

Residential Energy Upgrade Grant 2023/24 Application Form

Form Preview

Residential Energy Upgrade Grants

Program Overview

The City of Perth recognises the importance of environmental sustainability and transitioning toward a resource efficient, climate-conscious, green city.

The Residential Energy Upgrade Grant program supports body corporates in residential strata-title buildings to undertake upgrades that will improve environmental performance of existing residential buildings and work towards net-zero emissions.

The grant supports upgrade projects that relate to common areas or provide communal benefit for residential occupants.

To review the guidelines please visit the City of Perth [website](#).

Key Dates

The City will accept applications for Residential Energy Upgrade Grants at any time, however decisions are made on a case-by-case basis in line with budget and strategic priorities. This grant operates as exhaustive funding and the City reserves the right to close the program once the available budget has been expended.

Applications open 1 November 2023

Application close 30 April 2024, 4pm AWST

Approved projects must be completed within 12 months of decision.

Funding Levels Available

The Residential Energy Upgrade Grant operates in three funding streams, with matched funding provided by the City.

Stream A*

Stream B

Stream C

Stream A* attracts a matched funding contribution from the City up to a maximum of **\$25,000.**

Stream B attracts a matched funding contribution from the City up to a maximum of **\$10,000.**

Stream C attracts a matched funding contribution from the City up to a maximum of **\$5,000.**

For projects in residential buildings with a minimum of twenty dwellings.

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For projects in residential buildings with a minimum of twenty dwellings.

For projects in residential buildings with a minimum of four dwellings.

* Stream A (only) is available for applicants that have completed and submitted the following reports:

- [NABERS Energy Rating](#)
- [Type 2 Energy Audit](#)

Matched Funding

The City can provide matched funding up to 50% of the total project cost with the maximum grant value of \$25,000 and the remaining amount matched by the applicant.

No. of Dwellings

Funding Stream

City of Perth contribution

Applicant matched contribution

Total project cost

20+

Stream A*

\$10,000 - \$25,000

\$10,000 - \$25,000

\$20,000 - \$50,000+

20+

Stream B

\$3,000 - \$10,000

\$3,000 - \$10,000

\$6,000 - \$20,000+

4-19

Stream C

\$3,000 - \$5,000

\$3,000 - \$5,000

\$6,000 - \$10,000+

Declaration

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* indicates a required field

Eligibility

Prior to completing this application, please ensure you meet the following Eligibility Criteria for the Residential Energy Upgrade Grant Program.

Applications that do not meet the eligibility requirements will not be considered for assessment.

You are a legally constituted body corporate/owners corporation of an existing residential strata-titled building with an Australian Business Number (ABN), *

- ☐ Yes
- ☐ No - ineligible

Your building has at least four residential dwellings; and comprises a minimum 75% residential strata lots (applicable for mixed use strata buildings only); *

- ☐ Yes
- ☐ No - ineligible

Your building is located in the City of Perth Local Government Area *

- ☐ Yes
- ☐ No - ineligible

You have all appropriate insurances, permits and licenses for the proposed project or can demonstrate that projects have been discussed with the relevant authorities including and not limited to the City's relevant departments (development, planning, building and health approvals) and relevant paperwork for these processes have been lodged. *

- ☐ Yes
- ☐ No

You have engaged external suppliers and contractors that are appropriately certified to undertake the proposed upgrade works. *

- ☐ Yes
- ☐ No

You have submitted your application prior to the project commencement date with sufficient time to enable consideration by the City and Council? *

- ☐ Yes
- ☐ No

You can demonstrate financial viability without the City's funding (e.g. the applicant is able to provide evidence such a bank statement to demonstrate the business has the cash flow to undertake and fund the entire project or initiative upfront, with this grant paid upon completion of the project or initiative). *

- ☐ Yes
- ☐ No

Ineligible applications

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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; and
- an applicant that conducts, or has conducted themselves in a way that the City considers to be injurious or prejudicial to the character or interests of the City.

