

Circular solar trials grants program

Application guidelines: EOI stage

Applications close 4pm, 17 September 2020



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Introduction

It is forecast that over the coming decade, Australia will have one of the most significant accumulated solar panel waste streams in the world. There is a considerable opportunity to recover valuable materials and create new markets for end-of-life solar panel and associated battery systems.

Background

The International Energy Agency has forecast that Australia will have one of the most significant accumulated solar panel waste streams in the world. Although current volumes are relatively low (less than 2,000 tonnes generated in NSW per year), this emerging waste stream is expected to rapidly increase as installed systems reach end of life. In NSW, it is forecast that this waste stream could generate from 3,000 - 10,000 tonnes per year by 2025 and 34,000 – 63,000 tonnes per year by 2035.

Australia is also a leading market worldwide for energy storage batteries. However, only 3 - 5% of all batteries (not including lead acid batteries) in Australia are collected for recycling.

NSW has a growing number of large-scale solar projects across the state. This positions NSW to take a proactive approach in addressing this emerging waste stream.

Circular solar trials grants program priorities

The EPA has established the Circular solar trials grants program to address this emerging waste stream. The priorities of this program are to

- apply circular economy approaches to develop end-to-end solutions for solar panel and battery systems at end-of-life
- stimulate immediate and ongoing job creation and economic activity in response to COVID 19
- stimulate increased collection activities across supply chains through the trial of recovery logistics models
- reduce the generation of unnecessary solar panel and battery waste to landfill in NSW by drawing on collaboration across the supply chain
- show safe storage of collected solar panel and battery systems
- show high-value processing and material recovery and energy efficiency
- identify barriers, enablers and friction points to the starting of an end-of-life solar panel market in NSW
- test new models for a secondary marketplace for obsolete solar panels, including showing viable reuse of panels that still function efficiently
- improve understanding of NSW market readiness for panel and battery recovery
- model job creation and economic value, so that successful projects may be scaled up and/or implemented across other regions.

Aims

The EPA is conducting the Circular solar trials grants program in the following two stages:

Stage 1: Expressions of interest (EOI); and

Stage 2: Detailed project planning.

Each stage is described further below.

The overall aims of the program are to identify, and provide funding for, collaborative 'whole-of-supply chain' projects that trial a circular economy approach to managing end-of-life solar panels and/or battery systems in NSW.

The aims of the EOI stage are to

- (a) identify organisations with the capacity, capability and experience to deliver collaborative 'whole-of-supply chain' projects that trial a circular economy approach to managing end-of-life solar panels and/or battery systems in NSW; and
- (b) shortlist those organisations to participate in Stage 2.

The aims of the detailed project plan stage are to

- (a) identify, from the EOI stage shortlisted organisations, the developed and detailed project plans and budgets for projects that deliver collaborative 'whole-of-supply chain' projects that trial a circular economy approach to managing end-of-life solar panels and/or battery systems in NSW; and
- (b) determine the organisations and projects to be funded under the Circular solar trials grants program.

The development of trials is needed to test the commercial and logistical feasibility of collecting solar panel and battery systems for recycling and reuse, while linking these collected resources with end-markets to show end-to-end outcomes.

EOI responses must address end-to-end solutions within a circular economy supply chain and provide information about how those solutions address the program priorities. Figure 1 shows a basic conceptual model of a circular economy supply chain for solar panel and battery systems.

