

About the grant

* indicates a required field

Instructions for Applicants

Before completing this application form, please read the [Go FOGO grants guidelines](#).

If you have any questions, please contact the EPA Organics Unit
(organics.grants@epa.nsw.gov.au) and quote your application number below:

Application Number

This field is read only.

Disclaimer

The Applicant acknowledges and agrees that:

- submission of this application does not guarantee funding will be granted for any project, and the Department expressly reserves its right to accept or reject this application at its discretion;
- it must bear the costs of preparing and submitting this application and the Department does not accept any liability for such costs, whether or not this application is ultimately accepted or rejected; and
- it has read the Funding Guidelines for the Program and has fully informed itself of the relevant program requirements.

Use of Information

By submitting this application form, the Applicant acknowledges and agrees that:

- if this project application is successful, the relevant details of the project will be made public, including details such as the names of the organisation (Applicant) and any partnering organisation (state government agency or non-government organisation), project title, project description, location, anticipated time for completion and amount awarded;
- the Department will use reasonable endeavours to ensure that any information received in or in respect of this application which is clearly marked 'Commercial-in-confidence' or 'Confidential' is treated as confidential, however, such documents will remain subject to the Government Information (Public Access) Act 2009 (NSW) (GIPA Act); and

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- in some circumstances the Department may release information contained in this application form and other relevant information in relation to this application in response to a request lodged under the GIPA Act or otherwise as required or permitted by law.

Privacy Notice

By submitting this Application form, the Applicant acknowledges and agrees that:

- the Department is required to comply with the Privacy and Personal Information Protection Act 1998 (NSW) (the Privacy Act) and that any personal information (as defined by the Privacy Act) collected by the Department in relation to the program will be handled in accordance with the Privacy Act and its privacy policy (available at: <https://www.dpc.nsw.gov.au/privacy>);
- the information it provides to the Department in connection with this application will be collected and stored on a database and will only be used for the purposes for which it was collected (including, where necessary, being disclosed to other Government agencies in connection with the assessment of the merits of an application) or as otherwise permitted by the Privacy Act;
- it has taken steps to ensure that any person whose personal information (as defined by the Privacy Act) is included in this application has consented to the fact that the Department and other Government agencies may be supplied with that personal information, and has been made aware of the purposes for which it has been collected and may be used.

Eligibility Confirmation

Please declare this application meets the Program eligibility criteria:

- Funding supports rollout of new FOGO (or FO) services.
- The new weekly FOGO (or FO) collection will start in less than three years from the date of the grant approval.
- The new FOGO or FO services are for a minimum of seven years.
- The new source separated organics bin-based service will be weekly.
- All services include delivery of a kitchen caddy to the household with information on how to use the new service.
- The collected food and garden organics must be treated off site at a lawful facility to make quality outputs in keeping with [Circular Economy Policy](#) principles.
- Community education for the service introduction with three stages (pre, during and post rollout) must be implemented to support high recovery rates and low contamination risk.
- Provision for yearly education within the new organics collection contract.
- Ongoing education about what can go in the bin, aligned with the [EPA's accepted FOGO or FO inputs](#).
- Submit the grant application using [SmartyGrants](#). [Refer to the EPA website for details on the closing date](#).

I confirm that the applicant and project is eligible according to the criteria outlined in the Program Guidelines *

☐ Yes

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☐ No

New Section

Unfortunately your application is not eligible as it doesn't meet the eligibility requirements

