



Waste Less, Recycle More Initiative

Recycling Innovation Fund

Innovation in Priority Problem Wastes Management Grants Program

Round 2

Stream 1 Application Form

Closing date: 5pm Monday 27 June 2016

Every effort has been made to ensure that the information in this document is accurate at the time of publication. However, as appropriate, readers should obtain independent advice before making any decision based on this information.

Published by:

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Report pollution and environmental incidents

Environment Line: 131 555 (NSW only) or info@environment.nsw.gov.au

See also www.environment.nsw.gov.au

OEH 2016/0198

March 2016

Instructions: How to complete this form

- To complete this form you must have the latest **Adobe Acrobat Reader** installed. You can download the latest version from the [Adobe website](#).
- **Do not use Acrobat Pro** – it will not save the data that you have entered onto the form. You must use **Adobe Reader**, and once detail is completed save your application and send as an email attachment.
- Complete the **eligibility checklist first** to ensure you are eligible to apply prior to continuing.
- You will need to read the Innovation in Priority Problem Waste Management Round 2 [Guidelines for Applicants](#) to help you fill out the application form.
- Answer all questions in the Application form. Incomplete or ineligible applications will not be considered. Where a question does not apply to your application, write 'not applicable' or preferably briefly explain why.
- If you are providing additional detail for a question, do not simply write 'See Attachment'. Please reference precisely where on the form where that additional information can be found. For example please refer to Attachment 1, page 6.
- Complete and attach the Application Budget (Part B) as an Excel document. **Do not PDF.**
- Complete and attach the Project Plan form (Part C) as a Word document. **Do not PDF.**
- If required, complete and attach the Financial and Cost Benefit Analyses as Excel documents. **Do not PDF.**
- Stream 1: Grants between **\$100,000 and \$1,000,000**

Option to transfer to another grants program

The first stage of the assessment process includes a preliminary review of the applications by Trust officers to determine the following:

- Is the application sufficiently complete to assess?
- Are the project and applicant eligible?

Any proposals that are considered incomplete and/or ineligible will be identified. The final determination of ineligibility is done by the Technical Review Committee (TRC).

The second stage of the process involves an assessment of the level of innovation of the proposals by the EPA (with the assistance of an External Technical Advisor if required) to determine if:

- The proposal will implement new or novel technologies, processes or practices not currently used for a specific application in Australia, NSW and/or the waste and recycling industry?
- The proposal features new designs of existing technologies, processes or practices currently in use that can demonstrate a high degree of customisation or modification to suit a new or novel application?

If the EPA considers that the level of innovation is not sufficient to achieve the expected outcomes of this program they will advise the Trust. The Trust reserves the right to redirect the application to Round 3 of the Resource Recovery Facility Expansion and Enhancement Grants Program (RRFEE) which will be running as a concurrent funding round. This will only happen if the application meets the objectives of the RRFEE and the assessment criteria of the funding round. The reason for introducing this option is that the chances of success are increased due to the larger pool of funds available under the RRFEE.

Clarification may be sought from applicants at both the above stages of the assessment process regarding aspects of their application and details of all contact with applicants will be recorded.

The Trust reserves the right, at its sole and absolute discretion and at any time, to change the eligibility and selection criteria for the Innovation in the Management of Priority Problem Waste grants program.

Yes No If the EPA or Trust considers that your proposal is more suitable to the RRFEE, do you consent to the application being transferred from this grant program to the RRFEE?

Note: Only apply to one program. Your application will only be considered once and will be allocated to the program in which it is the best fit.

Eligibility

1. Have you, any related company or any alliance/partner organisations already purchased or leased any of the equipment/infrastructure for which you are applying for in this application?

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

2. Will your organisation, a project partner or related company transport or arrange transport of waste generated in NSW for recycling or disposal out of NSW at any time from the date you apply for this grant up until completion of the project if there is, at the time of transport, a lawful recycling or disposal facility for that waste within NSW?

If you have answered yes to the above, **your organisation is not eligible to apply for funding.** However, an organisation can apply for an exemption to this requirement if its operations are close to the border to any other Australian State or Territory (See Guidelines).

