



Environment Protection Authority

Illegal Dumping Prevention Program Grants

Information for applicants: Round 1



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Published by:

NSW Environment Protection Authority

6 Parramatta Square

10 Darcy Street, Parramatta NSW 2150

Locked Bag 5022, Parramatta NSW 2124

Phone: +61 2 9995 5000 (switchboard)

Phone: 131 555 (NSW only – environment information and publications requests)

Fax: +61 2 9995 5999

TTY users: phone 133 677, then ask
for 131 555

Speak and listen users:

phone 1300 555 727, then ask for 131 555

Email: info@epa.nsw.gov.au

Website: www.epa.nsw.gov.au

Report pollution and environmental incidents

Environment Line: 131 555 (NSW only) or info@epa.nsw.gov.au

See also www.epa.nsw.gov.au

ISBN 978 1 922778 95 6

EPA 2022P4217

December 2022

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Expression of interest

The NSW Environment Protection Authority (EPA) is seeking expressions of interest (EOI) from local councils, public land managers and community groups for projects that identify local illegal dumping sites and put in place prevention and clean-up action to combat illegal dumping.

This is the first funding round of the Illegal Dumping Prevention Program under the Waste and Sustainable Materials Strategy (WASM). Round 1 will favourably consider projects that focus on an integrated approach to prevent illegal dumping in their area.

The funding allocation for grants will depend on the final number of projects funded. Up to \$1.2 million is available. Funding options are listed below.

Table 1 Funding options available for round 1

Funding option	Funding	Amount	Description
Option 1	Illegal dumping prevention grant	\$50,000–120,000	Available to local councils and public land managers for projects that focus on an integrated approach to prevent illegal dumping in their area. Applicants must provide illegal dumping baseline data to be eligible for funding.
Option 2	Establishing illegal dumping baseline data grant	Up to \$20,000	Available to local councils and land managers for capturing illegal dumping baseline data and identifying illegal dumping trends.

Before starting

Please read this document before starting an application to check:

- eligibility requirements
- selection criteria
- application closing dates.

See also our [illegal dumping strategy](#).¹

The [Crackdown on Illegal Dumping: Handbook for Local Government](#)² is a great resource that can help public land managers and their partners develop and manage their illegal dumping prevention projects.

The EPA's [Report Illegal Dumping: Brand Guidelines](#)³ document is freely available to help applicants develop signage and other educational and promotional material during their project.

¹ <https://www.epa.nsw.gov.au/your-environment/illegal-dumping/illegal-dumping-prevention-strategy>

² www.epa.nsw.gov.au/resources/illegal dumping/080045-illegal-dumping.pdf

³ https://www.epa.nsw.gov.au/-/media/epa/corporate-site/resources/illegal dumping/rid_style_guide_june_2022.pdf

The EPA has recently published [social research](#)⁴ on what motivates illegal dumping. This resource can help inform the education and behaviour-change parts of the project.

Need advice? The Behaviour Change and Education Team can advise on these guidelines and the types of activities funded by grants. To contact staff between 9 am and 5 pm (Monday to Friday):

- phone: 02 4908 6871
- email: illegaldumping.strategy@epa.nsw.gov.au.

Funding option 1: Illegal dumping prevention

Eligibility

Funding for local councils and public land managers is available for projects on publicly owned land only.

Selection criteria

Expressions of interest will be assessed on the following criteria:

- the extent of illegal dumping in the proposed project area
- relative priority of illegal dumping issues
- proposed actions to target illegal dumping during the project, including how they will be integrated
- details about project partners (the selection process favours written support from project partners)
- details about how the project relates to any illegal dumping strategies or other similar projects the applicant already has in place
- proof that previous illegal dumping clean-up and prevention grants have been managed effectively or, where they have performed poorly, an explanation of how the organisation's performance will be improved
- details of how applicants will evaluate the project to decide the effectiveness of project measures
- budget breakdown (when addressing these criteria, please consider the 'Payment schedule' section below)
- in-kind contributions, which are considered favourably.

Grant funding criteria

Funding of \$50,000 to \$120,000 is available for projects that run for up to one year.

Projects must include prevention measures to reduce the illegal dumping problem. The selection process favours projects that show an integrated approach towards preventing and targeting illegal dumping.

Partnerships are strongly encouraged. Joint applications should include supporting letters from project partners.

⁴ <https://www.epa.nsw.gov.au/your-environment/illegal-dumping/illegal-dumping-dumpers>

Applicants must provide baseline data of the illegal dumping problem within their jurisdiction (for example, within a local government area if the applicant is a local council). If this information does not exist, please see **Funding option 2: Establishing illegal dumping baseline data**.

Salaries will not be fully funded. The program will fund up to 50% of salary costs associated with the project (including remuneration), and salary (including remuneration) should not be more than 50% of spending. Contractors are not included in the salary cap.

Spending on clean-up and disposal must not exceed 50% of total grant funding.