Contact Details

* indicates a required field

Organisation Details

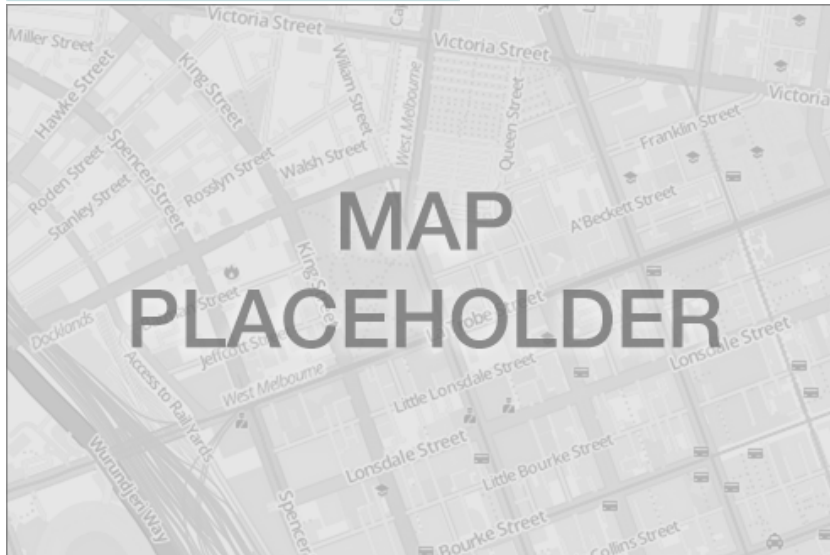
Organisation Name *

Organisation Name

Please use the organisation's full name. Make sure you provide the same name that is listed in official documentation such as that with the ABR, ACNC or ATO.

Primary Address

Address



Postal Address

Address

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Primary Phone Number *

Must be an Australian phone number.
Country code not required, area code for landlines is required.

Other Phone Number

Must be an Australian phone number.
Country code not required, area code for landlines is required.

Email Address *

Must be an email address.

Website

Must be a URL.

Does the applicant organisation have an Australian Business Number (ABN)? *

☐ Yes ☐ No

ABN *

The ABN provided will be used to look up the following information. Click Lookup above to check that you have entered the ABN correctly.

| Information from the Australian Business Register | |
|---|----------------------------------|
| ABN | |
| Entity name | |
| ABN status | |
| Entity type | |
| Goods & Services Tax (GST) | |
| DGR Endorsed | |
| ATO Charity Type | More information |
| ACNC Registration | |
| Tax Concessions | |
| Main business location | |

Must be an ABN.

Primary Contact Details

Primary Contact *

First Name Last Name

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This is the person we will correspond with about this grant.

Primary Contact Position *

e.g., Manager, Board Member or Fundraising Coordinator.

Primary Contact Phone Number *

Must be an Australian phone number.

Country code not required, area code for landlines is required.

Primary Contact Email *

Must be an email address.

This is the address we will use to correspond with you about this grant.

Secondary Contact Details

Name *

First Name

Last Name

Organisation *

Organisation Name

Position *

Phone Number *

Must be an Australian phone number.

Email *

Must be an email address.

Multi-council project

Does this project include multiple councils? *

- ☐ Yes
☐ No

Multi-council project - supporting evidence

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Please list the councils that will be involved *

Please attach letters or MOUs from the councils that will be involved *

Attach a file:

A minimum of 1 file must be attached.

Background and service information

*** indicates a required field**

Title *

Word count:

Must be no more than 25 words.

Provide a name for your initiative. Your title should be short but descriptive.

Brief description *

Word count:

Must be no more than 50 words.

Include a brief summary of who will benefit from this initiative, what activities you will do and what outcomes you expect from your activities.

Anticipated start date *

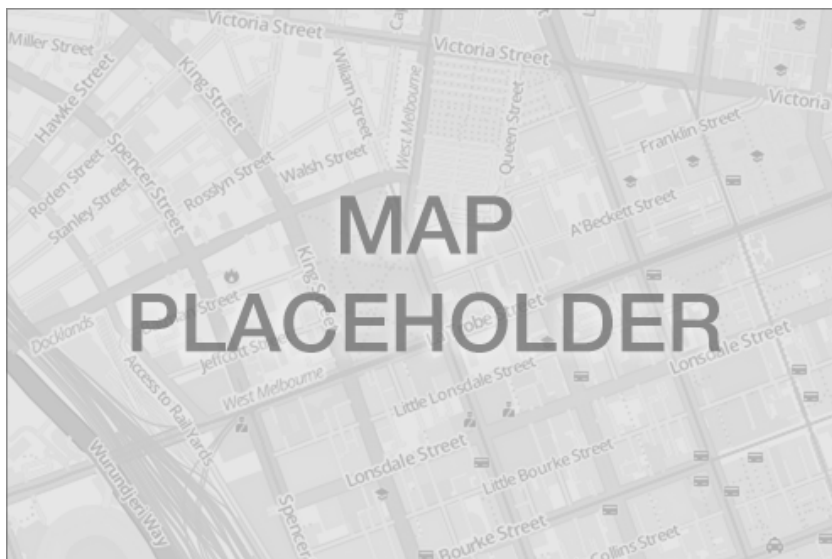
Anticipated end date *

Primary location of your initiative

Address

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Primary location does not need to be a specific address, and can be postcode, suburb, state, etc. If delivered online, please specify the area of focus for delivery.

