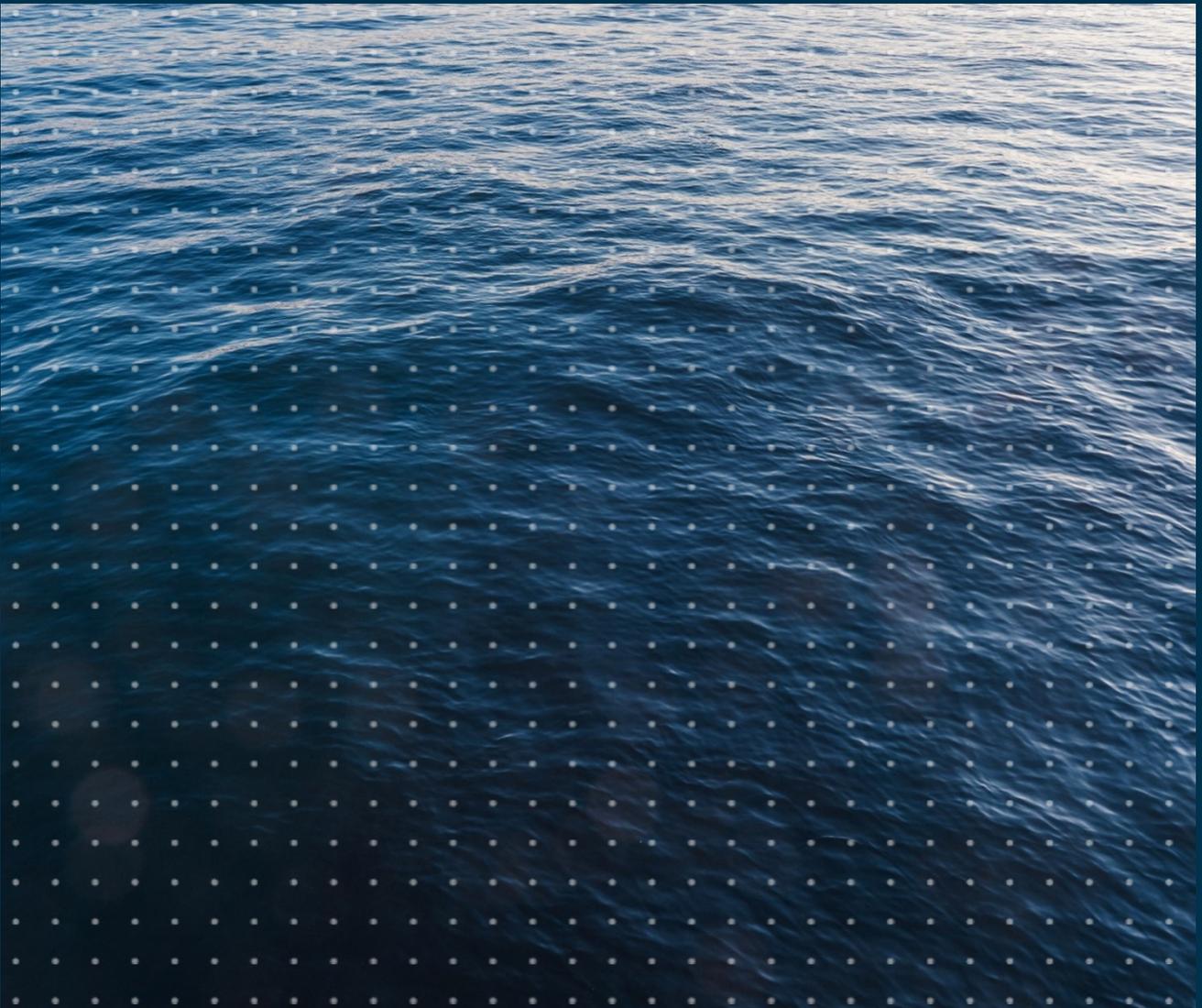




Environment Protection Authority

# Litter-Regional Implementation program

Stage 5 Guidelines and information for applicants



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The Litter-Regional Implementation program (L-RIP) focuses on delivering regional litter prevention programs driven by the regional waste strategies.

The program supports Regional Waste Groups and Joint Organisations in building their capacity and developing quality program planning and implementing litter prevention projects using EPA-developed resources.