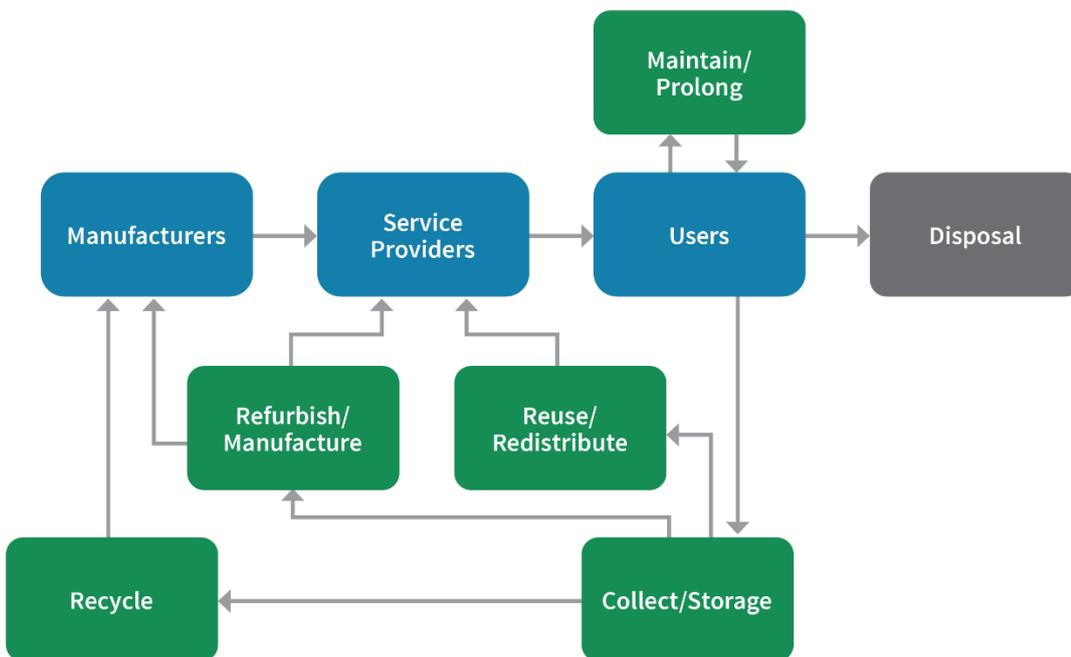


Figure 1. Circular economy supply chain for solar panel and battery systems

Expressions of interest

Trialling collection, reuse and recycling business models that promote circular economy activities will show end-to-end solutions for managing solar panel and battery systems at end-of-life.

The NSW Government has committed to a \$10 million recycling fund to reduce landfilling of solar panels and battery systems. This investment is intended to future-proof the management of this growing waste stream and help NSW transition to renewable energy sources within a circular economy.

This Circular solar trials grants program is the first phase of this recycling fund program. A total of \$2 million is available under this program for eligible projects that are shortlisted from the EOI stage to participate in the detailed project planning stage.

Future rounds of funding may be offered following the completion of the EOI and detailed project planning stages. Lessons learned from conducting the EOI detailed project planning stages may result in redesigning future funding rounds. Priorities for future funding rounds may include the scaling up of programs, together with new recycling/reuse infrastructure, collection models, research and market development. Applications for future grant funding will not be restricted to organisations that have applied for or received funding in the Circular solar trials grants program.

Expressions of interest (EOI)

The EOI stage seeks to ascertain interest in collaborative trials aimed at enabling reuse and recycling circular business models. It also hopes to leverage future investment and infrastructure that will activate the collection, repair, refurbishment, reselling, and recycling of end-of-life solar PV panels and batteries.

EOI responses must address end-to-end solutions within a circular economy supply chain and provide information about how those solutions address the program priorities.

EOI responses will be assessed against the criteria listed in table 1 in the application and assessment section following.

EOI responses must also meet the eligibility criteria described in the Conditions of eligibility section following.

Stage 1

Applicants will complete the EOI stage 1 form, which outlines the proposed project, including activities that will be delivered and partners who will participate in the delivery of the project. Applications will be assessed by an independent technical review committee (TRC) which will recommend projects to progress to Stage 2.

Stage 2

Only applicants who have been shortlisted from Stage 1 will be eligible to participate in Stage 2. This stage is envisaged to open in October 2020 once Stage 1 applications have been assessed. Details about the processes associated with Stage 2 will be provided to those applicants shortlisted to participate in that stage in the Stage 2 suite of documents. It is envisaged that Stage 2 participants will have four weeks to develop their detailed project plans, formalise networks and complete detailed budgets. Information about the assessment process associated with Stage 2 will be provided in the Stage 2 suite of documents.

The EPA envisages offering some funding to Stage 1 applicants who are shortlisted to participate in Stage 2, to assist Stage 2 participants to develop their detailed project plans, detailed budgets and formalise networks in the supply chain (see Funding section). Applicants must, in their EOI responses,

indicate the funding they anticipate they are likely to need for this work, including evidence to support the anticipated funding.

