Organics Infrastructure (Large and Small) grants program

Stream 2: Business Organics Processing

NSW EPA - Business Case Advisory Service Application Form

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 NSW Environment Protection Authority (EPA) for assistance in the preparation and finalisation of a business case.

This assistance is at the discretion of the EPA 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 the EPA, at no cost to the applicant. For more details please refer to the [Guidelines for Applicants](https://www.environment.nsw.gov.au/funding-and-support/nsw-environmental-trust/grants-available/organics-infrastructure/stream-2-business-organics-recycling).

You are encouraged to apply as soon as possible for this assistance 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 **3pm Wednesday, 21 August 2019.**

1 Project title and duration

|  |  |
| --- | --- |
| 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)

|  |  |  |  |
| --- | --- | --- | --- |
|  | Local government |  | State government |
|  | Not for profit |  | 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

|  |
| --- |
|  |

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 Describe why your project is not suitable for funding under the Bin Trim Rebates program.

If unsure, please visit the [Bin Trim Rebates Program](https://www.epa.nsw.gov.au/working-together/grants/business-recycling/bin-trim-rebates-program) web page.

|  |
| --- |
|  |

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).

|  |
| --- |
|  |

12 Has your organisation, prior to 2 June 2019, 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 2 Business Organics Recycling 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.

|  |
| --- |
|  |

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 6876

|  |
| --- |
| This application form must be emailed as a **WORD document**  Email your form to: [organics.recycling@epa.nsw.gov.au](mailto:organics.recycling@epa.nsw.gov.au)  **Note:** Requests for assistance under the Business Case Advisory Service are available until:  3pm Wednesday, 21 August 2019  You are encouraged to apply early to allow sufficient time and resources to assist you with your request. |

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