



**Australian Government**

**Department of the Environment and Heritage  
Australian Greenhouse Office**



# **Low Emissions Technology and Abatement – Strategic Abatement – Local Government and Communities Grants Programme 2006-07 Guidelines**

## **IMPORTANT NOTICE – PLEASE READ**

These guidelines are produced for general information.

The information provided in this document is considered to be true and accurate at the time of publication. Changes in circumstances after publication may impact on the accuracy of this information and the Commonwealth of Australia gives no assurance as to the accuracy, currency, reliability and completeness of any information contained in the document.

To the full extent permitted by law, the Commonwealth of Australia will not be liable for any damage, loss or expense, howsoever caused, including, without limitation, direct, special or consequential damages or economic loss arising from the use of, or reliance on, these guidelines.

You should seek professional advice before making any business decisions based on information in the document and any reliance upon the information is at your own risk.

*May 2006*

## **Background**

Stationary energy use in Australia contributes 48 per cent of the nation's total greenhouse gas emissions. The energy intensive nature of Australia's economy means that we must seek out cost-effective ways to avoid emissions, improve the efficiency of current technologies and enable new low emission technologies to be part of the longer-term solution to climate change. In response to this need, the Australian Government is implementing a range of programmes designed to reduce emissions from the energy sector while meeting the needs of the community for sustainable energy services.

The Low Emission Technology and Abatement (LETA) initiative was announced by the Government in the 2004-05 budget as a \$26.9 million measure designed to encourage technologies that reduce energy demand and emission intensity, in business, industry and local communities.

Low Emissions Technology and Abatement – Strategic Abatement – Local Government and Communities (LETA – SA) is one of the sub-programmes of the LETA initiative. It targets greenhouse actions in local communities.

These guidelines outline the LETA – SA grants programme that is funded by the Australian Government and administered by the Department of the Environment and Heritage (DEH) through the Australian Greenhouse Office (AGO).

### ***What is the objective of the grants programme?***

The objective of the LETA–SA grants programme is to achieve cost effective abatement at the community level.

### ***How much funding is available?***

The LETA–SA grants programme has a total of \$1,775,000 over two years. It is offering grants of up to \$100,000 (GST exclusive) per project proposal. Projects are required to be completed by May 2008.

### ***Who is eligible to apply?***

These grants will be made available to local government, industry groups, community groups and professional organisations.

### ***What is the timeline for the grant programme?***

The timeline for the LETA-SA grants programme is as follows:

Call for Expressions of Interest closes	15 August, 2006
Short listed applicants notified	15 September, 2006
Detailed proposals due	16 October, 2006
Successful applicants notified	30 November, 2006
Projects commence	By end December 2006
Projects completed	May 2008

## **What type of projects may be funded?**

The LETA–SA grants programme may fund activities that reduce greenhouse gas emissions and demonstrate innovation in delivering abatement within the community. Funding is intended to target the following sectors, technologies and activities. However, these lists are not exhaustive, and consideration will be given to proposals in other sectors, activities and technologies if the proposal meets the eligibility criteria.

### ***Sectors***

- Business, specifically small and medium sized enterprises.
- Childcare, healthcare and aged care facilities.
- Community and sporting events.
- Community facilities, such as libraries, and sport and aquatic centres.
- Festivals.
- Households, particularly low income households.
- Schools.
- Transport.

### ***Technologies***

- Energy efficient heating / cooling / refrigeration.
- Energy efficient lighting.
- Energy efficient hot water systems.
- Energy efficient transport systems.
- Insulation.
- Low flow shower roses and tap ware.
- Solar and other renewable technologies.
- Waste management systems (eg green waste recycling).

### ***Possible activities***

- Introduction of energy efficient technologies to households.
- Audits and retrofits of homes, schools, and businesses.
- Car pooling and travel blending.
- Development of cycling / pedestrian facilities and / or programmes including bike fleets.
- Rebate programmes for energy efficiency achievement and / or uptake or energy efficient technologies.

### ***Examples of possible projects***

- Development of an on-line car pooling system which links council employees, surrounding businesses and public transport providers.
- Retrofit of council operated sports facilities with low flow showerheads, low energy lighting and solar technologies for electricity generation.
- Delivery of an innovative programme for low income households to undertake a range of energy efficiency and behaviour change measures.
- Working with a range of local schools to deliver a ride to school campaign.
- Working with an aged care facility to reduce emissions from transport, heating, lighting and refrigeration.

### ***What activities can't be funded under LETA - SA?***

Funding cannot be used for infrastructure development, commercialisation activities, capital upgrades, geo-sequestration and projects on adapting to the effects of climate change.

## **What is the process for the 2006/07 funding round?**

In the first stage, applicants will need to submit an Expression of Interest (EOI). The EOI will be reviewed and short listed by an expert committee. Short listed applicants will be required to submit a detailed project proposal.

### ***What is required in the Expression of Interest?***

EOIs should be brief and completed using the EOI application form which requires proponents to address the following project components:

- Objective(s).
- Outcomes.
- Brief activity description (including timeline overview).
- Budget outline.