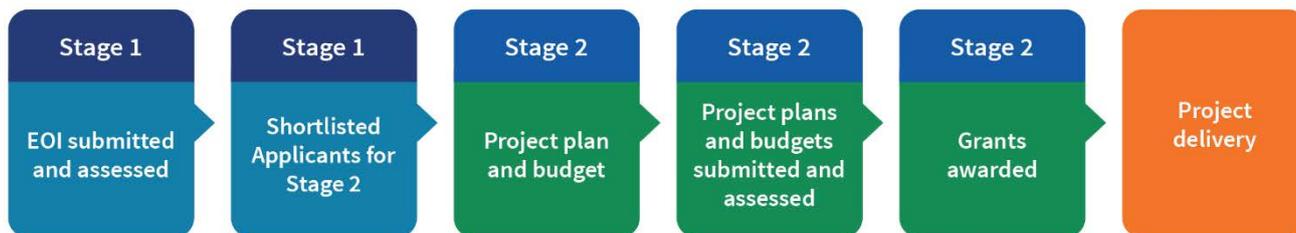


Figure 2. Application process for Stages 1 and 2

Indicative timeline

EOI stage opens	19 August 2020
EOI stage closing date and time	4pm on 17 September 2020
Stage 1 applications assessed by TRC	early October 2020
EOI applicants shortlisted to participate in Stage 2 notified and associated documents released	mid October 2020
Stage 2 closing date	mid November 2020
Stage 2 TRC assessment	late November 2020
Announcement and projects commence	February 2021

Organisations eligible for funding

In responding to this EOI, the applicant (lead organisation) must hold an Australian Business Number (ABN) and be either

- an Australian entity or partnership incorporated under the *Corporations Act 2001* (Cth);
- a council (as defined in the *NSW Local Government Act 1993*), regional organisation of councils or another local government-controlled organisation;
- a state government entity;
- an Australian research institution, which can be a tertiary education institution, a government agency established for the purpose of research, a cooperative research centre, an institute or centre of research or a privately-owned and accredited research facility. Any privately-owned research facilities must provide evidence of accreditation (eg. National Association of Testing Authorities, Australia, or similar);
- a non-government/not-for-profit organisation (must comply with the ATO's definition) with an established legal status, or those without a legal status that are able to have grant funds administered by another organisation with legal status.

Partnership projects

The EPA expects successful Circular solar trials projects to involve strong and collaborative partnerships.

Partnership projects can improve the implementation and reach of projects. EOI responses will be expected to show enduring partnerships across the supply chain between business (such as manufacturers of batteries/panels, installers, recyclers/reuse facilities and end users), investors, industry, local government and potentially tertiary/research organisations working to achieve commercially viable outcomes.

Applicants are encouraged to develop partnership projects with an emphasis on end-to-end supply chain collaboration. For example, entities currently generating solar panel and/or battery system waste may partner with those that collect, reprocess and/or reuse the material.

For the EOI Stage, the partnership agreements may be shown with an email from the partner organisation stating that they intend to be involved in the project. When submitting your application please save all partnership emails as the one attachment.

Details of the EPA's requirements regarding partnership agreements required for Stage 2, and any changes the EPA may recommend to the lead organisation for projects shortlisted to participate in Stage 2, will be provided with the suite of documents applicable to Stage 2. Applications for Stage 2 should consider any EPA recommendations to change the lead organisation in preparing their final submission.

It is currently envisaged that, for Stage 2 applications

- formal memorandums of understanding (MOUs), signed by both the applicant and the partner, or letters of support from partners (specifying nature of support), will need to be included. The MOU will need to detail the actions, activities and contributions (both in-kind and cash) each partner will perform and how they will contribute to the anticipated project outcomes
- agreements must be reached between all partners relating to project management roles, responsibilities and funding contributions and reporting requirements. The lead applicant will be responsible for the performance of the partner organisations participating in the project.

Applicants must be willing to work closely with the EPA to make sure proposals deliver on the objectives of the EOI and offer a flexible design to collection and logistic models and reuse trials.

To ensure commitment by project partners across the supply chain, the EPA may request named partners to sign the final funding agreement for the project.

Facilitators

Organisations may nominate a facilitator to work with waste producers and recruit potential waste users, creating partnerships across the supply chain to independently manage and deliver an end-to-end trial project. Facilitators could also apply for the funding directly as lead organisation, should they meet the eligibility criteria.

A facilitator could be a peak body, university, specialist consultant or government organisation.

Facilitators should have

- a demonstrated capability to match-up organisations across the supply chain while addressing the program's objectives
- established business networks in relevant industry sectors
- evidence they are known and respected in the industry (this could be in the form of referees and/or letters of support)
- an ability to judge the commercial viability of opportunities and proposals
- strong time management and project management skills
- drive and initiative in project delivery
- an ability to successfully work with and manage multiple stakeholders and project partners to completion, and match those generating the material with those who will use it

- a knowledge or practical experience in resource recovery, reuse and/or recovery of materials
- an ability to successfully implement new business models with the potential to scale up operations at completion.

