NSW Environment Protection Authority  
Business Case Advisory Service Application

Resource Recovery Facility Expansion and Enhancement Grants Program - Round 5

General information

Applicants who are applying for funding under the Resource Recovery Facility Expansion and Enhancement Grants Program can also apply to the EPA for assistance in the preparation of a business case that demonstrates the feasibility of the proposed infrastructure expansion or enhancement both before and after it is commissioned. Preparation of the business case will assist the applicant in preparing their grant application and justifying their own investment in resource recovery infrastructure.

This assistance is at the discretion of the EPA, based on the information provided in this application. If assistance is approved a maximum of eight hours advice will be provided at no cost to the applicant. For more details please refer the Guide for applicants.

Are you eligible to apply?

|  |  |
| --- | --- |
| Eligibility criteria |  |
| Does your organisation currently own and operate a resource recovery facility that is licensed by the NSW Environment Protection Authority | Choose an item. |
| Is your organisation one of the following types:  council, regional organisation of councils or other local government controlled organisation  non-government/not-for-profit organisation (must comply with the [ATO’s definition](https://www.ato.gov.au/Non-profit/Getting-started/What-type-of-NFP-is-your-organisation-/)) with an established legal status  non-government/not-for-profit organisation (must comply with the [ATO’s definition](https://www.ato.gov.au/Non-profit/Getting-started/What-type-of-NFP-is-your-organisation-/)) without a legal status that are able to be administered by another organisation  private industry or partnership as defined under the Corporations Act | Choose an item. |
| Does your organisation have a history of compliance with NSW environment protection laws | Choose an item. |
| Does your organisation have a clear project proposal that will   * increase the amount of waste material recycled at your site * AND which requires capital funding * AND the equipment has not yet been purchased | Choose an item. |

If you answered NO to any of these eligibility criteria, you are probably not eligible for this grant funding. If you still believe that the grant funding is relevant to your operation, please discuss with the EPA before preparing an application.

|  |  |
| --- | --- |
| **Yes**, I am aware that during the life of any grant awarded to my organisation, if my organisation, a project partner or related organisation transports or arranges the transport of waste generated in NSW for recycling or disposal outside of NSW, any grant awarded to my organisation will be terminated immediately and my organisation will be required to repay to the Trust the whole of the grant.  **Note:** However, an organisation can apply for an exemption to this requirement if its operations are close to the border to any other Australian State or Territory (refer to the Guide for applicants) . If your organisation is applying for an exemption, attach your request to your application. |  |

BCAS Application form

1 Application proposal

|  |  |
| --- | --- |
| Applicant organisation name |  |
| Project title |  |
| Funding amount requested |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Start date: |  | End date: |  |

2 Provide a 100 word, maximum, summary of your project.

Describe your project addressing staging of the project, corresponding costs, government funding sought, applicant’s contribution, other source of funding planned, quantities and source of feedstock for processing and quantities of and markets for the end products.

|  |
| --- |
|  |

3 Project location if owned or leased by applicant – please specify below where your project will be located.

3a Status of site proposed

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Project site owned by the grant applicant | |  | Date of purchase |  |
|  | |  |  |  |
| Project site leased – provide details of the lease agreement e.g. lease term, site owner, and any  restrictions on capital improvements. | | | | |
|  |  | | | |
|  |

3b Site details

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Name of site |  | | | | |
|  | | | | | |
| Owner of site |  | | | | |
|  |  | | | | |
| Address |  | | | | |
|  |  | | | | |
| Suburb |  | State |  | Post code |  |

4 Geographical reach.

Primary area. This must be the local government and state electorate for the project site address. To help you, please use the links below to confirm the correct council and state electorate are being selected.

|  |  |  |  |
| --- | --- | --- | --- |
| Local government area |  |  | [Which is my local council](http://www.olg.nsw.gov.au/find-my-council) |
|  | | | |
| State electorate |  |  | [Find out which is my state electorate I’m in](http://streetlist.elections.nsw.gov.au/) |

Secondary areas. If more than one, please list the areas below.

Local government area State electorate

|  |  |  |
| --- | --- | --- |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

5 Special Consideration for councils wishing to apply for funding under the ‘special consideration clause’. Refer to page 4 of the guidelines.