L-RIP is part of the EPA's ongoing commitment to drive actions on a regional level and encourage innovation for long-term behaviour change in litter prevention.

# Program overview

## Stage 5 Litter-Regional implementation program (L-RIP) grants offer a total of \$500,000 to Regional Waste Groups (RWGs) for litter prevention projects

The NSW Environment Protection Authority (EPA) has opened Stage 5 of L-RIP. Funding of \$500,000 is available to NSW RWGs as part of a **Transition Round** of funding under the EPA Litter Prevention Grants Program.

These guidelines will assist RWGs to submit applications for Stage 5 L-RIP funding.

Stage 5 provides grant funding for **two streams**:

- **On-Ground projects** that deliver on-ground litter reduction and prevention, applying the integrated approach – education, infrastructure, enforcement, monitoring and evaluation. On-Ground projects need to be an extension of previously funded projects and identified in the Regional Litter Plans, or need to support outcomes in line with Regional Litter Plans.
- **Own it and Act projects** build capacity for your organisation and/or member councils to deliver future long-term litter prevention outcomes. More detail on the Own it and Act Strategic Framework can be found in **Appendix A**.

RWGs must submit these documents to the EPA to apply for Stage 5 L-RIP grant funding:

- **Organisational status checklist**
- **Litter Implementation plan 2021-22** – On-Ground projects only
- **Own it and Act project plan** – Own it and Act projects only

These template documents are included in **the application form available on the SMARTY GRANTS platform**.

Applications are due to the EPA by the dates outlined on the EPA website and must be submitted using the **SMARTY GRANTS platform**. Two different application forms are available, depending on which stream the applicant is applying for:

[L-RIP Grants Application Form 2021 ON-GROUND project](#)

[L-RIP Grants Application Form 2021 OWN IT & ACT project](#)

Late applications will not be accepted.

Regional Waste Groups can apply for both On-Ground and Own it and Act projects.

## Program objective

The program objective is to continue supporting Regional Waste Groups to deliver litter prevention projects that answer local needs and contribute to achieving goals in long-term litter reduction.

The NSW Government has released the new [Waste and Sustainable Materials Strategy 2041](#) outlining how NSW will transition towards a circular economy. As part of this strategy the NSW Government has set two new litter targets:

1. 30% reduction in plastic litter by 2025, and
2. 60% reduction of all litter items by 2030.

This has been backed by \$38 million over the next five years to support programs and projects that deliver these targets. This funding will be guided by the NSW Litter Prevention Strategy. The

NSW Litter Prevention grants program are a critical element of the NSW Litter Prevention Strategy, providing support for key stakeholders to deliver on-ground and strategic litter prevention projects.

All projects funded under this Transition Round will support the new litter reduction targets outlined in the Waste and Sustainable Materials Strategy 2041.

## How much funding is available?

Stage 5 L-RIP has \$500,000 available to RWGs to deliver regional litter projects in 2021–2022.

The funding will be 100% contestable.

A maximum of \$150,000 (excluding GST) in Stage 5 funding is available to each RWG. This includes:

- up to \$75,000 for Stream 1: On-Ground projects
- up to \$50,000 for Stream 2: Own it and Act projects

RWGs can apply for both On-Ground and Own it and Act projects.

There is no limit to how many projects each RWG can apply for, as long as the total amount requested is under the \$150,000 funding limit within this Transition Round.

There may be opportunities to combine On-Ground and Own it and Act projects – essentially leveraging off an On-Ground project to deliver an Own it and Act project.

This funding is part of \$2 million Litter Prevention Grants Program Transition Round of funding across four litter prevention grant programs. RWGs can apply for both LRIP and the Cigarette Butt Litter Prevention Grants Program. Application forms for these two programs are available at <https://epa.smartygrants.com.au/>. Individual RWGs can apply for a maximum of \$150,000 (excluding GST) in this Transition Round across the two litter prevention grant programs. For instance, a RWG may apply for:

- \$75,000 for a Stream 1 – On-Ground LRIP grant
- \$50,000 for Stream 2 – Own it and Act LRIP grant
- \$25,000 for Cigarette Butts Litter Prevention grant

## Selecting what projects to apply for

The Own it and Act Organisational Status Checklist helps identify your organisational strengths and weaknesses in relation to institutionalising litter prevention. It is designed to help guide the selection of projects.

