The*AWT Research and Development Grant – Alternative Uses for General Waste*provides grant funding to eligible alternative waste treatment (AWT) owners and/or operators in NSW to support the development of new products or end markets for general waste.

Each successful project can receive from $25,000 to $500,000 in funding.

# How to apply

Please read the *AWT Research and Development Grant – Alternative Uses for General Waste - Guidelines*before starting your application.

Complete all sections of this application form. Send by email to [Recycling.Centres@epa.nsw.gov.au](mailto:Recycling.Centres@epa.nsw.gov.au). Add “*Your organisation name*, R&D Application’ to the subject line.

Or post your application form to:

AWT Research and Development Grant

Circular Economy Resource Management

Department of Planning, Industry and Environment

Locked Bag 5022

Parramatta NSW 2124

The application form and any attachments you wish to include must be received by the Department by **4pm Monday 29 June 2020**.

Any application that is late or incomplete will not be considered.

# Applicant details

Company name Click or tap here to enter text.

ABN or CAN Click or tap here to enter text.

Postal address Click or tap here to enter text.

## Contact person(s) for this project

Name Click or tap here to enter text.

Position title Click or tap here to enter text.

Organisation Click or tap here to enter text.

Phone number Click or tap here to enter text.

Mobile Click or tap here to enter text.

Email Click or tap here to enter text.

Street address Click or tap here to enter text.

# Project overview

## Project name

We will use this name on all correspondence. Use 10 words or less.

Click or tap here to enter text.

## Project location

Please provide the name of the facility/ies and the address/es where the planned activity/ies will take place including town/suburb and postcode.

Click or tap here to enter text.

## Geographical reach

### If your project involves the ongoing processing of waste, please provide the local government area/s from which this waste will be sourced

Click or tap here to enter text.

## Permits

Provide details of all necessary development applications, licences, permits or other consent needed to lawfully carry out your project

Click or tap here to enter text.

# Project details

This section has four key components based on the assessment criteria:

1. What are you going to do?
2. Who will deliver the project?
3. Why is this project needed?
4. How will the project be conducted?

## What are you going to do?

### Project objective

Outline the objective of your project. How does your project align with the aims and objectives of this grant? What NSW waste hierarchy outcome is being targeted?

Click or tap here to enter text.

### Project description

Describe the various stages involved in the project (eg. experimental methodology, stakeholder engagement, laboratory tests, trials, infrastructure development and building etc).

Click or tap here to enter text.

### Project background

Outline any work already carried out by the lead applicant and/or project partner that will support this project. Include any previous research or knowledge already available in this area (eg. from other research institutes and/or organisations). How will you leverage this existing research  
or knowledge?

Click or tap here to enter text.

## Who will deliver the project?

Describe the capacity, capability and experience of the organisation (lead applicant, and also including project partners) to deliver this project.

Table 1. Lead applicant and project participants

|  |  |  |  |
| --- | --- | --- | --- |
|  | Organisation name | Role/ core business/ research area | Other relevant info, including the contribution of any partners |
| Lead applicant – key personnel 1 | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |
| Lead applicant – key personnel 2 | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |
| Additional project participant 1 | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |
| Additional project participant 2 | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |

Please specify their role in the project, for example lead researcher, research assistant, project manager etc. For additional project team members/participants, please attach separately.

Table 2. Project team contribution

| Project member 1 | |
| --- | --- |
| Name | Click or tap here to enter text. |
| Name of organisation | Click or tap here to enter text. |
| Contact person | Click or tap here to enter text. |
| Telephone | Click or tap here to enter text. |
| Email | Click or tap here to enter text. |
| Capability (skills) | Click or tap here to enter text. |
| Capacity (time available to the project) | Click or tap here to enter text. |
| Role in project | Click or tap here to enter text. |

## Why is this project needed?

Do you have any evidence of the need for this project? Describe what benefits the project will have for applicants and partners, the broader market, the NSW waste industry and environment. List any environmental, economic and social benefits expected to be generated by the project (eg. resource recovery, potential to contribute to a circular economy, the potential value of any research findings, odour reduction, cost benefits, engaging a social enterprise etc.).

Click or tap here to enter text.

### Market development

Does your project address market development? Explain how your project will consider barriers to commercialisation and market uptake.

Click or tap here to enter text.

## 4. How will this project be conducted?

Please provide project planning information in this section.

### Key activities, timelines and outcomes

What are the key activities that need to be carried out, and when do you plan to do them?

Please also consider grant reporting time frames in your planning, see table over the page.

Table 3. Key activities, timelines and outcomes

|  |  |  |  |
| --- | --- | --- | --- |
| Key activity | Start date | End date | Expected outcome/ measure of success |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |
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Grant reporting time frames

Please complete or adjust the details in the table as required.

