

Residential Sustainability Assessment Grant 2024/25 Application Form

Form Preview

Residential Sustainability Assessment Grant 2024/2025

Overview

The Residential Sustainability Assessment Grant program supports body corporates in residential strata-title buildings to undertake assessments to determine environmental performance, to raise community awareness on the opportunities for improvement, and to work towards resource efficiency and net-zero emissions. The grant supports projects that relate to common areas or provide communal benefit for residential occupants.

To guide and inform the City's direction and approach for the Residential Sustainability Assessment Grants, key priority outcomes which are aligned to the City's Strategic Community Plan and Sustainability Strategy have been identified.

Funding Available

Grants of up to \$10,000 (excluding GST) are available.

Payment of the grant will be 75% upfront on receipt of a valid invoice, with 25% retained until completion of a successful acquittal.

Key Dates

The City will accept applications for Residential Sustainability Assessment Grants at any time until 15 May 2025, and decisions will be made on a case-by-case basis in line with budget and strategic priorities.

Applicants are required to apply a minimum of 8 weeks prior to the start of the project and must complete approved assessments within twelve months from the date of approval.

This grant operates as exhaustive funding, and the City reserves the right to close the program once the available budget has been expended.

Documentation Required

Applicants will need to supply the following documentation:

- Details of past ratings, if applicable.
- Quotation outlining the scope of work to be completed from an accredited supplier.
- Evidence of financial viability through a recent bank statement or annual statement.
- A copy of the strata management agreement (applicable where a strata manager is applying on behalf of the owner's corporation).

Declaration

* indicates a required field

Eligibility

Please note the Eligibility Criteria for the Residential Sustainability Assessment Grant program before starting your application - see the Residential Sustainability Assessment Grant Guidelines on the [Sponsorship & Grants](#) page on the [City of Perth](#) website.

To be eligible to receive sponsorship from the City, the applicant **must**:

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- be a legally constituted body corporate/owners corporation of an existing residential strata-title building with an Australian Business Number (ABN), with at least four residential dwellings. Applications from mixed use strata are eligible to apply where the building is primarily residential strata (minimum 75% residential strata lots);
- be located within the City of Perth's local government area;
- have appropriate insurances, licenses and authorities where required;
- be using external suppliers that are appropriately certified to undertake assessments;
- have submitted the application prior to the project commencement date with sufficient time to enable consideration by the City; and
- demonstrate financial viability without the City's funding (an individual project may not be viable without the City's support, however the organisation must be).

The City will not consider applications from:

- applicants considered commercial, entertainment, or accommodation providers including short and long-term, serviced apartments, supported accommodation, hotels, or residential care;
- the Commonwealth or State Government Departments;
- a political party;
- an applicant that the City considers to support, promote or facilitate violence, intolerance or discrimination;
- an employee or elected member of the City, or their immediate family, however this does not include an application from an organisation that an employee, elected member or their immediate family member may be part of;
- an applicant that has outstanding debts to the City;
- an applicant who is in legal conflict with the City;
- an applicant that has failed to provide satisfactory acquittal reporting for any previous City funding;
- an applicant that has already received City funding (including in-kind) for the same project within the same financial year; or
- an applicant that conducts, or has conducted, themselves in a way the City considers to be injurious or prejudicial to the character or interest of the City.

The City will **not** consider applications for the following projects or project expenses:

- projects where the City consider the primary purpose to be political;
- projects that the City consider denigrate or exclude parts of the community or have an adverse effect on public health, safety, the environment or heritage;
- projects that request reimbursement of funds already spent;
- projects that are for debt reduction or operational deficits; and
- project legal expenses.

The City will not support recurrent operational funding, including, but not limited to wages, salaries, or administrative overheads. Further details on eligibility and requirements can be found in the [City's Sponsorship and Grants Policy](#).

If you have any questions please contact a City of Perth Sponsorship Officer on 08 9461 3333.

I confirm that I have read and understood the Eligibility Criteria before proceeding with the application *

I confirm

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Please note, before you commence your application you are required to speak with a City Sponsorship Officer to ensure your event is eligible and aligned with the program.

I confirm that I have spoken to a City of Perth Sponsorship Officer about my event and application *

I confirm

Which Sponsorship Officer at the City of Perth have you discussed your application with? *

Please list any other City of Perth officers you has spoken to regarding your application

Applicant Details

* indicates a required field

Definition of Applicant

Definition of 'Applicant': For the purpose of this application, the 'applicant' is the strata entity which will enter into an agreement with the City of Perth and to which approved grant funds will be paid.

If you are a representative of a Strata Management Company, or a current member of the Council of Owners completing the form on behalf of a residential strata corporation, please list the strata corporation as the applicant entity and provide evidence of authority to apply on it's behalf.

Applicant Entity

Applicant Entity Name *

Organisation Name

Make sure you provide the same name that is listed in official documentation such as with the ABR, ACNC or ATO.

