

Local Government Program

**2025–26**  
Grant funding  
guidelines

# Kerbside Food Waste System Grants

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**Government  
of South Australia**

Green Industries SA

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## Acknowledgement of Country

Green Industries SA acknowledges and respects the Traditional Custodians whose ancestral lands we live and work upon, and pays respect to their Elders past, present and emerging.

We acknowledge and respect their deep spiritual connections, and the relationship that Aboriginal and Torres Strait Islander people have to Country.

We extend our respect to all Aboriginal and Torres Strait Islander peoples and their nations in South Australia, and across Australia.

## About Green Industries SA

Green Industries SA (GISA) is an enabler and driver of change, supporting the development of the circular economy through diverse collaborations which improve productivity, resilience, resource efficiency and the environment.

GISA works to transform how South Australians use and value resources, and the agency's objectives under the *Green Industries SA Act 2004* are to:

- promote waste management practices that, as far as possible, eliminate waste or its consignment to landfill
- promote innovation and business activity in the waste management, resource recovery and green industry sectors, recognising these areas present valuable opportunities to contribute to the state's economic growth.

[Learn more about GISA.](#)

## South Australia's waste strategy

Initiatives funded through Kerbside Food Waste System Grants will support implementation of [South Australia's Waste Strategy 2020-2025](#) and the draft [Accelerating SA's transition to a circular economy: South Australia's waste strategy 2025–2030](#) which will be finalised in late 2025.

*South Australia's Waste Strategy 2020-2025* is underpinned by the internationally recognised waste management hierarchy, which is the guiding principle of the *Green Industries SA Act 2004*. Its efforts focus on the highest levels of the hierarchy considering social, environmental, and economic practicalities. A transition to a circular economy is also a priority and a guiding focus for the strategy.

The Kerbside Food Waste System Grants program emphasises:

- the higher rungs of the waste management hierarchy – avoid, reduce, reuse, and recycle – where unnecessary use of materials is avoided or reduced, materials are separated as close as possible to their point of generation, and safely used for their highest order purpose
- the principles of a circular economy – reduced reliance on virgin materials by keeping materials circulating in the economy for as long as possible, at their highest value use, and thereby reducing waste and pollution, and harm to the environment.

## South Australia's Food Waste Strategy

Kerbside Food Waste System Grants will also support implementation of [South Australia's Food Waste Strategy – Valuing our Food Waste](#) – the state's first comprehensive strategy for reducing and preventing food waste from being sent to landfill. It proposes actions to support households and businesses to reduce food waste sent to landfill and further opportunities for the organics recovery and processing sectors in South Australia. Ongoing actions in the food waste strategy have been incorporated into the draft [waste and circular economy strategy for 2025–2030](#).

Strategic actions to reduce and divert food waste are delivered across 3 program areas:

- Prevention and diversion of household generated food waste

- Commercial sector food waste generation and collection systems
- Attracting and supporting investment and markets

## About Kerbside Food Waste System Grants

### Program overview

*Kerbside Food Waste System Grants* assist councils to implement sustainable and efficient food waste recycling systems for residents and small businesses that use council-collected kerbside bins. It recognises that disposing food to landfill represents the loss of a potentially valuable resource and contributes to landfill greenhouse gas emissions.

Food waste still comprises approximately 3.3 kg of a typical household general waste bin presented for a weekly pickup in a metropolitan Adelaide kerbside collection. All metropolitan Adelaide councils have implemented green organics kerbside collections, accepting food waste and compostable materials alongside garden waste. If 70% of the households in metropolitan Adelaide participated and diverted food waste into the green bin, there is potential to remove an estimated 65,600 tonnes of food waste from landfill (equivalent to 6,000 truckloads) each year. Where this material is subsequently processed into high quality compost output products to meet Australian standards, it can be reapplied to agricultural soils to grow more food.

In 2009–10, GISA, formerly Zero Waste SA, supported 10 South Australian councils in a household recycling food waste pilot which tested different systems and collection frequencies. The pilot involved the distribution of kitchen benchtop containers to residents in discrete geographic areas, and subsequent kerbside audits and market research to evaluate performance. The pilot's report, [Valuing our Food Waste](#), highlights the diversion results achieved by each system and includes a summary of market research relating to the different systems.

