**Charitable Recyclers Dumping Reduction Program**

**Getting our WasteSorted**

**Application form 2020**

**Closing date: 5pm, 17 August 2020**

For detailed information on the program and how to apply, please refer to the [DRP guidelines](https://www.wasteauthority.wa.gov.au/programs/view/charitable-recyclers-dumping-reduction-program). For further information, please contact the DRP Coordinator.

# Applicant details

The following information concerns charitable organisation(s) applying for the Charitable Recyclers Dumping Reduction Program (DRP) funding.

The lead applicant is responsible for ensuring the delivery of the project, managing distribution of funding and providing final project reports. Refer to the [DRP guidelines](https://www.wasteauthority.wa.gov.au/programs/view/charitable-recyclers-dumping-reduction-program) for more details.

If there is more than one project partner, please attach additional pages with their details.

## Lead applicant

|  |
| --- |
| **Lead applicant details** |
| Organisation name |  |
| ABN/ACN |  |
| Address | Street |  | Suburb |  |
| Postcode |  | State  |  |
| Postal address | Street |  | Suburb |  |
| Postcode |  | State |  |

|  |
| --- |
| **Contact person** |
| Title |  | First name |  | Last name |  |
| Position |  |
| Email |  | Phone |  |

|  |
| --- |
| **Eligibility details** |
| Is the lead applicant a licensed charity under the Western Australian *Charitable Collections Act 1946*? | [ ]  YES [ ]  NO |
| Has the organisation obtained Deductible Gift Recipient Status from the Australian Tax Office? | [ ]  YES [ ]  NO |
| Does the organisation collect or receive donated goods at public drop-off or donation points such as charity bins or shopfronts in the Perth metropolitan region, in accordance with a community service or activity that benefits the community? | [ ]  YES [ ]  NO |
| Is the organisation a member of the National Association of Charitable Recycling Organisations, Western Australia (NACRO WA)? | [ ]  YES [ ]  NO |
| Does the organisation have any outstanding obligations under other Waste Authority funding programs? | [ ]  YES [ ]  NO |
| Does the organisation have certificates of currency for insurances – including, but not limited to, workers’ compensation insurance, directors’ and officers’ liability, personal accident insurance for volunteers (where applicable) and public liability insurance – to cover its potential liability in conducting activities funded through the dumping reduction program? | [ ]  YES [ ]  NO |

## Project partner(s) *(to be completed by each project partner, copy as required)*

|  |
| --- |
| **Partner details** |
| Organisation name |  |
| ABN/ACN |  |
| Address | Street |  | Suburb |  |
| Postcode |  | State  | WA |
| Postal address | Street |  | Suburb |  |
| Postcode |  | State | WA |

|  |
| --- |
| **Contact person** |
| Title |  | First name |  | Last name |  |
| Position |  |
| Email |  | Phone |  |

|  |
| --- |
| **Eligibility details** |
| Is the partner a licensed charity under the Western Australian *Charitable Collections Act 1946*? | [ ]  YES [ ]  NO |
| Has the organisation obtained deductible gift recipient status from the Australian Tax Office? | [ ]  YES [ ]  NO |
| Does the organisation collect or receive donated goods at public drop-off or donation points such as charity bins or shopfronts in the Perth metropolitan region, in accordance with a community service or activity that benefits the community? | [ ]  YES [ ]  NO |
| Is the organisation a member of the National Association of Charitable Recycling Organisations, Western Australia? | [ ]  YES [ ]  NO |
| Does the organisation have any outstanding obligations under other Waste Authority funding programs? | [ ]  YES [ ]  NO |
| Does the organisation have certificates of currency for insurances – including, but not limited to, workers’ compensation insurance, directors’ and officers’ liability, personal accident insurance for volunteers (where applicable) and public liability insurance – to cover its potential liability in conducting activities funded through the dumping reduction program? | [ ]  YES [ ]  NO |

# Project outline

|  |
| --- |
| **Project title**  |
|  |
| **Describe your proposed project.** What interventions will you implement to reduce illegal dumping? If your proposal includes a behaviour change campaign please describe the messaging and tools you will use to communicate to collection site users (alignment with the Waste Authority’s [WasteSorted toolkit](http://www.wastesorted.wa.gov.au/) will be viewed positively). |
|  |

# Nominated collection sites

Collection sites must be located within the Perth metropolitan region and subject to problems such as illegal dumping, theft or vandalism.