Applicant Entity 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 |

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| | |
|----------------------------|----------------------------------|
| 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.

Address of the property the grant will apply to *

Address

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

When was the property built? *

How many units/apartments does the building contain? *

Is the building use purely residential, or does it include other kinds of building use? *

- 100% residential
- Mixed-use including residential
- Non-residential

Unfortunately your application is unable to proceed.

Applications are open only to existing residential strata-title buildings with at least four apartments in total.

Please outline the proportion of residential dwellings to other kinds of building use.

Applicant Contact

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Definition: the person completing this form and who will be responsible for communicating with the City of Perth during the application, assessment and acquittal process.

Who will be the primary contact person for this grant? *

- Member of the Council of Owners
- Strata Manager

This contact will be the person the City will correspond with regarding the application process

Is there a Strata Management Company acting on the Owners behalf for invoicing purposes?

- Yes
- No

The City of Perth will contact the Strata Management Company to arrange payment of funds for the approved grant

Council of Owners Member Details

Council of Owners Member contact name *

Title First Name Last Name

| | | |
|----------------------|----------------------|----------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> |
|----------------------|----------------------|----------------------|

Council of Owners Member contact number *

Council of Owners Member contact email *

Must be an email address.

Please upload documentation confirming this contact is a current member of the Council of Owners (e.g. AGM meeting minutes) *

Attach a file:

Strata Management Organisation Details

Strata Management Organisation *

Organisation Name

ABN of Strata Management Organisation *

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 |

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| |
|---|
| 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.

Strata Management Organisation Address *

Address

Strata Management contact name *

Title First Name Last Name

Position in organisation *

Strata Management contact number *

Strata Management contact email *

Must be an email address.

Please upload evidence authorising the Strata Management Organisation to act on behalf of the Owners Corporation *

Attach a file:

e.g. Strata Management Contract

Required Documentation

The following documentation is required from all applicants in this program

A recent bank statement or annual statement to demonstrate financial viability of the owners corporation *

Attach a file:

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This could include an annual financial statement or Business Activity Statement

Project Information

* indicates a required field

Key Details

Project Name *

Must be no more than 50 words.

Your title should be short but descriptive

What type of assessment(s) are you applying for? (applicants may apply for more than one assessment type) *

- Rating - NABERS Energy
- Rating - NABERS Water
- Audit - Energy
- Audit - Energy Type 2
- Audit - Water
- Audit - Waste
- Audit - Thermal
- Feasibility Study - Electrification
- Feasibility Study - Renewables
- Feasibility Study - Electric Vehicles

Project Description *

Provide a detailed description of your proposed project, including the environmental outcomes your project seeks to assess and improve. If there are existing environmental performance issues, describe these. Include information for all of the eligible assessment types you have selected above (there may be more than one).

Name of the supplier undertaking the assessment, accreditation or audit? *

Projects are required to be completed within twelve months from the date of approval *

- I confirm the project will be completed within the timeframe

Has your building undergone accreditation or assessment in the previous three years? *

- Yes No

Identify the City neighbourhood in which your building is located *

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- Central Perth
- Claisebrook
- East Perth

- Nedlands/ Crawley
- Northbridge
- West Perth

No more than 1 choice may be selected.

Please provide a copy of your previous assessment

Attach a file:

AND/OR

Provide detail on your previous assessments and learning.

Assessment Criteria

* indicates a required field

Applicants for **Residential Sustainability Assessment Grants** will be assessed against the extent to which the applicant can address all of the below criteria.

Essential Criteria

Demonstrate how the project will improve resource efficiency and/or contribute to net-zero emissions. *

Where possible, estimate and/or provide examples of the efficiency improvements likely to be identified in your project. If there are existing environmental performance issues, demonstrate how your project will work to improve outcomes. If applying for more than one assessment type, include information for all of the assessments for which you seek support.

Describe how the project will educate and/or encourage residents to improve energy, water or waste management. *

How will the project findings be shared with the building's residents? How will the findings promote and support residents to decrease their energy use, water use and/or waste production.

Project Delivery Criteria

Applicants will also be assessed on the following questions based on information provided throughout the application:

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- Does the applicant have capacity to manage all aspects of the project, including resourcing to address assessment or audit recommendations?
- Is the project plan and budget realistic and value for money?

Financial Detail

* indicates a required field

Have you obtained a quote from an accredited assessor or supplier? *

Yes

No

Unfortunately your application is unable to proceed.

Please note you will require a quote before submitting an application.

Funding Request

If the applicant is **registered for GST**, please **exclude** GST from your request.

Total Project Cost *

\$

Must be a dollar amount.

What is the total budgeted cost (dollars) of your project?

Total Amount Requested *

\$

Must be a dollar amount.

What is the total financial support you are requesting in this application?

