­**Recycling Modernisation
Grant Program**

**Soft Plastics**

***Expression of Interest
 Guideline and Application Form***

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# Guidelines

## Submission of applications

All applications should be submitted on the application form attached to these Guidelines and received by Green Industries SA by **5pm, 11 April 2023.**

All application forms must be submitted, with a signed declaration, **and be no more than 20 pages (and 8MB), including attachments,** in one of the following formats:

* electronically (Microsoft Word file or Portable Document Format) and any supporting information scanned and emailed to justin.lang@sa.gov.au

**OR**

* signed hard copy by post or courier to:

Recycling Modernisation Fund Grant Program
Green Industries SA

GPO Box 1047

Adelaide SA 5001

## Further information

Justin Lang

Manager Local Government & Infrastructure

08 8204 2634

justin.lang@sa.gov.au

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# About Green Industries SA

Green Industries SA 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. It aims to transform how South Australians use and value resources. Its 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; and
* 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.

For more information visit [www.greenindustries.sa.gov.au](http://www.greenindustries.sa.gov.au).

# South Australia’s Waste Strategy

The Recycling Modernisation Fund Grant Program responds to changes brought about by the Council of Australian Governments (COAG) ban on the export of certain wastes. Initiatives funded through the program will support *South Australia’s Waste Strategy 2020-2025* which outlines actions that can contribute to the development of a circular economy in South Australia through:

* a clearly articulated policy and legislative framework that gives a solid platform for investment decisions and a stable and efficient market
* supporting innovation and commercialisation
* education, advocacy and awareness to support behavioural change in the way waste and resources are managed
* applying the waste management hierarchy consistently with the principles of ecologically sustainable development.

# About the Recycling Modernisation Fund

The Commonwealth Government and state and territory governments recognise that they have a mutual interest in improving outcomes in Australia’s waste and recycling sector and need to work together to achieve those outcomes.

The South Australian Government has entered into an National Partnership Agreement (NPA) with the Commonwealth Government for the purpose of improving recycling outcomes and addressing critical gaps in Australia’s recycling infrastructure needed to support successful implementation of the COAG decision to phase out the exports of waste plastic, paper, glass and tyres (COAG waste export bans). Other states and territories will be entering NPA’s with the Commonwealth Government separately.

The COAG waste export bans will be phased in and **ban start dates** are as follows:

**1 July 2021:** Mixed plastics that are not of a single resin/polymer type and/or further sorting, cleaning and processing is required before use in remanufacturing.

**1 July 2022:** Single resin/polymer plastics that have not been re-processed (e.g. cleaned and baled PET bottles).

To support the COAG waste export bans, the Commonwealth Government has announced a $190 million Recycling Modernisation Fund (RMF) that will generate $600 million of recycling investment and drive a billion-dollar transformation of Australia’s waste and recycling capacity.

The RMF will support innovative investment in new infrastructure to sort, process and remanufacture materials such as mixed plastic, paper, tyres and glass, with Commonwealth Government funding contingent on co-funding from industry, states and territories.

The South Australian Government has agreed to facilitate achievement of the outcomes of the NPA by a competitive grants funding program administered by GISA.

# Aim of the Recycling Modernisation Fund Grants Program

The Recycling Modernisation Fund Grants Program (the program) assists private sector, non-government organisations and, local government organisations to install infrastructure and provide innovative approaches to increase the supply of quality recycled materials available for use, and increase the capacity for domestic sorting, processing and manufacturing of materials affected by the COAG waste export bans. The program encourages applications for infrastructure projects that will contribute to achieving these outcomes and include economic, environmental and social benefits.

The program focusses on investments that position Australia to meet its future waste challenges and aims to deliver on key priorities at a national level.

Grants are intended to:

* support the development of new or upgrading of existing infrastructure and/or equipment to enable remanufacturing/value adding of eligible material streams for local use (preferred); or
* allow for improved sorting and/or processing to enhance recoverable material quality through reduced contamination levels for local use or entry into local and export markets, noting the requirement to meet export ban specifications and/or criteria arising from the COAG bans.

