

ORGANIC WASTE SMART SCHOOLS Application

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OVERVIEW

CLOSING DATE: 5PM Friday 29 October 2021.

BEFORE YOU BEGIN

ABOUT THE PROGRAM

Welcome to the Department of Environment and Science's online grant application portal for the Organic Waste Smart Schools Program (the Program).

The Program is a \$500,000 open competitive grant program which seeks to empower Queensland school aged children to become agents of long-term change to improve their school, home and community organic waste management and resource recovery practices and understanding.

The Program is only open to Queensland state schools to apply for grants of up to \$2,500 for eligible projects. Eligible projects must include the purchase of equipment to deliver organic waste avoidance and resource recovery outcomes that meet the Program's objectives.

The objectives of the Program are to:

- 1.Improve organic waste outcomes in Queensland schools
- 2.Improve understanding of organic waste reduction concepts in Queensland schools

Applications will open Tuesday 5 October 2021 and close on Friday 29 October 2021.

Applications can be made by or on behalf of an eligible Queensland state school, by teachers, and affiliated Parents and Citizens (P&C) or Parents and Friends Associations (P&F).

For full information about the program, including example projects and eligibility, please refer to the [Program Guidelines](#).

Eligibility

To ensure equitable access to funding for eligible schools across Queensland, funding has been allocated to three application streams according to school type and location, as per below. Please ensure you nominate the funding stream that corresponds to your schools remoteness area otherwise your application won't be considered.

Stream

Eligible applicants

Funding pool

Stream 1

State Schools and their affiliated P & C or P & F located in **Major Cities** and **Inner Regional** areas

\$275,000

Stream 2

State Schools and their affiliated P & C or P & F located in **Outer Regional** areas

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\$150,000

Stream 3

State Schools and their affiliated P & C and P & F located in **Remote** and **Very Remote** areas

\$75,000

To check your school's remoteness area, please visit the [Schools Directory](#).

CONTACT US

For queries about the Program please contact the Waste Avoidance and Recovery Programs (WARP) team on (07) 3330 5164 or email wasteprograms@des.qld.gov.au

TECHNICAL HELP

If a technical error occurs, staff at SmartyGrants are available to help you. Contact them on (03) 9320 6888 during business hours or email service@smartygrants.com.au and quote your application number.

Help is available to guide you through using this form - please download the [Help Guide for Applicants](#).

You are strongly encouraged to save your application form every five to 10 minutes to reduce the risk of loss of information.

SUBMITTING YOUR APPLICATION

The application form must be completed in sequential order.

You need to review your application before you submit it, via the 'Review' button at the bottom of the navigation panel.

Once you have submitted your application, no further editing or uploading of supporting documents is possible. You will be required to contact the WARP (above) if you wish to re-open a submitted application form.

When you submit your application form, you will receive an automated confirmation email with a copy of your submitted application attached. This will be sent to the email address that you used to register with SmartyGrants.

If you do not receive a 'confirmation of submission' email your application has not been received.

ATTACHMENTS AND SUPPORTING DOCUMENTS

You will need to upload your principals letter of support with your application. Files can be up to 25MB each; however files up to a maximum of 5MB are recommended - the larger the file, the longer it takes to attach.

PRIVACY STATEMENT

* indicates a required field

The Department of Environment and Science is collecting personal information in the application form to assess your application for funding and prepare a letter of approval should your application be successful.

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All personal information you provide in this application form, including all attachments, will be routinely provided to the following parties for assessing the application:

- Other Queensland Government agencies to assess your application; and
- Internal assessment panel members, if applicable.

Where necessary, information contained in your application may also be provided to the Queensland Minister for Environment and Science and the Minister's members of staff for reporting purposes (except for information which relates to the Department's confidentiality obligations).

The department will seek your consent for any use or disclosure outside these specific terms.

If your application is successful, the following information will be routinely published on the Department of Environment and Science's media platforms:

- Your organisation's name
- Total amount of funding allocated
- Project name, location and description
- Project outcomes
- Photos submitted to the department for reporting purposes.

Your grant application and associated documentation is subject to the *Right to Information Act 2009*. If you wish to access your personal information that is under the control of the department, you may contact [Right to Information Services](#).