For the EOI stage, a facilitator's experience must be described in the EOI application, and, if the application is shortlisted to participate in the detailed project plan stage, further details and letters of support to be provided in that stage.

Conditions of eligibility

In responding to this EOI, applicants must:

- complete the EOI form
- complete the budget form (Excel document), available to download on the [EPA website](#)
- have your application signed and endorsed by a senior office bearer from the lead organisation. For groups of councils, evidence of support must be provided from the general managers of all participating councils, or their delegates.
- ensure your application is received by the closing date and time. Late applications will not be accepted.
- show that the time required for all necessary planning, regulatory or other approvals has been considered
- submit projects that will start by February 2021 and finish by the end of 2022 – this includes submitting the final report
- show that the project is primarily focused on end-of-life solar panels and/or associated battery systems.
- show in the application that the intended outcomes are measurable and provide a foundation for future research. Stage 2 proposals must include a robust process for monitoring, evaluating and reporting on the success or failure of the project, including gathering supporting evidence. This should include the assessment of any future activities enabled by the funded project.
- show you have the means or support to complete the project and related administrative work by the required date. This should include support from project partners.
- show that you, your related entities and your project partners, have a satisfactory compliance history under NSW environment protection laws.

These conditions will be considered by the technical review committee (TRC) during the assessment of EOI responses.

Funding

A total of \$2 million is available under the Circular solar trials grants program.

Typically, the EPA expects that funding requests will not exceed \$1 million per proposed project. However, the TRC may, at its discretion, recommend a proposed project seeking up to \$2 million of funding if the EOI response is shortlisted to participate in Stage 2. The TRC may consider exercising this discretion where a proposed project represents a highly compelling and robust end-to-end project that addresses all aspects of the solar panel and/or battery reuse and recovery supply chain. Applicants must provide clear justification for any funds being sought in excess of \$1 million in the EOI form.

By submitting a response to this EOI, applicants acknowledge that the EPA does not guarantee either any funding or the amount of the funding requested. Funding is provided at the absolute discretion of the EPA and the EPA's decisions regarding funding are final.

Stage 2 project development support

Applicants must indicate in the Stage 1 EOI form if they seek to apply for Stage 2 project development support funding, should they be shortlisted to participate in Stage 2. Applicants can only utilise this funding to prepare the following Stage 2 documentation: detailed project plans, detailed budgets and negotiating partnerships with other entities in the supply chain (to be evidenced with supporting MOUs/letters of support in Stage 2 submission). Stage 2 project development support funding is capped at \$20,000.

Applicants seeking Stage 2 project development support funding must detail how much project development support they need (up to \$20,000, depending on size and scale of project) and provide a justification for the funding support. The amount of any Stage 2 project development support funding that may be provided will be subtracted from any funding that may be granted for the proposed project following the assessment process associated with Stage 2.

By submitting a response to this EOI, applicants acknowledge that being shortlisted to participate in Stage 2 does not automatically entitle applicants to any or all of the Stage 2 project development support they may have applied for during the EOI Stage. The EPA reserves the right in its absolute discretion to decline to provide any or all of the Stage 2 project development support amount that may have been requested in the EOI Stage.

EOI applicants who do not request any Stage 2 project development support funding and are shortlisted to participate in Stage 2 may, if their proposed project is awarded a grant of funding, spend the entirety of the awarded amount on project delivery.

The provision of Stage 2 project development funding will be subject to agreement in a letter of offer (including details of how the funding must be spent) and is not indicative of likely success in Stage 2.

Co-contribution

A cash co-contribution from the applicant is required. The applicant's co-contribution must be cash-based which can be attributed to payment of specific invoices covering at least 25% of the eligible costs.

The more an applicant can show extra value in the project from their own contributions, the higher the project will rank under the 'value for money' criterion. Any In-kind contributions should be clearly identified in the application. These include using existing resources (such as storage facilities or equipment), promotional activities (such as social media posts or developing partnerships), staff or volunteer time – and may come from the applicant or project partners. In-kind contributions do not form part of your co-contribution but are part of your overall financial commitment to the project.

Funding from other EPA grants or programs (such as community recycling centres or other infrastructure grants) must not be included as the co-contribution.