Do you qualify for special consideration?  Yes  No If yes, provide details below.

|  |  |
| --- | --- |
| What is the total Resident Population in your LGA? |  |
| What is the total number of rate paying properties within your LGA?  a. residential  b. business  c. farmland |  |
| What is the total area (km2) of your LGA? |  |
| Please provide any other information which may support your application for funding under the ‘special consideration clause’. |  |

6 If the project has been identified in a regional waste strategy and action plan, please provide the following details.

|  |  |
| --- | --- |
| Name of region |  |
| Document name |  |
| Status of document (e.g. draft, final etc.) |  |
| Priority status of the project |  |
| Brief statement on the need for the project in the context of the regional waste strategy action plan |  |

7 Primary contact details

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Contact person |  | | | | |
|  |  | | | | |
| Organisation |  | | | | |
|  | | | | | |
| ABN |  | | Registered for GST | |  |
|  | | | | | |
| Postal Address |  | | | | |
|  |  | | | | |
| Suburb |  | State |  | Post code |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Phone |  | Mobile |  |
|  |  | | |
| Email |  | | |

Secondary contact details

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Title |  | First name |  | Surname |  |
|  | | | | | |
| Position |  | | | | |

|  |  |  |  |
| --- | --- | --- | --- |
| Phone |  | Mobile |  |
|  |  | | |
| Email |  | | |

8 Project category. What is the project type?

Select only **ONE** box from the following choices. (See page 3 of the guidelines for category definitions).

Enhancement

Expansion

Enhancement and expansion

9 What is the current status of your EPA licence for the site where this grant is based?

|  |  |
| --- | --- |
|  | Site has an existing environmental protection license in place but needs amendment to accommodate the proposed resource recovery facility |
|  | Site has all environmental protection licensing in place and no further licensing is required |

10 What is the planning approval status of the selected site (select all that are relevant)

|  |  |
| --- | --- |
|  | Site has planning consent for an existing Resource Recovery operation, and planning consent needs to be amended for proposed development |
|  | Site is an existing Resource Recovery operation and a planning application for the proposed development has already been submitted |

11 What approvals and EPA licences do you currently hold for this facility?

|  |  |
| --- | --- |
| Development consent details |  |
| Environment Protection Licence details |  |
| Details of other relevant approvals |  |

12 In the last five years have you, or any alliance/partner organisation received any penalty notices, clean up notices, prevention notices, licence suspensions, licence revocations, convictions or prosecution under NSW Environment Protection laws including National Parks and Wildlife Act 1974, Protection of the Environment Operations (POEO) Act 1997, Protection of the Environment Operations (Waste) Regulation 2014 and the Native Vegetation Act 2003?

Yes  No

If you answered yes to the above, please provide details below and what improved processes you have implemented to correct these breaches (attach additional supporting information if needed).

|  |
| --- |
|  |

13 Have you contravened any provision of the POEO Act with the result of avoiding, minimising or undermining the requirement to pay any waste contributions required under section 88 of the POEO Act?

Yes  No If yes, please answer **ALL** questions below.

|  |  |
| --- | --- |
| The dates of the contraventions |  |
| The sections or clauses contravened |  |
| The person or persons, including the full names of any relevant directors or managers, who contravened the sections or clauses |  |
| The nature of the contraventions |  |
| The waste activities being undertaken at the time of the contravention |  |
| The amount in tonnes and types of waste (including by waste classification) involved |  |

14 Please provide information as to why this project would not go ahead without external grant funding?

|  |
| --- |
|  |

15 Please provide the required information in Part D Waste tonnage forecast form, clearly showing the additional tonnage over 10 financial years.

**NOTE**: You must use the downloadable form on the website and submit as an Excel spreadsheet. **Do not PDF.**

16 What type of business support do you wish to receive? (Tick **ALL** that apply)

|  |  |  |  |
| --- | --- | --- | --- |
|  | Market analysis |  | Cost benefit and financial analysis |
|  | Technical analysis |  | Planning and licensing analysis |
|  | Project planning |  |  |

Submission details

|  |
| --- |
| BCAS Application Form must be emailed as a **WORD document**  Email your form to: [infrastructure.grants@epa.nsw.gov.au](mailto:infrastructure.grants@epa.nsw.gov.au)  **Note:** Requests for support under the Business Case Advisory Service are available until:  Wednesday, 13 December 2017.  You are encouraged to apply early to allow sufficient time and resources for your request to be met. |

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