If you have any questions or concerns regarding the privacy of your personal information, please [contact us](#).

I have read and accept the Privacy Statement. *

- Yes

ELIGIBILITY AND COMPLETENESS CHECK

* indicates a required field

ELIGIBILITY QUESTIONS

REMINDER: this form must be completed in sequential order.

In order for an applicant to apply for funding under the Program, they must meet all the below eligibility criteria.

Is this application being made by or on behalf of: *

- Stream 1 - A Queensland state (public) school located in Major City or Inner Regional Queensland?
- Stream 2 - A Queensland state (public) school located in an Outer Regional Area?
- Stream 3 - A Queensland state (public) school located in a Remote or Very Remote Area?
- None of the above

To check your school's remoteness area please visit the School Directory at <http://schoolsdirectory.eq.edu.au>

Please indicate which entity is submitting the application for funding. *

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- A teacher, principal or other staff member on behalf of the school
- Parents and Citizens Association (P&C)
- Parents and Friends Association (P&F)
- None of the above

If you are not applying on behalf of the school or associated P&C or P&F you are ineligible to apply.

Does this project focus primarily on organic waste? *

- Yes
- No

Organic waste may include garden or green waste (grass clippings, tree cuttings, bark chips etc) and food waste from student lunches, the school tuckshops, home economics, school events, etc.

Did the project commence prior to submitting an application for funding under the program? *

- Yes - this project is ineligible to receive funding
- No

Projects which have already commenced are ineligible to receive funding under the Program.

Has the nominated project already been funded? *

- Yes - this project is ineligible to receive funding
- No

Projects that are already funded are ineligible for funding under this program. Only new projects not previously funded are eligible.

Does the project include the purchase and use of equipment to deliver organic waste avoidance and resource recovery? *

- Yes
- No

Is the funding amount requested equal to or less than \$2,500, and no more than actual project costs? *

- Yes
- No - this project is ineligible to receive funding

Applicants may nominate funding sought to a maximum amount of \$2,500 (excluding GST). However, funding will only be provided for actual project costs equal to or less than \$2,500. For example, if a project's total project cost is \$750, the maximum funding amount that can be sought is \$750. For projects over \$2,500, applicants will be required to fund remaining project costs.

LETTER OF ENDORSEMENT

All applications for funding under the Program must be endorsed by the applicant school's Principal, supported by a signed letter of endorsement.

The letter of endorsement from the school principal must be on school letterhead, and must confirm all of the following:

- 1.Their support of the project including the requested funding amount
- 2.The contents of the project application (as submitted) are true and correct
- 3.The school's bank account details for grant payment including the bank name, account name, BSB number and account number.
- 4.The school is appropriately covered by public liability, workplace health and safety and workers and volunteer insurance.

The department has provided a template letter of endorsement for your use.

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The template can be found at <https://www.qld.gov.au/environment/pollution/management/waste/recovery/funding-grants>

The financial information provided in the letter of endorsement will be used by the department to establish the school as a vendor and pay grant funds in the event that your application is successful. Failure to provide this information may result in a delay in the assessment of your application.

Please attach the signed letter of endorsement. *

Attach a file:

A template letter of endorsement is available at <https://www.qld.gov.au/environment/pollution/management/waste/recovery/funding-grants>

Ineligible Application

The program is only open to eligible schools applying for eligible project costs. If your application does not meet all of these criteria then the application is ineligible and will not be assessed.

Please refer to Program Guidelines for details on eligibility (available here: <https://www.qld.gov.au/environment/pollution/management/waste/recovery/funding-grants>). Please note, this includes where a school applies in the incorrect funding stream.

Appeals and complaints

Applicants can appeal decisions relating to the eligibility of their application.

If an application is ineligible, the department will inform the applicant by written notice, including the reasons for the decision. The applicant has seven (7) days to appeal the decision from receipt of the notice.

Appeals are to be sent in writing to:

Program Manager Office of Resource Recovery wasteprograms@des.qld.gov.au

Note: Only program applicants may appeal a decision. Members of the general public cannot appeal an eligibility decision. Complaints can be made via <http://www.des.qld.gov.au/contactus/feedback-form-complaint>.