**The Own it and Act Status Checklist must be completed and submitted with your grant application even if you are applying for On-Ground project.**

Use the Checklist to determine:

- If your organisation should complete an Own it and Act project; and
- What type of Own it and Act project is worthwhile delivering for your organisation.

The Litter Prevention Unit is available to provide advice on selection of projects:

Please get in contact by email [litter.prevention@epa.nsw.gov.au](mailto:litter.prevention@epa.nsw.gov.au) or phone (02) 4908 6868.

**Note:** In cases where RWGs are delivering projects on behalf of councils, the Organisational Status Checklist should be completed by each of the relevant council from their organisation's perspective – further details are outlined in **Application Form**.

## Workshops outcomes

In August 2021 the EPA Litter Prevention Unit held two workshops with RWG coordinators to review the existing LRIP arrangements and successes and to explore needs and priorities during the 2021-22 financial year.

The workshops indicated strong interest amongst RWGs in applying for Stage 5 projects that support the transition to a new state-wide waste strategy and create benchmarks for new regional litter targets and objectives. Workshop attendees also indicated an interest to deliver on ground short term projects identified in the Regional Litter Plans to support council's litter activities.

These guidelines reflect inputs from these workshops and recognise the important role of RWGs to achieve coordinated long-term regional litter prevention and providing economies of scale.

## Eligible applicants

This grant is only open to Regional Organisations of Councils or Joint Organisations, including both previous applicants and recipients of the EPA's NSW LRIP program, and those that have not previously applied or received a Litter Prevention Grant.

Litter sites targeted in previous L-RIP grant rounds will be considered if the project enhances previous work.

Councils will not be eligible to apply for Stage 5 of the L-RIP but are eligible to apply for funding under Council Litter Prevention Grants Program Round 6 using the following application forms:

- [Council Litter Grants Application Form 2021 ON GROUND project](#)
- [Council Litter Grants Application Form 2021 OWN IT & ACT project](#)

Where multiple sites are selected, the strategic intent of the project needs to focus on a problem litter type or a problem litter-site type - **see section 3: Supporting Information**.

## Grant conditions

Applicants must:

- Sign and return the EPA's grant agreement (prior to receiving any funding)
- Commence the project implementation from 31 January 2022 and complete the project by 28 February 2023
- Hold appropriate insurance and public liability coverage
- Submit a case study and final report by 28 February 2023 (10% of the final grant amount will be held by the EPA until these are submitted)
- **For On-Ground projects** all components of the Online Local Litter Check should be completed at the start and finish of the project and returned to the EPA. Final Litter Counts should be entered in the items/volume calculator and submitted in Excel format.
- Acknowledge the support of the NSW Environment Protection Authority on all publications, externally distributed reports, websites and publicity material including brochures, signage, advertising and invitations relating to the project with the following statement prominently displayed: 'This project is a NSW Environment Protection Authority, Waste Less Recycle More initiative funded from the waste levy.'

Grant payments will be provided in three instalments. Projects will need to be completed and final litter checks, case studies and reports submitted by 28 February 2023.

## Stream 1: On-Ground projects

All applications for On-Ground projects must submit a **Litter Implementation Plan**. This plan must apply an integrated approach to litter prevention for each project. An integrated approach includes projects that have actions across the four pillars of litter prevention – **see section 3. Supporting Information**.

The use of the EPA's 'Don't be a Tosser!' litter campaign materials must be used to educate and guide the community on the social, environmental, and economic impacts of litter. These can be found at <https://litterlibrary.epa.nsw.gov.au/>

## Application requirements

Projects will be considered and prioritised on the following:

