

# COMMUNITY- WASTE & SUSTAINABILITY GRANT SCHEME 2018



**GRANT GUIDELINES AND FAQs**

## Community Waste & Sustainability Grant Scheme

In line with the City of Albany's commitment to a clean, green and sustainable future, this funding program is for small grants up to \$1,000 to support local community projects tackling waste issues. Applications must be received by 3pm Thursday 27 June 2018.

### Key contact

To discuss your project and any enquiries about the Community Waste & Sustainability Grant Scheme please contact the City's Waste Sustainability Officer on 6820 3918 or email [fossickers@albany.wa.gov.au](mailto:fossickers@albany.wa.gov.au).

### Funding priorities

Applications must address at least one of the funding priorities to be eligible for assessment:

- Contribute to the City of Albany being a regional leader in waste minimisation and recycling / reuse / repurposing activities
- Minimise waste streams to landfill
- Facilitate further education programs across community groups
- Be at the forefront in considering new waste technology
- Create a strong and knowledgeable network of residents that spread and share the waste minimisation and sustainability message

### Who can apply?

- Not-for-profit groups, clubs, associations and schools based in the City of Albany, or with a demonstrated principal interest in the City
- Individuals who are residents of the City of Albany and have a sponsoring, incorporated community group prepared to auspice the funds on their behalf and can demonstrate specific benefits to the Albany community

### What can I apply for?

- Program delivery costs – e.g., fees for presenters, instructors, teachers, performers
- Production and venue costs – e.g., venue and equipment hire
- Publicity, communications and marketing expenses
- Purchase of materials for activities relating to education and waste minimisation

### Potential projects

- Activities which aim to reduce waste generation
- Education and / or skills training in waste reduction / reuse
- Upcycling and creative re-use projects
- Composting, worm farms and bokashi
- Community 'swap' events where excess produce and unwanted goods can be exchanged
- Awareness-raising activities around waste issues such as artwork, music, festivals or events

## What won't be funded?

- Retrospective or deficit expenses
- Salaries, wages, electricity, water, rates, insurance or other core operating costs for an organisation
- Funding for infrastructure projects such as:
  - Renewable energy systems
  - Rainwater tanks
  - Grey water systems
  - Hot water systems

## How we assess the application

Applications for Community Waste Grants will be assessed against the following criteria:

- The application addresses at least one funding priority
- Demonstrated genuine community need and support for the activity
- Demonstrated value for money
- Creativity and innovation in solving waste problems for the region

Applicants should answer all questions in the application form with as much detail as necessary. When completing the application form consider how your proposed activity addresses the funding priorities. Letters of support for the proposed activity and indicative quotes for budget items are encouraged.

Applicants will be advised of the outcome of their application within eight weeks of the closing date.

## Conditions of funding

Successful applicants will be required to sign a funding agreement with the City.

Canvassing of elected members will automatically disqualify the application from consideration.

Successful applicants will be required to indicate how they intend to acknowledge the City of Albany's contribution towards the activity or event. The City's support must be acknowledged through any advertising, other promotional material and media publicity associated with the activity. Approval must be obtained prior to using the City's logo.

Applicants who receive funding to host an event must seek the relevant approvals from the City's Events Team on 08 6820 3035 or [events@albany.wa.gov.au](mailto:events@albany.wa.gov.au).

## ABN and tax status

Successful applicants must advise the City of their organisations' ABN and GST status. Successful applicants without an ABN must complete a *Statement by a Supplier* form in order to be funded. *Statement by a Supplier* forms are available to download from the City website as a PDF or can be obtained from Australia Post.

Individuals or organisations registered for GST must supply a tax invoice to receive funds.