

Eligibility

* indicates a required field

Eligibility

Before proceeding with the application, please ensure that your organisation meets all eligibility criteria in the Guidelines, available at https://www.recfit.tas.gov.au/grants_programs/community_climate_change_action_grants

If you are unsure about your eligibility, please contact the Climate Change Office on 03 6166 4466 or climatechange@recfit.tas.gov.au

We may ask you to provide information or documentation to support your eligibility claims, either as part of the application process or after you have submitted your application.

We may use third-party software to check the authenticity of the information you provide.

We will review all applications to ensure both the applicant and the project meet the eligibility requirements.

The program will provide grants of between \$2,000 and \$20,000 to eligible applicants. Applicants can apply for grants for multiple projects.

This is a competitive grants program. Applications will be competitively assessed using the assessment criteria and funded based on a comparative rating scale. Because the program has limited funding, and we expect that there will be a high number of applications, not all eligible applications will be successful.

Joint applications

Joint applications for a grant under this program are encouraged. You may work in partnership with others to deliver a project, provided the lead organisation is an eligible applicant and the project is otherwise eligible.

Eligible applicants

To be eligible for a grant, you must confirm the following:

I confirm my organisation is a(n): *

- ☐ Not-for-profit organisation
- ☐ Australian charity
- ☐ Incorporated association
- ☐ Local government entity
- ☐ Recognised natural resource management body
- ☐ Recognised industry peak body or organisation
- ☐ Research institution
- ☐ Tertiary education institution

I confirm my organisation has an existing and ongoing presence in Tasmania *

- ☐ Yes
- ☐ No

Ineligible applicants

CCCAG Application Form

Form Preview

Regardless of whether you meet the other eligibility criteria, you will NOT be eligible for a grant if you are:

- an individual
- a for-profit organisation/entity that is NOT explicitly identified in the list of eligible organisations (such as a natural resource management body or industry peak body)
- a State or Australian Government entity
- an entity whose primary purpose is political activity
- an otherwise eligible entity that has overdue obligations, or is engaged in a dispute, with an existing grant with the Department of State Growth
- an otherwise eligible entity that is subject to any legal disability, including bankruptcy or liquidation, including pending proceedings.

We will not assess applications from ineligible applicants.

I confirm the above does not apply to my application *

☐ Yes

☐ No

If you don't believe your organisation meets the above eligibility criteria but have a project idea that will achieve the program outcomes, please contact the Climate Change Office on (03) 6166 4466 or climatechange@recfit.tas.gov.au

Applicant details

* indicates a required field

Joint application

Is this a joint application? *

☐ Yes

☐ No

Lead organisation (Applicant) details

Organisation name *

Organisation Name

Street address *

Address

This must be a street address for contractual purposes.

Postal address *

Address

CCCAG Application Form

Form Preview

Email *

Phone *

Please include the area code

Website

Do you have an ABN? *

- ☐ Yes
☐ No

Australian Business Number (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. You can use the [ABN Lookup website](#) to search for your ABN and related information.

If you do not have an ABN you need to supply your Incorporated Association Registration Number. More information on incorporated associations can be found on the Tasmanian Consumer, Building and Occupational Services website: <https://cbos.tas.gov.au/topics/clubs-fundraising/incorporated-associations>

If you do not have an ABN or an Incorporated Association Registration Number but still believe you are eligible then please contact us 03 6166 4466 or climatechange@recfit.tas.gov.au

CCCAG Application Form

Form Preview

If you do not have an ABN and are awarded a grant, we will ask you to provide a Statement by Supplier. For more information about Tax and Statement by a Supplier Forms, go to the Australian Tax Office website: <https://www.ato.gov.au/forms/statement-by-a-supplier-not-quoting-an-abn>

Incorporated Association Registration Number *

Contact person

This person will receive correspondence relating to this application.

Name *

First Name

Last Name

Position *

Address *

Address

Address Line 1, Suburb/Town, State/Province, Postcode, and Country are required.

Phone number *

Must be an Australian phone number.

Email *

Must be an email address.

Partner individuals or organisations

Partner *

☐ Individual

☐ Organisation

Organisation Name

First Name

Last Name

Partner roles and responsibilities *

CCCAG Application Form

Form Preview

How will you engage this project partner to successfully facilitate the project? *

Upload a letter of support detailing the partner's contribution to the project here *

Attach a file:

The letter should include any financial, resourcing, expertise or in-kind support.

Project eligibility

*** indicates a required field**

Eligible projects

To be eligible for a grant under this program, your project must:

- meet one or more of the objectives of this program
- be undertaken in Tasmania
- (where the project is location-based), have written approval and appropriate permissions to undertake the project from the property owner and any other required parties
- commence before 30 April 2025 (but not yet have commenced or been publicly announced)
- be completed by 31 December 2026
- have a project budget that gives a breakdown of the total cost of the project, which is equal to or higher than the funding amount requested
- have not already been supported through other Tasmanian Government funding sources.

