Environmental Grant - Application Form

Form Preview

Introduction

* indicates a required field

Program Aim

The City of Port Adelaide Enfield is committed to supporting a low-carbon, water sensitive and climate resilient City.

Our Environmental Grant program is looking to support innovative projects that will make high, long-term, positive and measurable improvements to our local environment that deliver on one or more of the following focus areas:

- Accelerate actions to adopt to climate change and reduce greenhouse gas emissions
- Collaborate to improve City greening and biodiversity
- Manage energy, water and waste resources sustainably
- Protect and restore our rivers, coast, water dependent and estuarine environments
- Empower community led approaches to environmental and climate change learning and action

Please read the Environmental Grant information sheet carefully before applying.

Please note:

1. **Applicants must complete all sections of this application form and attach relevant documentation to this application to be eligible to be funded.**
2. **All grants are subject to availability of funds, eligibility and assessment requirements.**
3. **A submission of an online application for the City of Port Adelaide Enfield's grants programs is an acknowledgement that applicants will abide by the conditions of any grant approval.**
4. **Only one application will be considered for funding, per applicant, per financial year.**

Prior to submitting your application, we recommend you contact our Environmental Projects Coordinator on 8405 6028 or at environment@cityofpae.sa.gov.au

Assessment

Applications will be assessed on comparative merit after the round has closed and applicants will be notified of the outcome of their application within 4 weeks of the round closing date.

Applications will be assessed by City of PAE staff against the criteria outlined in the Environmental Grant information sheet.

The decision of awarding grants will be made by City of PAE staff with appropriate delegations.

Eligibility Checklist

Before submitting your application, please check that you meet the eligibility criteria – all boxes must be ticked for your organisation to be eligible for this grant.

The applicant organisation: *
☐ has an active ABN and appropriate public liability insurance
☐ is a not-for-profit, properly constituted and incorporated under the Associations Incorporation Act (1985) or has another comparable legal status
☐ proposes to deliver a project occurring within the City of PAE
☐ is not applying for retrospective payments or budget deficit payments
☐ is not applying to cover ongoing costs associated with the running of the organisation (eg. salaries, operational costs, electricity bills, rent, etc.)
☐ is not applying for an initiative associated with City of PAE's leased buildings and land, with the exception of community groups that lease City of PAE buildings or land seeking funding for non-fixed items and/or programs (e.g. purchase of organic/recycle bins and delivery of Environment Education Programs)
☐ does not have any outstanding debts to the City of PAE
☐ does not have any outstanding acquittals for any previous funding received from the City of PAE
☐ is not owned/chaired by an Elected Member or employee of the City of PAE

Applicant Details

* indicates a required field

Applicant Organisation *
Organisation Name

Council's grant funds will only be paid into a Bank Account in this name

Contact Person *
Title First Name Last Name

Position within organisation *

Contact Phone Number *

Must be an Australian phone number.
Where the number is not a mobile please put "08" at the beginning to help with validation.

Contact Email Address *

Must be an email address.

Postal Address *
Address

Organisation Website

This is only required if you have one

Please upload your current Public Liability Insurance *
Attach a file:

Applicant 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.

Environmental Project Details

* indicates a required field

Name of your project *

Must be no more than 10 words.

Brief project description *

Word count:
Must be no more than 150 words.

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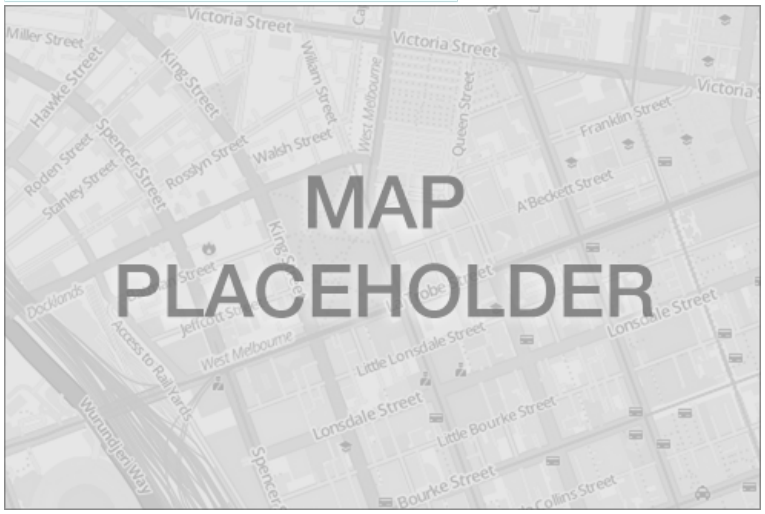
Project start date *

Project must start at least a month after the grant round closes.

Project end date *

Project must be completed within a 12-month period.