- the extent the project reflects the four **pillars of litter reduction**
- the level of **evidence-based litter reduction and prevention activities** within a project that will result in a reduction of litter within their region
- the **capacity of the RWG to deliver** the projects in the timeframes required
- the **value for money** offered in delivering the project outcomes
- the extent of **in-kind and/or partner contributions**. In kind contribution from the RWG and/or individual councils will be looked on favourably when assessing Litter Implementation Plans for funding as it's considered a demonstration of commitment
- the extent the project **builds capacity to act** – providing council employees, land managers and/or community organisations with the knowledge and skills to implement effective solutions
- the extent the project has identified the ways it will contribute to on-ground **reduction in litter and littering behaviour** and targets priority litter items/sites in NSW. See [section 3 – 'Supporting Information'](#) for priority sites and materials
- the project will use the EPA's **Don't be a Tosser! litter campaign materials** to educate and guide the community on the social, environmental and economic impacts of litter. These can be found at [www.litterlibrary.epa.nsw.gov.au](http://www.litterlibrary.epa.nsw.gov.au)
- a maximum of 50% of salary costs (including ongoing costs) for staff delivering the project will be eligible. Applicants should demonstrate why salary funding is needed and state other funding sources and in-kind contributions.
- out of the 50% of the grant total for salary costs, a maximum of 25% of the grant total can be used for consultancy support costs (i.e. out of \$50,000 grant, a maximum of \$25,000 can be spent on staff, **out of which** only \$12,500 can be spent on consultants).

## Assessment criteria

The Litter-Regional Implementation Program (L-RIP) grants will be assessed by the Technical Review Committee (TRC) against the assessment criteria. The six assessment criteria and what you need to reason to ensure you address them are set out below in this section.

The TRC will assess your application against these criteria based on the information you include in your application and budget forms. It is critical, therefore, that you ensure your application addresses these criteria and explains how your project will meet them.

1. **Litter prevention five factors:** the extent to which the project reflects the five factors of litter prevention – cleaning, infrastructure, education and awareness, enforcement, involvement. Does the project cover all five components?
2. **Evidence:** is the project site-specific and developed in response to the evidence collected (rather than a generic council-wide project)? Is the project developed using evidence of the Litter Regional Plans?

3. **Capacity to deliver:** is there a sufficiently detailed and realistic project plan? Will the project be delivered to a high standard? Is the timeframe realistic?
4. **Value for money:** do costs seem reasonable? Is sufficient detail provided to account for budgeted items? What is the extent of in-kind and/or partner contributions?
5. **Collaborative partnerships:** the extent the project includes collaborative partnerships with key stakeholders such as council staff, adjoining public or private land managers, industry, and community organisations. Does the project provide council employees, land managers and/or community organisations with the knowledge and skills to implement effective solutions?
6. **'Don't be a Tosser' integration:** does the project appropriately use and integrate 'Don't Be A Tosser' materials? Are they clearly incorporated into the project plan? Is the material used to appropriately educate and guide the community on the impacts of litter? How appropriate are the resources and activities for the target audience identified?

## What won't be funded for On-Ground projects

- Use of education materials other than Don't be a Tosser! materials
- Activities carried out before the grant is offered and accepted
- On-Ground projects that do not support Regional Litter Plans outcomes
- Salary costs greater than 50% of the grant amount. Salary costs can include project management for project delivery
- Consultancy costs greater than 25% out of the 50% of salary costs
- Project management costs greater than 10% of the total grant amount
- Public-place recycling bays and bins
- Maintenance and servicing of new or existing bins
- Play equipment, new paths, public amenity upgrades such as BBQs or shelters (excluding litter and butt bins), landscaping (unless the project can demonstrate that it directly prevents litter or engages the community in litter prevention).

## Stream 2: Own it and Act projects

### Overview

Stream 2 projects are intended to support RWGs to begin the transition towards the new [Waste and Sustainable Materials Strategy 2041](#).

This Stream will support RWGs to build capacity to take ownership and plan strategic action for litter prevention. This includes building a business case for preventing litter, undertaking necessary benchmarking, and assessing partner councils' capacity and interest in long-term litter prevention activities.

### Own it and Act framework

The EPA has developed the Own it and Act strategic framework (see Appendix A) to help institutionalise litter prevention by supporting RWGs and councils to take ownership of, and act on, litter prevention.

To help RWGs and councils to progress this model, Stage 5 grant funding will enable RWGs to run projects that support the Own it and Act approach.