Your project may form part of a broader program of work provided that it independently meets all project eligibility criteria and the scope of the project, including start and end points, and links with other phases of the program of work, are clearly articulated in your application.

Please note that this program aims to support community action on climate change. Applications must focus on the delivery of community-centred initiatives. While a project may incorporate elements of research, this program will not fund projects that are focused solely on undertaking climate change-related research.

For examples of projects and activities that may be supported under this scheme, please see the "What types of projects will be supported?" section of the Guidelines, available at https://www.recfit.tas.gov.au/grants_programs/community_climate_change_action_grants

I confirm the project meets the above eligibility criteria *

☐ Yes

☐ No

Project details

Project Title *

CCCAG Application Form

Form Preview

Short project description *

Provide a short description (50 words recommended) of your project - what are you out to do?

My project is primarily a(n): *

- ☐ Community garden cultivating shared produce
- ☐ Energy efficiency initiative
- ☐ Community clean-up event
- ☐ Citizen science monitoring program
- ☐ Community education program or workshop
- ☐ Initiative to restore local native ecosystems
- ☐ Project that empowers children and young people to respond to a changing climate
- ☐ Project that uplifts and supports vulnerable groups within the community to respond to a changing climate
- ☐ Revegetation or regeneration initiative
- ☐ Creation and distribution of locally-focused, climate-change-related educational materials
- ☐ Project that improves the resilience of vulnerable community assets
- ☐ Upcycling, reuse and repurpose initiative
- ☐ Community-focused active transport initiative
- ☐ Program that builds community and social resilience to climate change
- ☐ Creative project that builds climate literacy
- ☐ Purchase, installation or upgrade of renewable energy system in community facilities
- ☐ Other:

Estimated start date *

Must be a date and between 15/8/2024 and 30/4/2025.

Estimated completion date *

Must be a date and between 15/8/2024 and 31/12/2026.

Upload Project Budget here *

Attach a file:

Estimated total project cost *

What is the total budgeted cost (dollars) of your project? Must be equal to or higher than the amount of funding requested.

Co-contribution amount (cash) *

Must be a dollar amount.

Include financial contributions from partners.

CCCAG Application Form

Form Preview

Estimated value of in-kind co-contributions to the project *

Must be a dollar amount.
Include contributions from partners.

Total amount requested *

\$

What is the total financial support you are requesting in this application? Must be a dollar amount and between \$2,000 and \$20,000

Is your project location-based? *

- ☐ Yes
☐ No

Project location address *

Address

Suburb/Town, State/Province, Postcode, and Country are required.

Do you have authorisation for the project to be completed at this location? *

- ☐ Yes - I am the owner of the property
☐ Yes - I have permission from the owner of the property (please attach below)
☐ Yes - I am awaiting written approval from the owner

Upload written approval for the project to be undertaken at the location specified from the property owner and/or any other required parties. *

Attach a file:

Related Tasmanian Government funded projects

Do you have any similar projects funded or supported through other Tasmanian Government sources? *

- ☐ Yes
☐ No

Please detail how they differ from the project nominated in this application. *

Assessment criteria

CCCAG Application Form

Form Preview

* indicates a required field

We encourage responses and uploaded files to be as concise as possible, with references/ links to additional resources if required. The level of detail provided should align with the funding amount requested.

This program offers grants for projects that meet one or more of the following objectives.

- **Improve information and knowledge sharing** including providing accessible and useful information about climate change, educating, or raising awareness about the impacts and opportunities of a changing climate.
- **Reduce emissions** including practical, targeted, on-ground community action that supports behavioural change and social innovation.
- **Build resilience** to the impacts of a variable and changing climate, including stronger social connections to increase resilience to future climate-related shocks and stresses, or supporting the most vulnerable community members to prepare for climate impacts such as extreme weather, and energy or food insecurity.

Criterion 1 - Alignment with program objectives (40%)

Please demonstrate how your project:

- delivers on one or more of the objectives of the program
- has a clearly stated community benefit
- is well thought out and its outcomes are realistic and achievable.

*

Word count:

Must be no more than 500 words.

Upload supporting documentation for Criterion 1 here

Attach a file:

Criterion 2 - Capacity and capability (30%)

Please upload plans or documentation that demonstrates how you and any project partners have the capability and capacity to deliver the proposed project and acquire grant funds in line with the agreed terms. This could be done through:

- project planning documents that show a realistic and achievable pathway to delivering the project within the stated timeframe and budget
- evidence of previous successful delivery of a similar project, or to a similar target audience
- an itemised budget that reflects consideration of the expenses associated with delivering the project
- details of any co-contributions the Applicant and project partners are committing to the project

- other similar evidence.