## Available funding and applicant co-contribution

Recycling Modernisation Fund Grants offered through this program represent a combined contribution from both the South Australian and Commonwealth governments. Applications for Recycling Modernisation Fund Grants from $50,000 to a maximum of $1,000,000 will be available, for large scale projects involving significant capital expenditure and of state significance.

Applicants are required to provide a minimum cash contribution of 50% of the requested grant amount, being 1/3 of the project cost (1:1:1 funding).

**Applicants that include a cash co-contribution of greater than 50% of the requested grant amount will be viewed favourably, as this will maximize the State and Commonwealth government’s return on investment.**

## Eligibility

To be eligible the project must meet the following criteria:

Projects must be carried out in South Australia and support an increase in processing capacity and/or use of one or more of the following materials subject to the COAG waste export bans:

1. mixed plastics that are not of a single resin/polymer type and/or further sorting, cleaning and processing is required before use in re-manufacturing;
2. single resin/polymer plastics that have not been re-processed (e.g. cleaned and baled PET bottles);

Projects that focus on new technology and equipment such as mixed plastics reprocessing; increasing soft plastics processing capacity; or commercialisation of new plastics separation technology will be prioritised.

Eligible projects could include:

* New or upgraded materials recovery facilities that increase the capacity and quality of recovered materials.
* New equipment or facilities to increase domestic processing capacity of recyclable soft plastics.
* Projects including trial projects to increase use of recyclable or recycled materials in manufacturing and/or infrastructure.

All applicants must:

1. As far as reasonably practicable, have projects operational in time to reduce anticipated pressures associated with the commencement of the elements of the COAG waste export ban relevant to the project (refer ban start dates above) or within two years of the grant being offered.
2. Meet the Australian Government building and construction requirements under the *Building and Construction Industry (Improving Productivity) Act 2016* (Cth), the Building and Construction WHS Accreditation Scheme and the Code for the Tendering and Performance of Building Work 2016, where applicable.

Projects should wherever possible, incorporate use of recycled materials.

Projects should maximise public value and private sector co-investment.

Projects are expected to be economically viable over their operational life.

Projects should wherever possible address Australia’s regional and remote waste challenges.

Applicants unsure about the eligibility of their projects are encouraged to contact Justin Lang on telephone 08 8204 2634 to discuss the matter further.

## Ineligible activities

Grant funds will **not** be available for:

* Material streams / recyclables that are not the focus of this program.
* Retrospective projects (infrastructure for which grant funding is provided by government must start after applications close).
* Waste to energy proposals.
* Landfill (compliance, development, extension or closure).
* Operational expenses, including fuel, electricity, maintenance, project monitoring, motor vehicles or trucks.
* Advertising costs.
* Education and training programs.
* Salaries, studies, investigations or research and development activities.
* Building purchase, lease or other general service provision, or projects with a primary focus on construction (without additional elements).
* Land purchase or lease.
* Machinery leasing – equipment must be purchased outright.

## Assessment criteria

**Eligible applications will be assessed against the funding priorities and the extent to which it meets the criteria below:**

Weighted criteria – projects will be scored out of 100 points for each individual criterion. Projects must score at least 50 points for each criterion.

* **Sorting, processing or remanufacturing capacity increase (50% weighting):** Projects must increase the supply of quality recycled materials for use; and increase the capacity for domestic, sorting, processing and manufacturing of eligible materials.
* **Circular economy and local benefits (20% weighting):** the extent to which the project will benefit South Australia’s economy and environment, such as carbon reduction, landfill diversion, increased local employment, sourcing local equipment, fostering stronger local recycling markets and increased use of local recycled materials and/or recycled content products.
* **Value for money (20% weighting):** the extent that grant monies are leveraged with other funding.
* **Process Improvement/Innovation (10% weighting)**: overcoming existing barriers, improvements to efficiency and targets new market segments.

Non-weighted criteria – must be assessed as sufficient in order for the application to be regarded as eligible for potential grant funding (also dependent upon meeting weighted criteria requirements).