3. **Legal status of your organisation**

Organisations eligible to apply include:

- Local government organisation
- Regional organisation of councils
- Other local government controlled organisation
- Not-for-profit organisation. Must comply with the [ATO's definition](#) and supply supporting evidence with application.
- Private business/industry
- Other (specify)

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

Refer to page 3 of [the Application Guidelines](#).

Part A: Application form

Completed applications with all attachments must be submitted to the NSW Environmental Trust by **5pm Monday, 27 June 2016** via email to: waste.recycling@environmentaltrust.nsw.gov.au. Any applications that are late or incomplete will not be considered.

1.1 Primary contact details

Contact person	<input type="text"/>		
Organisation	<input type="text"/>		
ABN	<input type="text"/>	Registered for GST	
Postal Address	<input type="text"/>		
Suburb	<input type="text"/>	State	<input type="text"/>
		Post code	<input type="text"/>
Phone	<input type="text"/>	Mobile	<input type="text"/>
Email	<input type="text"/>		

Secondary contact details

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"/>				

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).	<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. volunteers)	<input type="text"/>

1.3 Contact details for partners (if applicable)

An MOU or letter from each partner confirming participation, roles, responsibilities and funding contributions is required with the application.

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

2 Has your organisation previously received NSW Environmental Trust, EPA or OEH funding?

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

3 Insurance

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

Company

Policy numbers

Coverage

Currency (expiry date)

Project details

4.1 Project title and duration

Project name:

Anticipated start date:

Anticipated end date:

Projects will be expected to be substantially completed by 30 June 2017. However, the Trust will consider allowing extensions to submitted project timelines if there are valid logistical reasons.

4.2 Project category

- Technology/plant addition to existing facility **Note** Is this better suited to RRFEF program? Talk to EPA.
- New stand-alone recovery facility

4.3 Project location. Please specify where your project is located

Name of site

Owner of site

Address

Suburb

State

Post code

4.4 Geographical reach

Primary area. This must be the local government and state electorate for the project site address. To help you, please use the links below to confirm the correct council and state electorate are being selected.

Local government area

[What is my local council](#)

State electorate

[What is my state electorate](#)

Secondary areas. If more than one, please list the areas below.

Local government area

State electorate

Provide location information for your 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)

4.5 Payment and milestone schedule

Provide a breakdown of the total project budget showing what the amount requested from the Environmental Trust will be spent on, your contribution against eligible items and any other contributions by completing the Part B Application Budget. Answer N/A for those not applicable to your application.

Milestone	Estimate completion date	Funding instalment required \$	Brief description of activities to be undertaken to achieve milestone
Milestone 1: Signed Deed or Letter of Agreement			
Milestone 2: Detailed project plan			
Milestone 3: Facility/technology design and detailed costing complete			
Milestone 4: Planning and investigations complete			
Milestone 5: Detailed engineering design, planning and approvals			
Milestone 6: Environment protection licence approved			
Milestone 7: Tender for construction awarded			
Milestone 8: Building and slab construction complete			
Milestone 9: Substantial Completion Process equipment and installation complete			
Milestone 10: Electricals, safety and testing successfully completed			
Milestone 11: Commissioning of infrastructure/technology completed			
Milestone 12: Facility/technology operational			
Milestone 13: Project completion - submission of final evaluation report			
TOTAL FUNDING REQUEST			
Note: must equal the value in the Budget spreadsheet attached			

Note: A report will be required for each Milestone of the project and a Final Evaluation Report at Project Completion. All projects must be substantially complete by 30 June 2017.

4.6 If your project involves multiple stages, including stages that occur after the grant period (anticipated completion date), please explain:

- what these other stages involve and how they are connected to the project
- how long these subsequent stages will last
- how these subsequent stages will be funded (including ongoing operation of the facility)

Project description

5.1 Please provide a 100 word, maximum, summary of your project. This summary will be used to promote your project on the Environmental Trust website and in media releases.

Note: Please use plain and clear language. Do not use acronyms or industry jargon.

