



Australian and NSW Governments Funding

Remanufacture NSW: Regional and Remote Recycling Modernisation Fund (RMF)

Application Form

Closing date: 5pm AEST Monday, 6 December 2021

Section A: General information

Purpose of the form

For organisations to apply for Australian and NSW Government funding to invest in financially viable recycling infrastructure projects, or trial projects, to increase glass, plastics, tyres and mixed wastepaper and cardboard processing capacity in regional and remote areas of NSW.

Before applying

Please read the Remanufacture NSW: Regional and Remote Recycling Modernisation Fund (RMF) – Guidelines for Applicants, provided by the Department of Agriculture, Water and the Environment and NSW Environmental Trust (The Trust).

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 or (02) 9995 6920

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

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 considered.
- All applications must be complete and include the following:
 - Application Budget as an Excel Spreadsheet
 - Capacity Throughput and End Use as an Excel Spreadsheet
 - Supporting documents as PDF, Word or Image Documents
- Submit your application by the closing date: **5pm AEST Monday, 6 December 2021. No late applications will be accepted.** Applications to be submitted to: apply@environmentaltrust.nsw.gov.au.
- **Please note**, details of your application and accompanying documents will remain confidential.

Section B: Eligibility criteria

Organisations that answer 'no' to any of the following questions will not be eligible for funding.

1. At the time of applying does your organisation hold an Australian Business Number (ABN) and is either

- an Australian entity or partnership incorporated under the Corporations Act 2001 (Cth)
- a council (as defined by in the *NSW Local Government Act 1993*), regional organisation of councils, joint organisation of councils or other, local government-controlled organisation
- 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

2. At the time of applying, does your organisation meet all of the following criteria?

- registered for GST (unless exempt)
- not insolvent
- has not been convicted of contravening environment protection legislations in the last 5 years
- does not have owners/directors who are undischarged bankrupts
- have a business plan in place for the proposed project

3. Does the application propose to deliver or trial new, or increase existing processing capacity in a regional or remote location in NSW, to address the processing of the following?

- unprocessed glass
- mixed or single resin/polymer plastics
- tyres
- paper and cardboard

4. The project will manage materials through:

- proposed new fixed or mobile facilities, or expansion of existing fixed or mobile facilities; and/or
- new or upgraded equipment to increase local domestic processing capacity for recyclable materials; and/or
- increasing the use of recyclable or recycled materials in manufacturing and/or infrastructure.

5. Will the project address export ban materials that are primarily generated in NSW?

- Yes
- No

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

- Yes
- No

7. Will the proposed project be financially viable over its operational life i.e. after the grant funding is exhausted?

Yes

No

8. Energy from Waste (EfW) will not be funded. Do you confirm that your project is not an EfW project, (i.e. does not include)?

- construction or modification of any facility that uses or will use waste material as an energy source
- construction or modification of facilities to produce fuels from waste inputs, including refuse derived fuel (RDF), processed engineered fuel (PEF), tyre derived fuel (TDF), crude oils, liquid or gaseous fuels, or transport fuels, or
- construction or modification of pyrolysis facilities

9. Confirm that your project has not, and will not, commence before the signing of the grant agreement?

Yes

No

Section C: Application form

Completed applications with all attachments must be submitted to the NSW Environmental Trust by **5pm AEST Monday, 6 December 2021** via email to: **apply@environmentaltrust.nsw.gov.au**.

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

10. Main 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.

Title	<input type="text"/>	First name	<input type="text"/>	Surname	<input type="text"/>
Position	<input type="text"/>				
Organisation	<input type="text"/>				
ABN	<input type="text"/>	Registered for GST	<input type="checkbox"/>		
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"/>				

11. Alternative contact person

Title	<input type="text"/>	First name	<input type="text"/>	Surname	<input type="text"/>
Position	<input type="text"/>				
Organisation	<input type="text"/>				
ABN	<input type="text"/>	Registered for GST	<input type="checkbox"/>		
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"/>				

12. Project partner contact details.

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"/>		

13. Management structure.

	Name	Position title
Please provide details of senior management		

Number of years trading

Years under current executive

Full-time employees

Total full-time equivalent
(e.g. part-time and volunteers)

14. Detail how the project will contribute to increased recycling of plastics, glass, paper/card, tyres, how this will be measured and how lessons learnt will be captured.

15. Identify all key stakeholders, their relationship to the project and how they will be engaged/consulted. Please provide evidence of engagement/consultation to date.

16. Describe the management arrangements and systems that will be put in place to effectively govern the project. List identified risks and outline minimisation strategies involved.

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

18. 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

19. 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

20. 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.

Section D: Project details

Information provided in this section may be publicly released.

21. Project title

22. 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 should your application be successful.