Projects require:

* a minimum of four sites per project
* a minimum of two sites per participating charitable recycler
* a maximum of two dumping prevention/behaviour change activities implemented at each site

Complete the required details in the table on the following pages for each site included in the proposed program.

## Site 1

|  |
| --- |
| **Charitable recycler** |
|  |
| **Site address** |
|  |
| **Number of collection bins at site** |
|  |
| **Typical service frequency at site** |
|  |
| **Issues encountered with the site (environmental, social and economic impacts are considered) and rationale for selection** |
|  |
|  |
|  |
| **Potential intervention/behaviour change activity for the site** **(maximum two interventions per site)** |
| [ ]  Targeted behaviour change campaign (e.g. communication on responsible donating) |
| [ ]  Signage (to improve community understanding of what can be recycled)  |
| [ ]  Painted and/or refurbished bins  |
| [ ]  Fencing and gates |
| [ ]  Collection frequency increase |
| [ ]  Sensor lights |
| [ ]  Optical surveillance devices  |
| [ ]  Other (please specify) |

## Site 2

|  |
| --- |
| **Charitable recycler** |
|  |
| **Site address** |
|  |
| **Number of collection bins at site** |
|  |
| **Typical service frequency at site** |
|  |
| **Issues encountered with the site (environmental, social and economic impacts are considered) and rationale for selection** |
|  |
|  |
|  |
| **Potential intervention/behaviour change activity for the site** **(maximum two interventions per site)** |
| [ ]  Targeted behaviour change campaign (e.g. communication on responsible donating) |
| [ ]  Signage (to improve community understanding of what can be recycled)  |
| [ ]  Painted and/or refurbished bins  |
| [ ]  Fencing and gates |
| [ ]  Collection frequency increase |
| [ ]  Sensor lights |
| [ ]  Optical surveillance devices  |
| [ ]  Other (please specify) |

## Site 3

|  |
| --- |
| **Charitable recycler** |
|  |
| **Site address** |
|  |
| **Number of collection bins at site** |
|  |
| **Typical service frequency at site** |
|  |
| **Issues encountered with the site (environmental, social and economic impacts are considered) and rationale for selection** |
|  |
|  |
|  |
| **Potential intervention/behaviour change activity for the site** **(maximum two interventions per site)** |
| [ ]  Targeted behaviour change campaign (e.g. communication on responsible donating) |
| [ ]  Signage (to improve community understanding of what can be recycled)  |
| [ ]  Painted and/or refurbished bins  |
| [ ]  Fencing and gates |
| [ ]  Collection frequency increase |
| [ ]  Sensor lights |
| [ ]  Optical surveillance devices  |
| [ ]  Other (please specify) |

## Site 4

|  |
| --- |
| **Charitable recycler** |
|  |
| **Site address** |
|  |
| **Number of collection bins at site** |
|  |
| **Typical service frequency at site** |
|  |
| **Issues encountered with the site (environmental, social and economic impacts are considered) and rationale for selection** |
|  |
|  |
|  |
| **Potential intervention/behaviour change activity for the site** **(maximum two interventions per site)** |
| [ ]  Targeted behaviour change campaign (e.g. communication on responsible donating) |
| [ ]  Signage (to improve community understanding of what can be recycled)  |
| [ ]  Painted and/or refurbished bins  |
| [ ]  Fencing and gates |
| [ ]  Collection frequency increase |
| [ ]  Sensor lights |
| [ ]  Optical surveillance devices  |
| [ ]  Other (please specify) |

## Site 5

|  |
| --- |
| **Charitable recycler** |
|  |
| **Site address** |
|  |
| **Number of collection bins at site** |
|  |
| **Typical service frequency at site** |
|  |
| **Issues encountered with the site (environmental, social and economic impacts are considered) and rationale for selection** |
|  |
|  |
|  |
| **Potential intervention/behaviour change activity for the site** **(maximum two interventions per site)** |
| [ ]  Targeted behaviour change campaign (e.g. communication on responsible donating) |
| [ ]  Signage (to improve community understanding of what can be recycled)  |
| [ ]  Painted and/or refurbished bins  |
| [ ]  Fencing and gates |
| [ ]  Collection frequency increase |
| [ ]  Sensor lights |
| [ ]  Optical surveillance devices  |
| [ ]  Other (please specify) |