Funding from other sources

Applicants can seek other funding to supplement their delivery of their proposed project.

Applicants shortlisted to participate in Stage 2 will be required to detail all funding sources. Non-EPA state or federal government funding may be included as the applicant's co-contribution, if it has been secured at the time of the Stage 2 application.

Funding from other EPA grants or programs (such as community recycling centres or other infrastructure grants) cannot be included as the co-contribution. However, it can be used to fund extra activities that are in addition to and will compliment your EOI project.

Targeted funding

The Circular solar trials grants program targets projects that propose to trial a 'whole of supply chain' approach to managing end-of-life solar panels and/or their batteries systems in NSW (see Circular solar trials grants [program priorities](#)). This would include projects that show a model incorporating collection, storage, re-use/recycling and end markets.

Examples of items eligible for funding include, but are not limited to, the list shown below. If the item is not included on the list below, please contact the EPA to confirm if the item is eligible for funding before including it in your EOI Stage application.

- Reasonable funding for project manager to facilitate relationships across the supply chain (facilitation costs).
- Reasonable costs of transportation of materials (e.g. collection of panels/batteries and delivery to site for processing).
- Cost of buying or hiring plant or equipment (e.g. feasible processing technologies showing high-value processing and material recovery for recycling and/or reuse, including equipment upgrades at an existing facility to trial recycling/reuse of panels or batteries).
- Modifications to existing processing and/or storage facilities (e.g. modifications for temporary storage areas to store materials/panels waiting to be processed, or processed materials/panels ready for sale to end markets).
- Activities to increase end markets for recovered or repurposed solar panels/batteries or their components.
- Activities that will lead or contribute to sustained change in skills and behaviour, such as staff training or promotion to facilitate sourcing of end-of-life solar PV and battery systems monitoring and evaluation of the project to inform future scaling-up of projects.
- Research and development activities directly connected with practical on-the-ground trials of end-to-end supply chains, characterised by their originality, the outcomes of which will be new knowledge and may lead to practical applications, new improved materials, products, processes or services.
- Sampling, testing of materials and products to confirm suitability.
- Staff time, up to 50% of salaries (the applicant must provide the remaining 50% of salaries as an in-kind contribution).
- Consultant time can be fully funded (subject to restrictions in 'Items and projects that will not be funded').

Details about, and limits on, available funding under the above categories will be provided in the Stage 2 suite of documents.

Funding provided for detailed project plans and budgets for Stage 2 can only be used for the development of the Stage 2 project plan. It supports staff/contractor time to research and develop the plan, negotiate partnerships and prepare formal agreements, including legal fees and expert advice.

Items and projects that will not be funded

The Circular solar trials grants program will **not** fund

- activities that have already started or are carried out before the grant is offered or accepted
- projects not located in NSW
- projects that are not specifically addressing end-of-life management (which must include at least one of reusing, refurbishing or recycling) of solar panel and battery systems generated in NSW
- projects proposed by applicants who are unable to show the financial capability to undertake the project
- land acquisition and venture capital
- purchase of plant or equipment that has been previously owned by any associated entity
- ongoing operational costs, such as, but not limited to, rent, IT equipment, electricity, insurance, salaries, water and other utilities
- costs associated with disposal of solar panels or associated battery systems
- costs of obtaining planning approval or environment protection licences
- attendance at workshops or participation in the project activities – for either the grantee or their audiences
- activities (or parts of activities) that have been funded by other EPA programs such as Waste Less Recycle More grants or the Better Waste and Recycling Fund
- ongoing activities that happen once the project the subject of the grant is completed
- projects that focus solely on research or the production of resources and promotional items
- projects that focus solely on one stage of the end-of-life solar panel or battery supply chain (eg collection or processing)
- applicants who have, or whose related entities or project partners have, failed to adequately address a breach of the *Protection of the Environment Operations Act 1997* (POEO Act) or other environment protection laws.

The EPA may, at its absolute discretion, update or add to the above items and projects that will not be funded at any time during the Circular solar trials grants program.

Budget

For the EOI Stage, applicants must submit an indicative budget on the Excel spreadsheet available on the EPA website.

Those applicants who are shortlisted to participate in Stage 2 must develop a detailed budget. The Stage 2 suite of documents will be provided to those applicants who are shortlisted to participate in Stage 2.