23. Does your project propose:

- to deliver increased existing processing capacity, in a regional or remote location in NSW, to address the processing of waste ban materials, or
- a trial that address waste export ban materials in a regional or remote location in NSW.

24. Location (please use the ABS classification to identify the Accessibility/Remoteness Index of Australia (ARIA+) area of the project location; provide the address, the post code and the local government area and NSW state electorate of your proposed project.

Accessibility/Remoteness Index of Australia (ARIA+)

Name of site

Address

Suburb/Town

State

Post code

This must be the local government, state and federal 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](#)

State electorate

[What is my federal electorate](#)

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)

25. 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.

26. Estimated project.

Commencement date: Completion date:

Note: must be no later than 30 June 2024

27. Project category.

Please indicate which of the following categories best describes the proposed project.

- Sorting/processing improvements
- Reprocessing
- Manufacture of products using waste export ban materials
- Supplying and using waste export ban materials in construction projects
- Other (please specify):

28. 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 glass	<input type="checkbox"/> Separated glass
<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, container versus flat glass, etc.

29. Briefly describe the project (maximum 500 words)

30. What other infrastructure (for example, roads or power) is needed to ensure project success? Provide details of how this will be funded.

31. Advise what other funding, if any, the applicant organisation or partner/s has applied for and outline the components of the project to which that funding relates. Please provide details of any other funding sought for the project and outcome of decision (if known), including an itemised list of all funding sources.

32. What is the volume of new tonnes of waste that the project will process each year? (Broken down by material type) For upgrades, please provide the current capacity, estimated additional capacity and the expected total capacity once the project is complete.

33. Please complete the [Processing Capacity, Throughput and End Use](#) form which can be downloaded from the Trust website. This will be your Attachment A1. 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 L51)
Third year post commissioning	(Cell N51)
Tenth year post commissioning	(Cell P51)

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

NSW

Other states

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

36. Describe how you will ensure that your project is operational in time to reduce anticipated pressures associated with the commencement of the waste export ban relevant to the project focus materials.

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

38. From where will the input- material, or feedstock, be sourced (e.g. which regions). Outline security of supply for this material. Provide information about expected transport arrangements and costs.

Please provide estimated volumes for each region where possible.

39. What regulatory approvals are in place or will be needed for the project to go ahead?

Provide details on the timing and process for regulatory approvals to be granted, including development approval and environmental protection licencing (if required).

Please outline whether and with whom you have already discussed approvals needed (e.g. existing EPL, Resource Recovery Order and/or Exemption, DA or SSD numbers or application numbers; NSW EPA, Local Government and/or Department of Planning engagements, including officer names if known).

40. Provide details about the expected demand and markets for the products produced by the project and what research you have undertaken in this regard.

41. 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.

42. 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		

43. Expected supply of any 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?		
	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?		
	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?		

44. Pricing and service offerings are viable and credible.

Please provide information on the expected demand for your end products. Provide letters of intent or other verification of this information.

Market/buyer	Your product (one per line)	Product/supplier being replaced (as relevant)	Tonnes per annum	Price per tonne	Why will they buy your product at this rate	Domestic or export market

45. Describe the competition that exists in the market for the source material that you propose to accept. Please include both short-term and longer-term supply.

46. 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.

47. 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

For upgrades, how many new FTE jobs are estimated to continue to exist once the project is complete

48. Provide dates and details of expected key milestones and phases for the project.

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

The first instalment amount will be 10% of the total amount requested, the second, third and fourth instalments will each be 20%; and the final instalment will be 30%. Milestone 1 should be due in approximately May 2022.

Milestone	Milestone date	Instalment amount \$	Types of evidence of milestone achievement
Milestone 1 Signing of Grant Agreement		10%	Milestone 1 Report including the following: <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		20%	Milestone 2 Report including the following: <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		20%	Milestone 3 Report including the following: <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		20%	Milestone 4 Report including the following: <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) 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		30%	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

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

50. The following project measures 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	
	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	

Category	Code	Project measure	Definition	Unit of measurement	Projection
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	
	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	<p>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.</p> <p>Report each new job only once, and do not include short- term, temporary positions.</p> <p>Estimate the combined total of hours worked per week for these new ongoing jobs.</p>	Number	
Combined hours worked per week					

Section E: Proposed funding contributions

51. 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.**

The maximum combined Australian and NSW government funding available is 50% of total project costs, with a minimum 50% applicant co-contribution. Please provide an application budget table as Attachment 02, available to download from the application page of the Environmental Trust.

In the budget table, please indicate which items the government funding will be used towards and itemise all costs over \$5,000. The co-contribution should also be itemised in the application budget.