* **A clear and credible description of the proposed project activities:** a succinct and clear description of each major tasks to be performed. Applications must demonstrate a clear link between project activities and the achievement of project goals/outcomes in alignment with the aims of the Recycling Modernisation Fund Grant program.
* **Capacity and capability to manage the project:** demonstrating applicant’s capacity and capability to manage and deliver the project successfully with sufficient commitment and experience (financial, organisational and industry support) and an understanding the relevant regulatory requirements.
* **Project risk management, measurement and evaluation:** the main risks that the project may entail and the proposed mitigation measures, project key performance indicators, their measurement, evaluation and data capture (changes in commodity prices should also be considered if relevant to the project).

Incomplete applications may be considered as non-conforming.

## Access to intellectual property

Applicants must be able to demonstrate that they have access to any intellectual property necessary to carry out the project. It is expected that in most cases there would be dual ownership of any intellectual property resulting from the project.

## Privacy and commercial-in-confidence considerations

All applications will be treated as commercial-in-confidence. Green Industries SA reserves the right to include third party evaluations as part of the assessment process. The South Australian Government and Commonwealth Government have the ultimate discretion in relation to publicity for successful applications. Applicants are not permitted to publicise their projects without the approval in the first instance of Green Industries SA, who will liaise with the Commonwealth Government accordingly.

## Insurance

For the duration of the project, the proponent must maintain workers compensation insurance, public liability insurance for a minimum of $10 million per claim and personal accident insurance of $100,000 per participant.

## Assessment process

* All applicants will be notified by the agency within two weeks of the submission date to confirm receipt of their proposals.
* Applications will be reviewed by a panel comprising Green Industries SA personnel and external specialists. The panel will assess all eligible applications against the assessment criteria.
* If required, additional information may be requested from the applicant to assist with the assessment.
* The panel will recommend projects to be funded and funding amounts to the Board of Green Industries SA for decision.

# Funding agreement

Successful applicants will be required to enter into a funding agreement with the South Australian Government (Green Industries SA). This agreement will set out the terms of the grant, conditions, payment schedules, project timing, key performance indicators, reporting requirements and other matters.

In order to provide the necessary assurances to the Commonwealth Government, the funding agreement may include the following requirements:

* Wherever possible, incorporating use of recycled materials in projects, and track where it has been used for reporting purposes.
* Where applicable, ensuring that only a builder or builders accredited under the Australian Government Building and Construction WHS Accreditation Scheme is contracted, and
* Where applicable, ensuring that compliance with the Building Code 2016 is made a condition of tender for all contractors and subcontractors who tender for the work.

The South Australian Government and Commonwealth Government must be acknowledged in all media and promotional activities relating to the project. All publicity must be approved in the first instance by Green Industries SA, who will liaise with the Commonwealth Government accordingly. A copy of standard funding agreement can be provided on request.

The funding agreement must be signed within 30 days of receipt to guarantee the grant acceptance.

# Reporting

Following commissioning of equipment Green Industries SA requires successful applicants to provide reports, usually after six to 12 months, however this will be determined on a case by case basis and in accordance with Commonwealth Government requirements. Reports will require information on products received for processing and the material types, processing outputs (tonnes), jobs created both during construction and operation. Reporting and payment milestone timelines will be agreed with the applicant before funding is offered and included in funding agreements.

# Application Form

## General Information

|  |
| --- |
| 1.1. Name of Organisation (or the lead organisation administering the project if the proposal is submitted by a partnership) |
| Registered business name:  |
| Trading name (if any): |
| 1.2. Business registrations |
| Australian Business Number (ABN):  |
| Australian Company Number (ACN):  |
| **1.3. Is your organisation registered for GST?**  |
| ☐Yes ☐No |
| **1.4. Business address** |
| Street address: |
| Suburb: State: Postcode:  |
| Your postal address if different from your business address  |
| Street address: |
| Suburb: State: Postcode:  |
| 1.5. What is the legal status of your organisation? (Select only ONE box)  |
|  ☐Proprietary limited company ☐Incorporated association  |
|  ☐Company limited by guarantee ☐Other (please detail) |
| **1.6. Primary contact details** |
| Name: |  | Position:  |
| Tel:  |  | Mobile:  |
| Email:  |  | Web: |
| **1.7. Name of partner organisation and contractors for this application (if any)**  |
| **Partner 1**  |
| Name: |
| Address:  |
| **Partner 2**  |
| Name:  |
| Address:  |
|  |
| **1.8. Insurance (please attach copies of Certificates of Currency as required)** |
| **1.9. Applicant background** |
| How long has your organisation been in operation?  |  |
| How many FTEs does the organisation currently employ?  |  |
| How many FTEs are based in South Australia? |  |
| Annual turnover for the last two financial years?  | 2018-19: $ |
| 2019-20: $ |
| Briefly describe the core business of your organisation (e.g. your product or service and major customers etc.): |
| **1.10. Environmental policies and practices** |
| Please answer all questions below and provide details where appropriate:1. Have you had any compliance issues with environmental regulators within Australia and/or work health and safety breaches within the past five years? Y/N

 If yes, please provide details:1. Has your organisation adopted any targets for reducing the environmental impacts and resource consumption of its operations? Y/N

 If yes, please provide details: |

## Essential criteria check list

|  |
| --- |
| To be eligible for funding the project must meet all essential criteria below  |
| 2.1. Does the proposed infrastructure project address at least one of the following funding priorities:* Mixed plastic
* Single resin / polymer plastic
 | **Yes**[ ] [ ]  | **No**[ ] [ ]  |
| 2.2. Does the applicant provide a minimum cash contribution of 50% of the requested government grant amount (1/3 of total project cost)? (note: Applicant must provide a minimum cash contribution of 50% of the requested grant amount or the application will be deemed non-conforming) | [ ]  | [ ]  |
| 2.3. Planning and environmental approvals need to be in place and equipment operational in time to reduce anticipated pressures associated with the commencement of the elements of the COAG waste export ban relevant to the project or within two years of receiving the grant offer.Will the project be delivered within the required timescale?Does the project have clear milestones for implementation?(note: milestones should be listed in section 3.4) | [ ] [ ]  | [ ] [ ]  |
| 2.4. Will the project be carried out within South Australia? | [ ]  | [ ]  |

## Applications that do not meet the above criteria will not be assessed further.

## Project Proposal

|  |
| --- |
| **3.1. Project title** |
|  |
| **3.2. Where is your project located?** |
|  |
|  **3.3. Project timeframe\***  |
| Proposed project start date:  | Expected completion date:  |
| **3.4. Project milestones** Please outline project milestones and key activities – add rows if more than three milestones apply to the project |
|  | **Milestone and key activities**  | **Start date** (dd/mm/yy)  | **Completion date**(dd/mm/yy) |
| 1. | **Milestone title: (e.g. Development approval)**Key tasks/activities:  |  |  |
| 2. | **Milestone title: (e.g. equipment order)**Key tasks/activities:  |  |  |
| 3. | **Milestone title: (e.g. final commissioning)**Key tasks/activities:  |  |  |
| 3.5. Budget summary (totals from section 3.9) |
| **Grant amount sought** **Applicant Contribution** **Other Funding sources**  **TOTAL PROJECT COST**$ $ $ $ |

|  |
| --- |
| **3.6. Project summary (please give a short description of the project, maximum 100 words)**This summary may be used by government for promotional purposes.  |
|  |

**\***As far as reasonably practicable, projects should be operational in time to reduce anticipated pressures associated with the commencement of the elements of the COAG waste export ban relevant to the project (refer ban start dates in Guidelines) or within two years of the grant being offered.

