



**Australian Government**

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**Department of the Environment and Water Resources**

**Australian Greenhouse Office**

# **Australian Government Accelerated Action Grants**

**2007-08 Guidelines**

*July 2007*

## Overview

These guidelines outline a programme of assistance to Cities for Climate Protection (CCP) Australia councils that is fully funded by the Australian Government and administered by the Department of the Environment and Water Resources, through the Australian Greenhouse Office (AGO). The Accelerated Action Grant provides funding to groupings of two or more CCP Plus Councils to support the development and/or implementation of tools, policies, and guidelines in the areas of Sustainable Transport, Sustainable Public Lighting, or Greenhouse Purchasing.

Funding under the Australian Government Accelerated Action Grant may be used for engaging temporary staff / contractors, to fund offline staff not undertaking their regular duties, to fund the acquisition of materials and supplies, and/or to assist in developing and/or implementing the tools, policies, or guidelines in the above areas. Funding cannot be used to support a Council employee in their regular duties.

Through its contract with the Department of the Environment and Water Resources, ICLEI – Local Government for Sustainability Australia/New Zealand (ICLEI A/NZ) will be available to assist councils in defining and outlining suitable projects.

Applications for the Accelerated Action Grant close **COB Friday 24 August 2007**. Late applications, and applications sent by email, will not be accepted.

Please post three (3) hard copies of the application to:

Eliza Gardener  
Community Partnerships Team  
Australian Greenhouse Office  
Department of the Environment and Water Resources  
GPO Box 787  
CANBERRA ACT 2601

A letter of support from each Council participating in the grouping signed by the CEO, or appropriate council representative, must accompany the application. Applications will be assessed and successful applicants notified thereafter. The project completion date is to be on or before **Monday 26 May 2008**.

Further information regarding the Accelerated Action Grant, how to apply, or a copy of the Funding Agreement can be obtained from Eliza Gardener, via email [eliza.gardener@environment.gov.au](mailto:eliza.gardener@environment.gov.au) or 02-6274 1450.

## About the Accelerated Action Grant

Groupings of two or more Councils at the CCP Plus stage may apply for an Accelerated Action Grant of up to \$50 000 (GST exclusive).

Funding from the Accelerated Action Grant is provided to support the development or implementation of tools, policies, or guidelines in the areas of either Sustainable Transport, Sustainable Public Lighting, or Greenhouse Purchasing.

CCP Plus councils must form networks of **at least two (2)** CCP Plus councils and **jointly** implement projects which relate to one of the three action areas above, working towards greenhouse gas abatement. Groupings may be of contiguous council areas or between urban/rural groupings where appropriate.

Councils may only receive one grant in 2007-08. Councils that are successful in their application for an Accelerated Action Grant will not be eligible to receive an Inventory Grant this financial year.

## Use of Grant Funding

### **Funding support for the salary of temporary or off-line staff**

Under the Accelerated Action Grant, the Australian Government offers direct funding of up to \$50 000 (GST exclusive) per grouping of CCP Plus councils to engage temporary staff / contractors, to fund offline staff not undertaking their regular duties, to fund the acquisition of materials and supplies, to assist in developing and/or implementing the tools, policies, or guidelines in the Accelerated Action areas.

The grouping is responsible for engaging the staffing support. Recruitment can be undertaken directly by the council, through an employment agency, or through a panel of expert contractors. Each council in the grouping must have achieved CCP Plus status to apply for this grant.

The type of projects that an Accelerated Action Grant could fund are listed below – this list is not exhaustive, but can be used to stimulate ideas:

### **Sustainable Transport:**

1. Adjoining councils co-ordinate regional integrated sustainable transport plans.
2. Participating councils gather information on the community's transport-related attitudes and behaviours. This would assist the participating councils develop and implement a community engagement programme that makes a clear link between greenhouse issues and transport.
3. Participating councils implement / apply already developed Travel Plan Toolkits (ie the Green Travel Plan Toolkit produced by Noosa Council).
4. Establish and create a detailed networking forum to assist councils share ideas regarding Sustainable Transport.