List the total government funding requested, and total co-contribution from your organisation (and any partners) (GST exclusive):

Category	Contribution (\$'000 GST excl)	% of funding
Total project cost		
Government funding		
Funds sought under this application		
Other government funding		
Total applicant co-contributions		

Applicant organisation (name of entity)	
Other investors/sources (name of investor/Source)	

Note: Percentage of funds sought from the Australian and NSW Governments must not exceed 50% of the total cost of the project.

52. Has the applicant received or is the applicant seeking project funding from any other government source (as per question 31)?

- No Go to Section F
- Yes Go to Question 54

53. List all other sources of government funding for this project and the government contribution the applicant is seeking under this application.

Government contribution/program name	Contribution (\$'000)	Funding sought or received
Remanufacture NSW Regional and Remote RMF		
Name of entity:		

54. If the applicant receives all the funding being sought for this project, would the government contribution exceed 50% of the total cost?

- No
- Yes

55. Will the project proceed if the applicant does not receive the funding listed in question 55?

- No
- Yes

56. How will the project be affected if the applicant does not receive all the funding being sought?

57. In the last five years have you, or any alliance/partner organisation received any official cautions, penalty notices, clean up notices, prevention notices, licence suspensions, licence revocations, convictions or prosecutions under NSW Environment Protection laws including the Biodiversity Conservation Act 2016, Protection of the Environment Operations Act 1997 (POEO Act), POEO (Waste) Regulation 2014?

- Yes No **If yes, provide details including the nature of the breach, penalties imposed and any improved processes you have implemented to correct these breaches (attach additional supporting information if needed).**

58. Has any organisation involved in this project 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, 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.

Section F: Applicant response to mandatory assessment criteria

Assessment criteria

No.	Criterion	Applicant response
1	<p>Proposed project must demonstrate how it will address regional or remote resource recovery challenges.</p> <p>Proposed project should demonstrate how it is part of a solution for sorting, processing, re-manufacturing or selling of, recovered glass, plastics, tyres, and/or paper and cardboard in regional or remote locations.</p> <p>Proposed project addresses critical gaps in capacity such as:</p> <ul style="list-style-type: none"> the project will absorb and process glass, plastics, tyres or paper/cardboard from regional or remote locations that would typically be exported from Australia, or would end up in landfill, and the project's location has access to the transportation and distribution networks in the relevant regional or remote location. <p><i>(Weighting: 30 points)</i></p>	<p>Label response as Attachment A. Begin with a summary of the attachment contents. Please fill in and submit A1: Capacity, Throughput and End Use table which can be downloaded from the application page of the Environmental Trust.</p> <p>Label any other attachments consecutively as, for example, A2 and A3 and name and list them in the summary.</p>
2	<p>Proposed project is supported by a sound business case, planning and regulatory requirements to proceed to construction are identified, evidence is provided on the process for gaining approvals, and project is expected to be financially viable over its operational life.</p> <p><i>(Weighting: 20 points)</i></p>	<p>Label response as Attachment B. Begin with a summary of the attachment contents. Please provide a budget table using the template provided by the Environmental Trust as B1. The budget table template can be downloaded from the application page of the Environmental Trust.</p> <p>Label any other attachments consecutively as, for example, B2 and B3 and name and list them in the summary.</p>
3	<p>Proposed project will create higher-value feedstock or offtake for remanufacturing products for which a suitable level of demand is expected. Identification of end-markets is essential.</p> <p><i>(Weighting: 15 points)</i></p>	<p>Label response as Attachment C. Begin with a summary of the attachment contents. Label any other attachments consecutively as, for example, C1 and C2 and name and list them in the summary.</p>
4	<p>Proposed project will support local small to medium businesses and, employment and long-term economic growth and development in regional or remote locations. Small to medium businesses are those who carry on an enterprise in Australia and have less than 200 employees and an ABN.</p> <p><i>(Weighting: 15 points)</i></p>	<p>Label response as Attachment D. Begin with a summary of the attachment contents. Label any other attachments consecutively as, for example, D1 and D2 and name and list them in the summary.</p>
5	<p>Project is in <i>Remote NSW</i> or in <i>Very Remote NSW</i> in accordance with the ABS remoteness classification.</p> <p><i>(Weighting: 5 points)</i></p>	<p>Label response as Attachment E. Begin with a summary of the attachment contents. Label any other attachments consecutively as, for example, E1 and E2 and name and list them in the summary.</p>
6	<p>Proposed project is unlikely to proceed without assistance from the Australian and NSW Governments, or will only proceed at a much later date or on a much smaller scale.</p> <p><i>(Weighting: 5 points)</i></p>	<p>Label response as Attachment F. Begin with a summary of the attachment contents. Label any other attachments consecutively as, for example, F1 and F2 and name and list them in the summary.</p>

No.	Criterion	Applicant response
7	Proposed project has a clear and credible plan to fully engage and consult affected stakeholders, traditional custodians and communities. <i>(Weighting: 5 points)</i>	Label response as Attachment G. Begin with a summary of the attachment contents. Label any other attachments consecutively as, for example, G1 and G2 and name and list them in the summary.
8	Projects will be fully operational by 30 June 2024. <i>(Weighting: 5 points)</i>	Label response as Attachment H. Begin with a summary of the attachment contents. Label any other attachments consecutively as, for example, H1 and H2 and name and list them in the summary.

