Net Zero Planning Grant Round 2 - Application Form FINAL
Form Preview

Introduction

Instructions for Applicants

Before completing this application form, you should have read the Net Zero Planning Grant Round 2 (the Grant) funding guidelines.

Incomplete applications and/or applications received after the closing date may not be considered.

Application Number

This field is read only.
The identification number or code for this submission.

Program Details

Grant Program Name

This field is read only.
The program this submission is in.

Terms and conditions

Definitions

In these Terms and Conditions, a reference to:

Applicant means the User making an Application through the Site.

Application means an application for a NSW Government grant submitted through the Site.

Group means the State of New South Wales acting through the Energy, Climate Change and Sustainability (ECCS) Group within the NSW Department of Climate Change, Energy, the Environment and Water.

Material means the Site and all of the information and material (including all data, documents, pages, images, text, graphics, logos, audio and software) made available on the Site.

Group Representatives means employees, agents and officers of the Group.

Site or **OneGMS** means the NSW Government Grant Management System administered by the Group, which is accessible and available at https://manage.smartygrants.com.au, as amended from time to time.

User, **You or Your** means the person using or accessing the Site and includes an individual, partnership, or any body or person whether incorporated or not.

Overview

The Site is owned and administered by the State of New South Wales acting through the Energy Climate Change and Sustainability Group within the NSW Department of Climate Change, Energy, the Environment and Water.

The Site enables the User to submit and manage applications for NSW Government ECCS grants. The Group uses the Site to collect and store information in relation to the administration of grants. The Site is built using the SmartyGrants platform.

By accessing or using the Site, You agree to be bound by these terms and conditions and any applicable instructions, processes, procedures and recommendations as advised on the Site.

Use of the Site

In accessing or using the Site, You agree:

- not to register with the Site or sign up to receive information for anyone other than yourself and, if You are registering on behalf of an organisation, as an authorised representative of the organisation;
- not to impersonate any person or entity or falsely misrepresent yourself;
- not to abuse, harm, interfere with, or disrupt the Site – for example, by accessing or using it in fraudulent or deceptive ways, introducing malware, or spamming, hacking, or bypassing the Site's systems or protective measures; and
- not to export, extract or otherwise scrape Material from the Site.

Use of Information

Information provided by You in an Application, including information regarding any auspice, partner organisations or consortium ("partners") will be collected and utilised by the Group and Group Representatives to:

- determine the Applicant's eligibility for funding and the merit of the Applicant's Application;
- consider the Applicant's suitability to receive funding by conducting fraud, corruption, and risk prevention checks;
- provide the relevant grant and any related services to the Applicant following a successful Application;
- contact the Applicant or the Applicant's nominated representatives in relation to other relevant programs or opportunities from the NSW Government (unless the Applicant opts out at any time);
- administer any incidental functions of the Group; and
- comply with any statutory obligations.

Information provided may be disclosed to parties external to the Group including, but not limited to:

- the Group's subcontractors and consultants;
- members of the Technical Review Panel and/or Assessment Panel;
- the Net Zero Emissions and Clean Economy Board;

- the Minister or Minister's Office;
- the NSW Department Climate Change, Energy, the Environment and Water;
- the NSW Ombudsman and Audit Office of NSW;
- the NSW Department of Premier and Cabinet;
- the NSW Department of Customer Service;
- other NSW Government agencies for the purpose of considering the User's suitability; and
- external advisors including probity, technical, financial, or legal advisors any agency or body of the NSW Government, or any other organisation or individual considered by the Group to have a need or an entitlement to know that information (including any federal, state or territory agency or body), where that need or entitlement to know that information or required by law to be disclosed, to those parties.

The Group will use reasonable endeavours to ensure that any information received in or in respect of the Applicant's Application which is clearly marked 'Commercial-in-confidence' or 'Confidential' is treated as confidential however, such documents will remain subject to the *Government Information (Public Access) Act 2009* (NSW) (GIPA Act); and in some circumstances the Group may release information contained in an Application and other relevant information in relation to the Application in response to a request lodged under the GIPA Act or otherwise as required or permitted by law.

Publication of information

If an Application is successful, the relevant details of the grant will be made public, including details such as the names of the grant recipients and any partnering organisation (state

government agency or non-government organisation), project title, project description, location, anticipated time for completion and amount awarded. The Group may also publish aggregated and non-identifiable data from the Applications received.

