**Melbourne Regional Landfill   
Community Benefit Fund $50,000   
Round 4 2022**

**Application Form**

*Cleanaway is proud to launch* ***Round 4*** *of its* ***$50,000 Community Benefit Fund****to support projects* *that enhance the local environment and/or promote health and well-being in the community.*

Applications for funding from $2,000 up to $10,000 will be considered from not for profit organisations, Friends Groups, welfare agencies, schools or environmental groups located in Caroline Springs, Deer Park and surrounding areas.

Our aim is to support local community initiatives through this Fund such as: *sustainable ideas, environmental regeneration projects, waste reduction and/or programs that promote community health and well-being, events, sporting activities, training and employment schemes.*

Closing Date for Applications

**Friday 23 September 2022**

**Key Milestones**

1. Call for Applications – **22 August 2022**
2. Closing date for applications - **23 September 2022**
3. Applications assessed – **30 September 2022**
4. Notify successful applicants – **10 October 2022**
5. Funding Agreements signed – **17 October 2022**
6. Funds distributed – **31 October 2022**
7. Grant Projects completed – **31 October 2023**

**Enquiries and Submissions:**

Please email completed application in MSWord format (not PDF) to: [***olga.ghiri@cleanaway.com.au***](mailto:olga.ghiri@cleanaway.com.au)

For further information please contact:

***Olga Ghiri -*** *Stakeholder and Community Engagement Manager*

*Mobile: 0478 316237*

|  |
| --- |
| **Eligibility for Funding** |

Applications for grants will be considered for initiatives which propose sustainable enterprises, environmental regeneration projects, waste reduction initiatives, and/or programs that promote community collaboration, health and well-being, events, sporting activities, training courses or employment schemes.

Examples of initiatives which will be considered for grant funding include are provided below, and are not limited to:

* Implementing a practical activity or project that improves the local environment.
* Tree planting or other type of environmental regeneration program.
* Construction of gardens, greenhouses or compost systems to promote waste reduction.
* Installation of solar panels at school or a community building
* Purchasing additional recycling bins in schools or community buildings to increase recycling.
* Charitable pursuits that support communities in need
* Events or programs that encourage community connectivity, health and well-being.

|  |
| --- |
| Funding limits |

Applications up to $10,000 will be considered.

|  |
| --- |
| Conditions of grant |

1. Initiative must align with the eligibility criteria provided.
2. Upon successful grant application, applicants must provide sufficient documentation (e.g. invoices) to Cleanaway which validates that the full grant value has been disbursed on the initiative described in the original grant request form.
3. Depending on the value of the grant awarded, Cleanaway may direct the applicant to adhere to certain additional terms. For instance, a minimum of 3 quotes may be required to ensure that grant funding is disbursed in the most economical way.
4. Prior to the grant being made, successful applicants will be required to sign a short grant funding agreement, to ensure the grant is used in accordance with the proposed initiative.
5. Cleanaway takes no responsibility for the success or failure of the initiative and makes no commitment to provide any further grants.
6. Adequate insurance and relevant licences such as working with children, work cover, building and planning and environmental approvals are required to be held by, and are the sole responsibility of, the recipients.
7. Applicants can only apply for one grant from the Community Fund.
8. Grant recipients are required to complete an Acquittal Report at the conclusion of the project to evaluate and account for funds spent.

|  |
| --- |
| Application checklist: |

If all information requested is not supplied or the Assessment Criteria is not addressed, funding will not be considered.

* All questions answered.
* Estimated budget for the project listing sources of income and expenditure.
* Includedquotes and estimates for items to be purchased or work to be undertaken.

|  |
| --- |
| Applicant details |

Name of Organisation:

Contact Person:

Position Held:

### How long have you been associated with the organisation?

Organisation Address:

*(or applicant’s personal address if most relevant to the application)*

Contact: Mobile \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ OR \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Landline

Email:

Name of Project:

Location of project:

### *Note: project must benefit the community and/or local environment in Caroline Springs, Deer Park or neighbouring areas.*

### PROJECT DETAILS

Each application will be assessed and reviewed based on the information provided in this document.

|  |
| --- |
| ***1) Project Purpose*** |

|  |
| --- |
| *Please provide details and rationale for the project. Explain what it’s about and why it’s important?* |
|  |
| ***2) Project Benefits*** |
| *What are the benefits to the community and/or environment. Explain how your project will deliver positive outcomes?* |
|  |

|  |
| --- |
| ***3) Project Budget*** |
| *Outline the amount of funding required for your project (more details are needed in Section 7).  Applications up to $10,000 will be considered.* |
|  |
| ***4) Project Timing*** |
| *List key milestones and timelines to show how your project can be delivered within 12 months.* |
|  |
| ***5) Project Management and Administration*** |
| *Outline the organisation’s / team’s skills and experience with managing similar projects. Include previous experience with grant funded projects or similar.* |
|  |
| ***6) Community Collaboration*** |

|  |
| --- |
| Describe how your project will engage the local community and how the project will be promoted more broadly. |
|  |

|  |  |  |
| --- | --- | --- |
| **7*) Budget Summary*** | | |
| **Any headings on this financial statement can be amended to reflect your project, please attach any quotes to this application.** | | |
| **Estimated Project Costs** |  | |
| *Applicant to specify* | **$** |  |
| *Applicant to specify* | **$** |  |
| *Applicant to specify* | **$** |  |
| *Applicant to specify* | **$** |  |
| 1. **Total Proposed Expenditure** | **$** |  |
| 1. **Contribution from your organisation** (if any) | **$** |  |
| **C) Amount sought through this grant** | **$** |  |
|  |  |  |

Name:

Organisation:

Signed by: