

# Application Form

## 2024-25 Environmental Management Fund (EMF) Grants



File No: FIN/153

### 1. Closing Date

Applications due by 5pm on Friday 31 July 2024

### 2. Organisation Details

Applicant's contact details	
Contact person	
Name of organisation (if applicable)	
Contact number/s	
Contact email	
Address	
Postal address <i>If different to above address.</i>	

Applicant's organisation details (if applicable)	Please tick
Is the applicant organisation a business or incorporated not-for-profit organisation?	<input type="checkbox"/> Yes <input type="checkbox"/> No <i>If yes, please attach proof</i>
Are you registered for GST?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Do you have Public Liability Insurance	<input type="checkbox"/> Yes <input type="checkbox"/> No <i>If yes, please attach a copy of the Certificate of Currency</i>

EMF Grant Application Form 2024-2025

### 3. Project Summary

#### Project

Project name

Project date/s

Location

### 4. Funding request

#### Funding request details

Amount being requested  
(inc GST)

Funding period

1 year     2 year     3 year  
*Please tick*

Have you applied for funding from the Shire previously?

Yes                       No  
*If yes, please attach information.*

Is the Shire already providing the applicant organisation with financial assistance in this financial year?

Yes                       No  
*If yes, please attach information.*

Have you applied for, or are you intending to apply for, other funding sources for this project?

Yes                       No  
*If yes, please provide information in Budget template*

What will the funds be used for?

*Please attach information*

## 5. Assessment criteria

Assessment Criteria	
<i>Describe how the project will address the following criteria:</i>	
<b>A: Environmental sustainability outcomes – 30%</b>	<ul style="list-style-type: none"><li>• Longevity of outcomes.</li><li>• Consistency with the EMF themes.</li><li>• Importance of the proposed works i.e. project addresses a known issue.</li></ul>
<b>B: Methodology – 30%</b>	<ul style="list-style-type: none"><li>• Proposed methodology is appropriate and uses best practice.</li></ul>
<b>C: Timeframe and expenditure – 20%</b>	<ul style="list-style-type: none"><li>• Project timeframe is realistic.</li><li>• Project demonstrates value for money.</li></ul>
<b>D: Broad benefit and community partnerships – 20%</b>	<ul style="list-style-type: none"><li>• Project demonstrates broad benefits</li><li>• Project demonstrates strong community partnership in delivering proposed project (in-kind contributions, on-going community support etc.)</li><li>• Collaboration with Aboriginal stakeholders.</li></ul>

**Please complete this application form and the attached budget/workplan.**

Expand sections as required but try to keep responses succinct. Please describe how your project meets the assessment criteria in your responses. Funding will be provided to applicants that best meet the above assessment criteria.



**What will you do about the problem? How will you do it?** Provide a detailed response as to how you will address the problem. Provide specific methodology and link activities to the workplan over leaf.

---

---

---

---

---

---

---

---

---

---

---

**Why is this the best approach to address the issue?**

---

---

---

---

---

---

---

---

**Where will you do it?** Provide a description of where the project will be delivered. If the project is largely focussed on on-ground works, provide a map if possible. Do you have appropriate permissions to undertake the works?

---

---

---

---

---

---

---

---

**Do you propose to monitor the success of the project? If so, how?**

---

---

---

---

---

---

---

---

**How will this project provide long term environmental sustainability benefits?**

---

---

---

---

---

---

---

---

### 6.3 Budget and work plan

**Complete the work plan/budget template.**

Please attach budget and work plan information using our **EMF Grants Budget and Workplan Template**. This is available on the EMF Grants section of our website [www.amrshire.wa.gov.au/grants](http://www.amrshire.wa.gov.au/grants)

### 6.4 Community involvement

**How does your project involve the community? Please detail any partnerships or community involvement?**

---

---

---

---

---

---

---

---

**Will your project increase the capacity of the community?**

---

---

---

---

---

---

---

---

**Have you collaborated with the Aboriginal Indigenous community about your project? Are any approvals under the Aboriginal Heritage Act required?**

---

---

---

---

## 7. Applicant's Financial Details

Applicant Banking Details	
ABN:	
Name of account:	
BSB:	
Account number:	

## 8. Authorisation

Authorisation Details	
Name of authorising applicant	
Position of authorising applicant	
<p>I authorise this application for an EMF Grant to be considered for approval. If approved, I acknowledge:</p> <ul style="list-style-type: none"><li>the project must be acquitted within one month of completion;</li><li>I may consent for the Shire to use project images and quotes for promotional purposes, including such as news reports, articles, media releases, social media posts and the Shire of Augusta Margaret River's website.</li></ul>	
Date	



**Please ensure that you have completed/attached the following before submitting the application.** *Please tick off each item when it has been completed or attached.*

<input type="checkbox"/>	I have read the <b>EMF Grant Program Guidelines</b> .
<input type="checkbox"/>	My proposed project meets <b>EMF theme/s</b> .
<input type="checkbox"/>	I have completed <b>every</b> question in the <b>Application Form</b> .
<input type="checkbox"/>	My answers address the <b>Assessment Criteria</b>
<input type="checkbox"/>	I have provided <b>attachments</b> in support of my application where relevant. <ul style="list-style-type: none"><li><input type="checkbox"/> EMF Grants Work Plan / Budget inc. any fees and charges</li><li><input type="checkbox"/> Details of in-kind contributions or other sources of funding</li><li><input type="checkbox"/> Map (if appropriate)</li><li><input type="checkbox"/> Other (<i>specify</i>)</li></ul>

## 9. Application Assistance

Applicants are encouraged to contact the Shire to discuss their application before submitting. For assistance contact:

Jared Drummond  
Sustainability Planning Officer  
Phone: (08) 9780 5268  
Email: [jdrummond@amrshire.wa.gov.au](mailto:jdrummond@amrshire.wa.gov.au)

## 10. Application Submission Options

Completed applications must be submitted to the Shire by **5pm on 31 July 2024**. Electronic copies are preferred, although hard copy applications will be accepted.

Email	<a href="mailto:amrshire@amrshire.wa.gov.au">amrshire@amrshire.wa.gov.au</a>
Post	Chief Executive Officer Shire of Augusta Margaret River PO Box 61 Margaret River WA 6285