Goods and services tax (GST)

Goods and services tax (GST) should not be included in the application budget. The EPA will add 10% GST to the grant payment, where applicable.

A tax invoice is required for the amount of each milestone payment of the final grant. The invoice should include GST as a separate component if applicable.

Funding allocation

Funding for Stage 2 project development support: EOI applicants who are shortlisted to participate in Stage 2 and sign a letter of agreement to submit Stage 2 documentation may be provided upfront with 50% of the awarded funding to prepare Stage 2 documentation. The final 50% will be provided on submission of the Stage 2 project plan. Total maximum funding is capped at \$20,000.

Funding for projects awarded grants after Stage 2: It is proposed that funding allocation for successful projects will be as follows:

- 25% of approved funding (less any funding already accessed for detailed project planning) on signing the grant agreement
- 25% of approved funding on submission and approval of the end of year 1 report (this report will also include a financial report)
- 25% on achievement of key milestones (to be defined in funding agreements)
- 25% of approved funding at the end of the project.

Grant conditions

EOI applicants shortlisted to participate in Stage 2 must submit the following to the EPA before starting the Stage 2 process:

- an invoice to the EPA for the first milestone payment to complete Stage 2 documentation (if Stage 2 project development support funding has been requested and granted); and
- a signed letter of agreement (in a form to be determined by the EPA) if they are receiving EPA funding to complete the detailed project plan.

Applicants who progress through Stage 2 and are awarded project funding will be required to:

- sign the grant agreement. Grantees have up to 30 days from the date of formal notification of the offer of funding to do this. If the agreement is not signed within the specified period, the offer of funding may lapse
- provide an invoice to the EPA for the first milestone payment
- hold appropriate insurance and public liability coverage
- regularly engage (i.e. at least every quarter by phone) with the EPA's Waste and Resource Recovery Infrastructure Unit
- acknowledge the Circular solar trials grant program and the support of the EPA on all publications, externally distributed reports, websites and publicity materials including resources, kit items, brochures, signage, advertising and invitations relating to the project, in accordance with the grant agreement
- invite a NSW Government representative to any launch or public event associated with this funding
- use and comply with EPA or NSW Government branding requirements
- comply with any other conditions that may be outlined in the Stage 2 suite of documents
- hold grant funds in a separate, interest-bearing account until expended. Grantees may apply to the EPA to spend interest accrued on eligible project costs that will enhance the outcomes of the project.

Reporting

No reporting is required for successful Stage 1 applicants, although phone meetings and email correspondence with the EPA may be required.

The reporting required under Stage 2 will be set out in the Stage 2 suite of documents.

Proposals must include a robust process for monitoring, evaluating and reporting about the success or failure of the project, including gathering supporting evidence. This includes the assessment of any future activities enabled by the funded EOI project.

Project duration

EOI Applicants who are shortlisted to participate in Stage 2 will have approximately four weeks to develop their detailed project plans and project budgets and formally establish partnerships.

Projects are expected to start by **February 2021** and finish by **December 2022** (including submitting the final report).

Projects are expected to start within one month of signing the grant agreement with the EPA. Delays in project commencement once the grant agreement has been signed may result in the withdrawal of the grant funding. Final payments will not be made until project acquittal requirements have been completed.

Project promotion and copyright

The EPA reserves the right to publish articles about the project on its website, social media and in publications. Grantees must state their requirements for commercial or personal confidentiality.

Applicants must not promote their participation in the Circular solar trials grant program, or their funding if any is ultimately awarded, until the project has been formally announced.

Grantees must agree to share any document, resource or experience with other grantees or applicants for future rounds.

By submitting an EOI application, you consent to the EPA using the information submitted for its own internal purposes, and to share with other Government agencies and consultants on a confidential basis to better understand the status of the relevant waste market(s).

EPA holds the copyright for all the resources produced under the funded project.

Misleading or false information

Applications that include misleading or false information will not be considered for funding. If the EPA is made aware of any issues relating to misleading or false information after a grant has been awarded, it can withdraw funding from the grantee. Any EPA funds spent on the project may need to be repaid.

Application and assessment

The TRC will assess your EOI response against the criteria below based on the information you include in your application form and budget form. You must therefore ensure you explain in your completed Circular solar trials grants program expression of interest form how your proposed project will meet the assessment criteria.

TRC members may not know much about you or what you want to do, so make sure you provide all the information to show your proposed project meets the assessment criteria and that you can successfully complete that project.

