

Household Problem Waste Education Grants Program: Funding Guidelines

Program Overview

The Household Problem Waste Education Grants Program is available for regional waste groups in NSW to reduce the hazards associated with the disposal of a selected range of potentially harmful products used in households which cannot be disposed of in kerbside bins. This 'problem waste' includes paint, oil, batteries, gas cylinders, fire extinguishers, fluorescent lights, aerosols and smoke detectors, otherwise known as 'Community Recycling Centre (CRC) target waste'. Grant funding can be used to promote the correct disposal of this household problem waste through a range of education and communication activities. These activities should promote use of the Community Recycling Centres (CRCs) network to safely and easily dispose of household problem waste for free across NSW and to educate the community about safe disposal of batteries.

Aims and Objectives of the Program

The objectives of the program, through education and communication activities, are to:

- increase community awareness of household problem waste initiatives and correct disposal behaviour
- promote easy options for residents to safely dispose of household problem waste at CRCs or other safe drop off points.
- discourage inappropriate disposal of household problem waste

The program aims to build awareness of:

- Social norm: Encourage NSW householders to view using CRCs for household problem waste as a standard practice.
- Correct identification: Ensure NSW householders can correctly identify items like paint, oil, batteries, gas cylinders, fire extinguishers, fluorescent lights, and smoke detectors as waste that can be safely disposed of or recycled for free at CRCs.
- Active participation: Promote informed community participation in disposing of household problem waste at CRCs across NSW.

In addition, the grant program will increase community awareness and action to correctly dispose of batteries and embedded battery products by:

- building awareness of:
 - the need for safe battery disposal
 - the types of embedded battery products found in the home
 - the consequences of incorrect disposal
 - how to find out where to safely dispose of batteries, and
- driving action on correct disposal of batteries, including embedded battery products.

Available funding

The total budget available for 2026-27 is \$1.5 million, made up of \$1 million for the promotion of CRC services and \$500,000 for the specific promotion of battery safety and disposal messaging.

Funding will be allocated as follows:

- The \$1 million CRC education funding component will be allocated across regional waste groups as follows:

Funding allocation - HPW	How to calculate for your group
60% of total available funding distributed equally across all regional waste groups	\$46,154 for each eligible waste group
15% based on the number of CRCs in the regional waste group	Number of CRCs in waste group x \$1442
10% based on the number of councils with CRCs in the regional waste group	No of councils in your waste group with a CRC (includes partner councils) x \$1031
15% based on population of each regional waste group within LGAs with a CRC	Population of council areas with a CRC in your waste group x \$0.02430455

- The \$500,000 battery-specific funding is allocated across regional waste groups proportionate to the populations serviced by each group. Local councils who are not in a regional waste group and/or do not have a CRC can access this battery-specific funding through partnering with an eligible regional waste group.

Funding allocation – Battery-specific	How to calculate for your group
100% of total available funding distributed across all regional waste groups based on population	Population of all council areas in your waste group that you wish to apply for funding specifically for safe battery disposal messaging x \$0.05819012

The EPA's Product Stewardship Team C is available to support eligible organisations in calculating their funding allocation under this program. Please contact the team at recycling.centres@epa.nsw.gov.au.

Please note: An additional \$10,000 is available for regional waste groups to access when opening a new CRC within their member local government area. This funding is made available in recognition that extra education and advertising is needed at the time of opening a new CRC. This funding is in addition to the funding allocation above and can be accessed by contacting the team at recycling.centres@epa.nsw.gov.au.

Eligible organisations

Regional waste groups of councils that are supported by the NSW EPA Regional Coordination Support Program are eligible to apply for this program.

Eligible activities

Activities eligible for CRC education funding must meet at least one of the following criteria:

- Promote Community Recycling Centres
- Provide information about the impacts of incorrect disposal of household problem wastes
- Provide information about how to correctly disposal of household problem wastes
- Provide information to residents about how to find more information, including disposal options for household problem wastes

Activities eligible for battery-specific education funding must meet at least one of the following criteria:

- Promote safe disposal of batteries
- Provide education on impacts of incorrect battery disposal
- Provide information on how to find a safe battery disposal point
- Prompt residents to take batteries to a safe battery disposal point
- Promote trial collection of embedded batteries at participating CRCs

Examples of activities include:

- printing and dissemination of CRC advertising material such as flyers sent with rates notices, handing out postcards at Household Chemical Cleanout events, posters placed in libraries etc
- Out of home advertising such as bus stop ads, billboards, phone box posters etc
- paid and unpaid advertising on social media platforms
- research for establishing baseline awareness and tracking against it such as intercept surveys at CRCs, phone surveys for recall of advertising messaging etc

Activities must be clearly outlined in the Communication and Education Plan attached to your grant application. Activities should be completed and funding expended by end June 2027. All variation requests must be submitted in writing for EPA consideration and approval.