5.2 Project Description. Please provide a high level description of your overall project (in 500 words or less).

Please ensure you describe your whole project and include a summary of the following:

- How the project will be carried out
- What products or recovered resources your project will produce
- How the waste will be processed
- What infrastructure will be used
- Supply of waste material
- Demand for end product/material
- Why is the project innovative and commercially oriented
- Why is the project needed

5.3 Which of the following problem wastes does your project focus on?

Select all that apply:

- Plastic film and other plastics
- CCA timber
- Treated timber
- Tyres and rubber
- Nappies and incontinence pads
- Electronic waste (e-waste)
- Shredder floc
- Other (please specify below)

5.4 Type of waste stream the input/source materials will come from.

Select all that apply:

- Mixed commercial and industrial (Mixed C&I)
- Mixed construction and demolition (Mixed C&D)
- Mixed municipal solid waste (Mixed MSW)
- Source separated stream (please specify below)

5.5 Please explain why this project would not go ahead in the near future without funding from this program.

Note: All projects require a minimum of 1:1 matched funding from applicants.

a. What will the money be used for?

b. What is the payback period with and without funding?

c. What steps have been undertaken to date to prepare for undertaking the project?

d. Explain any barriers this funding will help overcome

e. How will the implementation of this project will be accelerated by this funding and what will happen to the project if you do not receive funding?

5.6 Do you need commitment from multiple stakeholders to ensure the project can go ahead?

Yes No

If Yes, please provide details on the stakeholders and the commitments required. **Note:** A letter from each critical project partner must be attached.

Criterion 1: Commercially focussed innovation

6.1 What analysis has been undertaken of the infrastructure and/or processes to make your selection?

a. What research was conducted to determine the most suitable infrastructure and/or process?

b. How suitable is the technology/process to the targeted waste?

Criterion 2: Market analysis and business case

There are two markets, one for supply of waste and one for demand for the recovered resource.

7.1 Please provide information on the expected supply of the source material?

Please ensure you answer each question individually

a. What research was undertaken to determine the expected supply?

b. Who will supply the waste material? (Provide a list if more than one)

c. How much waste material will be provided from each supplier or supplier type?

d. Where does their waste material currently go?

e. What gate fee do you expect them to pay? (\$/tonne)? If none, please explain how you will recover costs

f. Why will they use your new site/service at this rate?

g. What is your plan if the anticipated main suppliers of waste material do not supply sufficient quantities of the waste material?

7.2 End Products

You must clearly explain what commercial products and/or recovered resources will be produced as a result of your project (including anticipated quantities per annum)

7.3 Please provide information on the expected demand for your end product?

Please ensure you answer each question individually

a. What research was undertaken to determine the expected demand?

b. Who do you expect will buy the product you generate with this infrastructure?

c. How much will be supplied to each buyer or buyer type?

d. What products/services are you replacing?

e. What are the resource recovery exemptions, standards and/or specifications you plan to meet?

Under Clause 91 and 92 of the Protection of the Environment (Waste) Regulation 2014, compliance with a Resource Recovery Exemption is required in order for a waste to be lawfully used on land, as fuel or in a process of thermal treatment.

f. How much do you expect to sell the recovered waste for (\$/tonne of product)

g. Why will they buy your new product/service at this rate?

h. Identify market destination – local, interstate or export

i. What is your plan if the anticipated main purchasers of your products/services do not purchase sufficient quantities of your product/service?

7.4 Do you have any current (previous 12 months) documents of support/intent or supply agreements from suppliers/potential buyers? (For example, letter of intent to supply)

- Yes If yes please provide all documents in the attachment section
- No If no please describe why not

Note: Applicants must demonstrate legitimate and genuine interest from potential suppliers and end users of products generated as a result of the project.

7.5 Provide information on the competition that currently exists in the market

Note: Please justify your response by demonstrating all research undertaken

a. Source material that you propose to accept

b. Product/material you will produce

7.6 Describe the current market prices for your recovered resources or end product

Please explain what research you have undertaken to ascertain the current market prices for your recovered resource and end product, including how fluctuating commodity prices (such as for oil) and competition may affect the project.