The findings of the report have informed the structure of this program and implementation of best practice, high-performing systems which maximise diversion from landfill and increase participation by householders. In addition, the program has evolved in recent years to adapt to the availability of certified compostable bags through supermarkets, fruit and vegetable and other retailers.

### Aim

Kerbside Food Waste System Grants provide support to councils to implement sustainable and effective food waste recycling systems for households and small businesses. In doing so, the grants aim to assist with meeting targets and outcomes in [South Australia's Waste Strategy 2020-2025](#) and the draft [Accelerating SA's transition to a circular economy: South Australia's waste strategy 2025-2030](#)

When segregated organic materials are processed into high quality soil improvement products (meeting AS 4454 standards), and are subsequently applied to agricultural, viticultural and horticultural settings, high level circular economy outcomes can be achieved.

### Objective

The above will be achieved by implementing a range of applicable initiatives supported through the program, including supporting trials of organics collections and increasing the uptake of recycling

of organics and subsequent diversion of organic material to compost and end markets.

## Outcome

The provision of in-home organics collection infrastructure and education materials results in improved disposal behaviours, and increased diversion of organics away from landfill for processing into soil improvement products. The program prioritises high value end uses for collected organics.

## What do councils need to consider?

### ***Container selection***

Evidence shows that provision of kitchen benchtop containers to households increases the diversion of food waste from landfill. When combined with educational material and awareness-raising efforts, the containers act as a prompt located in the right place and time to encourage and enable effective and efficient food waste recycling practices.

Containers trialled in the 2009–10 pilot included a ventilated caddy with a certified compostable liner, and a fully enclosed caddy with no liner. Both types of caddy were used as kitchen benchtop containers for residents to place food waste generated through food storage, preparation, and/or consumption. When the containers were full, residents placed the contents in their kerbside green organics bin for collection and processing.

The amount of food waste diverted will depend upon many factors, and performance of the ventilated and lined caddy will vary to that of the enclosed and unlined caddy. In the 2009–10 pilot, **3 times as much food waste was diverted via the ventilated caddy than the enclosed caddy.**

Before applying for *Kerbside Food Waste System Grants*, councils should consider the outcomes of the 2009–10 food waste pilot (including market research findings and kerbside audit results) and the [SA Better Practice Guide: Sustainable Kerbside Services](#).

Applications should identify the type of container required as well as any costs related to their introduction, including the cost of the container itself, assembly (if required), labelling/branding, distribution, and maintenance (if applicable).

### ***Lined container***

The pilot showed the use of liners inside a benchtop container increases householder participation and quantities of food waste diverted. The use of certified compostable liners reduced the need for container cleaning, enabled easier transfer of the material to the green organics bin and reduced odours. Liners must be certified compostable to Australian Standard 4736-2006 and/or Australian Standard 5810-2010 and should be printed with certification details and educational message about correct use.

An initial supply of 75 liner bags provided with the ventilated container for each participating household is expected to last each household approximately 6 months, based on the use of 2 to 3 bags a week. This amount is considered a reasonable guide, although it may vary depending on the number of people per household, food storage, preparation and food consumption, and disposal habits.

The council's role in distributing an ongoing supply of certified compostable liner bags to residents is a matter that should be determined by council. Councils will need to make informed assumptions regarding the average number of bags required per week, per household, to ensure sufficient initial supply and to maintain correct use with the system.

The September 2024 ban on single-use plastic barrier bags for loose fruits, vegetables, nuts and confectionery, and the subsequent uptake of certified compostable bags being made available for these purposes improved accessibility to suitable liners directly from supermarkets and other retailers, and therefore reduces the cost burden to council of replacement bags. Additionally, this measure encourages the continued use of food waste systems by householders who may not readily visit a council office or library for replacement compostable bags.

A pilot supported by GISA and coordinated by the City of Holdfast Bay in 2018–19 trialled the use of compostable bags in fresh food retail outlets as a means of removing barriers for residents in accessing liner bags for food waste systems. The pilot resulted in household food waste diversion doubling in the council area, and the retail stores recognised the benefits of increased customers and 'closing the loop' in the circular economy by diverting food waste from landfill to be composted.

**Grant funding towards compostable liners will only be endorsed where containers are ventilated**, and will only be provided for an initial supply of liners.

