

SMALL ENVIRONMENTAL GRANTS FOR SCHOOLS 2023

GUIDELINES

Overview

Council is offering *Small Environmental Grants for Schools* to support sustainability projects in schools and school communities. The grants program supports projects that promote sustainability outcomes including behaviour change, whole of school engagement and increased skills and ability to participate in achieving environmental outcomes (that is, more than just infrastructure programs). This program helps to deliver Council's strategic sustainability objectives as outlined in YOUR Future 2030, and is managed by the Sustainability Team.

Objectives

The objectives of the Small Environmental Grants for Schools program are:

- To encourage and support environmental and sustainability outcomes in schools and school communities
- To foster whole of school engagement in projects that protect or enhance the environment
- To encourage projects that develop knowledge, skills and active involvement about and for the environment
- To deliver outcomes that align with Council's YOUR Future 2030 outcomes of water, energy and greenhouse gas emission reductions.

Available Funding

A total of \$10,000 in grant funding is available in two different categories:

- Support grant – funding up to \$1,000 to expand on existing projects
- Development grant – funding up to \$3,000 for the implementation of new projects

Grant amounts are cash values excluding GST.

Applying for the grant indicates willingness to acquit expenses and report project outcomes as required.

Application and Assessment Process

Projects will be assessed on their merit, and how well they meet the selection criteria.

Examples of projects that may be considered include:

- litter education and prevention
- water conservation and saving initiatives
- energy conservation and saving initiatives
- waste avoidance, minimisation and management
- native gardens

- construction of vegetable, permaculture or no-dig gardens

Applicants must complete the application form.

Applications received after the closing date will not be considered.

Applications will be considered on merit.

Selection Criteria

The following criteria will be applied in assessing and prioritising project proposals:

1. This year, priority will be given to projects focussing on the following areas:
 - a. **Biodiversity** – protection and enhancement of native habitat, learning about local ecosystems, including plants, animals and soil, and creating habitat required for local plants and animals by planting local plants, installing nest boxes, creating a frog pond, managing weeds or involvement in a citizen program that promotes biodiversity.
 - b. **Urban canopy** – planting a diversity of trees on school grounds, deliver an education program on the value of trees, participation in Schools Tree Day or support opportunities for citizen science
2. The school community is supportive of, and can demonstrate commitment to, the project e.g. the project has been identified through an audit, School Environment Management Plan, or similar.
3. The project is holistic, and will deliver improvement to the environment and the school community's behaviour and learning.
4. The project has clear and achievable goals.
5. Applicants can demonstrate that the group is able to successfully undertake and deliver the project within the agreed timeframe.
6. The project can demonstrate links to Council's strategic sustainability outcomes.

Eligibility

1. Schools applying for grants must be based within the boundaries of the City of Canada Bay.
2. For the purpose of this grants program, the term 'school' applies to any educational facility catering for children from kindergarten through to high school.
3. Parent and Citizen Committees and Parent and Friend Committees from primary and high schools are eligible to apply for a grant to support projects carried out at, or by, a school.

Council will not provide grants in this program for:

1. Projects that have already been completed
2. Fundraising activities or contributions to individuals
3. Staffing or operational costs (excluding suppliers/ contractors such as landscape architects)

Reporting Requirements

A final report, also following a council proforma, must be submitted upon project completion detailing the project outcomes and on the future continuation of the project. For this report the school will need to:

- Submit records of activities and events
- Keep accounting records for all costs and submit summaries to Council in the final report.

2023 grant funded projects will need to be completed and the reporting proforma returned with outline of monies spent, and receipts by Monday, 4 April 2024.