Funded projects should fill organisational gaps, or build on strengths, in relation to the Own it and Act four 'enablers'. These are:

**Leadership** – setting a clear vision and an ambitious target.

**Process** – knowing what to do, where to find information, and who to work with

**Commitment** – answering the questions: ‘Why undertake litter prevention?’, ‘What’s in it for me?’

**Permission** – this can come through including litter prevention in a project plan, a position description, or a budget.

RWGs applying for Own it and Act project funding must demonstrate how the proposed project would build these enablers. The project may focus on developing one or multiple enablers.

While it is anticipated that RWGs will complete projects that help build councils’ organisational capacity, RWGs may choose to focus on building their own organisational capacity.

## Application requirements

Projects will be considered and prioritised on the following:

- clear demonstration of how the project **addresses the outcomes of the organisational status checklist**
- the extent the project has identified the ways in which it will contribute to embedding **litter prevention in the organisation**
- the **capacity of the RWG to deliver** the projects in the timeframes required
- the **value for money** offered in delivering the project
- the extent of **in-kind and/or partner contributions**. In-kind contribution from the RWG and/or individual councils will be looked on favourably when assessing applications for funding, as it’s considered a demonstration of commitment
- the extent the project **builds capacity to act** – providing council employees, land managers and/or community organisations with the knowledge and skills to implement effective solutions.

## Assessment criteria

The L-RIP ‘Own it and Act’ grants will be assessed by the Technical Review Committee (TRC) against the assessment criteria below. The four assessment criteria and what you need to reason to ensure you address them are set out below in this section.

The TRC will assess your application against these criteria based on the information you include in your application and budget forms. It is critical, therefore, that you ensure your application addresses these criteria and explains how your project will meet them.

1. **Organisational Status Checklist:** does the project proposal clearly demonstrate how to address the outcomes of the organisational status checklist to embed litter prevention in the organisation? Has the project identified which ‘enabler’ the organisation needs to address?
2. **Effectiveness:** the extent to which the project will contribute to embedding litter prevention in the organisation and local area. How will the project’s findings be used by the organisation to ensure long-term litter reduction outcomes? Will the project provide council employees, land managers and/or community organisations with the knowledge and/or skills to implement effective solutions?
3. **Capacity to deliver:** is there a sufficiently detailed and realistic project plan? Will the project be delivered to a high standard? Is the timeframe realistic?
4. **Value for money:** do costs seem reasonable? Is sufficient detail provided to account for budgeted items? What is the extent of in-kind and/or partner contributions?

## Examples of Own it and Act projects that may be funded

Listed below are examples of projects that support the Own it and Act model. This list is not exhaustive, and there is no strict limit as to what projects will be funded, so long as applicants demonstrate clearly how the project will progress the Own it and Act model.

## **Litter prevention business case**

Develop a business case for undertaking litter prevention that answers the bottom-line needs of your organisation – including a cost/benefit analysis. EPA developed a template to streamline the process (see below).

## **Cost of litter study**

Undertake a study to find out how much litter prevention and clean up is costing your organisation – this may be done as a standalone study or as a prelude to a business case.

Please note, the EPA is developing a standardised methodology, in partnership with Queensland and Victoria, to assess the direct cost of litter. This is due to be finalised in February 2022.

## **Benchmarking and baseline data study, i.e. community surveys, litter assessments**

Undertaking baseline data and organisational, business and/or community surveys to help understand the litter problem. This may be done to build leadership, set targets or help build a business case.

## **Strategic planning**

Funding may be provided to build on or extend existing regional litter plans.

## **Operational procedures/guidelines**

Including development of best practice, contacts and organisational charts for implementing litter prevention initiatives etc.

## **Resourcing guidelines**

Develop guidelines for resourcing litter prevention in your organisation, including on-ground data collection, identification of functions across departments and in-field officers.

## **Code of conduct**

Develop an organisational code of conduct for litter prevention, including staff consultation sessions.

## **Position descriptions**

Develop a template for litter resource positions and job descriptions.

## **Litter data systems development**

Data collection and tracking system development.

## **Training and support to build staff and community interest in litter prevention**

Run workshops, consultations, develop training materials.

## **Community strategic plan (CSP)**

Develop strategies to include litter prevention in the council's CSP.

## EPA business case template

Given the significant interest in developing a litter prevention business case, the EPA has developed a standardise business case template. This is to ensure a common and more efficient approach to business case development across councils and regions.

