
Newcastle Port Community Contribution Fund

Guidelines for 2017 - Round 3



Invitation

In April 2014, the NSW Government established the Newcastle Port Community Contribution (NPCC) Fund. At least \$1 million is paid into the NPCC, through the Newcastle Port lease agreement, every year to be used to fund suitable projects which enhance or maintain landside infrastructure and community amenity around the Port of Newcastle.

The NSW Government is now inviting applications for such projects through an Expressions of Interest (EOI) process. This is the third round of the NPCC.

How much is in the fund?

There is \$1,173,000 (exclusive of GST) in the fund and available for allocation.

How do I apply for funds?

To apply for funds, you need to provide a completed Application Form and Response Form. The Response Form must adequately address all the Eligibility Criteria and Assessment Criteria on pages 3 and 4.

When do applications close?

5pm Thursday 15 June 2017

How do I submit my application?

You can only submit your application by emailing it to npcc@hdc.nsw.gov.au.

If your application is not submitted as required or on time, it may be excluded from assessment at HDC's discretion.

Who can I contact if I have any questions?

Please send any questions you may have to hdc@hdc.nsw.gov.au.

HDC will also hold a briefing session on Tuesday 2 May 2017 at 10am. Please register for that session by emailing hdc@hdc.nsw.gov.au.

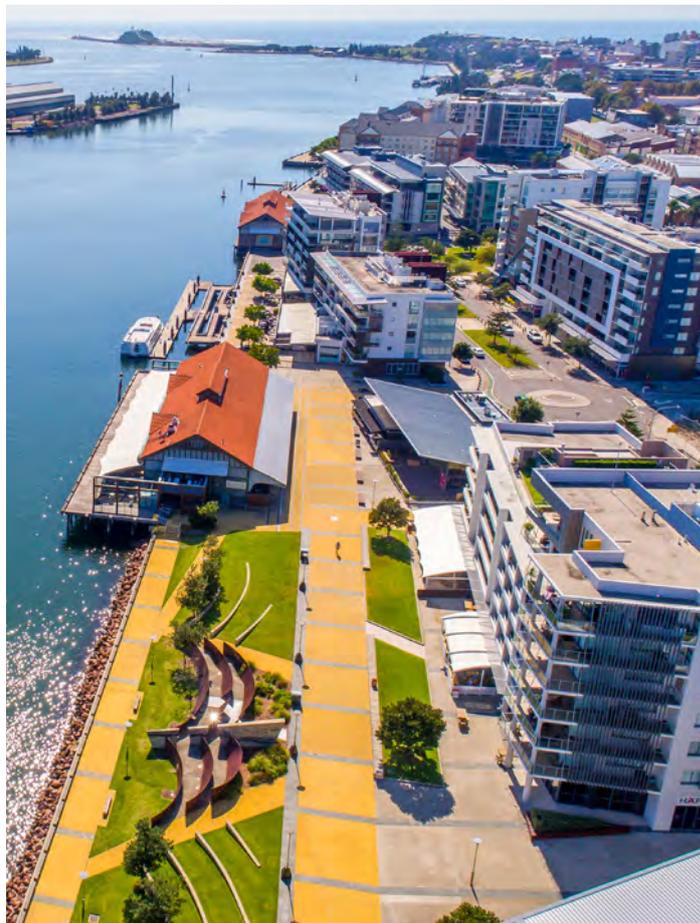
How will the application process be managed?

HDC will manage the process and establish an Evaluation Panel. The recommendation of the Evaluation Panel will be considered by Government who will make the final decision.

HDC may ask you for additional information during the process.

If I am successful when will I receive funding?

If you are successful, you will be required to sign a Funding Agreement that will detail how and when the funding amount is paid. The timing of payments will depend on your project scope, cost and program.



Eligibility Criteria

To be eligible to apply for funding, the following must apply:

- 1. Project Area:** The Project must be within the Project Area defined by the plan on page 3.
You can access an interactive web-based version of the plan by clicking [here](#).
- 2. Project Type:** The Project must be one or more of the following project types:
 - Environmental (e.g. pollution control, clean up works)
 - Public domain (e.g. parks, pathway, cycleway, community facilities, tourism facilities)
 - Port related community infrastructure (e.g. boat ramps, services, access)
 - Heritage restoration works (for land, buildings or equipment)
 - Activation (e.g. place making projects, community and tourism based events)

Proposals which are substantially repair and maintenance projects will not be eligible.

- 3. Funding Request:** The funding sought must be for the delivery of a Project and must be for between \$10,000 and \$500,000 exclusive of GST.

Applications may only seek funding for the planning and design of a Project where it is:

- Sought in conjunction with funding for the delivery of a Project; and
- Where the amount sought for these elements is no more than 10% of the total funding requested.

Funding for items of equipment not part of a broader Project, operational costs and maintenance costs are not eligible.

- 4. Applicant:** The Applicant must be a community group, not-for-profit, local council, state government agency, or other organisation that owns, manages or occupies land subject to a lease or license within the Project Area.
- 5. Landowner Consent:** Where the land on which the Project is to be delivered is not owned by the Applicant, written consent from the landowner must be provided.
- 6. Public Project:** The Project must be for the benefit of the community. Projects that are private or commercial or on private land that is not accessible to the community will not be eligible.

Newcastle Port Community Contribution Project Area



Assessment Criteria

Applications will be assessed against the following criteria:

1. **Economic, environmental and social benefits** of the Project.

This will include consideration of:

- The degree of material public or community benefit of the Project;
- The Project's contribution to:
 - realising or increasing local tourism, community interaction and engagement or activation of community lands;
 - enhancing port related community infrastructure;
 - preserving and enhancing heritage items around the Port;
 - building capacity of the lands around the Port; and
 - improving the environmental quality of air, land and waterways around the Port
- The degree to which the Project addresses a demonstrated need or requirement.

2. **Project attributes** including consideration of:

- The total cost and affordability of the Project;
- Who and the method by which they will deliver the Project;
- The Applicant's tenure of the land the subject of the Project where that land is leased or licensed;
- The Applicant having tenure of greater than 5 years in respect of the land the subject of the Project;
- The Applicant's capacity to progress the Project within 6 months of being selected and to then deliver the Project in a reasonable time;
- The extent of co-funding for the Project; and
- Project risks and proposed risk management approaches.

Projects which are collaborative in nature or are able to leverage or provide other funding may be preferred.