



GUIDELINES FOR APPLICANTS COMMUNITY GRANTS SCHEME

SCOPING FOR THE 2011 COMMUNITY GRANTS SCHEME

www.zerowastewa.com.au/ourwork/supportschemes/cgs

INTRODUCTION

The Community Grants Scheme (CGS) provides funding support for waste initiatives, under the Strategic Direction and the Waste Avoidance and Resource Recovery Account (WARRA).

Through CGS, the Account assists community groups and individuals to reduce the generation, recover the resources, and reduce the impact of waste on the environment. The Account is generated from a levy on waste disposed to landfill in the Perth Metropolitan Area.

What is the Community Grants Scheme?

The CGS is managed by the Department of Environment and Conservation (DEC) on behalf of the Waste Authority.

The Scheme has been established to provide funding for smaller-scale, generally local-scale community-based projects that make an active contribution to the waste management and recycling environment in Western Australia.

Under the Scheme, individual grant aid from the Waste Avoidance and Resource Recovery Account (WARRA) can be offered to any community organisation or group, which participates in practical projects that improve the management of waste in Western Australia. The Scheme is aimed particularly at small groups who lack the support or sponsorship of larger organisations and do not have the financial resources to carry out waste management projects relating to the local community.

What type of projects can receive a grant?

To be eligible a project must:

- help protect or enhance the environmental quality of a locality by implementing the three principles
 1. *Avoidance - To avoid the creation of waste*
 2. *Recovery - To efficiently re-cover, re-treat and re-use all wastes*
 3. *Disposal - To responsibly manage waste into the environment.*
- be located within Western Australia
- involve the applicant, and ideally the local community, in its implementation and use
- involve a financial or labour contribution from the applicant.

Applications proposing projects that focus on measurable behavioural change will be considered favourably.



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Projects which are **not** considered acceptable include those:

- likely to be implemented without the need for grant assistance;
- normally expected as a duty of another Government agency;
- having no obvious public involvement or benefit
- originating from Schools (the Department has specific Waste Wise Schools grants available)

To maximise your chances of success you should:

- supply all the information requested
- ensure the project has community wide benefits
- provide an adequate budget or business plan
- avoid projects that have been done before
- show you have the experience or expertise to carry out the project
- demonstrate how you will contribute to the project.

Who can apply?

Not-for-profit, incorporated community based organisations and groups based in Western Australia are eligible to apply.

Partnerships between community organisations are encouraged. In such cases, one organisation must take responsibility for project accountability and report requirements and so be the “Lead Organisation”.

If an individual or group that is not incorporated wishes to apply for a grant, the application must be made by another incorporated organisation on their behalf. This organisation will be required to enter into the grant agreement with DEC and act on the Applicant’s behalf in any financial or reporting arrangements with DEC.

Commercial enterprises and associations, government bodies and statutory authorities, are ineligible to apply. These groups may be eligible to apply for support under the Strategic Waste Initiative Scheme (SWIS) - www.zerowastewa.com.au/ourwork/supportschemes/swis

Local government authorities in remote or regional communities may however assist unincorporated organisations/groups by receiving and/or processing payments on their behalf.

Please Note: *Schools are ineligible for funding, as the Department has a Waste Wise Schools (WWS) grants program, available specifically to provide assistance to schools with their waste management projects.*

More information on WWS is available from www.wastewise.wa.gov.au/schools.



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What level of financial assistance can be expected?

The Waste Avoidance and Resource Recovery Account has only limited resources for this scheme and therefore individual grants are limited to a maximum of \$20,000 per project per year.

The grant will normally not exceed 50% of the total cost of the project, although this total cost can include unpaid labour contributions from volunteers (calculated at a nominal rate). Based on Australian Bureau of Statistics earnings estimates dated November 2009 – the estimation of volunteers' per-hour value is \$24.59 an hour.

It is expected the grant will be provided for materials and equipment, rather than professional input or design.

How do I apply?

Out of Session Grant applications will not be accepted.

Using the Application form provided on the website, applications must contain a description of the proposed project.

The project description should include:

- a project budget – likely financial and in-kind contributions; including from other sources
- perceived benefits of the project
- level of community involvement
- its location.

Please send your Application to:

E-mail: bianca.king@dec.wa.gov.au (if you have problems with this email, please try zerowaste@zerowastewa.com.au)

Project Officer – WARRA Grants
Department of Environment and Conservation
Locked Bag 104
Bentley Delivery Centre WA 6983 Fax: 08 6467 5532

Electronic applications are strongly preferred.