I can confirm the applicant or application is NONE of the above: *

- ☐ Yes
☐ No

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

- projects where the City considers 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 of Perth will not support recurrent operational funding, including, but not limited to wages, salaries, or administrative overheads. Additional details on eligibility and requirements are set out in Council Policy 4.3 - Outgoing Sponsorship and Grants. Applicants are encouraged to review the policy prior to submitting an application for grant funding and, to the extent of any inconsistency, the policy takes precedence over this document.

I can confirm the applicant or application is NONE of the above: *

- ☐ Yes
☐ No

The following items are not supported under the Residential Energy Upgrade Grant program.

- Upgrades for individual dwellings (which do not provide a communal benefit)
- Upgrades relating to electric vehicles and charging.
- Upgrades that do not contribute to a reduction in energy consumption and emissions i.e. switchboard upgrades, like for like replacement.
- Replacements with gas as the primary fuel source (no new gas).
- Administration and managing costs by the strata manager and/or body corporate.

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I confirm the application is for NONE of the above: *

- ☐ Yes
- ☐ No

Based on the information provided you may not be eligible for this funding program, please contact the City to discuss your project prior to completing the subsequent sections of this application on (08) 9461 3333 or alternatively via sponsorship@cityofperth.wa.gov.au.

Contact Us

Prior to completing this application, it is a requirement to discuss your project with a City of Perth Officer to ensure you are applying in the most suitable program.

Please contact the Sponsorship Team on 9461 3333 or via [email](#).

Name of Officer at the City of Perth with whom you have discussed your application *

Conflict of interest

Conflict of interests may not exclude an applicant's eligibility but must be declared for consideration.

Are there any potential conflicts of interest that the City should be aware of in the consideration of your application? *

- ☐ Yes
- ☐ No

Please indicate the nature of the conflict of interest: *

- ☐ Financial (eg. you or your company have a financial relationship with the City or a City representative in some way)
- ☐ Organisational (eg. you or your company have a personal relationship with the City or a City representative in some way)

Provide information on the potential conflict of interest.

Word count:

Must be no more than 350 words.

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Applicant Details

* indicates a required field

Applicant Details

Definition of 'Applicant': For the purpose of this application, the 'applicant' is the strata entity to which the grant will be paid.

If you are a Property Manager or Strata Management Company completing the form on behalf of residential strata group, please list the strata entity (owners corporation) as the applicant and provide evidence of authority to apply on their behalf.

Applicant *

Organisation Name

Applicant 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.

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? *

Must be a number.

Is the building use purely residential, or

☐ 100% residential

☐ Mixed-use including residential

☐ Non-residential

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does it include other kinds of building use? *

How many units are residential? *

Must be a number.

How many units are non-residential? *

Must be a number.

Applications are open only to existing residential strata-title buildings with at least four apartments in total. Unfortunately your application is unable to proceed *

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

Applicant Contact *

Title First Name Last Name

Applicant Contact Position

Applicant Contact Primary Email

Must be an email address.

Applicant Primary Phone Number *

Please indicate your relationship to the applicant (Strata entity) *

- ☐ Strata Manager
☐ Council member of Owners Corporation

Please upload a copy of a recent bank statement or annual statement to demonstrate viability *

Attach a file:

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Please provide current Strata Management Contract or other evidence of authority to apply on behalf of the Owners Corporation *

Attach a file:

Please provide evidence of your authority to apply on behalf of the Owners Corporation *

Attach a file:

e.g. provision of AGM or other meeting minutes.

Project Details

* indicates a required field

Types of Projects Supported

Projects must relate to common areas or provide communal benefit for residential occupants.

ENERGY EFFICIENCY Lighting Hot water system Pumps and motors Lifts Air conditioning Ventilation Building tuning.

ELECTRIFICATION Replacement with energy efficient electric alternative of: Gas hot water systems Space heating and Cooking appliances

RENEWABLES: Solar photovoltaic systems Battery storage

Alternatives may be considered where the applicant can demonstrate the project will provide a measurable energy improvement. **Applicants are required to discuss the project scope with a Sponsorship Officer prior to submitting an application.**

Funding Streams & Maximum Contribution

The City can provide matched funding up to 50% of the total project cost with the maximum grant value of \$25,000 and the remaining amount matched by the applicant.