Upload supporting documentation for Criterion 2 here *

Attach a file:

Multiple files can be uploaded

Supporting comments

Criterion 3 - Benefits of project (20%)

Please demonstrate how the proposed project will deliver community benefits. This could be done through:

- details of how the project will fulfil a climate-change related need of a specific community or group
- research or documents outlining the need that the project aims to address
- details of how the project will provide direct benefits to lesser-served areas or groups within a community
- other similar evidence.

*

Word count:

Must be no more than 500 words.

Upload supporting documentation for Criterion 3 here

Attach a file:

Criterion 4 - Broader benefits for Tasmania (10%)

Demonstrate how the proposed project aligns with other existing or planned programs and projects in the community, or includes elements with a broader benefit to Tasmania, to the extent that supporting the project will deliver a multiplied benefit. This could be done through:

- documents on related programs and details of how the projects are aligned or connected
- support letters from external organisations (not part of the application) drawing connections with their work
- mapping of related work within a community
- other similar evidence.

*

CCCAG Application Form

Form Preview

Word count:
Must be no more than 500 words.

Upload supporting documentation for Criterion 4 here

Attach a file:

Additional information

Please provide any additional information in support of your application.

Comments

Upload additional information here:

Attach a file:

Declaration

* indicates a required field

Refer to the Guidelines (available at https://www.recfit.tas.gov.au/grants_programs/community_climate_change_action_grants) for the full conditions to this grant.

Right to information

Information you provide to the Department of State Growth and details of assistance may be subject to requests for public disclosure under the [Right to Information Act 2009 \(Tasmania\)](#).

Personal information collection

You are providing personal information to the Department of State Growth, which will manage that information in accordance with the [Personal Information Protection Act 2004](#). The personal information collected here will be used by the Department for the purpose of assessing your application and related activities. Failure to provide this information may result in your application not being assessed or records not being properly maintained. The Department may also use the information for related purposes, or disclose it to third parties in circumstances allowed for by law. You have the right to access your personal information by request to the Department and you may be charged a fee for this service.

Tax requirements

Grants paid by the Department of State Growth may be considered part of your income in a financial year and may be subject to tax. You must determine your own taxation liabilities. We suggest you consult your financial adviser or contact the The Australian Taxation Office on 13 28 66.

The term 'Application' means this on-line form and all attached documents.

For and on behalf of the applicant detailed in this application, I, the undersigned, acknowledge and warrant (as the case may be) that:

1. I have authority to provide the information contained in this application and to execute (by completion of details below) this application for and on behalf of the applicant.
2. the department can rely upon the information and representations contained in this application (including these acknowledgements).
3. I have read, understood and I am able to comply with all criteria, terms and conditions contained in the guidelines and application form.
4. I have read and understood the eligibility requirements and assessment criteria for this program and declare to the best of my information, knowledge and belief, the applicant is eligible under those criteria and the information provided is true and correct.
5. the department may undertake all necessary credit checks, organisational searches and any other checks and enquiries on the applicant as the department determines and is hereby authorised to do so.
6. the application is made at the applicant's own cost and risk, the selection of the applicant for program funds is at the absolute discretion of the department and this application remains the property of the department.
7. the applicant will be responsible for notifying the department in writing of any changes relating to information provided in this application. Until receipt of such notification, the department shall process the application in accordance with the information provided.
8. grant payments will be made via Electronic Funds Transfer (EFT) to a nominated bank account and the department is hereby authorised to make such payments.
9. the department is under no obligation to verify the authority of the undersigned on the bank account details.
10. the department will not be held responsible for delays of payment, or errors due to factors outside their reasonable control. The department reserves the right to terminate or suspend an EFT and to pay by cheque or any other manner which the department may determine.
11. the applicant agrees to indemnify the Crown in Right of Tasmania, against all present and future legal liability, claims or proceedings for financial loss arising from, or attributable to the provision and use of the information contained in this application and/or receipt and use of grants.
12. if a grant equal to or less than \$10,000 is awarded, the applicant acknowledges that the guidelines for this program and the information provided within this application will form an agreement between the applicant and the Crown in Right of Tasmania.
13. if a grant greater than \$10,000 is awarded, the applicant must enter into a legal agreement with the department in order to receive the grant. This agreement will be on such terms and conditions as the department determines and, together with this application form and any applicable program guidelines, will form the whole agreement.
14. I am providing personal information to the Department of State Growth, which will manage that information in accordance with the *Personal Information Protection Act*

CCCAG Application Form

Form Preview

2004. The personal information collected here will be used by the department for the purpose of the grant approvals process and administering grants. Failure to provide this information may result in my grant application being unsuccessful or records not being properly maintained. The department may also use the information for related purposes, or disclose it to third parties in circumstances allowed for by law. I have the right to access my personal information by request to the department and may be charged a fee for this service.

15 Information you provide to the Department of State Growth and details of assistance may be subject to requests for public disclosure under the *Right to Information Act 2009*.

I agree *

☐ Yes

Authorised person completing this application

Electronic signature *

First Name

Last Name

Position *