Criterion 3: Diversion Estimates

8.1 Quantity of waste, by stream, expected to be received (inputs) at the facility.

Include table as an attachment with tonnes over 10 financial years, i.e. 2016/2017, 2017/2018 (each year up to 2026/27).

	Mixed C&I tonnes	Mixed C&D tonnes	Mixed MSW tonnes	Source separated stream tonnes	Total
Current quantity of waste received per annum					
Expected additional quantity of waste received per annum					
Current processing throughput of waste per annum					
Expected additional throughput of waste per annum					
Current quantity of waste diverted from landfill per annum					
Expected additional quantity of waste diverted from landfill per annum					
Current quantity of waste disposed to landfill per annum					
Expected quantity of waste disposed to landfill per annum					

8.2 Quantity of priority waste material expected to be diverted.

Include table as an attachment with tonnes over 10 financial years, i.e. 2016/2017, 2017/2018 (each year up to 2026/27).

	Plastic film/ other plastics	CCA timber/ treated timber	Tyres/ rubber	Nappies and incontinence pads	Shredder floc	E-waste	Other (please specify)	Residual
Resource recovery capacity of the current facility per annum when at full operation (only if existing facility)								
Additional Resource recovery capacity of the new facility per annum when at full operation								
Estimated quantity of waste currently being diverted from landfill per annum								
Estimated quantity of additional waste being diverted (per annum equivalent) at six months post commissioning								
Estimated quantity of additional waste being diverted per annum at two years post commissioning (note this should be close to full capacity in most cases)								
Estimated quantity of waste currently being disposed to landfill per annum after processing								
Estimated quantity of additional waste being disposed to landfill (per annum equivalent) at six months post commissioning								
Estimated quantity of additional waste being disposed to landfill per annum at two years post commissioning (note this should be close to final volumes in most cases)								

Criterion 4: Technical Analysis

9.1 Describe the Technology/Process

Note: It is very important that clear and concise descriptions of the process and infrastructure are provided to enable an informed analysis of your technology and processes.

Please ensure you answer each question individually

a. What is the selected technology/process?

b. Describe the entire process from start to finish (including a diagram or schematic of the process, if relevant please provide as an attachment):

b.i How the material is sorted prior to going through any technology/process

b.ii Describe the technology/infrastructure/mechanical process, what it does and how it processes the waste material

b.iii How is the recovered resource or end product produced and separated from other material?

c. Who created, or will make, the technology/facility?

d. How mature is the technology/process and what has it previously been used for? (If the technology or process is currently used in another industry or for other materials).

e. Are there any reference sites in Australia or overseas where the technology/process is currently in use?

f. How suitable is the technology/process for the location?

g. Operational performance (e.g. Workplace Health & Safety)

h. Environmental performance – Other than diversion of waste from landfill how does the technology/process minimise environmental impact (including any water, land or noise, air or odour pollution) and resource consumption (water, energy, etc.)?

9.2 Describe any waste residuals generated by your process

Please ensure you answer each section individually:

a. Identify and describe all waste residual materials generated by the process

b. Expected quantities of each waste residual material (per annum)

c. How do you plan to manage all waste residual materials generated by the process?

9.3 What is the operational life-span of the facility/technology?

- Outline any staging of infrastructure
- Asset Management Strategy and plans developed

Criterion 5: Planning and environmental protection licensing

10.1 Does your organisation have formal management systems for quality, environmental management and/or work health and safety?

Management System	System in place and internally audited	System in place and independently audited	System in place and independently audited/certified to ISO9001, ISO14001, OHSAS 18001 or other.
Quality			
Environmental Management			
Work, Health Safety (WHS)			
Describe the management systems you have in place and how they are reviewed and improved			

Criterion 6: Project Impacts

11.1 It is expected that the project will implement best practice in sustainability. Please detail how you intend to achieve this. Also detail any other benefits of the project, in particular, 'Triple Bottom Line' outcomes.

- Sustainability/environmental
- Economic
- Social

11.2 Community Benefit: Detail how this project will specifically benefit the local community it is located in and the broader NSW community.

