

Environmental Grant Program

Administered by the
Leards Forest Precinct
Environmental Trust Inc.

"This funding has given us the opportunity to plant over 200 trees on the approaches to Boggabri and on our grounds with watering system to provide for the future of environment systems for birds and shelter for shade for our pony club riders, camp drafters, and Drovers' Campfire caravans annually when fully grown will be able to be enjoyed by our small community. We thank you immensely."

Boggabri Recreation Reserve Trust

"The grant has allowed our organisation to undertake a project to make our school more long term environmentally sustainable through water harvesting. We have been able to model to the students real life applications with a holistic approach to managing precious natural resources. The funding has assisted us to raise awareness and aid in educating our students with proactive attitudes in which to address future challenges they may face with natural resources."

Boggabri Public School Parents and Citizens Association

Funding Guidelines & Application Form

These guidelines are for individuals, partnerships, community groups, non-profit organisations, profit organisations and trusts wanting to apply for funding for environmental initiatives. These initiatives should be based in and around the Leards Forest Precinct, located within a 25km radius. The map below specifies the areas eligible for applications, however, interested parties who reside or operate outside of that area may still be eligible to apply for funding.

Background

The Environmental Grant Program (the Program) is derived from contributions made by Maules Creek Coal, Boggabri Coal, and Tarrawonga Coal Mines under Voluntary Planning Agreements (VPA's).

The Program is administered by the Leards Forest Precinct Environmental Trust Inc. (the Trust). The Trust consists of representatives from the above mines, community and Gunnedah and Narrabri Shire Councils.

Aim of the Program

The aim of the Environmental Grant Program is to facilitate projects that enhance the environment, protect the environment, or provide a sustainable environmental solution. The criteria can be defined as follows:

Enhance – to raise to a higher degree, to intensify, to magnify

Protect – to secure for future generations

Sustainable – a system that maintains its own viability

Funding

Having now held two rounds of funding since its inception, the Environmental Grant Program is to offer a new round of funding.

The third funding round opens to applications on 15 August 2017 and closes at 5.00pm on 20 October 2017.

Contributions by applicants to the total project cost can be in the form of either in-kind or cash, or a combination of both. The Trust will consider all relevant proposals within the specified area irrespective of the level of funding sought.

Assessment and approval process

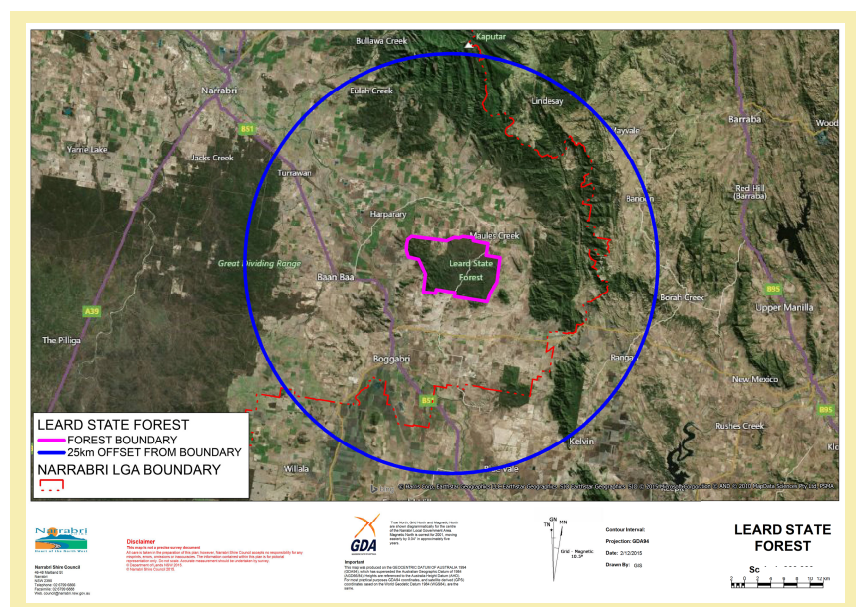
After the closing date the Trust will check whether your application is eligible and sufficiently complete for assessment purposes.

All eligible applications will be assessed against predetermined criteria.

Trust members undertake their duties within the principals of ethical conduct – integrity, objectivity and independence.

The Trust may also need to contact you to clarify information within your application.

Both successful and unsuccessful applicants will be notified via the contact email provided on their application by Wednesday, 15 November 2017 of the Trust's recommendation.



Submitting your application

Only applications submitted on the specified application form will be accepted and all questions must be answered to be considered eligible.

The grants process is competitive and applications that meet the assessment criteria are not guaranteed funding.

Late applications will not be accepted. Applications must be received by 5.00pm on Friday, 20 October 2017.

Need further help?

For further assistance with your application please contact the Trust Chairman, Mr David Ross on 0402 060 649, or david.ross@phoenixstrategic.com.au

What cannot be funded?