APPLICANT SCHOOL DETAILS

* indicates a required field

APPLICANT DETAILS

School Name *

Organisation Name

Please identify applicant school's type in accordance with the below drop down menu. *

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For further information regarding school types please visit the Queensland Government's Teach Queensland website at <https://teach.qld.gov.au/teach-in-queensland-state-schools/working-with-us/types-of-schools>

If you selected other please describe.

Must be no more than 50 words.

School ABN *

The ABN provided will be used to look up the following information. Click Lookup above to check that you have entered the ABN correctly.

Information from the Australian Business Register	
ABN	
Entity name	
ABN status	
Entity type	
Goods & Services Tax (GST)	
DGR Endorsed	
ATO Charity Type	More information
ACNC Registration	
Tax Concessions	
Main business location	

Must be an ABN.

School Address *

Address

School Postal Address *

Address

Applicant school's Local Government Area *

Applicant schools may search the Local Government Directory to determine their school's local government area at <https://www.statedevelopment.qld.gov.au/local-government/local-government-directory/search-the-local-government-directory>

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School Website *

Must be a URL.

RESPONSIBLE PERSON

This person should be a **responsible person** and have the authority to enter into a formal funding agreement within your organisation, for example, the school principal, business manager or similar.

Name *

Title First Name Last Name

<input type="text"/>	<input type="text"/>	<input type="text"/>
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Position in organisation *

Primary Email *

Must be an email address.

Primary Phone Number *

Must be an Australian phone number.
Please ensure you include your area code.

Other Phone Number *

Must be an Australian phone number.
Please ensure you include your area code.

PREFERRED CONTACT

This is the preferred contact person for this grant application. Please ensure that this person is aware of the application and is able to readily respond to any questions regarding this application.

It is recommended that the email address provided be accessible by multiple people within the organisation. This ensures that correspondence is readily accessible and allows for staff changes throughout the duration of the project.

Is the preferred contact person the same as the responsible person listed above?

*

- Yes
 No

PREFERRED CONTACT DETAILS

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Name *

Title	First Name	Last Name
<input type="text"/>	<input type="text"/>	<input type="text"/>

Position in organisation *

Primary Email *

Must be an email address.

Primary Phone Number *

Must be an Australian phone number.

Other Phone Number *

Must be an Australian phone number.

ALTERNATIVE CONTACT PERSON DETAILS

Please provide details of an alternative person from your organisation who may be contacted about this grant project.

Name *

Title	First Name	Last Name
<input type="text"/>	<input type="text"/>	<input type="text"/>

Position in organisation *

Primary Email *

Must be an email address.

Primary Phone Number *

Must be an Australian phone number.

PROJECT DETAILS

* indicates a required field

REMINDER: this form must be completed in sequential order.

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Tips for completing this section

Try and keep your answers succinct and to the point. Use dot points where appropriate.

Focus on the facts and ensure your application provides a clear outline of what you intend to do, how you intend to do it, and why your project is important.

Read all text and refer to the hints under questions for a brief description.

Please note you can make the text boxes larger - click and drag the bottom right corner of text box.

SUMMARY OF THE PROJECT

Project name *

Must be no more than 10 words

Please provide an overview of your project. *

Word count:

Must be no more than 200 words.

Estimated project start date *

Commencement during Term 1, 2022 is recommended to allow for assessment and announcements to be made. Please note, all projects must commence within 90 calendar days (within term) of the applicant being notified of their success under the Program.

Estimated project end date *

All projects must be completed (i.e. equipment purchased and installed) at the latest by 29 April 2022. Applicants will have 30 calendar days from the completion of the project to report on their project (the department will provide reporting templates).

ALIGNMENT WITH PROGRAM OBJECTIVES

* indicates a required field

Applications which have complied with the Program Guidelines and met the Program's eligibility criteria must also demonstrate how they meet the Program's objectives and assessment criteria. Please describe how your project will address each of the following.

Please describe your identified schools organic waste avoidance and recovery challenge and how your project will effectively address this challenge? *

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Word count:

Must be no more than 200 words.