Context

Explain the context for your council's transition to FOGO or FO. This should include:

- description of existing organics services
- number of single-unit dwellings and multi-unit dwellings in your local government area
- audit information showing how much food and garden organics are currently disposed of in the red lid bin or expected increase organics diversion volume
- available processing capacity
- research and planning that has already been undertaken or that will be conducted with the grant funding
- council and community drivers and support for implementing FOGO
- information on your target audience

Context *

Please attach related information if needed

Attach a file:

Proposed timeline

What is the proposed start date of the new weekly FOGO/FO service? *

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Must be a date.

The new weekly FOGO (or FO) collection must start in less than three years from the date of the grant approval.

Briefly describe why the date is the proposed start date and what planning and preparation is underway to enable this date to be achieved *

Service type

What type of service will you be delivering? *

- ☐ From 'no service' to 'FOGO'
- ☐ From 'no service' to 'FO'
- ☐ From 'GO' to 'FOGO'
- ☐ Expanding an existing FOGO service to more households
- ☐ Expanding an existing FO service to more households
- ☐ Other:

Note: multiple responses can be selected

Food only service

Please explain what will happen to the household's GO waste (if any) *

Red lid bin changes

Are you proposing changes to the red lid (residual) service? *

- ☐ Yes, both size and collection frequency
- ☐ Yes, size only
- ☐ Yes, collection frequency only
- ☐ Yes, but in the future
- ☐ No
- ☐ Other:

No more than 1 choice may be selected.

Planned red lid bin changes

Please outline the planned changes *

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Related activities

Are you intending to register your project with the Clean Energy Regulator to claim Australian Carbon Credit Units for your project? *

- ☐ Yes
☐ No

The EPA has developed a factsheet and manual to support councils with registering a project with the Clean Energy Regulator. These documents can be found in the 'Guides to FOGO' section on the following website page <https://www.epa.nsw.gov.au/your-environment/recycling-and-reuse/business-government-recycling/food-organics-and-garden-organics>

Are you intending to use the EPA Starting Scraps resources? *

- ☐ Yes
☐ No

Examples of the Starting Scraps resources can be found at <https://www.epa.nsw.gov.au/your-environment/recycling-and-reuse/business-government-recycling/food-organics-and-garden-organics/scrap-together>

Households engaged

* indicates a required field

Number of households

The figures added to this page will be used to automatically calculate the project budget shown on page 5 of this application form.

Note For grant governance purposes, councils are requested to base the number of eligible households per local government area on the number of households with residual waste services and without kerbside FOGO or FO + GO, as published in the most recent [Local Government Waste and Resource Recovery Data Report](#), published on the EPA website. This provides the evidence base for the independent Technical Advisory Committee to determine the recommended funding amount for each successful applicant.

Single-unit dwelling households will transition from 'no organic service' to a 'weekly FOGO service'? *

Must be a number.

Single-unit dwelling households with an 'existing GO service' will be given a 'weekly FOGO service'? *

Must be a number.

Multi-unit dwelling households will transition from 'no organics service' to a 'weekly FO or weekly FOGO service'? *

Must be a number.

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Multi-unit dwelling households with an 'existing GO service' will be given a 'weekly FO or weekly FOGO service'? *

Must be a number.

How many households are there in your LGA(s)? *

Must be a number.

How many households in your LGA(s) have a red lid bin service? *

Must be a number.

Please outline how you calculated these figures *

Please attach related information if needed

Attach a file:

Additional multi-unit dwelling (MUD) payment

Additional funding of \$50,000 is available to councils with a large number of (MUDs) transitioning to the new service. It is available only to councils with more than 10,000 MUDs, or where MUDs account for more than 20% of housing stock across the local government area. It recognises additional education may be required to engage residents in these properties and tailored education will be needed to address high resident turnover, culturally and linguistically diverse communities and tailored action required in different MUD types.

Are you eligible for the additional MUD payment? *

- ☐ Yes
☐ No

Additional MUD payment - Justification

How much additional funding is being requested? *

Must be a whole dollar amount (no cents) and no more than 50000.

Please provide details about the MUD profile in your LGA(s)

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This could include: explanation of numbers, management, facility type, bin room configurations, demographics etc

What additional communication or education is planned for MUDs to increase efficient and effective use of this new service? e.g. bin bay signage and liaison with strata managers *

Budget

* indicates a required field

Calculated figure

Single-unit dwelling households will transition from 'no organic service' to a 'weekly FOGO service'?

This number/amount is calculated.