## Site 6 *(copy for additional sites)*

|  |
| --- |
| **Charitable recycler** |
|  |
| **Site address** |
|  |
| **Number of collection bins at site** |
|  |
| **Typical service frequency at site** |
|  |
| **Issues encountered with the site (environmental, social and economic impacts are considered) and rationale for selection** |
|  |
|  |
|  |
| **Potential intervention/behaviour change activity for the site** **(maximum two interventions per site)** |
| [ ]  Targeted behaviour change campaign (e.g. communication on responsible donating) |
| [ ]  Signage (to improve community understanding of what can be recycled)  |
| [ ]  Painted and/or refurbished bins  |
| [ ]  Fencing and gates |
| [ ]  Collection frequency increase |
| [ ]  Sensor lights |
| [ ]  Optical surveillance devices  |
| [ ]  Other (please specify) |

# Funding requirements

## Project budget

|  |  |
| --- | --- |
| **Funding items proposed** e.g. specify equipment, installation, behaviour change communications costs | **Budget****$ (ex GST)** |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
| **Total $ (excl GST)** |  |
|  |  |  |
| **Funding provided by applicant (a minimum of 20 per cent of total)** |  |
| **Funding requested from this program (a maximum of 80 per cent of total)** |  |

## Procurement

|  |
| --- |
| **Describe how you will ensure good value for money and demonstrate sound procurement practices** |
|  |

# Other criteria *(lead applicant to complete in consultation with partner/s)*

|  |
| --- |
| **Describe how you will collect quantitative and qualitative data to monitor progress at donation sites** |
|  |
| **Comment on each organisation’s capacity to evaluate outcomes and deliver a high-quality report on time** |
|  |

# Signatures

## Lead applicant CEO or authorised person approval

By signing this document I declare that:

* I have read and understood the [DRP guidelines](https://www.wasteauthority.wa.gov.au/programs/view/charitable-recyclers-dumping-reduction-program) and associated documents
* the information contained in this application is true and correct at the time of application
* I will meet all reporting requirements including providing the final reports (evaluation and financial)

|  |  |
| --- | --- |
| Signature  |  |
| Name  |  |
| Position title |  |
| Date |  |

## Project partner CEO or authorised person approval\*

*\*to be completed by each project partner; copy section if needed.*

By signing this document I declare that:

* I have read and understood the [DRP guidelines](https://www.wasteauthority.wa.gov.au/programs/view/charitable-recyclers-dumping-reduction-program) and associated documents
* the information contained in this application is true and correct at the time of application
* I will provide information to the lead applicant for all reporting requirements including the final reports (evaluation and financial)

|  |  |
| --- | --- |
| Signature  |  |
| Name  |  |
| Position title |  |
| Date |  |

**Charitable Recyclers Dumping Reduction Program**

**Getting our WasteSorted**

**Applications close: 5pm 17 August 2020**

**Late applications will not be accepted**

Applications must be lodged through the submissions portal on the [DRP page](https://www.wasteauthority.wa.gov.au/programs/view/charitable-recyclers-dumping-reduction-program) of the Waste Authority’s website.

Applicants will be notified that their applications have been received by automated email.

If you experience problems with your application form or submitting through the portal, please contact the DRP Coordinator.

|  |
| --- |
| **Application checklist**  |
| **Before you send your application,** please ensure you have completed all the information and attached relevant supporting documentation, including: |
| I have read and understood the DRP guidelines | [ ]  |
| I have included all details of project funding in my application | [ ]  |
|  I have completed all relevant fields of the form | [ ]  |
| I have confirmed budget details are correct and all amounts are exclusive of GST | [ ]  |
| I have had the application signed by the authorised officer(s) | [ ]  |
| I have attached all relevant supporting documents to the submission | [ ]  |