To better understand your school's organic waste profile challenge, you can incorporate a student-led waste audit and undertake a survey of waste-related attitudes and behaviours into your project as the first step. Guidance material for conducting a waste audit or a survey of waste-related attitudes and behaviours can be found at the department's website: <INSERT link to waste audit template and survey>.

Please describe how your project will deliver improved organic waste outcomes by reducing or recycling organic waste at your school. *

Word count:

Must be no more than 200 words.

Improved organic waste outcomes may include a reduction in school organic waste or an increase in re-use or recycling practices. Schools may measure this by conducting a school waste audit at the start and close of a project.

Please describe how your project will increase student and teacher understanding of organic waste reduction and resource recovery concepts. *

Word count:

Must be no more than 200 words.

Projects should build students' and teachers' understanding of how to avoid and reduce organic waste resulting in an increased appreciation for the value of organic matter and new strategies to avoid and reduce waste.

What percentage of the schools' students will be engaged by the project?

Must be a number.

Please identify all the key age groups targeted. *

- Prep - Year 6
- Year 7 - 9
- Year 10 - 12

At least 1 choice must be selected.

Please describe how this project will facilitate behavioural change within the school and beyond the school gate. *

Word count:

Must be no more than 200 words.

Although a key driver, the provision of information alone is rarely sufficient to change the behaviour of individuals. Projects should inspire or directly engage schools to avoid or reduce organic waste. This behaviour change may be within the classroom, tuckshop or playground. It may even empower students to become agents of change in their homes and communities. An excellent way to facilitate behaviour change beyond the school gate is for students to take organic waste focused homework home.

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PROJECT COST

* indicates a required field

TOTAL PROJECT COSTS

Under the program, funding of up to \$2,500 will be provided to eligible Queensland schools. For projects with a value of more than \$2,500 applicants will be required to fund remaining project costs, or demonstrate an ability to source contributions from third parties in their application.

Funding sought *

\$

What is the total funding you are requesting in this application (must be no more than \$2500)?

Total project cost *

\$

What is the total cost of your project? Please note, if this is greater than the Funding Sought the school or third parties will be required to make up the difference.

Funding contributed by third parties, if any.

\$

Must be a dollar amount.

COST BREAKDOWN

Please describe all project costs, providing evidence to support estimated costs.

Please note, rows may be added to the table by clicking 'Add More'.

Expenditure description	Evidence to support estimated costs	Estimated costs
--------------------------------	--	------------------------

		\$
		\$
		\$
		\$
		\$
E.g. purchase of worm farm, purchase of compost bin, signage, posters, etcetera.	Please describe the source of the estimated cost. For example, a certain company or brand, quote, catalogue price, confirmation email, etc.	Must be dollar amount

Total Project Cost

This number/amount is calculated.

GOVERNANCE

* indicates a required field

PROJECT GOVERNANCE

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Have you considered all risks associated with the delivery of the project including, for example, how the equipment will be maintained, managed and funded in the future? *

- Yes
- No

Applicants should consider any likely risks that could hinder the progress of the project or have any adverse impacts. Project risks may include a change in project staff, lack of support or interest for the project, inability to source contractors/infrastructure, or adverse weather conditions.

TERMS AND CONDITIONS

* indicates a required field

In order to proceed with this application the applicant must agree with the below terms and conditions:

Terms and conditions for Organic Waste Smart School Program

The following terms and conditions will apply to the funding if the application is approved. If the application is approved, then a letter of approval will be issued.

1. The Department reserves the right to withdraw the Program or make changes at any time. Any changes to the Program will be publicly advertised on the Department's website at <https://www.qld.gov.au/environment/pollution/management/waste/recovery/funding-grants>.
2. In consideration of the Organisation complying with the Funding Agreement (including clause 4), the Department will provide the Organisation with the Approved Funding, within 10 Business Days of the date of the Department's letter of approval or execution of an additional funding agreement, if required.
3. Any payment to the Organisation by the Department is not an admission or acceptance by the Department that the Organisation has complied with the Funding Agreement.
4. Payment of the Approved Funding and the Funding Agreement is subject to and conditional upon the Organisation being compliant as at the due date for payment of the Approved Funding under clause 2, with:
 - a. the Program Guidelines;
 - b. all requirements of current grant arrangements with the Department; and
 - c. all requirements of the Office of Fair Trading (where the Organisation is incorporated under the relevant State association legislation).
5. Where the Organisation does not comply with both requirements in clause 4 as at the due date for payment of the Approved Funding under clause 2, the Funding Agreement will not take effect and offer for funding lapses. At this time, the Department has no obligation to pay the Approved Funding.
6. The Organisation's use of the Approved Funding will be deemed as acceptance of the Funding Agreement. The Department may in its absolute discretion, require the Organisation to enter into an additional funding agreement (for example, if the Department determines that the project is complex). If the Department's letter of approval requires entering into an additional funding agreement, then these Funding Terms and Conditions will not apply and additional funding agreement will apply instead upon execution of that