The business case documents are not published at this stage but are available by contacting the Litter Prevention Unit at [litter.prevention@epa.nsw.gov.au](mailto:litter.prevention@epa.nsw.gov.au) or calling (02) 4908 6868.

## What will not be funded?

The following will not be funded:

- activities that do not contribute to reducing litter in NSW
- commercial activities and organisations
- competitions, prizes and award exhibitions, unless these activities are directed towards developing funding avenues for maintaining litter prevention activities
- **salary costs greater than 90%** of the grant, including on-costs. NB: salary costs will be approved only for carrying out project deliverables detailed in the project plan. They must be itemised in the grant application
- project management and **administration costs greater than 10%** of the grant amount. **Note:** Salary costs and administration costs must not exceed 90% of total grant funding combined
- consultancy costs over 50% of total grant amount
- activities, projects, programs and events that have already taken place
- activities, projects, programs and events that take place on land owned or managed by a school, TAFE, university or other educational institution – these are not considered to be 'public land'.

# Submission process

You can submit your application by creating an account in the SMARTY GRANTS platform and completing all the sections in the LRIP Stage 5 application forms. If you have any issues or need any clarifications, please email [litter.prevention@epa.nsw.gov.au](mailto:litter.prevention@epa.nsw.gov.au) or call (02) 4908 6868.

To submit a valid grant application, you must:

- complete the Own it and Act Status Checklist
  - if completing projects on behalf of councils, these must be completed by councils and signed off as part of the overall application.
- complete 'On-Ground project' and/or 'Own it and Act project' application form/s
  - [L-RIP Grants Application Form 2021 ON-GROUND project](#)
  - [L-RIP Grants Application Form 2021 OWN IT & ACT project](#)
- each grant proposal requires a separate application form. You will receive a confirmation email once your application form has been successfully submitted.
- demonstrate in your application that the project meets the eligibility criteria (see above)
- include in the application the names and signatures of the Program Director who can attest to the accuracy of the information in the application and who has delegated authority to sign the application

## Regional Litter Plan

At this stage, it is not anticipated that RWGs are in a position to develop new Regional Litter Plans until further details of the implementation of the [Waste and Sustainable Materials Strategy 2041](#) are known. Stage 5 funding will provide support to begin building the business case and undertaking necessary benchmarking in anticipation of the development of new Regional Litter Plans in the next LRIP funding round.

## Need help?

The Litter Prevention Unit (LPU) is available to provide support through the application process prior to final submissions. Please contact [litter.prevention@epa.nsw.gov.au](mailto:litter.prevention@epa.nsw.gov.au) or (02) 4908 6868.

# Supporting information

## NSW litter priorities

The following NSW litter priorities reflect past learning, new state targets and recent findings:

Priority sites	
High	Industrial areas Highways and roads Car parks Reverse vending machines return points
Medium	Retail strips Transport interchanges Residential areas
Low	Beaches Shopping centres Recreation parks Oval/sports grounds

Priority litter items	
High	Disposable face masks Food packages Plastic cups
Medium	Beverage container lids Plastic bags
Low	Cigarette butts* Plastic straws**

\*If the project is targeting ONLY smoking-related items, the Cigarette Butt Litter Prevention Program may be better suited for your application.

\*\*Despite plastic straws being one of the top litter items and found in the wider environment, due their phase-out by 2025, they represent a low priority

## The NSW Litter prevention kit

The EPA has developed resources to help people plan and conduct an effective litter prevention project. This is available at no charge on the EPA website, and includes:

Part 1: [Things you should know about litter and litterers](#)

Part 2: [Run an effective litter prevention project](#)

Part 3: [The Local Litter Check guidelines](#)

[Local Litter Check](#): an online tool that guides you through an investigation of a littered location and helps you decide what actions are most likely to reduce litter there.

[The NSW Litter Library](#): downloadable communication resources for the Don't be a Tosser! campaign.

## Integrated approach

The EPA LRIP applies an integrated approach to litter prevention, known as the Five Factors of litter prevention (see below). Each of the factors supports and complements the other to deliver effective behaviour change. These approaches are covered in more detail in the [NSW Litter Prevention Kit Part 2: Run an effective litter prevention project](#). On-Ground applications need to apply an integrated approach to litter prevention.