Retention of information

We will retain the information provided for a period that is appropriate for the purpose for which it was provided. The information will be archived and disposed of in accordance with the Group's policies and legislative requirements of the *State Records Act 1998* (NSW).

Privacy Notice

We value Your privacy and are committed to protecting your personal details securely, in accordance with the *Privacy and Personal Information Protection Act 1998* (NSW), (PPIP Act), which regulates the collection, storage, quality, use and disclosure of personal information.

Personal information includes any information about an individual from which that person can reasonably be identified. It does not include information if the identity has been removed (anonymous data) or if it:

- can be found in a publicly available publication (such as a newspaper or book)
- is in a public register
- relates to someone's suitability for public sector employment
- is about people who have been dead for more than 30 years
- relates to some types of law enforcement and investigation activities.

This Privacy Notice should be read together with our Privacy Management Plan.

By providing information to us, You acknowledge that You are providing Your own information, or You've been authorised to provide information by the person You're providing information about.

Persons nominated within the Application have the right to access their personal information held by the Group, or have it corrected in certain circumstances (e.g., if it is incorrect). Should You wish to access or correct Your personal information contact the Group's designated privacy team at:

Information Access & Privacy UnitDepartment of Climate Change, Energy, the Environment and WaterLocked Bag 5022, Parramatta NSW 2124Phone: 02 8275 1095Email: privacy.dcceew@environment.nsw.gov.au

Disclaimer

The Applicant acknowledges and agrees that:

- information contained in an Application is provided by the Applicant voluntarily;
- the Applicant may withhold information requested in an Application, however doing so may result in an unsuccessful application;
- submission of an Application does not guarantee funding will be granted for any project;
- the Group expressly reserves its right to accept or reject an Application at its discretion;
- the Applicant is liable for the costs in preparing and submitting an Application;
- the State of New South Wales and the Group do not accept any responsibility or liability for any costs, damages, or expenses, whether or not the Application is ultimately accepted or rejected; and
- the Applicant has read the Funding Guidelines for the Program and has fully informed itself of the relevant Program and Application requirements.

Group Representatives do not give any representation, warranty or guarantee, whether express or implied, in relation to the information contained in each Application, including its completeness, accuracy, currency or reliability or the process by which they were prepared. Group Representatives do not purport and cannot give opinions regarding legal, accounting, regulatory, taxation or any other matters.

Nothing contained in the Site may be relied upon as a promise, guarantee, representation or warranty by the Group.

Third Party Terms

The Site uses SmartyGrants (https://smartygrants.com.au/) functions, features and content and Your use of this Site is subject to Your acceptance of SmartyGrants' Terms of Use and Privacy Policy.

Liability and Indemnity

With respect to the Site, to the maximum extent permitted by law, the Group excludes all liability to You/the User/the Applicant however arising (including from a negligent act or omission) under or in relation to the Site, the Material, the use of the Site, or these Terms and Conditions, including but not limited to loss of profits, loss or corruption of data, loss

of reputation, loss of business, loss of business opportunities, loss of anticipated savings, loss of goodwill or for any type of special, direct, indirect, incidental or consequential loss or damage which may be suffered or incurred or which may arise directly or indirectly under or in relation to the Site or these Terms and Conditions.

To the extent allowed by applicable law, You agree to indemnify the Group, the State of New South Wales and their respective officers, employees, and contractors for any cost, damage, expense arising from third party claims, or third-party legal proceedings arising out of or relating to Your unlawful use of the Site or Your use of the Site in violation of these Terms and Conditions, except to the extent caused or contributed to by the Group.

Amendments

These Terms and Conditions and any third party terms and conditions referred to above are subject to change without notice to the User at any time. Your continued use of the Site will always be subject to the most current version of the Terms and Conditions including any third party terms and conditions referred to above.

General

With respect to the Site, these Terms and Conditions as well as the User's use of the Site shall be governed by the law of New South Wales and the parties submit to the jurisdiction of the courts of New South Wales and the Commonwealth of Australia.

Contact

For more information about the use of the Site or to make a suggestion or complaint, please reach out to the contact specified in the Grant Guidelines.