Project location *
Address



Please note that the project must occur within the City of PAE to be eligible.

Name of reserve/park *

If not in a reserve/park, put N/A

Which of the grant focus areas does you project align to? *
☐ Accelerate actions to adapt to climate change and reduce greenhouse gas emissions
☐ Collaborate to improve City greening and biodiversity
☐ Manage energy, water and waste resources sustainably
☐ Protect and restore our rivers, coast, water dependent and estuarine environments
☐ Empower community-led approaches to environmental and climate change learning and action

How does your project align to the grant program's focus area/s selected above? *

Word count:
Must be no more than 250 words.

What are the expected environmental impacts of your project? *

Word count:
Must be no more than 200 words.

Environmental leadership - please demonstrate how your project builds community capacity in building both environmental knowledge and resources *

Word count:
Must be no more than 200 words.

Collaboration - please demonstrate how your project facilitates collaboration between individuals or groups that connect with the broader PAE community *

Word count:
Must be no more than 200 words.

Project value - please demonstrate how your project adds value to existing projects and programs *

Word count:
Must be no more than 200 words.

Total Project Cost *

$
Must be a dollar amount.
What is the total budgeted cost of your project?

How much do you need from the City of PAE to deliver your project? *

$
Must be a dollar amount and between 2000 and 5000.

Applicant's contribution (financial, in-kind, material) - do you need additional funds to our Environmental Grant to deliver your project? *

- ○ No, the Environmental Grant will cover all costs
- ○ No, our organisation and/or collaborators will cover remaining costs
- ○ Yes, we have submitted a grant application to another funding body
- ○ Yes, we are planning to submit a grant application to another funding body

What are you spending the $ grant money on? Please itemise your expenses.		**Please upload any quotes you have**
	$	

	$	
	$	

Other Grants

What other grant have you applied for or are planning to apply for? *

Please provide the name of the grant program and the funding provider.

How much have you applied for OR how much will you apply for? *

$

Has it been approved? *

- ○ Yes
- ○ No

Date of approval OR when do you expect to be notified? *

Bank details

Council's payment method is only by Electronic Funds Transfer (EFT). **Council will not provide cheques.** Grant funds will be automatically deposited into the following nominated account and must be in the name of the person/organisation completing the Terms and Conditions section of this application form.

Bank or Credit Union Name *

Account details *

Account Name

BSB Number

Account Number

Terms & Conditions

* indicates a required field

A submission of an online application for the City of Port Adelaide Enfield's grants programs is an acknowledgement that applicants will abide by the conditions of any grant approval.

I, being the authorised officer of the organisation making this declaration, certify and agree with the following terms and conditions:

1. That failure to comply with these conditions may preclude our organisation from accessing further grant funds in the future.
2. To abide by the conditions under which the City of Port Adelaide Enfield may approve funding of this request.
3. Measures/devices supported through this grant must be installed by appropriately licensed and accredited installers, and installed and maintained in accordance with any industry standards and relevant guidelines, and in a manner that does not pose risks to the health or welfare of any person.
4. Council will accept no liability in any respect for any claim or damage, of any form which may result from the work. The applicant will have full responsibility for all acts and failures to act by any party in relation to design, documentation, contract(s) or the work on site.
5. To submit an acquittal to Council, no more than two months after the completion of the project.
6. I certify that the statements and information provided (including attachments) in this application are true and correct in every particular.
7. I confirm that I have read and understood the conditions for funding as outlined within and accept and agree to abide by the conditions.
8. I also agree to acknowledge Council's funding of the project in any publicity or promotion.
9. I further agree that monies received from the City of Port Adelaide Enfield will be expended within 12 months from the date of approval as outlined in this application and in accordance with Council's approval letter. Any monies not expended will be returned to the City of Port Adelaide Enfield.
10. I agree that should my application for funding be approved, Council may provide any information contained herein to the public in any form and/or use this information to promote their grant and sponsorship programs.
11. Any changes to the agreed expenditure of Council's grant funds must be negotiated in writing with Council's Environment Team.
12. I agree to abide by any Terms & Conditions herein and as outlined in the Environmental Grant information sheet.

On behalf of the applicant organisation, I agree to abide by the above Terms and Conditions *

○ Yes, I agree

In compliance with the *Information Privacy Act 2009* (the Act) personal information on this form may be stored in the City of Port Adelaide Enfield's records database and may also be used for statistical research, information provision and evaluation of services. Your personal information may be provided to the financial institution which handles City of Port Adelaide Enfield's financial transactions and may be disclosed to other agencies and third parties for purposes related to this application and/or monitoring compliance with the Act. Except in these circumstances, personal information will only be disclosed to third parties with your consent unless otherwise required or authorised by law.