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agreement, the Department will not make any payment of the Approved Funding until the additional funding agreement is signed.

7. The Funding Agreement commences on the day the Approved Funds are deposited into the Organisation's bank account and ends 30 days after Project Completion Date, unless terminated earlier in accordance with clauses 20 or 21.

8. The Organisation warrants that it is an **Eligible Organisation**, and that the person agreeing to be bound by the Funding Agreement is authorised to do so on behalf of the Organisation.

9. Payment will be made by electronic transfer in accordance with the bank account details specified in the letter of endorsement provided in application to the program. It is the Organisation's responsibility to notify the Department of any changes to its bank details by providing either a bank statement which details the Organisation's account information or a letter from the financial institution with details of the Organisation's account for the payment of the Approved Funding.

10. The Approved Project must not commence before receipt of the Department's letter of approval. The Approved Project must commence within 90 calendar days of receipt of the Department's letter of approval and be delivered by the Project Completion Date.

11. The Organisation agrees to:

a. undertake the Approved Project;

b. spend the Approved Funding:

i. on the Approved Project, and for no other purpose (Approved Project means the project approved by the Department as stipulated in the Department's letter of approval and that is not an Ineligible Project);

ii. for expenditure incurred from the commencement of the Approved Project;

iii. by the Project Completion Date, or such later date if approved in writing by the Department in its absolute discretion, upon written request by the Organisation;

c. not spend the Approved Funding on Ineligible Projects or items relating to Ineligible Projects;

d. be responsible for providing any additional funds (in excess of the Approved Funding) required to complete the Approved Project;

e. keep accurate records and accounts of expenditure of the Approved Funding;

f. use the Approved Funding in a way to ensure value for money, transparency and accountability of public funds;

g. submit a final report on the Approved Project, incorporating a full financial acquittal of the Approved Funding, in the template provided by the Department within 30 days of the Project Completion Date;

h. acknowledge the Queensland Government's funding contribution in accordance with the requirements provided by the Department;

i. at the Department's discretion:

i. retain unspent, uncommitted Approved Funding to be put towards additional costs directly related to the Approved Project or as otherwise agreed with the Department, or

ii. upon receipt of an invoice from the Department, return to the Department any part of the Approved Funding not spent, expended or committed, in accordance with the Funding Agreement (as determined by the Department) as follows:

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A. in accordance with the amount and date specified in the notice provided in clause 22, where the Funding Agreement is terminated by the Department;

B. immediately where the Organisation terminates the Funding Agreement pursuant to clause 21; and

C. within 10 business days of receipt of the invoice and written notice requiring the Organisation to return the amount of Approved Funding where (i) and (ii) above, do not apply;

j. maintain public liability insurance for a sum of not less than \$20 million for any one event and workers compensation for a sum as required by law. Certificates of Currency must be provided at any time upon the request of the Department;

k. keep all records relating to the Approved Project for a period of seven years, and permit the Department access to such records for audit purposes, for any reasonable time;

l. provide to the Department all information as requested by the Department, in relation to the Approved Project and Approved Funding;

m. comply with all relevant Acts, subordinate legislation and lawful requirements in carrying out the Approved Project; and

n. comply with any Special Conditions specified in the Department's letter of approval.

12. The Organisation agrees that if it spends the Approved Funding or any part of the Approved Funding for any purposes other than those allowed by the Funding Agreement, or fails to return unspent money to the Department in accordance with clause 11.i.ii., that amount will be deemed to be a liquidated debt due and payable to the Department.

