

Enviromental Projects Fund 2026/2027 Applications

Form Preview

Environmental Projects Fund

Purpose

We know our community values our local environment and wants to see it protected and improved.

This program supports our community to deliver projects that care for our local environment. Projects should aim to improve biodiversity and sustainability, protect local ecosystems and involve students and the wider community.

Key Dates

Applications open 1 September 2026 and close 30 September 2026.

Funding Available

Maximum per application is \$5,000

A total of \$20,000 is available.

Who can apply

The following are eligible to apply:

- Incorporated, not-for-profit organisations or charities
- Schools

If you are an unincorporated community group, volunteers or individual you must be auspiced by a not-for-profit that is eligible to apply in their own right, prior to submitting your application, and that is relevant to the sector and can support the development of the proposal.

What can I apply for?

Examples of projects that would be eligible are

- Improving sustainability e.g. Worm farms/composting projects, waste and recycling projects.
- Improving biodiversity and local ecosystems.
- Control of priority pest animal and weed species.
- Environmental education for community.
- Reducing the community's carbon footprint.

For more information on eligibility and assessment for this fund and for further information for all our grant and sponsorship funds please refer to our [Community Funding Guidelines](#)

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Application Contact Details

* indicates a required field

Applicant Details

Applicant *

Title First Name Last Name

Applicant Position (if applying on behalf of organisation) *

Applicant Primary Address *

Address

Applicant Primary Phone Number *

Must be an Australian phone number.

Applicant Primary Email *

Must be an email address.

Organisation Details

Organisation/School Name (if applicable)

Organisation Name

ABN (if applicable)

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

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ACNC Registration
Tax Concessions
Main Business Location

Must be an ABN.

Organisation Primary Address

Address

Organisation Primary Phone Number

Must be an Australian phone number.

Organisation Primary Email

Must be an email address.

Organisation Primary Website

Must be a URL.

Project Details

* indicates a required field

Project Description

Project Title *

Short project description *

Provide a short description (100 words recommended) of your project - what are you out to do?

When will the project commence *

Must be a date.

Will it be completed within 12 months? *

- ☐ Yes
☐ No (Project must be completed in 12 months, please reconsider your application if you can't comply)

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Project Location

Where do you plan to implement your project? *

What is this space currently used for? *

Is the location on public land (council land)? *

- ☐ Yes
☐ No

Do you have Councils consent? *

- ☐ Yes
☐ No

Notes: A Works on Council Land application may need to be completed based on the nature of the application. If your project is on council land, please contact Volunteer Support Officer on 4988 0255

If landowners consent has not yet been obtained, this may impact funding eligibility and will have to be provided prior to the project starting.

Project Financial Details

Funding amount applying for *

\$

Must be a dollar amount and between 1000 and 5000.

Has your organisation made an application for financial assistance from other funding bodies for this project? *

- ☐ Yes
☐ No

Please provide details of the funding body, application date and amounts sought and granted

Project Alignment

*** indicates a required field**

Project Alignment to Funding Criteria

Describe how your project will deliver positive environmental outcomes. *

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How will the project contribute to creating innovative solutions for the environment and/or how does it address environmental need? *

How will the project help to increase community and/or student understanding about their local environment? *

Outline your project steps including timeframe. *

How will you measure your achievements? *

Are there any additional approvals that you may need to obtain for this project? *

- ☐ Yes
- ☐ No
- ☐ Unsure (please discuss with the Volunteers Support Officer prior to submitting on 4988 0255)

Please list any additional approvals required

Supporting Documentation

* indicates a required field

Insurance

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Do you have Public Liability Insurance to cover your project? *

- ☐ Yes
- ☐ No
- ☐ Covered under registered Council volunteer group

Please upload the applicable Public Liability Insurance

Attach a file:

Budget

Are you expecting any income to be generated by your project?

- ☐ Yes
- ☐ No

If you have a completed budget, please upload below

Attach a file:

Include all expenditure for project including funds that may not be covered by grant

If you have not attached a budget above, please complete your budget below

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

Budget Totals

Total Expenditure Amount

\$

This number/amount is calculated.

Project Quotes

Please upload any written quotes that have been obtained to complete your project if applicable.

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Attach a file:

Attach a file:

Attach a file:

Attach a file:

Further supporting documentation

Please upload any further documentation to support your application if applicable.

Attach a file:

Attach a file:

Attach a file:

Attach a file:

Feedback

* indicates a required field

Please tell us how you heard about our program? *

- ☐ Word of mouth - through friends, family or colleagues
- ☐ Social Media - Facebook
- ☐ Council Website
- ☐ Direct Email from Council
- ☐ Newspaper
- ☐ Radio
- ☐ Other:

How would you rate your experience completing this application form? *

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☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5
1 Very Dissatisfied - 5 Very Satisfied

Please provide any feedback on the application process

Declaration

- I understand that all applications received from individuals will be subject to public exhibition of 28 days if endorsed by Council with final approval by Council following any submissions received as a result of the public exhibition.
- I certify that to the best of my knowledge the statements made in this application are true.
- I certify that I am authorised by my group/organisation to complete this application.
- I understand that if Port Stephens Council approves this application, I will be required to accept the conditions of the funding agreement.
- I consent to the information contained within this application being disclosed to or by Port Stephens Council for the purpose of assessing, administering and monitoring my current and any future grant applications.
- I understand that if Port Stephens Council approves a grant, I will be bound by the contents of my application to carry out my project as I have described and my application will form part of my contractual agreement with Port Stephens Council.

I agree to the above *

- ☐ Yes
☐ No

Authorised person's name *

Authorised Position *

Reason of disagreement to declaration