## Response to Assessment Criteria

## Weighted criteria – projects will be scored out of 100 points for each individual weighted criterion. An eligible project must score at least 50 points for each criterion.

|  |  |  |
| --- | --- | --- |
|  | **Source separated tonnes** | **Total tonnes** |
| Current quantity of material received per annum |  |  |
| Current processing throughput of material per annum |  |  |
| Current quantity of material diverted from landfill per annum |  |  |
| Current quantity of waste disposed to landfill per annum |  |  |
| Expected additional quantity of material received per annum |  |  |
| Expected additional throughput of material per annum |  |  |
| Expected additional quantity of material diverted from landfill per annum |  |  |
| Expected quantity of waste disposed to landfill per annum |  |  |
| Who do you expect to source the additional material from? |  |  -  |

|  |
| --- |
| **3.8. Assessment Criterion: Circular economy and local benefits:** Explain the extent to which the project will benefit South Australia’s economy and environment, such as carbon reduction, landfill diversion, increased local employment, sourcing local equipment, fostering stronger local recycling markets and increased use of local recycled materials and/or recycled content products etc., including measurement methods and the associated timing for its realisation.  |
|  |

|  |
| --- |
| **3.9. Assessment Criterion: value for money** Please provide a project budget using the template below with all costs reported as GST exclusive. Note that applicants should provide a cash contribution of at least 50% of the requested grant amount.  |
| **Preliminary budget (exclusive of GST)** |
| **Expenditure item** | **Total Project cost** | **Requested grant amount\*** | **Applicant contribution** | **Other funding sources (cash or in-kind)** |
|  |  |  | Cash | In-kind | cash | In-kind |
| Devt Approval / Structural | $ | $ | $ | $ | $ | $ |
| Equipment (detail) | $ | $ | $ | $ | $ | $ |
| Services | $ | $ | $ | $ | $ | $ |
| Other | $ | $ | $ | $ | $ | $ |
| Commissioning | $ | $ | $ | $ | $ | $ |
| etc. | $ | $ | $ | $ | $ | $ |
|  | $ | $ | $ | $ | $ | $ |
| Total  | $ | $ | $ | $ | $ | $ |
| **% of total funding** | 100% |  |  |  |  |  |
| **Other funding source** Any grants that the applicant, partners and sub-contractors for this application have or will receive relating to the activities proposed in this project.  |
| **Funding/payment source**  | **Agency/entity providing the funding/payment**  | **Amount of funding/payment**  | **Relationship to this project**  |
|  |  | $ |  |

\* Requested government grant amount can be between $500,000 up to a maximum of $10,000,000

|  |  |
| --- | --- |
| **Existing employees (FTE):** |  |
| **Additional employees expected as a result of this project (no. FTE): x unskilled, x construction / design x machinery operator, x driver, x technical support, x administration** **x sales / marketing, x supervisor x other** |

## Non-weighted criteria – must be assessed as sufficient in order for the application to be regarded as eligible for potential grant funding.

|  |
| --- |
| **3.10. Assessment Criterion: a clear and credible description of the proposed project activities** Please provide a succinct and clear description of each major tasks to be performed from project inception to completion, including methodology, deliverables, and expected duration. The applicant must demonstrate a clear link between project activities and the achievement of project goals/outcomes in alignment with the objectives of the Recycling Modernisation Fund grant program.  |
| **Project Task/Activity** | **Description** | **Deliverables** | **Start Date** | **End Date** |
|  |  |  |  |  |
|  |  |  |  |  |

|  |
| --- |
| **3.11. Assessment Criterion: capacity and capability to manage the project** 1. Explain and demonstrate your organisation’s capacity and capability to manage and deliver the project successfully with sufficient commitment and experience, including:
* detailing how your organisation will manage the project and relevant experience
* if you intend to use sub-contractors please indicate the anticipated roles of the sub-contractors and how they will be managed
 |
| **Key people involved in the project**  |
| Name:  | Position  |
| Role in this project and relevant experience / expertise  |
| Name:  | Position  |
| Role in this project and relevant experience / expertise  |
| **Information on sub-contractors and/or other organisations involved, if any**  |
|  |
| 1. Describe the capacity of your organisation to implement the project successfully such as financial viability, any supporting partnerships and an understanding of the relevant regulatory requirements. Changes to commodity stock prices should be considered if relevant to the project.
 |
|  |
| **3.12. Assessment Criterion: project risk management, measurement and evaluation** 1. Please identify and briefly describe the main risks associated with the project and how you will manage each risk.
 |
| **Describe potential risk** | **Impact**  | **Prevention/mitigation strategies** |
|  |  |  |
|  |  |  |
|  |  |  |
| 1. Describe how the project will be measured and evaluated, including proposed key performance indicators
 |
| **List key performance indicators (KPI)** e.g. increased processing capacity, improved product quality, increased market demand, diversified product range, environmental benefitsExplain how you will establish a baseline for each KPI, data to be used and how you will obtain it. |  |
| **Project evaluation** Methodology and data to be used for evaluation and how you will obtain it.  |  |