The application form is designed to help you provide the type of information the TRC needs to assess whether your project meets the assessment criteria. If you have any questions about the Circular solar trials grants program, contact the EPA's Waste and Recycling Infrastructure Unit by emailing infrastructure.grants@epa.nsw.gov.au.

Assessment criteria for Stage 1

Criterion 1. The project proposes a viable whole-of-supply chain approach to developing a solar panel and battery circular economy in NSW

- The project shows clear understanding of end-of-life solar panel and/or batteries and circular economy principles, including in different sectors.
- Supply and demand of the project materials and products are well understood; logistics have been considered; and activation of end-markets is achieved or aimed for.
- A plan to develop networks across supply chain has been shown.

Application form questions relating to criterion 1 are 1.1 to 1.8.

Criterion 2. The lead organisation and project partners have shown an ability to deliver the project to a high standard

The project includes

- evidence of solid partnerships or potential partnerships, leading to better resource recovery outcomes in NSW
- identification of uncertainty, risks and barriers and proposal of mitigation strategies
- proposed activities which show safe collection/handling and compliance with environmental laws
- a plan to start by February 2021.

Application form questions relating to criterion 2 are 2.1 to 2.10.

Criterion 3. The trial project will provide new information and insights to the NSW government on how best to support the growth of the NSW solar economy.

- The feasibility of new business models and innovative ideas is tested.
- Project outcomes and learnings may lead to extra research and future activities.
- Methodology for gathering and evaluating evidence about the success or failure of the proposal is included

Application form questions relating to criterion 3 are 3.1 to 3.5.

Criterion 4. The project has potential to become business as usual for the participating organisations.

- The trial proposes a credible business case that has clear potential to deliver scalable, commercially viable outcomes to manage solar panel and battery products in NSW.
- The project shows it will seek to overcome the cost barriers associated with solar panel and/or battery system collection/recovery.

Application form questions relating to criterion 4 are 4.1 to 4.4.

Criterion 5. The project provides economic, environmental and social benefits for the community of NSW, including job creation and economic value.

- The project shows feasibility and market readiness.
- The project has appropriate evaluation metrics, will leave a lasting impact and shows value for money.
- The project shows it will create job opportunities in NSW across different parts of the supply chain.
- The project shows energy efficiency and other sustainability indicators.

Application form questions relating to criterion 5 are 5.1 to 5.5.

Application process and support

In Stage 1 your application must include the completed expression of interest form and budget form. Both can be downloaded from the [EPA website](#).

If you are shortlisted to participate in Stage 2, it is envisaged that Stage 2 you will be required to develop detailed project plans, formalise networks and complete detailed budgets. Details about the documents and assessment process associated with Stage 2 will be provided in the Stage 2 suite of documents if you are shortlisted to participate in that stage.

Any supporting documents can be submitted with your application as attachments. These should be itemised in the supporting document cover page which is available from the EPA website. Attachments must not be more than a total of 10MB in size and must not exceed the maximum pages per item as described in the supporting document cover page.

Your EOI response documents must be submitted by 4pm on 17 September 2020 by emailing infrastructure.grants@epa.nsw.gov.au with the subject line: 'Your organisation name: Circular solar trials grants program EOI stage application'.

Any application that is late, incomplete or ineligible will not be considered.

Clarifications from the EPA

EPA staff are able to provide clarifications about the Circular solar trials grants program and the processes associated with the EOI stage. However, the EPA is not able to provide advice or assistance on how to respond to the questions in the Circular solar trials grants program expression of interest form how to complete the budget templates.

The EPA also intends to set up a dedicated, regularly maintained webpage for the publishing of case studies following the completion of trial projects

Documentation

Stage 1

EOI application form – in Word document format

Budget outline – in Excel spreadsheet format

Supporting documents – in (editable) PDF format

Stage 2

Application form – in Word document format

Detailed project plan – in Word document format

Detailed budget – in Excel spreadsheet format

Supporting documents – in (editable) PDF format

Financial analysis/cost benefit analysis* – in Excel spreadsheet format

*In limited circumstances for projects valued at \$1 million and over, a detailed cost-benefit/financial analysis must be completed using the template provided. The EPA will advise relevant applicants if needed, if shortlisted for Stage 2.

Contact us

If you have any questions about the Circular solar trials grants program and the processes associated with the EOI stage, contact the EPA Waste and Recycling Infrastructure Unit by emailing infrastructure.grants@epa.nsw.gov.au.