**Greenhouse Purchasing:**

1. Develop and host a sustainable products and purchasing expo that would serve to bring suppliers out of the woodwork, provide 'market development' stimulation, improve council/community awareness, and establish a 'preferred suppliers' list for councils.
2. A project to increase the incorporation and use of environmental criteria into 'preferred supplier' arrangements.
3. Develop council generic resources such as listing/directory of preferred products (in targeted product streams only), and/or communication and decision making tools to support staff in purchasing.
4. Develop a joint purchasing tender which would introduce greenhouse friendly products into councils, resulting in greenhouse gas abatement.

**Sustainable Public Lighting:**

1. Coordinate interactions between local government associations, state bodies, distribution businesses, and the participating councils with a view to progressing relationships and the accelerated deployment of Sustainable Public Lighting (through meetings, newsletters, etc), and in particular establish a multi-party process to assess technologies, get preferred lights onto load table, and negotiate tariffs and capital outlay (similar to Vic and Qld models).
2. Perform financial modelling of Sustainable Public Lighting options, such as capital outlay and tariffs involved in different lamp technologies compared with Greenpower and bulk procurement of energy.
3. Create template Sustainable Public Lighting policies and other tools so that councils identify an economy of scale (eg bulk asset audit if useful, research, etc)

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Funding would not normally include:

- Activities that would typically be considered routine administrative / financial tasks; or
- Sponsorships to attend events, conferences or to undertake training.

Councils **must** discuss their proposed project with ICLEI A/NZ, before preparing the application, project plan, and budget that will form part of the Funding Agreement with the Department.

The funding support of up to \$50 000 (GST exclusive) may only cover part of the total costs of the proposed Project. In this case, the Department expects that the participating councils will ensure completion of the Project with additional contributory council funding and in-kind support, and where applicable, third party funding or in-kind support. When completing the project budget in the application, the contributory financial and in-kind support should be for the project period and not include existing contributions separate from this project.

## Selection Criteria

This is a competitive grants process, with applicants being assessed against the following four criteria, according to the extent the project will:

- Deliver ongoing, cost-effective greenhouse gas abatement in either sustainable transport, sustainable public lighting, or greenhouse purchasing.
- Engage with the community and raise awareness of greenhouse issues.
- Successfully integrate greenhouse gas abatement with economic and social goals.
- Be easily replicable to other CCP Plus councils and / or local governments.

## Funding Agreement

### The Funding Agreement with the Lead Council

Funding support under Accelerated Action Grant will be formalised through a Funding Agreement with the lead council representing each council grouping. The lead council is advised to review a copy of the Department's standard Funding Agreement to ensure compliance with the clauses in the Agreement. The standard clauses in the Agreement are not negotiable. A copy of the funding agreement is available from the Department on request.

If successful in the application, the lead council may wish to sign agreements (Memorandum of Understanding) with the participating CCP Plus councils to jointly deliver the project. The Department will not facilitate this process.

The key elements of the Funding Agreement are as follows:

- Up to \$50 000 (GST exclusive) is provided under the Agreement for the purpose of implementing the approved Project.
- The completion date is to be on or before **Monday 26 May 2008**.
  - if any delay beyond this date is anticipated, the council is required to notify the Department of the reasons for the delay and the proposed arrangements for finalising the project;
  - the Department will assess the reasons for the delay and the proposed arrangements, and either amend the Project Plan accordingly, or terminate the Agreement.
- The participating councils are required to contribute monetary and in-kind funding support to enable completion of the Project. The contributory figures are for the project period only, and are to be provided in the application.
- The lead council will be required to coordinate and submit a Final Report and a Case Study for potential use in a range of publicly available promotional materials.
- The lead council must provide relevant data on the project outcomes to ICLEI-A/NZ for the 2008 CCP Australia Measures Evaluation Report.

## **Further information:**

### **Department of the Environment and Water Resources**

Further information regarding the Accelerated Action Grant, how to apply, or a copy of the Funding Agreement can be obtained from:

Eliza Gardener  
eliza.gardener@environment.gov.au  
02-6274 1450

### **ICLEI A/NZ:**

Assistance in relation to identifying a suitable project, and questions concerning training and recruitment please contact your CCP State Manager on 03-9639 8688.