The Applicant and its nominated representatives agree to be contacted by the Group or Service NSW for Business in relation to other relevant funding opportunities, programs and services from the NSW Government.

○ Yes

You must agree to the ECCS Terms and Conditions to continue your application submission

The Applicant acknowledges and agrees with these Terms and Conditions.

○ Yes

You must agree to the ECCS Terms and Conditions to continue your application submission

Contact Details

* indicates a required field

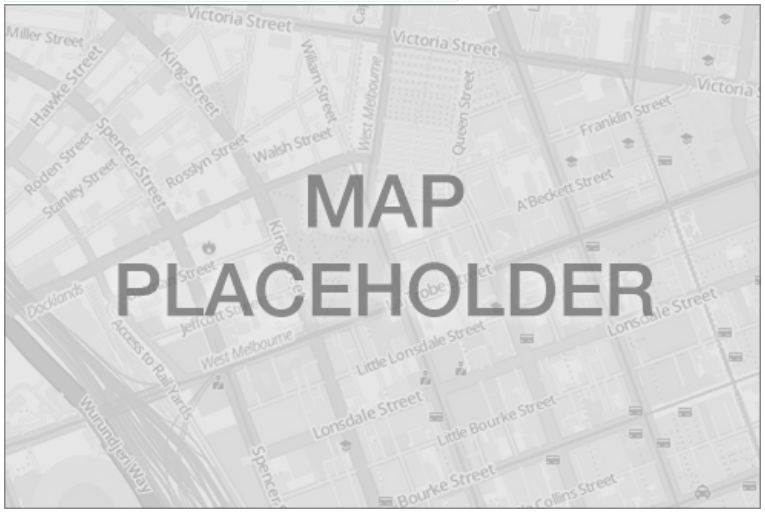
Applicant details

Organisation name *

Organisation Name

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

Applicant Primary Address *
Address



Address Line 1, Suburb/Town, State/Province, Postcode, and Country are required.
Provide your postal address here.

Applicant Postal Address *
Address

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

Phone Number *

Must be an Australian phone number.

Email Address *

Must be an email address.

Website *

Must be a URL.
Organisation website

Primary Contact details

This person must be an employee of the organisation applying for the grant and will act as the primary point of contact.

Primary Contact *
Title First Name Last Name

This is the person we will correspond with about this grant

Primary Contact Position *

e.g. Sustainability Manager, Operations Manager

Primary Contact Phone Number *

Must be an Australian phone number.

Primary Contact Email *

Must be an email address.
This is the address we will use to correspond with you about this grant.

Secondary Contact details

This person must be an employee of the organisation applying for the grant and will be the secondary point of contact.

Secondary Contact *
Title First Name Last Name

Secondary Contact Position *

Secondary Contact Phone Number *

Must be an Australian phone number.

Secondary Contact Email *

Must be an email address.

Organisation Details

* indicates a required field

4.1 Applicant Organisation Details

Does the applicant organisation have an Australian Business Number (ABN)? *

○ Yes ○ No

Applicant Organisation 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.

Please enter the Australian and New Zealand Standard Industrial Classification (ANZSIC) for the applicant organisation *

Please enter the classification at a Group level e.g. Division Manufacturing, Subdivision Food and Product Manufacturing, Group Meat and Meat Product Manufacturing. Please see a list of the Australian and New Zealand Standard Industrial Classification 2006, at https://www.abs.gov.au/ausstats/abs@.nsf/0/5463F15A4D2FCBA0CA25711F00146D77?opendocument, as amended from time to time.

Related entities include related entities to you within the meaning given in the *Corporations Act 2001 (Cth)* and includes related bodies corporate and related trusts. Related bodies corporate has the meaning provided in section 50 of the *Corporations Act 2001 (Cth)*. Related trusts mean any trusts where you or any of your related bodies corporate are its trustees and/or beneficiaries.

Recipients of the *previous* Net Zero Planning Grant round can be found here.

Is the applicant organisation a related entity to any organisation that has already received, or is going to receive funding, under the Net Zero Planning Grant in this round or a previous round? *

○ Yes ○ No

Please provide the application number(s) and/or organisation name(s) of the related entity or entities that have already received funding under the Net Zero Planning Grant, either in this round or a previous round.