No. of Dwellings

Funding Stream

City of Perth contribution

Applicant matched contribution

Total project cost

20+

Stream A*

\$10,000 - \$25,000

\$10,000 - \$25,000

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\$20,000 - \$50,000

20+

Stream B

\$3,000 - \$10,000

\$3,000 - \$10,000

\$6,000 - \$20,000

4-19

Stream C

\$3,000 - \$5,000

\$3,000 - \$5,000

\$6,000 - \$10,000

Please indicate which funding stream wish to apply within *

- ☐ Stream A*
- ☐ Stream B
- ☐ Stream C

* Stream A is available only for applicants who have completed and can provide a current NABERS Rating Type 2 Energy Audit.

Do you have a current NABERS Rating & Type 2 Energy Audit? *

- ☐ Yes
- ☐ No

A NABERS Rating and Type 2 Energy Audit are required to apply within Stream A. *

Please review the suitability for application under another stream.

Please upload your most recent NABERS Energy Rating *

Attach a file:

Please upload your most recent Type 2 Energy Rating *

Attach a file:

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Key Project Details

Project Name *

Must be no more than 30 words.

**Identify the City
neighbourhood your
building is located in: ***

- | | |
|--|--|
| <input type="checkbox"/> Central Perth | <input type="checkbox"/> Nedlands/ Crawley |
| <input type="checkbox"/> Claisebrook | <input type="checkbox"/> Northbridge |
| <input type="checkbox"/> East Perth | <input type="checkbox"/> West Perth |

**What type of upgrade
are you applying for? ***

- ☐ Energy efficiency
☐ Electrification
☐ Renewables

Select one or more categories as relevant to your project

Brief project description *

Provide a short description (100 words recommended) of your project - For example, what is existing? Where is it located? Does the project relate to common areas or provide communal benefit for residential occupants?

**Name of the supplier /
contractor undertaking
the upgrade works ***

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

☐ I confirm the project will be completed within the timeframe

**Applicants are to include
two recent 'before
photographs' of the
project location ***

Attach a file:

Assessment Criteria

* indicates a required field

Essential Criteria

**1. Demonstrate the
need for the project
and how it aligns with
the City's aspiration to
support the community
to achieve net zero
emissions. ***

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For example - Is the strata experiencing an issue with high energy consumption or ageing equipment? Is the strata seeking to electrify (remove gas) from their building? Is the strata active in seeking opportunities to improve energy efficiency and reduce emissions?

Where applicable, provide an example of any prior works undertaken by the strata to improve energy efficiency and reduce emissions.

Will the grant assist the strata to improve energy efficiency and reduce emissions more than they could without it?

Will the grant assist the strata to raise awareness with residents about opportunities to improve energy efficiency and reduce emissions?

2. Demonstrate the measurable energy improvements or measurable emission reductions that will be created by the project. Use the Energy Data Sheet* to inform your answer. *

For example - What is the current energy consumption and proposed energy consumption for each upgrade? What are the anticipated savings?

How does this compare with the overall consumption of the base building? Where electrification is proposed, you may wish to emphasise the amount of gas that will be removed (MJ).

If multiple upgrades are being proposed, you may wish to distinguish between each upgrade as well as include the aggregate savings of all upgrades.

Please upload your completed Energy Data Sheet.

Attach a file:

The Energy Data Sheet is available for download on the City's Grants and Sponsorship webpage [here](#).

3. Demonstrate the capacity to manage all aspects of the project and ability to deliver the project within the allowed timeframe (12 months from approval).

For example - Describe the project plan including budget, timeline, and team responsibilities (consultants, installers, suppliers, etc).

Who will manage the project from start to finish? Have residents been informed of the project?

Have any residents questions been answered, and objections addressed?