The EOI for projects not administered by a local council or land manager must have a letter of support from each land manager whose land is involved in the project. The letter must outline the land manager's role, responsibilities and commitment to meeting the project schedule.

Successful applicants must engage with EPA regularly and report on agreed milestones.

Successful applicants must liaise with EPA regarding media or other promotion of the project. They must acknowledge the funding contribution made by EPA.

Statewide educational approaches enable consistent messaging to the community and achieve economies of scale. Therefore, publicity materials (such as brochures, signage, advertising) produced for projects funded by the *Illegal Dumping Prevention Program*, must be in line with EPA-developed Report Illegal Dumping (RID) branding and style guides.

Successful applicants must use the EPA RIDonline database as part of their project. Successful applicants must log 12 months of illegal dumping data in RIDonline, including all data relating to project activities. Successful applicants must make sure that data is brought up to date in RIDonline at least every three months.

Applicants who received funding in rounds 2, 3, 4, 5, 6 or 7 under the *Waste Less Recycle More* initiative and failed to log enough illegal dumping data in RIDonline will not be eligible for further grant funding, unless otherwise decided by EPA.

Assessing applications

Applications will be assessed by a technical review committee. The committee will assess potential performance based on an applicant's ability to meet the selection criteria.

Application process

Applicants must use the [SmartyGrants form](#) to complete their EOI.⁵

Successful applicants

EPA aims to notify successful applicants within three months of the closing date. Successful applicants will need to send the following information before starting their project:

- a project plan in the correct format
- a signed funding agreement
- an invoice made out to EPA for the first milestone payment.

During and after the grant, successful applicants will also need to send:

- a progress report, a financial report and an invoice for the second milestone payment – at the time stated in the grant agreement and on a template provided by EPA

⁵ <https://epa.smartygrants.com.au/illegaldumpingprevention>

- a final report, final financial report and an invoice for the third milestone payment – at the time stated in the grant agreement and on a template provided by EPA.

Payment schedule

Payment of grant funding will be made in three parts:

- Payment 1: 70% of grant funds will be paid on receipt of a satisfactory project plan, signed funding agreement and an invoice.
- Payment 2: 20% of grant funds will be paid on receipt of a satisfactory progress, financial report and an invoice.
- Payment 3: 10% of grant funds will be paid on receipt of a satisfactory final project, final financial report and an invoice.

Funding option 2: Establishing illegal dumping baseline data

Part of the funding available under Round 1 of the *Illegal Dumping Prevention Program* will be given to projects that establish illegal dumping baseline data.

Eligibility

Funding for local councils and public land managers is available for projects on publicly owned land only.

Selection criteria

Local councils and public land managers seeking grant funding for establishing illegal dumping baseline data are invited to send an EOI for funding up to \$20,000. The EOI should include:

- details of the extent of knowledge about the illegal dumping problem, including:
 - the project area
 - the project schedule
 - data collection methodology
 - project partners
 - budget allocation
- details of proposed actions once baseline data has been established.

Grant funding criteria

Funding of up to \$20,000 is available for local councils and public land managers to establish illegal dumping baseline data and develop an illegal dumping prevention strategy.

Data collection is to run for 12 months and must target an entire jurisdiction (for example, a local government area if the applicant is a local council).

For projects not administered by a local council, applicants must provide a letter of support from each land manager whose land is involved in the project. The letter must outline the land manager's role, responsibilities and commitment to meeting the project schedule.

Successful applicants must use the EPA RIDonline database in their project design for recording illegal dumping data. EPA will offer training to successful applicants in using the database.

Successful applicants must engage with EPA regularly and report on agreed milestones.

Successful applicants must liaise with EPA on media or other promotion of the project and acknowledge the funding contribution made by EPA .

Statewide educational approaches enable consistent messaging to the community and achieve economies of scale. Therefore, publicity materials (such as brochures, signage, advertising) produced for projects funded by the *Illegal Dumping Prevention Program* must be in line with EPA-developed Report Illegal Dumping branding and style guides.

Projects may include implementing prevention measures that assist data capture (for example, installing signage for reporting illegal dumping).

Assessing applications

Applications will be assessed by a technical review committee. The committee will assess potential performance based on an applicant's ability to meet selection criteria.

Application process

Applicants must use the SmartyGrants form⁶ to complete their EOI.

Successful applicants

EPA aims to notify successful applicants within three months of the closing date for EOI applications.

Before projects begin, successful applicants will need to send:

- a project plan
- a signed funding agreement
- an invoice made out to EPA.

Successful applicants will also need to send a final report and financial report at the end of the project in the stated form and manner. The final report includes an illegal dumping prevention strategy.

Payment schedule

Payment of grant funding will be in two parts:

- Payment 1: 90% of grant funds will be paid upon receipt of a satisfactory project plan, signed funding agreement and an invoice.
- Payment 2: 10% of grant funds will be paid on receipt of a satisfactory final report including an illegal dumping prevention strategy and final financial report.

⁶ <https://epa.smartygrants.com.au/illegaldumpingprevention2>