13. The Organisation agrees to release, discharge, indemnify and keep indemnified the State of Queensland, its employees and agents from and against any loss, damages, claims, legal costs, expenses and costs arising from:

a. the Approved Project;

b. the Organisation's non-compliance with the Funding Agreement;

c. any negligent act or omission or wilful misconduct by the Organisation, its employees, contractors, volunteers, agents or other authorised representatives;

d. contravention by the Organisation of any Commonwealth, State or local law;

e. the death, injury, loss or damage to any person; or

f. an actual breach of any third party's intellectual property rights or moral rights.

14. The Organisation agrees that the Department may disclose the following information (including, without limitation, the Organisation's confidential information), to third parties or advisers:

a. some or all of the information (including without limitation, photographs, where applicable) contained in the application form, Funding Agreement or final report under clause 11.g., to publicise funding arrangements and programs of the Department; or

b. the Organisation's general details and information concerning the Approved Project, to publicise funding arrangements and programs of the Department; or

c. any information, for the purposes of undertaking an audit or an evaluation of the Funding Agreement or the Program.

15. Notwithstanding any other provision of the Funding Agreement and unless otherwise notified by the Department in writing, the Organisation must not make any public statement, announcement or publish any material about the success or otherwise of their

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application to the Program, the Funding Agreement or the Approved Project, prior to a public announcement being made by either the Department or the Minister.

16. Ownership of all intellectual property rights in all material the Organisation creates pursuant to the Approved Project (**'the Material'**) vests in the Organisation.

17. The Organisation grants the Department a perpetual, irrevocable, royalty-free, worldwide and non-exclusive licence (including a right to sub-licence) to use, communicate, reproduce, publish, adapt, and modify, the Material for any purpose.

18. The Approved Funding is exclusive of Goods and Services Tax or similar tax, levy or impost imposed by the Commonwealth ('GST').

19. Where the Organisation is registered for GST:

a. the Department will pay the Organisation the GST amount at the same time as paying the Approved Funding;

b. the Organisation agrees to allow the Department to issue the Organisation with a Recipient Created Tax Invoice (RCTI) in respect of GST applicable to advances of the Approved Funding. The following requirements will apply for the duration of the Funding Agreement:

i. the Department can issue the Organisation with an RCTI in respect of the supplies;

ii. the Organisation will not issue tax invoices in respect of the supplies for which the Department issues RCTIs;

iii. the Organisation acknowledges that it is registered for GST and agrees to notify the Department if the Organisation ceases to be registered;

iv. the Department acknowledges that it is registered for GST and agrees to notify the Organisation if the Department ceases to be registered for GST;

v. by fulfilling all these conditions the Department will issue a RCTI upon each payment made to the Organisation under the Funding Agreement; and

vi. both parties to this supply agree that they are parties to an RCTI agreement as outlined in GSTR2000/10.

20. The Organisation will be in breach of the Funding Agreement and the Department may suspend or terminate the Funding Agreement if the Organisation:

a. does not comply, to the Department's satisfaction, with a notice to remedy a default (within the timeframe specified in the notice) of any provision in the Funding Agreement;

b. becomes insolvent, enters into external administration, is wound up (except if the stay on enforcing rights under Part 5.1 of the *Corporations Act 2001* (Cth) applies), or in the Department's opinion, suffers financial distress which may have an adverse effect on the Organisation's ability to complete the Approved Project; or

c. is no longer eligible to receive the funding, including without limitation, if the Organisation is no longer an Eligible Organisation.

21. Either party may terminate the Funding Agreement for any reason, on the provision of one month's written notice to the other party. If the Funding Agreement is terminated under this clause 21, neither party will have any liability to pay the reasonable costs of the other party in relation to the termination.

22. If the Funding Agreement is terminated under clause 20 or 21, the Organisation agrees to comply, to the Department's satisfaction, with the requirements specified in any notice given by the Department, including any directions regarding the return of any unspent part of the Approved Funding.