Does your supplier foresee any issues in acquiring the proposed equipment and services within the allowed timeframe?

Do you foresee any other issues that may risk completing this project within the allowed timeframe?

Approvals, Permits, Licenses and Insurances

Applicants are required to contact the City of Perth [Development Approvals](#) and/ or [Environmental Health](#) teams to discuss their projects and ensure all relevant approvals and permits are obtained.

The provision of the grant does not replace the requirements and processes for development, planning, building and health approvals.

Funding is subject to the applicant obtaining all relevant permits and approvals.

Please provide detail on any approvals, permits, licences and/ or insurances that are required to deliver the project. *

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Where available, upload any relevant correspondence relating to your approvals, permits, licenses and insurance

Attach a file:

I confirm that I have investigated approvals, permits licenses and/ or insurances relevant to delivering the project: *

☐ I confirm

Additional Information

Please include any additional information you think will add to the value of your application.

Word count:

Must be no more than 200 words.

If relevant, upload any additional documents to support your application.

Attach a file:

Financial Details

*** indicates a required field**

Funding Requested - Stream A

Grants between \$10,000 and \$25,000 (with matched funding by applicant) will be considered for applicants in Stream A.

The maximum contribution the City can provide is 50% of the project cost (within the \$25,000 funding limit) with the other 50% being matched funding. i.e. to be eligible for \$20,000, the total eligible project costs need to be at least \$40,000.

Funding requested *

Must be a dollar amount and between 10000 and 25000.

Total cost of project *

Must be a dollar amount.

This figure must be least double the funding you are requesting from the City.

Funding Requested - Stream B

Grants between \$3,000 and \$10,000 (with matched funding by applicant) will be considered for applicants in Stream B.

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The maximum contribution the City can provide is 50% of the project cost (within the \$10,000 funding limit) with the other 50% being matched funding. i.e. to be eligible for \$6,000, the total eligible project costs need to be at least \$12,000.

Funding Requested *

Must be a dollar amount and between 3000 and 10000.

Total cost of project *

Must be a dollar amount.

This figure must be least double the funding you are requesting from the City.

Funding Requested - Stream C

Grants between \$3,000 and \$5,000 (with matched funding by applicant) will be considered for applicants in Stream c.

The maximum contribution the City can provide is 50% of the project cost (within the \$10,000 funding limit) with the other 50% being matched funding. i.e. to be eligible for \$4,000, the total eligible project costs need to be at least \$8,000.

Funding Requested *

Must be a dollar amount.

Total cost of project *

Must be a dollar amount.

This figure must be least double the funding you are requesting from the City.

Project Quote

Applicants are required to provide a minimum of one quote from qualified contractors and / or suppliers to carry out the works. *

Attach a file:

Project Budget

Does your project include multiple upgrades or suppliers? *

- ☐ Yes
☐ No

Budget Breakdown

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Please provide a breakdown of your Total Project Cost, listing the relevant totals for each upgrade or supplier.

Expenditure	\$
	\$
	\$
	\$
	\$
	\$

Budget Totals

Total Project Cost

\$

This number/amount is calculated.

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

Total Amount Requested

\$

This number/amount is calculated.

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

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 in regard to retaining information and making information available to the general public.

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.

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.

Conditions of Funding

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City of Perth Grant Agreement

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

Please follow the link to view the standard City of Perth [Grant Agreement](#) template.

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 Grant Agreement template.

Grant 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.

I agree *

☐

Lobbying of Elected Members and Administrative Staff

Applicants 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 funding application and a determination by Council, 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 excluded from being considered for approval.

In the event supplementary information is requested to be provided to Elected Members, please contact your Sponsorship Officer directly to disseminate this.

I agree *

☐

Applicant Certification

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

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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 *

☐

Authorised Contact *

Title

First Name

Last Name

Contact Position *

Contact Phone Number *

Must be an Australian phone number.

Contact Email *

Must be an email address.

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 | <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

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

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**improvements and/
or additions to the
application process/form
that you think we need
to consider.**