Application number or organisation name of first related entity *

Application number or organisation name of second related entity

4.2 Trusts

Is the applicant organisation a Trust? *
○ Yes ○ No

As a Trust, kindly provide evidence of your power and authority to:

- apply for Net Zero Planning Grant Round 2; and
- enter and comply with the funding deed;

which may include provision of the Trust Deed of the Trust.

Trust Documents:
Attach a file:

Trust Details *

4.3 Reporting Entities

Is the applicant organisation, or any of its related entities, under Australian Securities Investment and Commission Requirements required to prepare a sustainability report to comply with section 292A of the Corporations Act 2001 (Cth)? *
○ Yes ○ No ○ Unsure
For more information on reporting entities, please visit https://www.asic.gov.au/regulatory-resources/sustainability-reporting and https://download.asic.gov.au/media/j4rhwyiz/rg280-published-31-march-2025.pdf

Is the applicant organisation, or any of its related entities, as a Group 1 reporting entity (under Australian Securities Investment and Commission Requirements) required to prepare a sustainability report to comply with section 292A of the Corporations Act 2001 (Cth)? *
○ Yes ○ No
If you answered "Yes" to this question, you are ineligible for this Grant.

If the applicant organisation is not a Group 1 reporting entity, then please specify your reporting Group. *

○ Group 2 ○ Group 3 ○ Unsure

Please provide more details about the applicant organisation and its related entities (if applicable), including the first reporting period and whether you will prepare a transition plan. *

Word count:
Must be no more than 250 words.

4.4 Risks

Does the applicant organisation have any reputational risks including pending legal action and/or media controversy? *

○ Yes ○ No

Provide details of risks *

Does the applicant organisation have any delivery risks including lack of financial capacity to implement the Net Zero Planning Grant Round 2? *

○ Yes ○ No

Provide details of risks *

Have you been already approved for a grant funding under Net Zero Planning Grant? *

○ Yes ○ No

Project Details

* indicates a required field

5.1 Project Information

Project Title *

Must be no more than 250 characters.

Provide the name of the applicant organisation followed by 'Net Zero Planning'. E.g. 'Organisation A - Net Zero Planning'

Briefly explain how your application demonstrates alignment with the grant objectives and a commitment to work towards net zero. *

Word count:
Must be no more than 500 words.
Your objectives must be aligned with the Grant objectives: 1. Support businesses with long-term net zero planning 2. Enhance businesses' understanding of net zero to better integrate climate-related risks and opportunities, strengthen resilience and reduce emissions 3. Provide practical guidance to businesses to identify and take actions to progress towards net zero 4. Enable businesses to improve their competitiveness in the global transition to net zero.

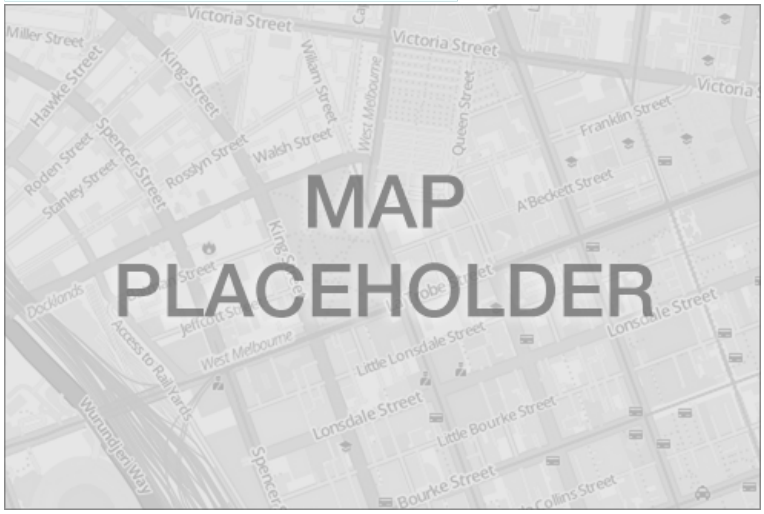
Anticipated start date *

Must be a date.
If unsure, please enter date which is 4 weeks after application submission date.

Anticipated end date *

Must be a date.
If unsure, please enter date which is 28 weeks after application submission date.

