



**Waste Minimisation and
Resource Recovery
Grant Guidelines
2023-2024**



Mildura Rural City Council

Introduction

The Waste Minimisation and Resource Recovery Grant Program provides an opportunity for eligible businesses, community groups and schools to access funding for innovative waste management projects, that will reduce and divert waste going to landfill.

Mildura Rural City Council (MRCC) is aware of the importance of encouraging and implementing better waste management within the local community. Providing local businesses, community groups and schools the opportunity to apply for a Waste Minimisation and Resource Recovery Grant will allow groups to access funding to aid in decreasing the amount of waste going to landfill. Funding may be provided for projects that implement Waste Minimisation, Circular Economy and/or increase Resource Recovery.

Eligible projects will help MRCC achieve goals of the MRCC Waste and Resource Recovery Strategy 2022-2026, the MRCC Council and Community Plan 2021-2025 and supports MRCC's vision of "making this the most livable, people-friendly community in Australia."

The grants will be funded annually in accordance with Council's Waste and Resource Recovery Strategy 2022-2026.

What the Guidelines Cover

- Funding Levels
- Eligibility
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Funding Level

Funding will be up to \$20,000 (GST free) per year per applicant.

Eligibility

MRCC will consider grant applications from Australian Business Number (ABN) registered businesses, incorporated and non-incorporated community groups, for-profit and not-for-profit organisations. This includes, but is not limited to, Commercial Businesses, Incorporated Associations, and Community Based Groups. This also extends to a state government entity seeking funding for activities beyond those considered the responsibility of State or Federal Government; including schools on a non-infrastructure basis and is separate to the normal school curriculum.

What will NOT be funded

- Projects that require re-current or ongoing funding from Council
- Waste services already provided by Council or a private waste management company
- The service or project is the responsibility of another level of government or services abandoned by state or federal government (cost shifting)
- Projects that have received funding through another Council Grant program
- Funding of management or administrative support, contributions to salary costs or ongoing operational costs such as annual rent, power, or labour cost not directly associated with your project
- Funding of computer products for administration use that does not contribute directly to the grant project
- Funding for the replacement of consumable items and/or equipment
- Funding of equipment that is not relevant to the implementation or delivery of the project
- The purpose of the project is political in nature
- Funding for a religious group or purpose – unless the project is non-denominational and demonstrates a broader community benefit
- Funding to assist an individual person
- The project intends to manufacture products that create a direct commercial return that do not demonstrate a broader community benefit
- Funding of general fundraising campaigns, activities, and appeals
- The applicant organisation supports, or the intended purpose of the project promotes, gambling or alcohol, drugs, or tobacco use
- Funding of travel, study or conferences (including feasibility studies)
- The applicant organisation has not satisfactorily acquitted a previous Council grant
- The project replicates or may compete with a service or program that already exists within the community (projects that complement or expand the capability of existing programs will be considered)
- The project has commenced or will commence before the grant funding is announced
- Funding of costs associated with preparing a grant application and/or sourcing of quotes

Assessment

Applications are required to meet the mandatory criteria, if the application does not meet the mandatory criteria, it will be deemed ineligible.

Assessment Mandatory Criteria -

Number:	Mandatory Criteria	Weighting
1	Contributes to the achievement of the waste management objectives outlined in the – Environment section of the Council Plan 2021-2025.	20%
2	Demonstrates a focus on environmental sustainability, primarily waste minimisation, circular economy and resource recovery and ongoing benefits to the community.	15%
3	Demonstrates how the project will develop and benefit the business, organisation or the community. As well as the ability to achieve and demonstrate outcomes.	20%

4	Consider both social and environmental issues with any procurement of goods and services.	10%
5	Demonstrate how the project will have long-term waste minimisation benefits and become an example to other community businesses or organisations.	15%
6	A detailed budget that articulates all monetary and in-kind support.	10%
7	A timeline that estimates when key objectives and tasks will be undertaken and completed by.	10%
Total		100%

Acquittals

Applicants are expected at the conclusion of their project to complete and submit an acquittal form via SmartyGrants. As well as return unspent funds to council by the close of the grant period.