Small Organisations Supporting Points Assessment (only small organisations i.e. those that carry out an enterprise in Australia, have less than 200 FTE (full time equivalent) employees and have an ABN) are eligible to receive points under these criteria*

No.	Criterion	Applicant response
9	The applicant is a small organisation with experience operating in the proposed project location. <i>(Weighting: 5 points)</i>	Label response as Attachment I. Begin with a summary of the attachment contents. Label any other attachments consecutively as, for example, I1 and I2 and name and list them in the summary.
10	Proposed project will create at least two full time ongoing jobs. <i>(Weighting: 5 points)</i>	Label response as Attachment J. Begin with a summary of the attachment contents. Label any other attachments consecutively as, for example, J1 and J2 and name and list them in the summary.
11	Project connects local businesses, builds partnerships, and supports local supplier hubs. <i>(Weighting: 5 points)</i>	Label response as Attachment K. Begin with a summary of the attachment contents. Label any other attachments consecutively as, for example, K1 and K2 and name and list them in the summary.

* Note small organisations may include small to medium businesses, Local Governments, not-for-profits, social enterprises, community groups, regional research institutions, Aboriginal Land Councils or similar. Small organisations are those that carry out an enterprise in Australia, have less than 200 employees and have an ABN.

Conflict of interest

59. 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.

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Third party assistance

60. 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

Section G: Applicant declaration

To be completed by the applicant listed in section C.

I declare that the information I have provided in this application is true and correct to the best of my knowledge. I understand that under the *Criminal Code 1995 (Cth)* it is an offence to knowingly give false or misleading information. This offence carries a maximum penalty of 12 months' imprisonment.

I understand that the Australian and NSW Governments may make media and other public announcements in relation to the application.

I declare that where a third party's personal information is contained in this application, the third party has been informed and has consented to provide their information for the purpose of this application.

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

Signature 2

Date

Name

Title/position

Organisation

Email

Signature 2

Date

Section H: Privacy notice

The Department Agriculture, Water and the Environment (the Department), NSW EPA and the Environmental Trust of NSW collect personal information (as defined in the *Privacy Act 1988*) in relation to this application form for the purposes of assessing the application for funding. If the relevant personal information requested in this application is not provided, we may not process the application.

We are bound by the Australian Privacy Principles in the *Privacy Act 1988*. We respect your rights to privacy under the Privacy Act and we will comply with the requirements under the Act in respect of the collection and management of your personal information. The [Department's Privacy Policy](#) contains information about how to access or correct your personal information or make a complaint about a breach of the Australian Privacy Principles. The [Policy](#) is available on the website.

The Departments may disclose your personal information to the Minister for the Environment and other Australian Government ministers, the Department of the Prime Minister and Cabinet, the Department of Infrastructure, Regional Development and Cities, the Australian Treasury, Infrastructure Australia, technical experts and other parties for the purpose of assessing and making decisions on applications and administering any decision on an application, providing the disclosure is consistent with relevant laws, particularly the Privacy Act. Similarly, the NSW government may disclose your personal information to the Minister for Energy and Environment and other NSW government ministers, Department of Industry, Planning and Environment, Regional NSW, technical experts including the independent Technical Review Committee and other parties for the purpose of assessing applications and making funding decisions.

By completing and submitting this form you consent to the disclosure of all personal information contained in this form to these parties.

Application submission

It is important that you read all sections of the [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**.
- 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 – Regional and Remote Remanufacture. 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 Regional and Remote Remanufacture.
- 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
- Criterion 1 Attachment A
- Capacity, Throughput and End Use Attachment A1 Capacity Throughput
- Criterion 2 Attachment B
- Application Budget Attachment B1 Grant Application Budget
- Criterion 3 Attachment C
- Criterion 4 Attachment D
- Criterion 5 Attachment E
- Criterion 6 Attachment F
- Criterion 7 Attachment G
- Criterion 8 Attachment H
- Criterion 9 Attachment I (small organisations only)
- Criterion 10 Attachment J (small organisations only)
- Criterion 11 Attachment K (small organisations only)
- 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
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 or (02) 9995 6920
Email: infrastructure.grants@epa.nsw.gov.au

Late or incomplete applications will not be considered.

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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