## Additional information to support your application

## Planning and environmental approvals

|  |  |  |
| --- | --- | --- |
| **You will need to check with all relevant organisations as to the permits and/or approvals required for the project works. If already obtained, please attach a copy to this application.** | **Yes** | **No** |
| Is a planning approval required for the project? | [ ]  | [ ]  |
| Is an environment approval (including new approvals and/or revisions to existing approvals) required for the project? | [ ]  | [ ]  |
| If yes to either, have you lodged relevant applications? | [ ]  | [ ]  |
| Please provide details of dates lodged or estimated timeframe for submission | Date:  |
| Is the activity currently undertaken on this site licensed by the EPA? If yes, please provide a copy of the licence as supporting information | [ ]  | [ ]  |
| Is this site and/or proponent currently subject to any permits/notices from authorities such as WorkCover?If yes, please attach details. | [ ]  | [ ]  |

## Supporting information

Please provide the information below with your application where appropriate.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Information supplied  | Yes | No | N/A | Appendix Number |
| Site layout plan / concept plans  | [ ]  | [ ]  | [ ]  |       |
| Planning and environmental approvals | [ ]  | [ ]  | [ ]  |       |
| Quotes for capital items | [ ]  | [ ]  | [ ]  |       |
| Insurance details (including public liability, workers compensation and personal accident) | [ ]  | [ ]  | [ ]  |       |
| Other (please specify) | [ ]  | [ ]  | [ ]  |       |
| Pictures of site, proposed infrastructure, feedstock and products | [ ]  | [ ]  | [ ]  |       |
| Objective assessment on financial viability of project  | [ ]  | [ ]  | [ ]  |       |

## Declaration

* I/we have read and understood the Guidelines and obtained clarification where needed.
* I/we declare that the information provided in this application including attachments is true and correct and discloses all required and relevant details. I/we understand that if information supplied as part of the application is false or misleading in a material particular, the application will not be considered OR, if the grant is made and it is discovered that information supplied was false or misleading in a material particular, the grant will be revoked and funds, plus interest, must be repaid. An assessment regarding possible fraud will also be undertaken and appropriate legal action initiated if warranted.
* I/we authorise Green Industries SA to seek any additional relevant information required to process this application, and I/we hereby request and authorise any parties to supply such information as requested.
* I/we understand that if the project is approved for funding, information about the project may be publicised by Green Industries SA or provided as required or permitted by law.
* If the project is approved for funding, I/we will obtain all necessary and appropriate clearances from the relevant Commonwealth, state or local governments before executing the grant agreement and undertake to manage the proposed project in accordance with relevant laws and regulations.
* If I/we accept an offer of funding then I/we accept (jointly and severally in the case of a group application) responsibility for administering grant funds and liability in the event grant funds are to be repaid.
* I/we understand that the South Australian Government and Commonwealth Government have the ultimate discretion in relation to publicity for successful applications. I/we understand that applicants are not permitted to publicise their projects without the approval in the first instance of Green Industries SA, who will liaise with the Commonwealth Government accordingly.

|  |  |  |
| --- | --- | --- |
| Signed |  |  |
| Name |  |  |
| Position |  | Chief Executive Officer  |
| Date |  |  |

###### The Chief Executive, or Chief Executive’s delegate of your organisation must sign the application form. It should not be signed by the contact person unless the contact person is the Chief Executive or delegate.