Conditions of Funding

- The project must be delivered within two years on commencement of funding
- The project must be undertaken within the Mildura Rural City Council Local Government Area
- Applicants must have a completed and approved permit/land managers consent to undertake activities for projects that will take place or be completed on lands with landowners
- Applicants must seek consent from MRCC for any variations to the original project. All requests will be considered, and the applicant will be notified of MRCC's decision. Approval must be received for all variations
- The applicant must have public liability insurance with a suitable level of coverage relevant to the nature of the project. A copy of your current Public Liability Insurance Certificate (minimum \$10 million) must be submitted as part of your application
- The applicant must supply a financial statement (no older than 3 months) if requested
- Two quotes (no older than three months) must be submitted as part of the application for any individual budget items that cost more than \$1000. Additional quotes must be submitted upon request
- A successful applicant must enter into a Funding Agreement with Council and adhere to all conditions outlined in the agreement

Auspisor Application Process

Not-for-profit Community Groups that are unincorporated but have meet all other eligibility criteria can still apply if they're supported by an auspisor eligible organisation

Conditions apply -

- The auspisor must be incorporated and have a current ABN
- The auspisor must agree to accepting all legal and financial responsibilities for the successful grant application
- Applications that are successful and supported by an auspisor. The funding agreement will be made between MRCC and the auspisor. Grant monies will be paid directly to the auspisor
- The auspisor is required to provided contact details, ABN and any other details required prior to the application submission

Further Information

Multiple applications

Multiple applications from the same applicant for differing grant categories for different proposed projects will be considered, evaluated, and assessed as individual applications.

Information Sessions

Information sessions will be scheduled for potential applicants prior every grant round. Please advise if an interpreter is required.

Child Safe Standards

If your organisation engages with children (anyone under 18 years) you are required to comply with the Child Safe Standards. Supporting documents are required of your organisations Child Safe Policies or Statement of Commitment to Child Safety.

For more information on the Child Safe Standards <https://ccyp.vic.gov.au/child-safety/resources/>

Key Contacts

Speak to a Council Officer 03 5018 8100

A Council Officer is available to help applicants prepare their application. We can help in person with completing your application form to submit it online. This needs to be by appointment (to make sure we are available). Interpreters can be arranged.

Waste Education and Project Officer on 03 5018 8100 or 0419 926 496.

If you are having trouble accessing your SmartyGrants user account, please contact SmartyGrants directly on 03 9320 6888 or via service@smartygrants.com.au

Definitions

Acquittal – A written process where the applicant demonstrates to the funding body that it has expended all funds per the terms and conditions as per the funding agreement.

Auspikor – An incorporate organisation that accepts all legal and financial responsibilities for the unincorporated applicant.

Australian Business Number (ABN) – Australian Business Number or ABN is an 11-digit unique identifier used between businesses and government.

Circular Economy – An economic system based on the reuse and regeneration of materials and/or finished products in a sustainable and/or environmentally-friendly way.

GST– Goods and Service tax, a value-added tax levied on most goods and services sold or consumed domestically.

Incorporate Association – An incorporated organisation separates the individual members from the entity. Incorporating an association makes the groups of individuals a single legal entity with rights and legal protection as per the 'Associations Incorporation Reform Act 2012'.

Mandatory Criteria – The minimum requirement of criteria to be identified for a successful application.

Permit/Land Managers Consent – Grant applications seeking funds relating to capital infrastructure on Council land, or to a Council owned facility, require a land managers consent form to be submitted to Council for processing and approval at the time of the grant application. Consent is also required from Landowners other than Council i.e., Department of Environment Land Water and Planning (DELWP) and approval (or proof of application) from the relevant Landowner must be submitted to Council at the time of the grant application.

Resource Recovery – The effort or activity of separating valuable/reusable materials from waste that can be reused/repurposed/recycled.

Waste Management – The incorporation of various schemes that process waste, including reducing waste, reusing, recycling, controls, processing, and discarding.

Waste Minimisation – Processes and practices intended to reduce waste produced and discarded to landfills. Minimising or eliminating the generation of harmful or persistent wastes.

The Application Process

All applicants are encouraged to submit applications and supporting materials via online grants form to www.smartygrants.com.au

Applicants are welcome to discuss their applications with Waste Education and Project Officer on 03 5018 8100 or 0419 926 496.

MRCC also offers support with the submission of applications. Please be advised that handwritten, emailed or faxed applications will not be accepted without prior approvals.

All applications and supporting materials will **NOT** be accepted after the due date. Additional support materials will **NOT** be accepted after submission of application without prior approval.

An email will be sent to the provided email address to confirm successful receipt of the application and supporting materials.