Include information such as:

- Additional jobs both during construction and ongoing operations.
- New or expanded waste services.
- Sale of new products from recovered materials.
- Procurement of goods and services including communications, advertising, technical, financial, transport etc.

Local community

Broader NSW

Criterion 7: Value for money

This will be determined using the information provided in **PART B – Application Budget** and separate **Financial Analysis** and **Cost Benefit Analysis** (projects with a total value greater than \$1 million). Applicants willing to contribute more than 50 per cent will be favoured in the assessment process.

Part B: Application budget

Part B is relevant to assessment criterion 7 – Value for money.

- The application budget is an [Excel spreadsheet](#) that can be downloaded from the website.
- This budget form must be completed and submitted with the application form.
- Ensure line items are detailed and unit values provided where possible.
- **DO NOT PDF** – the budget form must be submitted in EXCEL format only.

12 Financial Analysis

This part of the application form is a separate [Excel document](#) and can be downloaded from the website. Please complete and submit with your application - **Do Not PDF**.

13 Cost Benefit Analysis: For projects with a total value over \$1 million, please provide a detailed cost benefit analysis of the project (you must attach Excel form).

At a minimum, your analysis must:

- Identify all costs (capital, operating, maintenance, provision for contingencies)
- Identify the benefits (e.g. avoided costs, savings, revenue from sale of recovered materials)
- Assess net benefits (using the discounted stream of costs and benefits based on NSW Treasury Guidelines*), and include data on:
 - net present value **with** and **without** grant funding
 - benefit cost ratio
 - internal rate of return (percentage)
 - dollars of grant funding per tonne of additional material recycled
- Sensitivity testing (analyse option under different scenarios and discount rates)
- Document all references to data sources and assumptions

Provide a summary of the results in the box below and attach the [Excel form](#). Please complete and submit with your application - **Do Not PDF**.

14.1 Funding from other sources

Have you or your project secured funding from another government agency or other sources for the same or related activities to those you are seeking to be funded by this application?

Do you have current applications lodged with other government agencies or other funders in relation to the project?

If you answered Yes to either of the above questions, please provide further information about the other source of funding, including who is/will provide the funding, how much the funding is for, and what the funding is intended to cover. Include any activity under the Australian Government's Clean Energy Regulator's Emissions Reduction Fund.

Funding payment source	Agency providing the funding/payment	Amount of funding payment \$	Describe the relations to this project

14.2 Describe how your project is delivering good value for money

15 Project measures – As part of your plan please complete the following resource and activity measures. Only place values in the measures relevant to your project. Values should be for the whole project. If you are successful in gaining funding these will be part of the reporting requirements.

Category	Code	Project measure	Definition	Unit of measurement	Projection
Stakeholder and community education and participation	SC3	Consultants/contractors engaged using Trust funds	This project measure excludes individuals recorded under SC2.	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 (Mandatory)	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	
	SC5	Volunteers involved	This project measure excludes those already identified as part of project measure SC2, SC3 and SC4.	Number of individuals	
			The total combined hours contributed to the project by volunteers.	Combined hours contributed	
	SC10 SC12	Training sessions conducted People trained	This can include: <ul style="list-style-type: none"> • training sessions • seminars • workshops • conferences 	Number	
			It excludes field days, festivals, cultural events, and meetings that are primarily aimed at awareness raising. These are to be captured under SC13 If your project records against this project measure, you must also report on SC12. The number of people trained or who attended activities associated with project measures SC10.	Number	
	SC13	Awareness raising events	Activities that would contribute towards this project measure include: <ul style="list-style-type: none"> • Attending and providing a display for festivals, shows, field days, celebrations, cultural event, meetings and conferences • Partial sponsorship of workshops, general field days, festivals, conferences, cultural events, meetings and conferences It excludes training workshops, study tours, cultural events, meetings and conferences that are primarily aimed at training or skill enhancement which are to be captured under SC10.	Number	
	SC14	Attendees at awareness raising events	Provide the total number of attendees at awareness raising events conducted by the project through activities associated with SC13.	Number	
SC15	Educational products/resources developed	Items to include: <ul style="list-style-type: none"> • Brochures, unaccredited training materials, posters, fact sheets • Updates/modifications of existing material to ensure it is regionally relevant • Newsletters produced on a regular basis • Posters that advertise events and activities resulting from the grant • Web content published to as part of the project activities 	Number		

