of the application (no more than 2 pages per person). |       |       |
|       |       |
|       |       |
|       |       |
|       |       |
|       |       |

|  |  |  |  |
| --- | --- | --- | --- |
| Number of years trading |       | Years under current executive |       |
|  |  |  |  |
| Full-time employees |       | Total full-time equivalent (e.g. volunteers) |       |

6 Project category (what is it that the project is undertaking?) Select **ONE** only from the following.

|  |  |
| --- | --- |
| [ ]  Food waste avoidance | [ ]  Source separation for off-site organics recycling |
| [ ]  Source separation and on-site processing |  |

7 Project value

|  |  |  |  |
| --- | --- | --- | --- |
| Estimated total capital costs of project | $      | Estimated amount of grant required | $      |

8 Describe the types of organic waste generated on site and how you have investigated the amount of organic waste that can be potentially avoided or recycled

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|       |

9 Project location. Please specify where your project is located.

Please specify where your project is located.

|  |  |
| --- | --- |
| Name of site |       |
|  |
| Address |       |
|  |  |
| Suburb |       | State |       | Post code |       |

|  |  |  |  |
| --- | --- | --- | --- |
| Local government area |       |  |       |
|  |  |  |
|       |  |       |
|  |
| State electorate |       |  |       |
|  |  |  |
|       |  |       |

10 What current EPA licences and Development Consents do your currently hold for the facility?

|  |
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|       |

11 In the last five years have you, or any alliance/partner organisation received any penalty notices, clean up notices, prevention notices, licence suspensions, licence revocations, convictions or prosecutions 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?

[ ]  Yes [ ]  No If yes, please provide detail below and what improved processes you have implemented to correct these breaches (attach additional supporting information if needed).

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|       |

12 Has your organisation, prior to 30 September 2015, purchased or committed to any of the equipment/infrastructure for which you are applying for funding, or providing as your co-contribution, in this application?

[ ]  Yes [ ]  No If yes, your organisation is **not eligible** to apply for funding, and not eligible for that equipment/infrastructure.

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

|  |  |  |  |
| --- | --- | --- | --- |
| [ ] [ ]  | Market analysis | [ ]  | Cost benefit and financial analysis |
| [ ]  | Technical analysis | [ ]  | Project planning |

14 Project description.

Please describe your Stream 1 Food and Garden Organics Processing project, and how far advanced you are in project planning and design. For example: What is it that you are wanting to do? Address staging of the project, corresponding costs, government funding sought, applicant’s contribution, other source of funding planned, quantities and source of organics for processing and quantities of and markets for the end products.

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| --- |
|       |

15 Organics outputs.

Please describe the outputs that will be generated by the new organics management system, and how they will be handled.

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|       |

16 Please provide information on barriers to implementing this project.

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| --- |
|       |

Submission details

For further information, please call the EPA on (02) 9995 6879

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| BCAS Application form must be emailed as a **WORD document**Email your form to: organics.recycling@epa.nsw.gov.au**Note:** Requests for support under the Business Case Advisory Service are available until:5pm Wednesday, 29 June 2016You are encouraged to apply early to allow sufficient time and resources for your request to be met. |

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Email: waste.recycling@environmentaltrust.nsw.gov.au Website: [www.environmentaltrust.nsw.gov.au](http://www.environmentaltrust.nsw.gov.au) OEH 2016/0211 March 2016