

Green Industries SA helps to develop the green economy and promote the more efficient use of resources, and the conservation and recovery of resources. Green Industries SA promotes waste management practices that aim to eliminate waste or its consignment to landfill and promote innovation and business activity in the waste management, resource recovery and green industry sectors, recognising that these areas present a valuable opportunity to contribute to the State's economic growth.

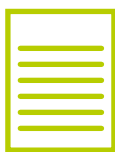
www.greenindustries.sa.gov.au

Program Objective



To assist South Australian organisations to learn, build capacity, network and collaborate to overcome challenges and accomplish sustainability objectives that they may otherwise not be able to address in isolation, and taking a leap towards a circular-based economy.

Program Overview



The LEAP Program is available to organisations that represent the interests of South Australian industry and businesses.

Up to \$50,000 (plus GST) is available per organisation over 2018-19.

Funding is available for information tools, education, mentoring and recognition type projects that support SA industry to improve productivity, rely less on raw materials, water and energy, prevent wastage and reduce costs.

Funding will be directed towards projects that are assessed as having real potential to increase the capacity of South Australian businesses to make improvements for the benefit of the environment, community and economy.

This program is being delivered by Green Industries SA's *Business Sustainability Program* (BSP). For more information see: greenindustries.sa.gov.au/business-sustainability-funding

Eligibility



Eligible Organisations

To be eligible for assistance under the LEAP program, organisations must be seeking to drive positive environmental change within the business or industry sector/group they represent.

Eligible applicants are business groups, industry association, not-for profit organisations that:

- are a coordinated organisation / agency / group that represents the interests of a South Australian industry sector, business network, cluster, or otherwise defined group; or represents the interests of businesses within a defined geographical area or region
- have a clear structure, membership portfolio and terms of reference [or equivalent]

Ineligible Organisations

The following organisations are not eligible to apply for LEAP funding:

- businesses that provide waste management services or infrastructure, such as commercial recyclers, landfill operators, waste transport operators and waste transfer station operators
- training organisations that do not represent the interests of a specific industry sector, business network, cluster, or otherwise defined business-group [such as universities, TAFE, and private training organisations that cater for a broad audience]
- private, service-based businesses such as specialist advisory consultants
- organisations that do not represent the interests of an industry base or business group [for example, an application for activities that will benefit only the applicant, or another single entity].

Eligibility



Eligible Projects

To be eligible for LEAP funding projects must:

- demonstrate direct links and address one or more the following themes that will contribute towards a transition to a more circular economy:
 - » resource (energy, water and materials) efficiency and lean production
 - » waste avoidance initiatives and improved waste management that follows the waste management hierarchy principles
 - » reduced reliance on virgin materials and/or fossil fuels
- promote practices that are above the standards set for regulatory compliance
- be new (this can include pilot / trial projects), or based on a successful pilot program that is seeking support for broader roll-out
- take place within South Australia for the benefit of South Australians

Examples of eligible projects

The following provides guidance on the types of projects and project activities that can be considered for funding approval. It is not an exhaustive list. Projects may cover one or more of the following listed examples, or other activities that align with the eligibility criteria.

Project Focus Areas

- resource efficiency, lean production and improved waste management
- problematic waste streams that are an industry-wide or cross-industry issue
- sustainable supply chain management and product stewardship initiatives
- industrial symbiosis opportunities
- product redesign or service reconfiguration for the purpose of waste avoidance

Eligibility



Project Activities

- development and delivery of information and peer-to-peer learning sessions, workshops or networking events
- on-site mentoring, or similar support services (e.g. business assessments, staff training and mentoring)
- development and production of publicly available learning and educational tools and resources such as:
 - » toolkits, best practice guidelines and information/education materials
 - » case studies (written and video)
- accreditation, awards, recognition programs or other environmental leadership initiatives to acknowledge environmental achievements and encourage others to adopt similar practices
- research to identify commercially viable solutions to address an issue(s) for the target audience and thereby mitigate risk / harm / damage and promote business sustainability, coupled with extension activities to promote research findings.