Please upload the quote and/or project plan obtained for your project *

Attach a file:

Previous City of Perth Funding

Has the applicant previously received funding from the City of Perth? *

Yes

No

Please detail all previous grants, sponsorship or in-kind support received by this applicant from the City of Perth for this event or other projects in the previous **five years**.

Please add additional lines if required.

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| Financial Year | Program/Event | Amount |
|----------------|---------------|--------------------------|
| | | Must be a dollar amount. |
| | | \$ |
| | | \$ |
| | | \$ |

Additional Information

If there is anything else that you would like to add to support your application, please add it here

Any further supporting material for your application can be uploaded here

Attach a file:

A maximum of 10 files may be attached.
Suggested max file size 5MB

Certification and Feedback

* indicates a required field

Privacy Notice

City of Perth pledges to respect and uphold your rights to privacy protection under the [Australian Privacy Principles](#) (APPs) as established under the *Privacy Act 1988* and amended by the *Privacy Amendment (Enhancing Privacy Protection) Act 2012*. To view our privacy statement, [click here](#)

Confidential Information

Please note that the City of Perth must comply with the *State Records Act 2000 (WA)*, *Local Government Act 1995 (WA)* and other relevant legislation and regulations.

An assessment of your application will form part of the decision recommendation report which may be subject to Freedom of Information (FOI) requests.

Successful applicants may be listed on the City's website.

Commercial-in-Confidence

If you have included any confidential information as part of your application, please make this known to the Sponsorship Officer so that this information can be treated as Commercial-in-Confidence.

I agree to these requirements

Yes

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Conditions of Funding

City of Perth Sponsorship and Grants agreement

Successful applicants will be required to accept the terms and conditions of the funding as outlined in the City of Perth's Sponsorship and Grants agreement. The Sponsorship and Grants agreement is a standard legal document and amendments can not be made to the terms and conditions.

Please follow the links to view the standard City of Perth [Sponsorship Agreement](#) or [Grant Agreement](#) templates.

I agree and understand that amendments can not be made to the standard agreement *

- I agree to the terms of the City template. I do not agree to the terms of the City template and list below the changes requested

Provide detail on the requested amendments to the City of Perth Sponsorship or Grants Agreement template *

Sponsorship and Grants Acquittal

Successful applicants will be required to acquit the project for which they have been funded.

The information within the application will be used to inform the acquittal process and the success of the project.

If successful, the applicant agrees to submit the acquittal by the determined due date. An applicant will not be eligible for future funding if they have failed to provide satisfactory acquittal reporting for any previous City funding.

I agree to these requirements *

- Yes

Lobbying of Elected Members and Administrative Staff

Applications or anyone representing the interests of applicants must not lobby or seek to influence the decision-making of Elected Members and administrative staff. If, during the period between submitting a funding application and a determination by Council or the CEO, an applicant or any member of the public seeks to lobby any Elected Member or administrative staff, or attempts to provide additional information, either directly or indirectly, on any matter relating to the funding application, the person/organisation will be disqualified and the sponsorship application excluded from being considered for approval.

In the event supplementary information is requested this will be communicated by your Sponsorship Officer directly.

I agree to these requirements *

- Yes

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Applicant Certification

This section must be completed by an appropriately authorised person on behalf of applicant organisation (may be different to the contact person listed earlier in this application form). The City of Perth may contact this person to certify the contents of the application.

I certify that to the best of my knowledge the statements made within this application are true and correct, and I understand that if the applicant organisation is approved for this funding, we will be required to accept the terms and conditions of the funding as outlined in the letter of approval and or agreement.

I agree and certify this application *

Yes

Certification Contact *

Title First Name Last Name

| | | |
|----------------------|----------------------|----------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> |
|----------------------|----------------------|----------------------|

Contact Position *

Primary Phone Number *

Primary Email *

Application Feedback

You are nearing the end of the application process. Before you review your application and click the **SUBMIT** button please take a few minutes to provide some feedback to the City of Perth Sponsorship team so we can continually improve our application form and process.

How did you hear about this funding program? *

- | | |
|---|--|
| <input type="checkbox"/> Previous recipient | <input type="checkbox"/> City of Perth event |
| <input type="checkbox"/> City of Perth website | <input type="checkbox"/> Advertising |
| <input type="checkbox"/> City of Perth social media (Facebook, Twitter, LinkedIn) | <input type="checkbox"/> Industry forum or publication |
| <input type="checkbox"/> City of Perth newsletter | <input type="checkbox"/> Internet search |
| <input type="checkbox"/> Referral/word of mouth | |

Please indicate how you found the online application process *

- Very easy
 Easy
 Neutral
 Difficult
 Very Difficult

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How many minutes in total did it take you to complete this application? *

Must be a number.

Estimate in minutes i.e. 1 hour = 60 minutes

Please provide the City of Perth with your suggestions about any improvements and/or additions to the application process/form that you think we need to consider *