The Environmental Grant Program can fund several aspects of your intended project, however the following will not be funded:

- Projects already commenced prior to 15 August 2017. Retrospective works will not be funded.
- Capital expenditure not essential to the project. Proof must be provided the expenditure is required to meet objectives of the project.
- Normal running costs of the operation including rent, telephone, rates etc. Costs not specific to the nominated project.
- Projects requiring ongoing funding after project objectives are met.
- Projects that are the responsibility of the Australian or NSW governments.

Obligations of successful applicants

Provide written evidence of project partner contributions (both in-kind and cash).

Provide proof of landowner's approval to work on the project site(s) and necessary permits from appropriate authorities to undertake the project.

Provide a letter of support from Council if your project is on Council-owned or managed land.

Sign a grant agreement that sets out the terms and conditions associated with the grant.

Comply with all conditions outlined within the grant agreement.

Provide evidence of appropriate insurance coverage.

Provide progress and final reports in accordance with the Trust's reporting guidelines as outlined in the grant agreement.

Seek prior approval to alter proposed objectives, timeframes, or budgets for the project.

Application Form

Applications open: 1 August 2017

Applications close: 5.00pm on 20 October 2017.

Submit applications to: Environmental Grant Program, C/- Narrabri Shire Council, Maitland Street, Narrabri NSW 2390

Eligibility

Incomplete applications and/or applications received after the closing date will not be considered. Before completing this application form, you should have read the Environmental Grant Program Information.

The following section MUST be completed by the Applicant Organisation:

- | | | | | |
|---|--------------------------|------------|--------------------------|-----------|
| 1. Is the project located within the radius shown on the Leards State Forest map? | <input type="checkbox"/> | YES | <input type="checkbox"/> | NO |
| 2. Will your project be ready to commence by 1 December 2017? | <input type="checkbox"/> | YES | <input type="checkbox"/> | NO |
| 3. Will your project be completed by 31 December 2018? | <input type="checkbox"/> | YES | <input type="checkbox"/> | NO |
| 4. Do you have appropriate insurance for this project? | <input type="checkbox"/> | YES | <input type="checkbox"/> | NO |
| 5. Do you have the right to use the land and/or facility for the project? | <input type="checkbox"/> | YES | <input type="checkbox"/> | NO |

If you answered NO to any of the above Eligibility questions you should not proceed with this application.

If you have any questions in regards to this please speak to

Mr David Ross on 0402 060 649, or david.ross@phoenixstrategic.com.au

Contact details

Applicant name ☐ **Individual** ☐ **Organisation** (tick one)

Organisation name

Individual

Title	First name	Surname
<input type="text"/>	<input type="text"/>	<input type="text"/>

Website URL

Website address

Street address

Address
<input type="text"/>

Suburb	State	Postcode
<input type="text"/>	<input type="text"/>	<input type="text"/>

Postal address (if different)

Address
<input type="text"/>

Suburb	State	Postcode
<input type="text"/>	<input type="text"/>	<input type="text"/>

Contact person

Title	First name	Surname
<input type="text"/>	<input type="text"/>	<input type="text"/>

Contact phone numbers

Main phone number (Australian number only)	Main phone number (Australian number only)
<input type="text"/>	<input type="text"/>

Contact email address

Main email address
<input type="text"/>

Incorporated? ☐ **YES** ☐ **NO** (tick one)

Incorporated Association or Australian Corporation Number, if no, you must be sponsored by an incorporated Sponsoring organisation

IA or ACN number

If you do not have an ABN, please submit a completed ATO Statement by a Supplier form with application, otherwise 46.5% of approved grant may be withheld.

ABN number

Privacy notice

In compliance with the Information Privacy Act 2009 (the Act) personal information on this form may be stored in Narrabri Shire Council's records database and may also be used for statistical research, information provision and evaluation of services. Personal information will only be disclosed to third parties with your consent unless otherwise required or authorised by law.

Project details (additional information may be attached to this if you need more room)

Project title

Project start date

Project end date

Project dates

/

/

/

/

Precise location of project

Google Maps website URL for project location or decimal longitude and latitude eg. -30.324884, 149.783219

Brief project description

Is this part of a larger project? If so, describe it.

Why does this work need to be done?

What are the planned activities?

List the expected outcome/s or goal/s.

How will you know if these outcomes have been achieved?

Identify any risks associated with the project and the systems in place to mitigate these risks.

Describe how this project meets the program criteria of Enhance/Protect/Sustainable?

Project costs

Project budget

(Outline GST exclusive budget including confirmed or applied for any cash or in-kind contributions. Include clear descriptions. If you need more room then attach a separate page to this application)

How much are you requesting in this application?

\$

What is the overall project cost for this project?

\$

Project funding / income source	Funding / income amount	Confirmed funding?	Project expenditure	Amount of expenditure
	\$	Y/N		\$
	\$	Y/N		\$
	\$	Y/N		\$
	\$	Y/N		\$
	\$	Y/N		\$

Certification (must be completed by an authorised officer of organisation)

I certify that that to the best of my knowledge the statements made within this application are true and correct, and I understand that if the application for funding is approved, I will be required to accept the terms and conditions of the grant as outlined in the grant agreement and/or letting advising of success.

Name and signature

Position

Position in organisation

Today's date