Primary site location of your initiative *
Address



Address Line 1, Suburb/Town, State/Province, Postcode, and Country are required. Coordinates Required. Country must be Australia
If the project is not based in NSW, the application is ineligible for funding. A site is defined as a specific physical location with a designated address where business operations are conducted. A single site

may encompass a series of geographically contiguous locations that are directly adjacent to one another, regardless of having different directly adjacent addresses.

Does the applicant organisation have business operations outside NSW in addition to business operations in NSW? *

○ Yes ○ No

Please note that eligible actions under this Grant must be limited, for funding purposes, to activities relating to business operations in NSW. Any activity intersecting with operations elsewhere will not be funded.

Provide details of the applicant organisation's business operations in NSW. *

Word count:

Must be no more than 250 words.
Please provide details of the business operations of the primary site location and all other sites (in case of multiple sites) included in this application.

Provide details of the applicant organisation's overall business operations. Please specifically highlight the sites and/or business operations in NSW. *

Word count:

Must be no more than 250 words.
Please provide details of the business operations of the primary site location and all other sites (in case of multiple sites) included in this application.

5.2 Annual Energy Expenditure

Please detail annual energy expenses attributed to your NSW site(s) and/or business operations in NSW. This includes all purchased fuels. Include the cost of each fuel type and attach the associated energy bill(s) or supporting evidence.

You must provide proof of your annual energy expenditure, such as energy bills. You must provide your latest energy bills, which are no more than 2 years old from the date of your application submission.

Please note:

- If you have a single energy bill that both shows historical energy costs or consumption and confirms that you meet the annual spending threshold, then submitting that single bill may be sufficient.
- If your energy bill(s) do not show historical energy costs or consumption, or if your annual energy costs are close to the minimum threshold ($200,000 for a single site or $500,000 for multiple sites and operations), then we may ask you to provide additional bills for verification.

Click on the "+" button to add more rows in case of multiple sites and/or different fuel types.

Site Name/Business operations	Site Address	Fuel Type	Annual Consumption	Units	Annual expenses ($)	Significant energy end-uses	Please upload the most recent energy bill(s) here:
E.g. site 1	Address Line 1, Suburb/ Town, State/ Province, Postcode, and Country are required.	Electricity, Gas, LPG, Diesel	Must be a number.	MWh / GJ / Liter	Must be a dollar amount.	Lighting, HVAC, Process heat, Fleet vehicles	
					$		

5.3 Safeguard Mechanism

Is the applicant organisation a Safeguard facility under the Australian Government's Safeguard Mechanism? *

○ Yes ○ No

More information on Safeguard Mechanism is available here: https://cer.gov.au/schemes/safeguard-mechanism

Briefly provide details about the Safeguard facility *

Word count:
Must be no more than 100 words.

Funding

* indicates a required field

6. Funding Details

This section has been pre-filled based on the assumption that you will be requesting the maximum funding available (50% of the total project cost up to $25,000).

Total Project Cost is the total budgeted cost of your project.

Total Amount Requested is the total financial support you are requesting under this grant.

The applicant will be contributing the difference between the Total Project Cost and the Total Amount Requested.

Total Project Cost *

50000

Must be a dollar amount.

If unsure, please enter the anticipated amount: $50,000 (ex GST)

Total Amount Requested *

25000

Must be a dollar amount and no more than 25000.
This amount should be 50% of the total project cost up to $25,000. If unsure, please enter the anticipated maximum amount: $25,000 (ex GST)

Have you received or are you going to receive funding from another NSW Government initiative for the same activities funded by Net Zero Planning Grant Round 2? *

○ Yes ○ No

If your business has received or will receive funding from another NSW Government initiative for the same activities, you are ineligible for this Grant for those activities.

Please provide details on the funding source and funding amount. *

Have you received or applied for additional funding from any source outside NSW Government for the same activities funded by this Grant *

○ Yes ○ No

You may access other external funding sources, provided those funding contributions, together with this grant do not exceed 100% of the total cost of the activities funded by the Grant.

Please provide details on the funding source and funding amount. *

Additional Information

* indicates a required field

7.1 Environment protection licence

Has your organisation been issued an environmental protection licence(s) by NSW Environmental Protection Authority (EPA)? *

○ Yes ○ No

NSW EPA issues environment protection licences for industrial premises. For more information, please visit: https://www.epa.nsw.gov.au/Licensing-and-Regulation/Licensing/Environment-protection-licences

Briefly describe the industrial premise(s) and related environmental protection licence(s) issued by NSW EPA. *

Word count:
Must be no more than 150 words.