Category	Code	Project measure	Definition	Unit of measurement	Projection
			<ul style="list-style-type: none"> Conference posters that display the results of research or scientific investigations or studies Brief summary documents from scientific data collection, investigation reports and regional planning documents. <p>Note: Please count each resource only once, do not provide data for example on number of brochures printed.</p>		
	SC16	Individuals potentially reached (Mandatory)	Project reach refers to the potential for people to hear about your project and its outputs. It can often be difficult to determine project reach, so an estimate based on the expected audience for your communication strategy should be used (e.g. estimates of local radio station listener numbers, newspaper distribution numbers etc.) where you intend to publish/promote your work.	Number	
	RC7	Built capacity to divert waste from landfill Mandatory Measure	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	
Resource Conservation	RC11	Glass diverted from waste through recycling	This project measure refers to the total amount of glass 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)	This measure is related to the amount of grant funding spent within NSW with NSW businesses/suppliers.	Dollars	
	EC2	Additional Turnover (\$/yr) Mandatory Measure	This measure relates to the additional turnover per annum in dollars at the end of the project.	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	

Category	Code	Project measure	Definition	Unit of measurement	Projection
	EC6	"Total amount of in-kind support contributed (\$)	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	

Table of anticipated end uses

Material Type	Projected end uses (internal: by own company)			Projected end markets (external to other party)		
		Identify use	Tonnage		Identify use	Tonnage
	Sub-total			Sub-total		
	Sub-total			Sub-total		
	Sub-total			Sub-total		
All materials combined	Total			Total		

Part C: Project plan, including risk management

This part of the application form is a separate [WORD document](#) and can be downloaded from the website. Please complete the form and submit with your entire application - **Do Not PDF.**

Criterion 9: Compliance History

16.1 Status of site for proposed resource recovery facility

Select all relevant options.

Site owned by grant applicant?

Site identified to be purchased

Date of purchase

Site is under lease by grant applicant. (If so, please give details on lease status, lease term, site owner and any restrictions on capital improvements).

16.2 Planning approval status of selected site

Tick all relevant options.

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.

Note: If the site has planning approval for the proposed development, you **must** provide a copy of the approval in your application attachment (e.g. a copy of the Development Consent).

16.3 Describe what consultation about the project has taken place with your planning consent authority, including any planning, site environmental or engineering investigations.

For example: Local council or Department of Planning and Environment. If no consultation has been undertaken with your planning consent authority, please explain why.

16.4 If planning consent is required, what planning approvals are needed and what are the likely timeframes for consent?

16.5 Environment Protection Licensing status of site.

Select all relevant options.

Note: To determine if your project will require an environment protection licence, consult the EPA Guide to Licensing.

- Site has no Environment Protection Licence in place but requires one.
- Site has an existing Environment Protection Licence in place but needs amendment to accommodate the proposed technology/facility/change in waste stream processing.
- Site has no Environment Protection Licence in place but no licence will be required.
- Site has all Environment Protection Licensing in place and no further licensing is required.

Describe what consultation has taken place with the EPA in relation to the licensing of the facility/technology

Name of EPA officer consulted

Date of EPA consultation

16.6 What other EPA licences do you or your alliance/partners currently hold?
Include all licences held for resource recovery operations held in NSW.

16.7 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).

16.8 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

16.9 Does your project involve any aspect of energy from waste?

Read the [NSW Energy from Waste Policy Statement](#)

Yes No Involves some aspect of energy from waste? If yes, please answer the questions below.