Ineligible Projects

LEAP funding will not be available where the project:

- has already commenced or has been completed
- is part of an established program of delivery that has been operating for two or more years
- is offering the same, or similar, service and/or products that already exist and are available to the target audience (i.e. the program is not a unique service offering for the target audience)
- delivery and/or target audience is not located in South Australia
- allows the applicant to make a profit (for example, if a participation fee is charged at a higher rate than the cost of involvement)
- is being undertaken to solely assist with regulation compliance.

Eligibility



Ineligible Costs

- staff recruitment or relocation costs
- travel costs incurred by the applicant (travel costs billed to applicants by third party suppliers for project delivery may be covered at the discretion of GISA)
- fees associated with the protection or patenting of intellectual property
- fees for legal and accounting services
- fees associated with all insurances held by the funded organisation, whether such costs are required by the funding agreement or otherwise.

Funding Availability



Funding for the LEAP Program 2018-19 is capped at \$50,000 (plus GST) per organisation. A maximum of one project per applicant can be funded for the duration of a Funding Agreement.

Larger scale projects under the LEAP program generally require engagement of third-party expertise for delivery of a significant proportion of the project. The delivery methodology for projects, including engagement of third-party expertise and level of internal resources utilised, will be considered as part of the project discussions with GISA outlined below, with the appropriate delivery methodology determined on a case by case basis.

It is expected that funds requested to cover internal project administration or management costs incurred by the successful applicant do not exceed 15% of the funding requested.

Projects may run into 2019-20, however projects that are completed on near completion within 2018-19 will be viewed favourably.

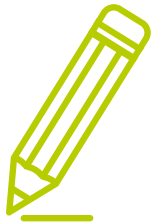
Evaluation Criteria



Eligible applications for the LEAP Program will be assessed and preference will be given to projects that:

- clearly define the target audience and those that are likely to participate and benefit from the project
- clearly define the need for the project
- demonstrate all parties involved in project delivery (including the applicant and third parties, if applicable) have an understanding of the environmental issues that are relevant to the target audience and the project
- demonstrate the applicant has a strong relationship with the target audience, and is able to engage and otherwise communicate with the target audience effectively
- demonstrate the applicant has relevant, previous experience delivering similar projects
- demonstrate that all parties responsible for project delivery have prior experience and expertise in delivering similar projects, for similar audiences and have committed the required resources to the project
- combine documentation (such as fact sheets, toolkit and guidelines) with interactive learning opportunities and tailored support for businesses to implement project recommendations
- demonstrate commitment for the project to continue and/or progress after completion
- demonstrate the project may be applied to a broader audience
- include, and clearly document, in-kind support from the applicant (such as provision of staff time and expertise) for project delivery
- clearly document expenses for which funding is being sought, both internal expenses incurred by the applicant and any third-party fees for delivery
- include financial contributions from the applicant and/or program participants
- clearly identify the level of risk associated with the project, and risk mitigation strategies to manage and/or reduce impact of risks
- identify key performance indicators (KPIs) that are measurable and applicable to the project
- have realistic timelines and milestones for project delivery that take into consideration the needs of the target audience and other key stakeholders
- will be completed, or near to completion, by 30 June 2019.

Submitting an Application



Before submitting an application, the applicant and GISA must agree on:

- project scope
- project methodology (delivery resourcing)
- project milestones and deliverables
- reporting timeframes and key performance indicators
- level of contribution from the applicant and GISA (in-kind and financial).

Following discussion with GISA to determine if the applicant has an eligible project (and to assist in refining the scope), organisations invited to apply will be issued with an application form. During these discussions, stakeholder interest and demand for the proposed project activities will also be considered.

If applicable, details of arrangements with third-party suppliers must be included with the application. Therefore project proposals must be obtained prior to application, and attached to the application form.

Project proposals must include the project scope, methodology, milestones, deliverables, a breakdown of project costs and details regarding the level of experience and expertise of the third party in delivering the project.

Assessment Process and Funding Conditions



GISA's assessment terms and conditions, relevant timeframes and general funding conditions for grants under the Business Sustainability Program are available online: [Business Sustainability Program Funding Conditions and Application GUIDE 2018-19.](#)

Contact



To discuss potential projects and for further information about LEAP, please contact:

Jessica Wundke

Acting Manager Business Sustainability

Green Industries SA

E: Jessica.wundke@sa.gov.au

M: 0411 653 179