Financial support towards the rollout of unlined/non-ventilated food organics systems are a low priority as results have shown these systems do not achieve satisfactory diversion rates, primarily due to lower participation rates with these systems.

### ***Organics bins***

Where required, funding for additional kerbside organics bins may be sought by regional councils only. Assessment of applications will consider competitive contract pricing, leveraging of funding, collection frequency, cost burden to council, and best use of available funds. GISA will also consider the size and colour of the organics bin.

### ***Kerbside collection or backyard composting***

*Kerbside Food Waste System Grants* are provided to encourage the diversion of household food organics from the residual waste stream. While a specifically designed kitchen-based food waste system is expected to achieve high participation and diversion rates, it will also involve some cost for the collection and processing the material.

Backyard composting has a place in encouraging increased retention of food waste and other vegetative material on-site without further collection or processing costs. Where the use of home-based composting is proposed, GISA may consider providing an incentive payment, if the approach is supported by appropriate education and information. The program will consider matching a council incentive for discounted home-based composting units (up to a maximum of \$10 per tenement).

### ***Total system costs***

Applicants are encouraged to review the [SA Better Practice Guide: Sustainable Kerbside Services](#) which provides practical information and tools to SA councils on introducing the service model. The guide is supported by a [cost calculator](#) to help councils identify potential costs (or savings) of moving to the sustainable kerbside service model.



It does not replace a detailed business case or feasibility study, and councils should conduct appropriate due diligence before making any changes to kerbside services and contracts.

This report outlines assumptions on various aspects of introducing a food waste system, as well as forecasts on potential yields that could be achieved.

Subject to the level of competition for grant funding, preference will be given to area-wide distribution of lined and ventilated containers, due to the higher diversion rates that residents achieve using such systems.

## Grant funding overview

The funding is available to all South Australian councils and subsidiaries under the *Local Government Act 1999* that implement a food waste system. Applications may seek matched funding toward the cost of purchasing food waste containers for households, noting that the priority in this round is for area-wide distribution of food waste systems (blanket distribution to encourage maximum participation).

The cost of assembly, delivery and provision of education material in or on the container at the time of delivery, as well as an initial supply of Australian Standard certified compostable liners with the provision of each container are also eligible for funding.

GISA has the discretion to not consider incomplete applications.

Councils considering implementing pilots of alternative organic collection models under the Council Modernisation Grant program should submit an application under this program concurrently to request funding to cover the cost of food waste systems provision to households and small businesses (if applicable).

## Conditions of funding

Councils must enter into a signed grant agreement with GISA in which the council commits to introducing or expanding a food waste system.

Where kitchen-based food waste systems and kerbside organics bins are proposed, these must be used in conjunction with a kerbside green organics service at no less than a fortnightly basis.

The council must support and maintain an approved service/approach with regular, ongoing education and communications using templated communication material for a minimum period of 3 years.

A condition of funding for applicants receiving a grant with a total value of \$220,000 (including GST) or more is to provide a kerbside waste and recycling audit report to GISA within 12 months of the introduction of a kerbside food waste collection service/approach. Audits are to be undertaken using GISA's preferred kerbside auditing methodology, including a representative sample of 100 bins for each kerbside stream. Audits are to be undertaken between 1 March and 31 May of the reporting year. For purposes of the diversion rate, calculations should not include hard refuse.

A condition of funding is that segregated organic material collected for processing/commercial composting will only be processed at an appropriately licensed EPA composting facility, managed according to EPA and other planning requirements, and that the material is processed into soil improvement products that meet Australian Standard 4454-2012 (where applicable) at a minimum

and which a significant portion is sold to third parties not affiliated with the collection company or processor.

Communication and educational materials, such as information brochures, must use *Which Bin* branding, and are to be reviewed by GISA before publication. GISA will assist councils to develop any required materials for ongoing communications activities. These activities are expected to provide advice regarding accessing certified compostable liners in the future, and how to use the system.

## Eligibility criteria

South Australian councils can apply for funding under the *Kerbside Food Waste System Grants* program on a 'per serviced tenement' basis. GISA will provide up to 50% of the costs, up to a maximum of \$10 per tenement.