Single-unit dwelling households with an 'existing GO service' will be given a 'weekly FOGO service'?

This number/amount is calculated.

Multi-unit dwelling households will transition from 'no organics service' to a 'weekly FO or weekly FOGO service'?

This number/amount is calculated.

Multi-unit dwelling households with an 'existing GO service' will be given a 'weekly FO or weekly FOGO service'?

This number/amount is calculated.

Additional multi-dwelling payment

This number/amount is calculated.

Total amount of funding available for this project

This number/amount is calculated.

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Total Amount Requested *

\$

What is the total financial support you are requesting under this grant?

Other funding

Do you have any active grants or have made any funding applications to the EPA or Environmental Trust that include providing an FOGO/FO service to households (or related activities)? *

- ☐ Yes
☐ No

Other funding clarification

Please list the other funding (including project numbers and if the funding has been secured or is in the application stage) *

Outline how the other funding will be used including how it is different to or complements the Go FOGO funding *

Monitoring and evaluation

* indicates a required field

Explain how you intend to measure the success of your FOGO/FO rollout.

For example:

- community satisfaction measured by surveys
- high organics recycling measured by increased tonnage at the organics processing facility, decreased tonnage at the landfill and/or green and red lid bin audits to see how much food and/or garden waste remains in the red bin
- low FOGO/FO contamination rates measured by audits, visual inspections of bins or reports from the organics processor
- carbon abatement measured in net emissions of the before and after organics management scenario

Monitoring and Evaluation Plan *

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Please attach related information if needed

Attach a file:

Explain how you will ensure the ongoing success of the service, including measures to ensure continued high diversion of FOGO/FO from landfill and low contamination.

This may include:

- a system to ensure new residents to the area receive a kitchen caddy and information about the service
- ongoing education activities proposed (note it is a grant eligibility criteria that the collection contract includes yearly education)
- description of the feedback you will give to residents on what has/ is being achieved
- policy/ procedures for regular monitoring of key metrics and remedial action to be taken if metrics fall outside the preferred range
- regular audits or visual inspections of bin contents
- regular meetings with the organics processor
- buy back of compost for use by the council or as giveaways to residents

Ensuring ongoing success *

Please attach related information if needed

Attach a file:

Declaration and Authorisation

* indicates a required field

Declaration

The Applicant represents and warrants that this application has been submitted by an authorised representative of the Applicant (e.g. CEO, Chief Financial Officer, General Manager, Director, Chair of the Board, President, authorised manager etc).

Where this Application is submitted in the course of employment by a representative of any kind (e.g. authorised representative or agent) of the Applicant, you: (i) acknowledge and agree that the Applicant is deemed to be jointly and separately bound by this application; and (ii) represent and warrant that you have the authority to represent and bind the Applicant as contemplated by this provision.

By submitting this application form I hereby declare that:

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- I agree for my project to be automatically considered in other NSW funding programs;
- I have read and understood each of the acknowledgements, agreements, representations and warranties provided above, and that each of these are true and correct;
- All information provided including the responses to each question in the relevant sections of this application is true and correct to the best of my knowledge;
- Any information contained in this application may be disclosed to other Government agencies, staff administering the program, and to external stakeholders (including consultants, lawyers and other advisers) as part of the assessment of this application;
- I am authorised to submit this application on behalf of, and have the authority to represent and bind the Applicant;
- I understand that any false declaration may render this application ineligible/invalid; and
- All relevant conflicts of interest have been declared

Authorisation

I agree *

☐ Yes

Name of authorised person *

Title

First Name

Last Name

Must be a senior staff member, board member or appropriately authorised volunteer

Position *

Position held in applicant organisation (e.g. CEO, Treasurer)

Phone number *

Must be an Australian phone number.

We may contact you to verify that this application is authorised by the applicant organisation

Email *

Must be an email address.

Applicant Feedback

You are nearing the end of the application process. Before you review your application and click the **SUBMIT** button please take a few moments to provide some feedback.

How did you find the online application process?

☐ Very easy

☐ Easy

☐ Neutral

☐ Difficult

☐ Very difficult

How many minutes in total did it take you to complete this application? *

Estimate in minutes i.e. 1 hour 60

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How did you hear about these grants?

- ☐ EPA website
- ☐ EPA media release
- ☐ EPA social media
- ☐ NSW Government Grants and Funding Finder
- ☐ Colleague
- ☐ Other:

Please provide us with your suggestions about any improvements and/or additions to the application process/form that you think we need to consider.