Project management costs of up to 15% of the total grant value may be included in your funding application.

Ineligible activities

The following activities and costs are not eligible for funding under this program:

- purchase of infrastructure or equipment for collection of waste materials, including signage
- waste disposal costs
- operational expenses including e.g. rent, fuel, electricity, insurance, services, housekeeping
- education, research and marketing costs not directly related to the eligible activities
- financial auditor costs such as third-party accountants providing endorsement on the project's expenditure and costs associated with the development of the grant application
- activities not included in the Communication and Education Plan
- Community Recycling Station (CRS) wraps, signage and decals where CRC target materials are no longer being collected at the CRS

Application and assessment process

Applications must be submitted to the EPA via the [SmartyGrants](#) platform. You will receive an acknowledgement of your application after submission via SmartyGrants. If you do not receive an acknowledgement email, contact Product Stewardship Team C at recycling.centres@epa.nsw.gov.au to ensure your application has been received.

For help with applying for grants through SmartyGrants, refer to the [SmartyGrants help guide](#).

If you have any issues accessing the platform or completing any questions, please email recycling.centres@epa.nsw.gov.au.

The application and assessment process is as follows

1. Program is opened for grant applications in SmartyGrants (<https://epa.smartygrants.com.au>)
2. Applicants complete the online application form and attach a Communication and Education Plan and signed Funding deed to their application form. EPA will provide eligible applicants with Communication and Education Plan and Funding deed templates for completion.
3. EPA receives application form and undertakes a review of applicant eligibility and supporting documentation. Only applications that meet the eligibility and funding criteria will be awarded funding.
4. Applicants will be notified of the EPA's decision via email. Successful applicants will be issued a counter-signed funding deed and the first milestone payment.
5. EPA reviews and accepts the Communication and Education plan prior to the successful applicant commencing funded activities.

Timeline for grant approval

Date	
16 June	Grants open
26 June	Grants close - Communication and Education Plan and signed deed due
26 June – 3 July	EPA to assess/approve Communication and Education Plan
6 July	EPA to provide executed deeds to applicants

Grant conditions

In addition to eligibility requirements, successful applicants will need to sign and return a Funding Deed confirming commitment to comply with conditions of the funding, including:

- continue to comply with the eligibility criteria for the length of the grant agreement
- reporting as described in the reporting and milestone payments section (below)
- hold appropriate insurance and public liability coverage for the duration of the grant
- acknowledge the support of the NSW Government on publications relating to the project, in accordance with the Funding Deed

Milestone payments and reporting

The following deliverables must be met to receive payment of funding:

Milestone	Activity	Activity Due Date	Payment instalment	Payment date
1.	Submission of Application form, signed Funding Deed and Communication and Education Plan	30 June 2026	85%	Upon the completion of Milestone 1 to the EPA's approval
2.	Submission of Final Report	31 July 2027	15%	Upon the completion of Milestone 2 to the EPA's approval

A Final Report template will be provided to grantees for completion prior to 30 June 2027.

Who to contact for assistance

Eligible organisations can contact the EPA to discuss eligibility, the application process, funding allocations and potential projects. Please email Recycling.Centres@epa.nsw.gov.au

Resources

The EPA provides a range of resources for communication activities for use by local councils and regional waste groups to promote both CRC services and safe battery disposal messaging.

The EPA resources are available at: <http://epa.metrographics.com.au> (Resource Hub).

These resources can be co-branded and adapted to meet the needs of individual councils and regional waste groups. Additionally, grantees may develop their own resources, but they must align with the relevant style guide; the CRC style guide or the Never Bin a Battery FY26-26 Style Guide, and EPA approval is required prior to publishing.

Resources to support promotion of CRCs and the Embedded Batteries Trial and safe disposal of household problem waste messaging include:

Resources	Examples
Print	Brochure, poster, newspaper ads, postcard, stickers
Digital	Web tiles, videos
Social	Facebook posts, videos
Launch	Invitation, pull up banners
CALD materials	Brochure, poster, newspaper ads,
Evaluation	Surveys

A suite of similar resources is also available to support the EPA's 'Never Bin a Battery' campaign for use by councils and regional waste groups to promote safe battery disposal messaging. The EPA strongly encourages the use of this campaign collateral to leverage the EPA's existing advertising campaign and promotion undertaken by councils and regional waste groups under previous grants programs.