The level of grant funding provided will depend on the council's approach towards introducing food waste recycling for incorporation into kerbside green organic bin collections. The key elements of the financial incentive are as follows:

- A contribution towards the cost of the introduction or expansion of a food waste system – up to 50% of cost of containers and education material included with containers at the time of distribution, to a maximum of \$10 per tenement.
- GISA will fully fund the cost of an initial supply of a roll of 75 compostable liner bags delivered to all households in a geographic area using ventilated food waste systems.
- Applicants must submit a satisfactory performance report 12 months after the system has been rolled out. The report requires information on material processing site and end markets. Failure to provide the performance report may deem grantees ineligible for further GISA grants.

## What is a 'serviced tenement'?

A serviced tenement is usually a household, but may be a business if it is using the same kerbside waste and recycling service as surrounding households. The number of serviced tenements within a given council may be different for one component of the service when compared with another. For example, a council that provides an optional green organics service may have 26,000 serviced tenements for the residual waste service but only 18,000 serviced tenements for the green organics component. The incentive payment will be calculated and based on the serviced tenements receiving the prescribed service (in this example, 18,000 serviced tenements).

## What will not be funded

Kerbside Food Waste System Grant funds are **not available** for projects that:

- do not demonstrate significant diversion of food waste from landfill
- rely upon education only, or for education components that are not included on or in the container at the time of delivery to households
- are not supported by a source-segregated kerbside organics collection system taken to a licenced facility for processing into soil improvement products for high value markets.

Kerbside Food Waste System Grant funds are also **not available** for:

- broader community education material that is not included in or on the food waste container



at the time of delivery

- any project that GISA deems to be inconsistent with the program aim, objectives, and outcomes
- any project deemed more appropriate to fit under an alternative grant funding program (administered by GISA or another organisation)
- expenditure that is not eligible for funding, such as travel costs, operating costs, wages or consultant fees.

## **Performance-based reporting, audits and financial support**

Where a council is provided a grant of \$200,000 or more for the introduction or expansion of a food waste system, a kerbside audit must be undertaken within 12 months of the service being introduced, with costs met by council. For grants of more than \$200,000, councils will also be required to submit a kerbside performance report, based on monthly load weight data, to GISA.

Applicants are to consult with GISA regarding kerbside performance reporting, including the methodology for conducting kerbside waste and recycling audits.

Access to accurate, reliable, and consistent data through the conduct of kerbside audits helps councils and GISA to plan future waste reduction strategies. Important reasons for undertaking a kerbside audit include:

- providing feedback to the community on their recycling efforts
- reviewing the performance of a new system
- reviewing an existing system prior to tendering for a new kerbside contract (or at a mid-term review)
- validating kerbside yields to GISA.

Councils receiving a grant of less than \$200,000 are not required to carry out audits but are required to submit simplified reports.

## ***Which Bin* branded education and information**

Education is essential to raise and maintain awareness of the importance of food waste recycling. Educational material must clearly define food and other organic material that can be diverted to the green organics bin, as well as materials that should not be diverted (contaminants).

It is expected that councils undertake communications throughout the year to advise householders of the availability of food waste containers and certified compostable liners. As a minimum, councils are expected to:

- provide printed education material along with the food waste container, using *Which Bin* branded materials (available from GISA)
- place articles in newsletters and deliver other printed materials at least twice per year, including where the food waste is processed and where it is being used
- promote food waste recycling in social media and online communications throughout the year, with a minimum of one post per month
- use awareness raising initiatives such as outdoor banners and signage for libraries or community centres.

The *Which Bin* branded range of market-tested and evidence-based behaviour change and awareness resources is managed by GISA. These resources can be customised with the council's logo and include the mandatory educational brochure and other elements such as a bin lid heat stamp, banner, and flyer or rates notice insert. When councils are ready to commence development of *Which Bin* branded materials they should contact GISA's Communications Adviser.

Examples from the suite of *Which Bin* branded education resources are included below.

## Educational flyer



## BE PART OF 'GOING GREEN IN GOODWOOD'

For a 6-month trial period, your green bin collection service is changing to help divert food waste away from landfill.



**Dear Householder**

In support of Council's commitment to responsible waste management, it's my pleasure to invite you to join us in a trial of a weekly organics bin collection - Going Green in Goodwood.

500 Goodwood households have been selected to take part in a 6-month voluntary trial starting on 2 November 2020. As one of those households selected, I would be delighted to see you take part.

The trial encourages you to present your GREEN bin for collection on a weekly basis. We hope this will provide more opportunity to divert food waste and organic matter from your BLUE bin.