Five factors of litter prevention				
Cleaning	Infrastructure	Education and awareness	Enforcement	Involvement
For example, cleaning up a location and keeping it clean to communicate to people what behaviours are expected there	For example, improving physical infrastructure, such as bins and signs, to make it clear and simple for people to dispose of their rubbish responsibly	For example, outreach and consistent messages to prompt people to dispose of their rubbish responsibly	For example, increase awareness of litter laws and fines, and increase the perception that people are likely to be caught for littering	For example, increase the community's sense of pride and ownership in the location and show the improvements from your litter prevention efforts

## Don't be a Tosser! campaign

Projects funded through the EPA LRIP need to use the Don't be a Tosser! creative materials. A range of Don't be a Tosser! tools and resources (including print-ready and editable artwork files) are available via the EPA's online Litter Library ([www.litterlibrary.epa.nsw.gov.au](http://www.litterlibrary.epa.nsw.gov.au)). Email [litter.prevention@epa.nsw.gov.au](mailto:litter.prevention@epa.nsw.gov.au) for access to the online resources.

Don't be a Tosser! is a foundational component of the integrated approach to litter prevention in NSW. The Don't be a Tosser! message was developed through extensive focus group testing and a Local Government Stakeholder Reference Group. Evaluation and analysis shows Don't be a Tosser! is effective and is making a substantial impact on littering behaviour in NSW.

## Available resources and tools

A range of tools and resources are available through [www.epa.nsw.gov.au/litter](http://www.epa.nsw.gov.au/litter) including:

- Things you should know about litter and litterers: [www.epa.nsw.gov.au/resources/litter/130800-lpk-things-know.pdf](http://www.epa.nsw.gov.au/resources/litter/130800-lpk-things-know.pdf)
- Run an effective litter prevention project: [www.epa.nsw.gov.au/resources/litter/130799-lpk-effective-litter-prevent.pdf](http://www.epa.nsw.gov.au/resources/litter/130799-lpk-effective-litter-prevent.pdf)
- The Local Litter Check (Introduction and how-to manual): [www.epa.nsw.gov.au/your-environment/litter-and-illegal-dumping/epa-work-prevent-litter/run-litter-prevention-project/local-litter-check](http://www.epa.nsw.gov.au/your-environment/litter-and-illegal-dumping/epa-work-prevent-litter/run-litter-prevention-project/local-litter-check)
- Don't be a Tosser! anti-littering collateral, style guide and other materials. You will need to register, then you can download the print-ready material for use. [www.litterlibrary.epa.nsw.gov.au/](http://www.litterlibrary.epa.nsw.gov.au/)
- 'How to' videos: [www.epa.nsw.gov.au/litter/understand-problem.htm](http://www.epa.nsw.gov.au/litter/understand-problem.htm)
- Local Litter Check forms: [www.epa.nsw.gov.au/litter/understand-problem.htm](http://www.epa.nsw.gov.au/litter/understand-problem.htm)

- Litter Prevention for Authorised Officers course: to register your interest in completing this course, email [litter.prevention@epa.nsw.gov.au](mailto:litter.prevention@epa.nsw.gov.au) with your details
- For more information on the Waste Less, Recycle More initiative, please visit [www.epa.nsw.gov.au/waste/wasteless.htm](http://www.epa.nsw.gov.au/waste/wasteless.htm)

