

WSS Grant Application Form 2026_2

Form Preview

School & Contact Information

* indicates a required field

WasteSorted Schools Grants

WasteSorted Schools grants provide funding for schools to set up infrastructure and initiatives that avoid and recover school waste.

Funding is available for projects that divert waste from landfill, such as paper and cardboard, food waste, single-use packaging and recycling. These projects should also aim to educate and engage students and the school community in waste avoidance and recovery practices.

Grants of up to \$5,500 (including GST) are available to **currently accredited** WasteSorted Schools. **Only one application must be submitted per school.**

Please read the [WasteSorted Schools grant guidelines](#), [FAQ's](#) and refer to the [WSS grant application tips](#) **before starting your application.**

Complete all sections and ensure you allow yourself enough time to review the application several days before the due date. **Note that the closing time is 4pm!**

Allow approximately 12 weeks from the closing date of applications for notification of funding approval.

For any queries about the guidelines, deadlines or questions in the application form, please email the WasteSorted Schools team on wastesortedschools@dwer.wa.gov.au or call 6364 6829.

Accreditation

Is your school accredited as a WasteSorted School for the current calendar year?

*

Yes No

Only currently accredited WasteSorted Schools can apply for WasteSorted Schools grants. To check your school's current accreditation status please contact WasteSorted Schools (email wastesortedschools@dwer.wa.gov.au or call 6364 6829).

If no, your school is not eligible to apply for a WasteSorted Schools grant. Please do not continue this application until your school receives accreditation.

Previous Waste Wise or WasteSorted Schools grants (if any)

Schools must have acquitted any previous grants before applying for additional funding.

If you are unsure please contact wastesortedschools@dwer.wa.gov.au or call 6364 6829

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Has your school received Waste Wise or WasteSorted Schools funding previously?

*

- Yes
- No
- Unsure

School details

School Name *

Organisation Name

Please type the school's full name (do not use abbreviations).

Does your school have multiple campuses? *

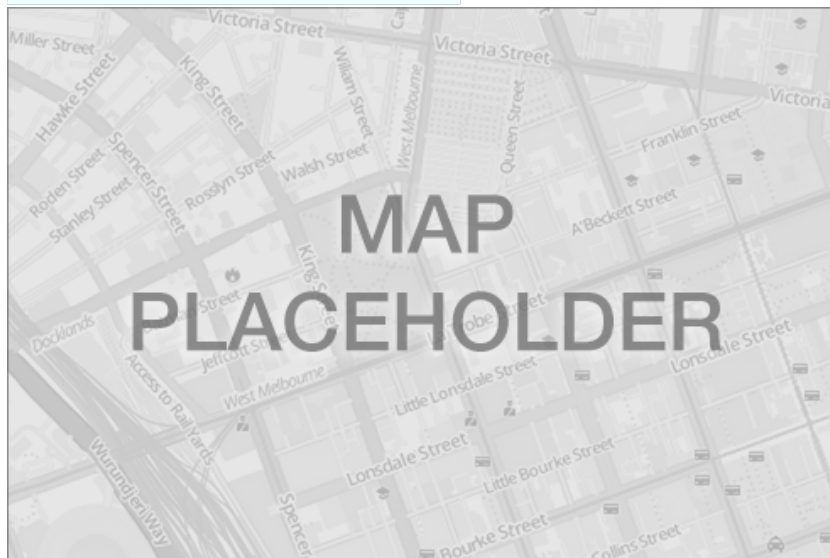
- Yes
- No

Including separate Junior, Middle or Senior Schools.

Which campus is relevant to this application?

School Physical Address *

Address



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

School Postal Address *

Address

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Address Line 1, Suburb/Town, State/Province, and Postcode are required.
If same as School Physical Address, select "Same as Above."

School Phone Number *

School Administration Email *

This the administration email that you log into SmartyGrants with and is the email that will receive all major correspondence. Please ensure you check this Inbox regularly or have emails from SmartyGrants forwarded to you.

Number of students *

Please enter the total number of students at the school or campus.

Applicant 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 school's ABN and click on the Lookup button.

Individual School Contact Information

Primary Contact Name *

Title	First Name	Last Name
<input type="text"/>	<input type="text"/>	<input type="text"/>

The contact details of the person responsible for this submission. This will be the contact listed as the School Representative in the Grant Agreement.