EOIs will be assessed by an expert committee using the following eligibility and merit criteria.

### ***Expression of Interest – Eligibility Criteria***

- 1) The applicant(s) must have a demonstrated ability to deliver the proposed project on time and within budget.
- 2) The project includes financial and/or in-kind contribution from the applicant(s).
- 3) The applicant(s) is located in Australia, possesses an ABN and is GST registered.
- 4) The project for which funds are sought has not commenced and would not be undertaken in the normal course of business.
- 5) Proposed project has not already received Australian Government funding.

### ***Expression of Interest – Merit Criteria***

- 1) Have the potential to reduce community greenhouse gas emissions.
- 2) Involve the specified sectors (see page 3).
- 3) Support the uptake of specified technologies (see page 3).
- 4) Demonstrate innovation in encouraging abatement in the community.
- 5) Demonstrate value for money including potential for project replication.
- 6) Have the ability to continue following completion of project funding.

### ***Commercial-in-confidence***

Indicate which, if any, aspects of the EOI are commercial-in-confidence and justify why this is the case in an Appendix.

Successful proponents of an EOI will be asked to submit a detailed project proposal.

### ***What is required in the detailed proposal?***

Detailed proposals should be completed using the Detailed Proposal application form and are expected to outline the project in greater detail. Proponents will be required to address the following project components:

- Objective(s).
- Outcomes.
- Description of activities including timeline.
- Detailed budget.
- Risks and assumptions.
- Monitoring and Evaluation plans

Detailed proposals will be assessed by an expert committee against the following criteria.

***Detailed Proposal – Eligibility Criteria***

- 1) The applicant(s) must have a demonstrated ability to deliver the proposed project on time and within budget.
- 2) The project includes financial and/or in-kind contribution from the applicant(s).
- 3) The applicant(s) is located in Australia, possesses an ABN and is GST registered.
- 4) The project for which funds are sought has not commenced and would not be undertaken in the normal course of business.
- 5) Proposed project has not already received Australian Government funding.

***Detailed Proposal – Merit Criteria***

- 1) Have the potential to reduce community greenhouse gas emissions.
- 2) Involve the specified sectors (see page 3).
- 3) Support the uptake of specified technologies (see page 3).
- 4) Demonstrate innovation in encouraging abatement in the community.
- 5) Demonstrate value for money including potential for project replication.
- 6) Have the ability to continue following completion of project funding.
- 7) Assess potential risks in the project.
- 8) Undertake sufficient and effective monitoring and evaluation activities.

***Commercial-in-confidence***

Indicate which, if any, aspects of the detailed proposal are commercial-in-confidence and justify why this is the case in an Appendix.

## **How will the applications be assessed?**

An expert panel will undertake assessment for the application. The panel will possess a range of experiences and skills and will include senior officials from the Australian Greenhouse Office. The panel will assess EOIs and Detailed Proposals and will make recommendations to the Minister regarding these assessments.

### ***What proportion of a project should applicants fund?***

There is no set percentage that applicants should seek to contribute to the project, however, it is expected that applicants will make reasonable efforts to make cash and/or in-kind contributions to the project.

## **What obligations do organisations have for successful projects?**

Funding support under the LETA- SA grants programme will be formalised through a funding agreement with each grant recipient. Project applicants should ensure that they are familiar with and able to meet their responsibilities under this agreement before submitting an EOI.

Key elements of the funding agreement are as follows:

- Up to \$100,000 (GST exclusive) is provided under the agreement for the purpose of implementing the approved Project.
- The completion date is to be on or before May 2008.
  - If any delay beyond this date is anticipated, the applicant is required to notify the DEH of the reasons for the delay and the proposed means of dealing with it.
  - The DEH will then decide whether to accept the reasons for the delay and amend the

- project plan accordingly, or to terminate the agreement.
- If funds additional to those provided under the agreement are required to enable completion of the approved project, these supplementary funds are to be provided by the applicant(s).
  - Applicants will be required to complete regular reports against outcomes. Payments will be made following submission of reports with final payment made after acceptance of the final report.

## **Where can I get further information?**

Further information regarding the grants, how to apply, or a copy of the funding Agreement can be obtained from:

Alex Fearnside  
[Alex.fearnside@deh.gov.au](mailto:Alex.fearnside@deh.gov.au)  
02 6274 1022

Further information may also be obtained by visiting the website:  
<http://www.greenhouse.gov.au/leta/index.html>

## **Submitting an Expression of Interest**

Expressions of interest for the LETA-SA grants programme close on **Tuesday 15 August 2006**. Late applications, and applications sent by email, will not be accepted.

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

Alex Fearnside  
Community Partnerships Team  
Australian Greenhouse Office  
Department of the Environment and Heritage  
GPO Box 787  
CANBERRA ACT 2601

### ***Registering for updates***

If you are intending on submitting an EOI it is essential that you register your intent by contacting Alex Fearnside. This will ensure you are made aware of any updates, for example to timing and programme requirements.