7.2 Specialist Consultant(s)

Do you have an existing specialist consultant(s) to work with to deliver milestone 1 activities? *

○ Yes ○ No

Specialist Consultant Details

Specialist Consultant's Organisation Name *
Organisation Name

Principal Consultant Name *
Title First Name Last Name

Principal Consultant Position

Principal Consultant Phone Number *
Must be an Australian phone number.

Principal Consultant Email *
Must be an email address.

7.3 Communication

How did you hear about the Grant? *
☐ LinkedIn
☐ NSW Climate and Energy Action Website
☐ Specialist Consultants
☐ Industry Associations
☐ Sustainability Advantage membership
☐ Other:

Declaration and Authorisation

* indicates a required field

Acknowledgement

I acknowledge that I have read the Net Zero Planning Grant Round 2 Funding Guidelines. I also acknowledge that the Grant funding if awarded, will not be used to cover the following costs:

- Costs incurred (that is, paid for in full or through a deposit) prior to the notification of successful completion of milestone 1.
- Internal project management and labour costs.
- Hours and costs not consistent with prevailing market rates.
- Costs associated with the purchase of carbon offsets.
- Costs associated with any capital expenditure.
- Costs associated with equipment or technology assessments.
- Costs associated with actions required for mandatory reporting under the National Greenhouse and Energy Reporting (NGER) Scheme. This may include actions under Data and Reporting elements of the Guide.
- Costs associated with external training and certification program fees, auditing, verification and validation fees.
- Costs for existing ongoing activities, for example, existing voluntary reporting.
- Costs associated with substantially similar work contracted or commenced with external consultants prior to the grant application date. As part of the milestone review process, grantees may be required to provide evidence, such as existing consultant contracts, to demonstrate compliance.

Declaration

The Applicant represents and warrants that this application has been submitted by an authorised representative of the Applicant (e.g. CEO, Chief Financial Officer, General Manager, Director, Chair of the Board, President, authorised manager etc).

Where this Application is submitted in the course of employment by a representative of any kind (e.g. authorised representative or agent) of the Applicant, you: (i) acknowledge and agree that the Applicant is deemed to be jointly and separately bound by this application; and (ii) represent and warrant that you have the authority to represent and bind the Applicant as contemplated by this provision.

By submitting this application form I hereby declare that:

- I agree for my project to be automatically considered in other NSW funding programs;
- I have read and understood each of the acknowledgements, agreements, representations and warranties provided above, and that each of these are true and correct;
- All information provided including the responses to each question in the relevant sections of this application is true and correct to the best of my knowledge;
- Any information contained in this application may be disclosed to other Government agencies, staff administering the program, and to external stakeholders (including consultants, lawyers and other advisers) as part of the assessment of this application;
- I am authorised to submit this application on behalf of, and have the authority to represent and bind the Applicant;
- I understand that any false declaration may render this application ineligible/invalid; and
- All relevant conflicts of interest have been declared
- The content provided in this application is truthful, accurate, and a genuine representation of the project, activities, and/or outcomes.

- Where any part of the application (including milestone reports or other supporting documentation) has been prepared using artificial intelligence (AI) tools (e.g., ChatGPT, Microsoft Copilot), the content has been thoroughly reviewed and validated by the applicant to ensure accuracy, completeness, and alignment with the project's actual intent and activities.
- The applicant retains full responsibility for the content submitted, regardless of whether AI or third-party tools were used in drafting.

Authorisation

I agree *
☐ Yes

Name of authorised person *
Title | First Name | Last Name

Position *
Position held in applicant organisation (e.g. CEO, Treasurer)

Phone Number *
Must be an Australian phone number.
We may contact you to verify that this application is authorised by the applicant organisation

Email *
Must be an email address.

Applicant feedback

You are nearing the end of the application process. Before you review your application and click the **SUBMIT** button please take a few moments to provide some feedback.

How did you find the online application process?
○ Very easy ○ Easy ○ Neutral ○ 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

Please provide us with your suggestions about any improvements and/or additions to the application process/form that you think we need to consider.