Environmental Grants For Schools GUIDELINES

24 February 2021

Randwick City Council
a sense of community

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Background

Over the years of Randwick City Council's environmental levy program, schools have been eligible for funding support for a variety of initiatives aimed at assisting the local school community achieve outcomes relevant to a range of environmental and socially important outcomes. These include growing their own food (supported with funding to install food gardens), saving water (supported with funding to install rainwater tanks), habitat protection and restoration (funding support for planting of native gardens) and cycling to school (funding support to install bike racks in the school). In addition, a number of schools have also installed native bee hives with support from Council.

Randwick City Council’s local school communities represent a diverse and potentially proactive group of students, teachers, parents and principals across our City. The small support Council can provide local schools goes a long way to extending the reach of Council’s environmental programs and in strengthening local environmental outcomes across the full range of environmental and sustainability issues facing our community.

1. Introduction

Randwick City Council is a leader in creating a more environmentally sustainable city through its own actions and by increasing community participation and involvement in sustainability practices. The purpose of the Environmental Schools Grants Program is to support environmental projects in local schools that strengthen the students and the wider school community's environmental learning experiences.

Funding is available to registered NSW schools in the Randwick City Council Local Government Area. Applicants must demonstrate that the projects will enhance environmental learnings within the school, is supported across the school community, and that the project is linked to the school curriculum.

The funding for this program is currently available through Randwick City Council's, Sustaining Our City environment levy initiative and informed by Council's newly adopted Environment Strategy outlining key outcomes that contribute to a climate resilient Randwick City.

2. Aim

To improve sustainability outcomes in local schools and support programs that foster sustainable behavioural changes.

3. Who can apply?

All schools located in the Randwick Local Government Area are eligible to apply.

4. Funding available

Grants of up to $5,000 are available on a matching funds basis.

5. Eligibility

To be eligible for Environmental Schools Grants funding:

- the applicant must be a registered NSW school in the Randwick City Council Local Government Area
- the project must be aligned with one or more of the program objectives
- your application must be received by the closing date
- you must agree to showcase project results and account for funding provided.

6. Key dates

Applications close: 31 March 2021

7. Program objectives

The program will fund projects that align with the following objectives:

- enable and improve initiatives that increase environmental benefits and/or on-ground outcomes for the school
- provide learning outcomes / opportunities for students on sustainability or related practical life skills
- integrate and support the importance of sustainability into the school curriculum
- provide wider learning opportunities, social support and enhanced links across the wider school community
- help reduce the effects of climate change.

8. Assessment criteria

Your application will be considered by Randwick City Council against the assessment criteria below:

- the project must be aligned with one or more of the above program objectives
- there is a proven need and tangible on-ground benefit for the proposed project
- the school demonstrates how learning associated with the project is linked to the curriculum
- demonstrate environmental outcomes (additional social wellbeing outcomes will be considered as adding value in the assessment process)
- demonstrated commitment to the proposed project and its outcomes of the school community e.g. parents, teachers and students (both formal and informal contributions to projects and supporting activities can be included)
- all OH&S, building, safety and legal procedures and requirements are met by the school and its community in the conduct of proposed projects and include ongoing maintenance projects on the school premises.

9. Eligible project ideas

Applicants may seek funding under the Environmental Schools Grants program for initiatives identified by the school as environmental priorities and projects. As example, Council has previously supported the below project ideas:

- healthy food gardens
- native gardens
- sensory gardens
- native bee hives
- rainwater tanks
- bike racks
- solar PV https://www.solarmyschool.org.au/
- healthy oceans, clean beaches education programs https://www.oceanactionpod.org/for-schools
- beach and surf safety education
- http://scienceofthesurf.com/schoolinfo.html

10. Conditions of funding

All applicants are required to submit a project plan and timetable showing when the project, event or activity funded by the grant will take place. Full budgetary details, including detailed costings for financial contributions, are required.

Please note, Council's contribution is of a one-off nature with no guarantee of further funding. There are always more requests for financial assistance than available funds; therefore schools should carefully consider the amount being applied for. Randwick City Council cannot guarantee that the full amount applied for will be offered.

Any unspent monies are to be returned to Council as soon as the project has been finalised. In the event that the project, event or activity cannot be completed, Council is to be informed of any items of equipment purchased from the funds received and remaining funds are to be returned to Council.

The following projects will not be funded:

- profit making projects, or projects that promote (directly or indirectly) profit making ventures, or projects that charge the public access to the activity
- maintenance of existing facilities or amenities
- core school curriculum activities.

11. Payment arrangements

Once a school has been notified of their success in receiving Environmental Schools Grants funding:

- a tax invoice to Randwick Council will be required for the grant funding amount (plus GST if applicable) agreed to by Council
- a cheque or electronic funds transfer payment will be provided to the school (funds provided by Council must be deposited in an account in the organisation's name)
- payment is made within four weeks of receiving the invoice.

12. Evaluation report and funding acquittal

It is a condition of funding that an evaluation report including photographic records be provided including acquittal of funds spent completed in full and received by Randwick City Council within 6 months of receiving funds. Project finalisation beyond this timeframe will be required to provide an update on progress and expected completion date within this same period.

The evaluation report is to include:

- before and after photographic records of your school project (this information may be used in Council's newsletter, promotional materials or electronic media)
- demonstrated learning outcomes within the school term of the project occurring including how the program links into the school curricula
- description of the steps that were used to create the project
- payment of full or partial Council financial contributions. Presentation of the appropriate invoicing (payments to school accounts only) including confirmation of the school's financial contribution to the project
- this final report requires endorsement of the school principal.

Failure to provide supporting documentation (photographic records, invoices of funds spent and matching basis from school funds) may reduce future opportunities for your school to receive funding support from Randwick Council.

13. Assessment and approval process

A panel will be convened by Council staff to assess the applications. All applications will be advised in writing. Successful applications will be published on Council's website. Incomplete applications will be unable to be processed in the funding round submitted.

All submissions will be receipted and acknowledged by return email.

14. Enquiries

All enquiries should be directed to:

Helen Morrison

Sustainability Project Officer, Community Programs

Tel: 9093 6223

Email: helen.morrison@randwick.nsw.gov.au

15. Resources

Sustainable Schools NSW

https://www.sustainableschoolsnsw.org.au/

NSW Office of Environment & Heritage – education resources

http://www.environment.nsw.gov.au/education-resources

NSW Early Childhood Environmental Education Network (ECEEN)

http://www.eceen.org.au/

ESSSN Eastern Suburbs Sustainable Schools Network - contact Julian Lee on 9093 6224 or email julian.lee@randwick.nsw.gov.au (claim teacher professional learning accreditation for attending meetings).

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