Results from the City of Unley kerbside audit in 2019 show that food waste and compostable paper rubbish makes up over half of all household waste. This equates to around 2.7kg per household every week. We think there is room to improve, and this trial is about supporting people to make the necessary changes at home.

During the trial, we encourage you to increase the amount of food scraps going into your GREEN organics bin, which will decrease the amount of organic waste going to landfill.

The contents of your GREEN bin will be converted into valuable compost and support jobs in businesses that process organics.

An added benefit is that you may find less need to put out your BLUE bin every week, so you won't overcrowd your footpath with both bins.

Together we can lessen pressure on our environment, help shape the future direction of council services and reduce waste disposal costs, all of which will directly benefit you, our residents.

Thank you for your support and my best wishes,




**Michael Hewitson AM**  
Mayor City of Unley

## FOOD SCRAPS?

**CATCH 'EM  
IN A CADDY,  
FEED 'EM TO  
THE GREEN BIN**



**YOUR FREE  
CADDY IS ON  
ITS WAY!**






### Information brochure for residents

### FOOD SCRAPS IN THE GREEN BIN

Food scraps can be placed bagged or loose, directly into your green bin. Layer food scraps with grass clippings, leaves or shredded newspaper to absorb moisture and smells.

Store seafood, meat scraps and dairy in the freezer until the night before your collection to avoid unpleasant smells.



### WHAT HAPPENS NEXT?

Every fortnight Solo Resource Recovery collects bins full of food and garden organics materials. Your food and garden organics material is taken to a composting facility and placed into large piles. Over 8-10 weeks with the help of microbes, the right temperature and air flow, materials break down. Once broken down, the material needs to be screened to remove contaminants such as plastic bags, irrigation pipe, glass and metal objects that have been incorrectly placed in a green bin. This is a difficult and expensive process. Finally the material is made into compost, used on South Australian farms, vineyards, glass houses and household gardens.

**FOR MORE INFORMATION**  
[www.unley.sa.gov.au](http://www.unley.sa.gov.au)  
 Which Bin Hotline 1300 137 118  
[www.whichbin.sa.gov.au](http://www.whichbin.sa.gov.au)

### FOOD SCRAPS IN THE GREEN BIN USING THE KITCHEN CADDY

Almost 40% of all material in home waste bins is food scraps which release harmful greenhouse gases in landfill.

By using a kitchen caddy system you can easily divert food scraps and other compostable items from landfill and save space in your weekly red bin.



 Compostable bags only










## Application of grant monies

Successful applicants will be required to apply grant funds to the rollout and continued support of kerbside food waste systems. While not a key feature of the grant assessment process, councils will be required to commit to applying grant funds in this way to ensure appropriate expenditure of waste levy-derived funds by GISA. This commitment forms part of the declaration (Section D of application form) by the council and will be a requirement of the grant agreement between the council and GISA.

Applicants must:

- provide an accurate account of the number of households that will receive containers (e.g. using latest rates or census data for complete/occupied dwellings)
- provide a quote for the provision of containers
- ensure collected organic material is composted to AS 4454 and subsequently sold into **recognised end markets** in agricultural, viticultural, horticultural and urban amenity settings, to achieve the highest circular economy outcomes for the duration of the grant agreement.

## Funding availability

Applications for grants to a maximum of \$750,000 (GST exclusive) per project are invited.

The total annual budget allocated to *Kerbside Food Waste System Grants* is outlined in [GISA's Business Plan](#), and is subject to change.

Priority will be given to applications which have a budget already allocated.

All applicants must:

- contribute at least 50% of total project costs (that is, match the grant funding) from sources other than the South Australian and Australian governments, and not including 'in-kind' (non-financial) payments
- have projects completed within 2 years of the grant being offered. Projects which have a completion date before 30 June 2027 will be given priority.

Applicants unsure about the eligibility of the proposed project should, contact Justin Lang, Manager Local Government & Infrastructure at [justin.lang@sa.gov.au](mailto:justin.lang@sa.gov.au) or on 0419 948 931. Justin Lang on 0419 948 931 to discuss the matter further.

Once approved, funding will be provided toward milestone payments upon completion of specific deliverables, as set out in the grant agreement.