# Appendix A: Own it and Act Overview

## Own it and Act Framework

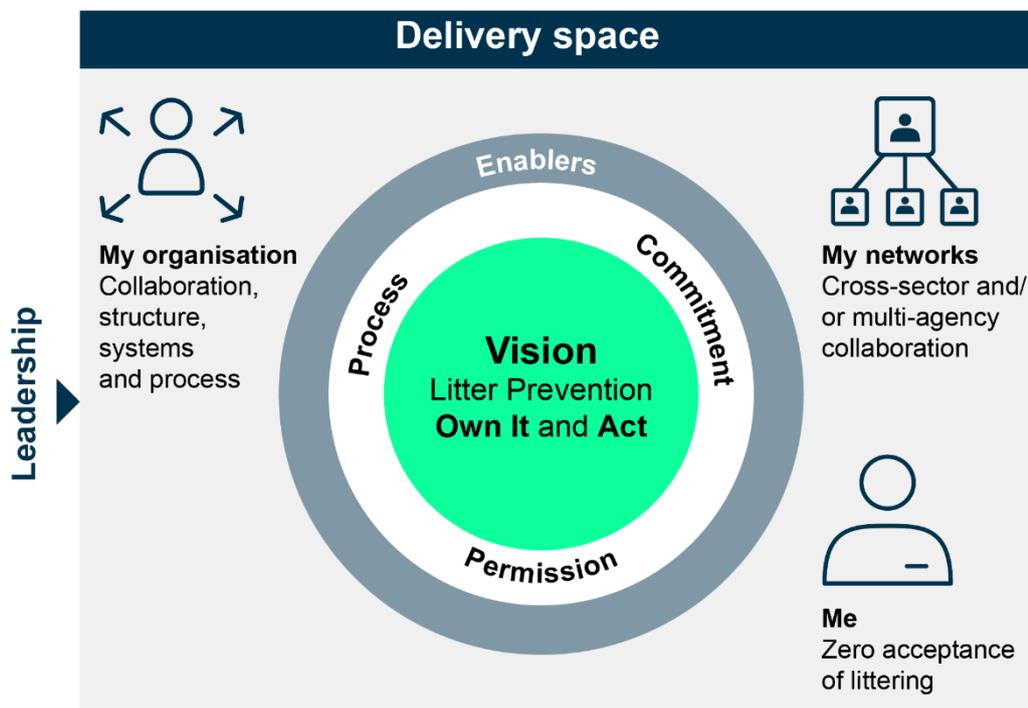
In 2020 NSW reached the state target to reduce the volume of litter in NSW by 40%. This target was established as a Premier's Priority in 2015 – and has been a key Government focus for the past six years. The target was exceeded, with a 43% reduction in litter in NSW. This incredible result has been a state-wide effort, and the EPA recognises this achievement would not have been possible without our partnerships with local governments, regional waste groups, community organisations and volunteers, and industry.

Find more information on the Own it and Act Framework at the EPA website.

## How do we embed these reductions and lock in the positive impacts?

The EPA has developed an approach called 'Own it and Act'. This is based on its assessment of where NSW is at in its litter prevention journey and the gains that can be made going forward.

We are keen to get feedback on how effective this approach is for stakeholders and how the EPA can support the NSW population to own litter prevention and have the confidence to act to prevent it.



## Who needs to Own it and Act?

In thinking about this framework, the first question is: who needs to own litter prevention? The EPA came up with three groups:



Up to this point, litter prevention programs in NSW have been focused on the individual – the ‘me’. We are changing behaviour, but organisations and networks are also necessary to institutionalise litter prevention. The work done by councils, groups of councils, land managers, businesses, community groups and industry sectors are different but a necessary part of the litter prevention framework.

## What are the enabling factors to help us all Own it and Act?

**Leadership.** We need a clear vision and an ambitious target. Leadership is the critical enabler that allows all other enablers to operate.



**Process.** This element is about knowing what to do. Organisations, networks and individuals all need to know the best things they can do to influence litter reduction, and they should have the confidence to take action.

**Commitment.** This element focuses on how to gain commitment from an organisation or network to take action. Commitment will come once a credible business case is made that answers the bottom-line needs of the organisation or network. It might be budget, it might be reputation, it might be community complaints.

**Permission.** Each of us as individuals, or within an organisation or network, needs permission to take action. This can come by including litter prevention in a project plan, in a position description or in a budget.

## **Own it and Act Status Check**

How you and your organisation apply the Own it and Act framework may differ, depending on current involvement and experience with litter prevention. It is helpful to first undertake a status check of your progress towards integrated litter prevention practice.

### **Who should complete this checklist?**

All RWGs need to submit the checklist as part of their application. This must be completed even if not applying for Own it and Act projects.

**In cases where RWGs are delivering projects on behalf of councils, the checklist should be completed by each participating council from their organisational perspective.**

Alternatively, RWGs may choose to complete a project to build their organisational capacity in litter prevention. In this case, the checklist should be completed by the RWG from their organisational perspective.

Please access the Own it and Act Checklist on the EPA website.