Have you read and understood the NSW Energy from Waste Policy Statement	<input type="checkbox"/> Yes <input type="checkbox"/> No
Can you demonstrate that your project will comply with the NSW Energy from Waste Policy Statement ?	<input type="checkbox"/> Yes <input type="checkbox"/> No
<p>Do you agree that prior to receiving any funding for your proposal, you will be required to complete and comply with all applicable requirements and provide all required information in the document entitled Energy from Waste Compliance Table which is available on the Trust's webpage.</p> <p>Note: You are not required to complete and return the Energy from Waste Compliance Table with your application. The Environmental Trust will contact you if and when it requires this information.</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No

Other Matters

17.1 Please declare any real, potential or perceived conflict of interest that you may be aware of. This can relate to land ownership, salary and/or contractor payments/selection.

17.2 Third party assistance. List all parties who have contributed to the submission of this application.

Name of third party	Type of assistance and cost	Aspect of application

Authorisations

APPLICANT Include the names of two office-bearers in your organisation (e.g. General Manager, Chairperson, Treasurer, Managing Director, Chief Executive Officer or Executive Officer) who are able to attest to the accuracy of the information within the application. **No signature is required at this stage.**

What happens if I supply false or misleading information?

Applicants must certify that all of the information in the application is true and correct. Please note that if applicants supply information as part of the application that is false or misleading in a material particular, the application will not be considered OR, if the grant is made and it is discovered that information supplied was false or misleading in a material particular, the grant will be revoked and funds, plus interest, must be repaid. An assessment regarding possible fraud will also be undertaken and appropriate legal action initiated if warranted.

Name

Title/position

Organisation

Email

Phone Mobile Date

Name

Title/position

Organisation

Email

Phone Mobile Date

Enquiries

Please contact Environmental Trust:

Phone: (02) 8837 6093

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

Feedback

Please provide some basic feedback on your experience with applying to the Priority Problem Wastes Management program. All feedback will be collated to provide overall picture and used to assist development of future Environmental Trust documentation.

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

- Less than 3 days 3 – 5 days 5 – 7 days More than 7 days

2. Time taken to complete the Trust application form

- Less than 1 day 1 – 2 days 2 – 3 days More than 3 days

3. Ease of completing the application

- Very easy Easy Moderate Difficult Very difficult

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

- EPA Trust Webinar Workshops

Other (please specify)

5. Where did you hear about this program?

6. Any other comments or suggestions.

Application submission

It is recommended that you read all sections of the Guidelines for applicants, particularly those sections covering the objectives of the program, eligibility, assessment criteria and GST.

Applicants must adhere to the naming instructions for submitting their application documents.

Before submitting your application, please refer to the submission process set-out below.

	<ul style="list-style-type: none"> • Answer all questions in Part A - Application Form. • Type only in the spaces provided in the application form. Answer boxes are a set size, and will not expand to accommodate additional text. • Application form must be submitted as a PDF smart form (see instructions in the form and on the web page). • Application budget, financial analysis and cost benefit forms must be submitted as Excel documents. DO NOT PDF • Project Plan form: must be submitted as a Word document. DO NOT PDF • Cost Benefit Analysis and Financial Analysis must be submitted using the Excel templates provided. DO NOT PDF • Have your application authorised 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. • Submit your entire application by ONE of the methods below - DO NOT Email AND post. Note: Email is the preferred option. Posted USB applications must be received on or before the closing date. • Do not fax any part of your application. • Do not ZIP your application documents. ZIP files cannot be accepted by the Trust. • Email subject line format must be: Organisation Name – PPW Stream 1 or 2. • One application per email. If more than one, number accordingly. i.e. <i>XYZ Company PPW Stream 2 Application 1.</i> • Submit your application form and all other documents by the closing date 5pm Monday 27 June 2016
Email to:	<p>waste.recycling@environmentaltrust.nsw.gov.au</p> <ul style="list-style-type: none"> • Ensure you email your entire application, including all attachments. • Note: Emailed applications cannot exceed 10MB including all attachments. <p>If the files exceed 10MB please contact the Trust well ahead of the submission date for alternative submission facility or submit as a series of emails.</p>
Post to:	<p>NSW Environmental Trust PO Box 644 PARRAMATTA NSW 2124</p> <ul style="list-style-type: none"> • If your application exceeds 10MB, you may submit all your forms and supporting documents on a USB. • Hardcopies will not be accepted.

Any application that is late, incomplete or ineligible will not be considered.