## Submitting your application

All applications must:

- use the relevant application form, available on the GISA website
- be submitted with a declaration signed by an appropriately authorised representative from the applicant organisation such as the chief executive, executive officer, chairperson, or equivalent
- be no more than 20 pages, and no more than 10MB in size (including attachments)
- be submitted electronically (MS Word file or Adobe pdf) to [justin.lang@sa.gov.au](mailto:justin.lang@sa.gov.au) by **5pm Friday 7 November 2025**, with the subject heading 'Kerbside Food Waste System Grants – application'.

All applications will be acknowledged as 'received' via return email within 2 business days of the submission date. If an application is sent via email and not acknowledged within that timeframe, please contact Justin Lang on 0419 948 931.

Late applications will not be assessed. GISA has ultimate discretion in relation to management of late applications.

### Further information

For further information, or to discuss your application and eligibility, contact Justin Lang, Manager Local Government & Infrastructure at [justin.lang@sa.gov.au](mailto:justin.lang@sa.gov.au) or on 0419 948 931.

## Assessment process

Applications will be assessed and prioritised based on the following essential criteria and need to be assessed as "sufficient" to be considered further.

### Essential criteria

- The project requests no more than 50% funding contribution by GISA, excluding in-kind and initial supply of compostable bags.
- The project uses proven systems or systems that have been successfully demonstrated, including ventilated caddies and AS certified compostable liners.
- Council has resolved to implement or expand kerbside food organics collection systems, and has adequate funds set aside in the budget. If not, can it be confirmed when council will consider a report on food organics systems? (see approvals required)
- The project has a clear timetable for rollout, and an experienced project manager is assigned to manage project delivery.
- *Which Bin* branded communications will be regular and ongoing, and sufficient funds have been allocated in the budget proposal for this activity.
- Quotes have been provided for materials, according to council's purchasing policy.

- The application includes the expected diversion potential of the proposed system and information on the types of communication material that will be provided.

### Application assessment

- Applications will be reviewed by GISA staff to confirm eligibility with reference to *Eligibility criteria*, *Essential criteria* and **Error! Reference source not found.** GISA has ultimate discretion in eligibility assessment.
- All eligible applications will be assessed by an evaluation panel convened by GISA against the grant program guidelines. The evaluation panel will assess applications based on the information provided in the application form and supporting documentation provided by the applicant with their application. The evaluation panel may be comprised of GISA staff and/or external specialists at GISA's discretion. All panel members will uphold confidentiality and conflict of interest principles.
- If required, additional written information may be requested from the applicant to assist with the assessment. Failure to provide information requested by GISA in a timely manner may terminate the assessment process and the application may be deemed ineligible for funding.
- GISA may conduct due diligence checks on project partners named in the application as required for project delivery. The applicant must ensure that project partners agree to cooperate with this requirement and provide information at GISA's request.
- GISA reserves the right not to award funding to applicants where the due diligence risk (including that of project partners) is unsatisfactory or is not able to be effectively managed.
- GISA has the ultimate discretion in relation to its funding decision and applicants should note that irrespective of eligibility and merit, there is no guarantee that an offer of funding will be made.
- Funding through this program will be made entirely on a competitive basis, and GISA reserves the right to direct the funds to projects that are considered to be best value for money.
- The evaluation panel will recommend projects to be funded and funding amounts.
- The duration of the assessment process may vary depending on the nature of applications and GISA staff availability. As a guide, the duration between the submission of the application and any additional supporting information requested by GISA (if applicable) and the decision regarding funding approval should take no longer than 8 weeks before an announcement.
- GISA will consider evaluation panel outcomes and budget availability when making final decisions regarding application success.



## Assessment criteria

GISA has the discretion to not consider incomplete applications. The following criteria in your application must be assessed as sufficient for the application to be regarded as eligible for potential grant funding.

Eligible applications will be assessed against the *Essential criteria* listed above (page 13), as well as the criteria below:

- Applicant is a South Australian council
- Correct number of houses provided, as per ABS data/latest rates data
- Application is complete and includes quotes
- Expected diversion potential of the proposed system provided (that is, does the application form part of a separate grant application/weekly organics collection?)
- A high performing system (area-wide lined and ventilated containers) is proposed
- End markets for collected material for duration of grant agreement recognised, as per the guidelines.
- Link to concurrent/related grants to implement a project provided

## Risk management

Applicants will be required to undertake project risk management including undertaking a risk assessment of the key risks associated with their application. Guidance is provided in the application form.