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23. General

- a. The Organisation agrees that it will not assign or subcontract its rights and obligations in relation to the Approved Project, without the Department's prior written consent. To avoid doubt, where the Department has approved the use of a subcontractor named in the Organisation's application form, that will constitute "written consent" for the purposes of this clause.
- b. No rights under the Funding Agreement will be waived except by notice in writing signed by each party.
- c. The Approved Project and the Funding Agreement are governed by the laws of the State of Queensland.
- d. All notices under the Funding Agreement must be in writing and may be delivered by hand, pre-paid post, or fax to the other party, unless a specific mode of delivery is specified by either party (except email). In the case of the Organisation, notices are to be provided to the Accountable Officer in the application form.
- e. The Funding Agreement may only be varied by:
 - i. a document signed by or on behalf of each party;
 - ii. an email exchange between the parties using the following email addresses: for the Organisation as specified in the Organisation's login; and for the Department being wasteprograms@des.qld.gov.au (or other email address as notified in writing). *The Electronic Transactions (Queensland) Act 2001* specifies applicable rules for time of dispatch (s23), time of receipt (s24), and place of dispatch and receipt (s25), which will apply unless otherwise agreed between the parties; or
 - iii. a Department approved application through the Department's Smarty Grants system.
- f. If any provision of the Funding Agreement is held to be illegal or unenforceable, the provision will be severed from the Funding Agreement and the remaining provisions will govern the relationship of the parties.
- g. Clauses 11, 12, 13, 14 and 17 will survive expiration or termination of the Funding Agreement.
- h. The use of the word 'includes' in any form, is not a word of limitation.

24. If there is any ambiguity in or inconsistency between the various parts of the Funding Agreement, the following order of precedence applies to resolve the ambiguity or inconsistency:

- a. the Department's letter of approval;
- b. these Funding Terms and Conditions;
- c. the application form; and
- d. the Program Guidelines.

25. The following definitions apply to these conditions:

- a. **'Approved Funding'** means that amount as stipulated in the Department's letter of approval.
- b. **'Approved Project'** means the project approved by the Department as stipulated in the Department's letter of approval and that is not an Ineligible Project.
- c. **'Business Day'** means a day which is not a Saturday, Sunday or public holiday in Brisbane, Queensland.

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d. **'Department'** means the State of Queensland acting through the Department of Environment and Science.

e. **'Eligible Organisation'** means an organisation that meets the eligibility criteria specified in the Program Guidelines.

f. **'Funding Agreement'** means the Department's letter of approval (including any attachments), the application form, these Funding Terms and Conditions (or, if required under clause 6, the additional funding agreement) and the Program Guidelines.

g. **'Ineligible Project'** means those items listed in the Program Guidelines as being ineligible for funding and any items not related to the Approved Project or deemed by the Department as ineligible.

h. **'Ministers Letter of Congratulations'** means a letter sent from the Minister for the Environment and the Great Barrier Reef and Minister for Science and Youth Affairs congratulating the applicant on a successful application to the Program. This is not deemed as the Funding Agreement and does not bind the applicant or Department to these terms and conditions.

i. **'Organisation'** means the organisation specified in the application form which has been approved by the Department's letter of approval to receive funding under the Program.

j. **'Program'** means the Organic Waste Smart Schools Program.

k. **'Program Guidelines'** means the Organic Waste Smart Schools Program Guidelines available at <https://www.qld.gov.au/environment/pollution/management/waste/recovery/funding-grants>.

l. **'Project Completion Date'** means 30 May 2022.

Do you agree to the above listed Organic Waste Smart Schools Program terms and conditions? *

Yes

No

DECLARATION

* indicates a required field

I declare that all information provided in this application is true and correct and no information is false or misleading.

I am authorised by my group/organisation to complete this form.

I agree that the Department of Environment and Science does not accept any liability for the project.

I have the written agreement of all parties identified in the application to include their details within the proposal.

I understand that information provided in this project proposal may be disclosed to internal and external parties as required to undertake assessment of the application in accordance with the program guidelines.

I declare that I have, or will obtain, all necessary Commonwealth, State and Local planning permits and any other permits and approvals required to undertake this project and understand that such permits and approvals are a pre-requisite to receiving any funding for the project.

ORGANIC WASTE SMART SCHOOLS Application

Form Preview

I agree to the above *

Yes

Name

Title

First Name

Last Name

Position