



**REDUCE REUSE RECYCLE – KIAMA INC**  
**Grant Funding Program**  
**Guidelines for 2020/21**  
30 January 2021



***Eligibility***

Requests will be considered for amounts up to \$1500 for projects that will deliver environmental and/or health improvements through: -

1. Waste reduction initiatives and the promotion of reduce, reuse, recycle practices;  
and/or
2. Initiatives that will improve the health and wellbeing of communities.

Proposals must be viable shovel ready projects that can be delivered within the financial year.

***Who can submit a project proposal?***

Applications that meets the above eligibility criteria can be lodged by a local non-profit community group or a registered charity organisation.

A member of Reduce Reuse Recycle Kiama (R3) can also lodge an application in support of a community project that meets the above eligibility criteria.

**Application Process**

***1. Setup***

The R3 Committee has approved a grant budget based on its 2019/20 EOFY accounts and had established a Grant Evaluation Group to oversee the grant process. The Evaluation Group consists of the Chair of R3, the Chair of the Kiama Boomerang Bag (KBB) and one independent (Kiama's Citizen of the Year 2021).

Applications open on 31 March 2021 and close on 14 May 2021 and must be lodged on the attached application form.

***2. Evaluation***

The Evaluation Group will review all applications received for eligibility, viability and merit based on potential community benefit.

Questions that must be considered in assessing applications will include: -

- Does the potential recipient have access to the necessary expertise, resources and support to manage the grant and deliver the project?
- Are all the necessary approvals and consents in place to enable the project to proceed?
- Will the project require ongoing operational funding to be successful and sustainable? If so, does the group have access to the necessary funds?

The Evaluation Group may hold interviews with applicants to gain additional information that will assist the assessment and decision-making process. Grants will only be allocated to an established community groups or organisation and not directly to an individual.

### **3. Determination**

The Evaluation Group will individually assess each application using a set assessment and rating form and then jointly prepare a recommendation report for the consideration and determination of the R3 Committee.

Successful projects may be funded to the full amount requested or partly funded depending on level of grant moneys available and the number of projects being supported.

### **4. Funding Allocation**

A written grant offer will be issued to the organisations responsible for delivering the successful projects. Funds will be released once a notice of acceptance has been received.

If a project involves physical works or activities on public lands or private property, landowner's consent must be provided before any approved funds are released.

### **5. Acknowledgement**

All recipients of grants will be required to acknowledge the assistance of R3 and KBB in any media releases relating to the funded project.