## Access to and rights to intellectual property

Applicants and their project partners (if applicable) must be able to demonstrate they have access to any intellectual property necessary to carry out the project.

## Privacy and commercial-in-confidence considerations

All applications will be treated as commercial-in-confidence. GISA reserves the right to include third party evaluations as part of the assessment process and has the ultimate discretion in relation to publicity for successful applications. Applicants are not permitted to publicise their projects without prior written approval of GISA.

## Insurance

The applicant must hold and maintain Public Liability insurance and Professional Indemnity insurance (or equivalent) to the value of at least \$1 million per claim for the duration of the proposed project.

Councils covered under the Mutual Liability Scheme are encouraged to ensure all sub-contractor(s) or service provider(s) engaged for project delivery hold and maintain both

Public Liability and Professional Indemnity insurance valued at a minimum of \$1 million per claim for the duration of the proposed project.

## **Approvals required**

All required approvals, such as a council resolution, are to be provided within 3 months of the initial notification of the success of the application.

## **Grant agreement**

Successful applicants will be required to enter into a grant agreement with GISA. This agreement will set out the terms of the grant, conditions, payment schedules, project timing, key performance indicators, reporting requirements and other matters.

A copy of the standard grant agreement can be provided on request.

## **Reporting**

GISA requires successful applicants to provide regular reporting on the project's progress and outcomes. The reporting will be determined on a case-by-case basis. Reporting requirements and payment milestones will be included in grant offers and agreements.

## **Publicity, promotion and case studies**

Successful applicants are not permitted to publicise projects without gaining prior written approval from GISA via Matt Scales, Associate Director Engagement and Communications. GISA has ultimate discretion about publicity of projects and GISA must be acknowledged in all media and promotional activities relating to successful projects. Terms and conditions regarding publicity are included in grant agreements.

All successful applicants must be willing to cooperate and participate in the development of case study and/or other public-facing materials based on funded projects if requested by GISA. Case study and other materials will use information of a non-sensitive nature and will be available to successful applicants for their own promotional and/or educational purposes following initial publication by GISA.

All successful applicants must, if requested, supply a high-resolution logo, and authorise its use on the GISA website, and agree to be listed as a program participant on GISA's ['projects funded' webpage](#).

The value of grants will also be listed against the successful applicant's name on the GISA website, with a short description of the funded project.

## **Unsuccessful applications**

Applicants who have been unsuccessful in receiving grant funding will be notified in writing.

When the reason for an unsuccessful outcome is not related to funding limitations, the applicant may request a review of the outcome within 30 calendar days of the decision being issued. GISA will undertake an independent decision review and notify the applicant of the outcome of the review, confirming the original decision or issuing a new decision.

Please contact the program manager for further information.

## Frequently asked questions

### **Will my application be accepted following the closure date?**

No late applications will be accepted. Further rounds will be called depending on interest and uptake. Late applications will be held over to future calls. Councils will be given the opportunity to update these in preparation for the next round.

### **Can council seek funding for a redistribution of free bags?**

The incentive provides for “reinvigoration” of existing area-wide systems, as well as blanket distribution of new systems with ventilated containers. Funding may be sought for a roll of 75 bags per tenement when distributed with a ventilated container and educational material.

On 1 September 2024, bans on single-use plastic barrier bags for unpackaged fruit, vegetable, nuts and confectionery came into effect in South Australia. This has resulted in significant uptake of certified compostable bags in food retail outlets, improving accessibility to suitable liners across the community.

Outside of this grant program, GISA will work with councils to develop educational materials and information for residents to promote availability of certified compostable bags for kitchen containers. To access this service, contact [greenindustries@sa.gov.au](mailto:greenindustries@sa.gov.au).

### **What if council’s proposal cost is more than \$10 per serviced tenement?**

The grant payment will provide 50% of the total costs, up to \$10 per serviced tenement. GISA will meet 100% of the cost of the roll of 75 compostable bags in order to support maximum uptake of systems in 2025–26.

### **Do I need to submit a council resolution as part of the application?**

No. However, before any payment is made by GISA, details of a resolution and budget allocation will be required within 3 months to confirm that a grant application has been successful.