Table 4. Reporting time frames

|  |  |  |
| --- | --- | --- |
| Activity/reporting milestone | Date | Description |
| Activity report 1 - commencement | Click or tap here to enter text. | * Sign the Department’s funding deed * Any documents required as a special condition |
| Activity report 2 – detailed project/research plans and costing | Click or tap here to enter text. | * Report of activities undertaken and progress * Update meeting with the Department (Skype) * Statement of expenditure * Detailed project plans, design and reviewed costings * Planning and investigations complete * Copies of supplier/order documentation * Copies of tax invoices/quotes from service providers, suppliers and contractors |
| Activity report 3 – implementation | Click or tap here to enter text. | * Report of activities undertaken and progress * Update meeting with the Department (Skype) * Statement of expenditure (progress) * Copies of tax invoices/quotes from service providers, suppliers and contractors |
| Activity report 4– project completion and final report | Click or tap here to enter text. | * Final evaluation report * Completion meeting with the Department (Skype) * Any case studies * Site visit by the Department |

Monitoring

How will you monitor the results throughout the project?

Click or tap here to enter text.

Evaluation

How will you evaluate the success of project?

Click or tap here to enter text.

Stakeholder engagement

List any stakeholders and the potential impact your research results or project may have on identified stakeholders including potential end users.

Table 5. Stakeholder engagement

|  |  |
| --- | --- |
| Stakeholders, including end users /advocates for uptake | Impact on the stakeholder |
| Click or tap here to enter text. | Click or tap here to enter text. |
| Click or tap here to enter text. | Click or tap here to enter text. |
| Click or tap here to enter text. | Click or tap here to enter text. |

## Communication

List the communication activities you will carry out during and at the end of the project to share research or project outcomes.

Table 6. Communication activities

|  |  |
| --- | --- |
| Communication activity | Stakeholders (target audience) |
| Click or tap here to enter text. | Click or tap here to enter text. |
| Click or tap here to enter text. | Click or tap here to enter text. |
| Click or tap here to enter text. | Click or tap here to enter text. |
| Click or tap here to enter text. | Click or tap here to enter text. |

Project activity and costs

The total amount requested from the Department can be between $25,000 and $500,000.

Table 7. Project activities and costs

|  |  |  |  |
| --- | --- | --- | --- |
| Project activity | Funding amount requested $ (ex GST)  (A) | Co-contribution $  (B) | Project total $ (ex GST) (C) = A + B  (C) |
| **Eligible project costs** |  |  |  |
| *Eg. Laboratory testing* | *$10,000* | *$5,000* | *$15,000* |
| *Eg. Field trials* | *$15,000* | *$15,000* | *$30,000* |
| *Eg. Equipment design and development* | *$20,000* | *$40,000* | *$60,000* |
| *Eg. Equipment purchase and installation* | *$50,000* | *$75,000* | *$125,000* |
| *Eg Product design and development* | *$25,000* | *$25,000* | *$50,000* |
| ***Subtotal (B must equal at least 100% of A)*** | ***$120,000*** | ***$160,000*** | ***$280,000*** |
| **Ineligible project costs** |  |  |  |
| *Eg. Advertising* | *$0* | *$30,000* | *$30,000* |
| TOTAL | Eg. *$120,000* | *Eg. $190,000* | *Eg. $310,000* |
| Please complete section below. Please add additional rows as needed | | | |
| **Eligible project costs** |  |  |  |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |
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| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |
| Sub total | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |
| **Ineligible Project Costs** |  |  |  |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |
| **TOTAL** | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |

## Funding from other sources

List any funding your project has secured from other sources, including the amount, the source of funding and the relationship to this project and application.

Please describe any other funding applications you have lodged or are preparing in relation to this project, including the amount, source of funding and the relationship to this project and application.

Click or tap here to enter text.

# Compliance and quality control

What steps have you taken to ensure your project will be carried out lawfully?

Describe how your project activities comply with applicable specifications, quality standards and the EPA’s Resource Recovery Exemption framework.

Click or tap here to enter text.

# Insurance

It is a condition of your grant that you have adequate insurance cover, including public liability insurance of $10 million and worker’s compensation. Provide details of your insurance below.

Table 8. Insurance

|  |  |  |
| --- | --- | --- |
|  | Public Liability | Worker’s Compensation |
| Company | Click or tap here to enter text. | Click or tap here to enter text. |
| Policy number | Click or tap here to enter text. | Click or tap here to enter text. |
| Coverage | Click or tap here to enter text. | Click or tap here to enter text. |
| Currency (expiry date) | Click or tap here to enter text. | Click or tap here to enter text. |

# Conflict of interest

Please declare any real, potential or perceived conflict of interest that you may be aware of. This can relate to land ownership, salary and/or contractor payments.

Click or tap here to enter text.

# Lead applicant declaration

Include the names of two office bearers in your organisation (eg. general manager, chairperson, managing director, treasurer, chief executive officer or executive officer) who can attest to the accuracy of the information within the application.

|  |  |
| --- | --- |
| Office bearer 1 |  |
| Name | Click or tap here to enter text. |
| Title/position | Click or tap here to enter text. |
| Email and phone number | Click or tap here to enter text. |
| Date | Click or tap here to enter text. |
| Signature (please upload image) |  |

|  |  |
| --- | --- |
| Office bearer 2 |  |
| Name | Click or tap here to enter text. |
| Title/position | Click or tap here to enter text. |
| Email and phone number | Click or tap here to enter text. |
| Date | Click or tap here to enter text. |
| Signature (please upload image) |  |

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