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Primary Contact Phone Number *

Primary Contact Email *

Must be an email address.

Secondary Contact Details *

Title First Name Last Name

<input type="text"/>	<input type="text"/>	<input type="text"/>
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This application must include a secondary school contact person in the event the primary contact is unavailable.

Secondary Contact Phone Number *

Secondary Contact Email *

Must be an email address.

School Business Manager / Registrar Details *

Title First Name Last Name

<input type="text"/>	<input type="text"/>	<input type="text"/>
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School Business Manager / Registrar Email *

Must be an email address.

Grant Project Description

* indicates a required field

Grant project title *

Please include your school's name in the title.

Brief grant project description - what infrastructure and materials do you propose to purchase and what systems will be set up with these items? *

Provide a short description of this specific grant project - what are you aiming to do at your school with the items you propose to purchase with the grant funds?

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Why does this work need to be done? *

Word count:

Describe the specific waste issue or need you want to address at your school as relates to the items you are proposing to purchase(200 words recommended).

Grant Budget Allocation

* indicates a required field

Grant budget - estimated expenditure

Use the below budget table to list the exact items required to deliver your WasteSorted Schools grant. It is essential to read the [WasteSorted Schools grant guidelines](#) and consider speaking with a WSS team member to discuss your project prior to this stage. Contact us at wastesortedschools@dwer.wa.gov.au, or call 6364 6829.

Do not include details of other monetary contributions or your school's contribution (if any) including in-kind contributions in the table. Other contributions are addressed in a separate question below.

***A maximum \$5,500 limit applies per grant.**

- The items listed must be those you propose to purchase with WSS grant funds, up to \$5,500 in total.
- This budget MUST relate directly to your grant project description and should reflect the essential spending you need to do to deliver the project.
- The items listed must demonstrate **responsible purchasing** (please refer to the assessment criteria in the [WasteSorted Schools grant guidelines](#)).
- If purchasing organic garden materials such as soil or mulch please refer to the [WasteSorted Schools grant guidelines](#).
- For all individual items or where the total value of the items is valued at **\$500 or more please attach the quote your research has found to be the best quality and value for money**. These must be uploaded in the form of a screen shot from a website or a written quote from a business. *Failure to do so will result in your application being ineligible.*
- There is a maximum file limit of 25MB. It is strongly recommended to keep files under 5MB. [Click here](#) for a list of supported file types.
- Please DO NOT upload files from a shared drive (you may encounter issues if trying to upload files from a shared drive).

If your grant is successful, the items and costings in this budget are fixed. If you would like to change any of the items listed (within the approved grant amount), you must request approval from the WasteSorted Schools team via wastesortedschools@dwer.wa.gov.au. We will then provide you with an online Variation Request Form to complete.

Your project expenditure receipts must match the budget items listed below. Please refer to the [WasteSorted Schools grant guidelines](#) for more information.

Please note if successful you will be notified and can commence spending the funds only once you receive the signed Grant Agreement letter and a contract is established. Grant funds must be acquitted as stipulated in the Grant agreement letter, approximately nine (9) months from the date stipulated in your Grant Agreement letter.

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Grant budget

- Please do not add commas to figures. E.g. write \$1000 not \$1,000.

To add budget lines: click the '+' or **Add More** button.

Please attach the quote your research has found to be the best quality and value for proposed individual goods and services valued at \$500 or above in the "Quotes" column. Use the table's base scroll bar to view the column.

Include an additional budget line for shipping or other expenses if required.

Please refer to the [WasteSorted Schools Grants Guidelines](#) for further information on eligible budget items.

Detailed item description	Item purpose	Proposed supplier	Expenditure amount per item (incl. GST)	Number of items you will purchase	Total grant fund expenditure amount (incl. GST)	Quotes for proposed goods & services (if individual OR total value is \$500 or over)
What will you purchase? E.g. caddy collection buckets.	What will the item be used for? E.g. collect food for worms.	List the name of supplier and if located outside of WA, please include a justification.	This is the cost per single item. E.g. Insert cost for 1 caddy. Must be a dollar amount.	E.g. insert "10" if you are purchasing 10 caddies. Must be a number.	The sum total cost for all of the items. E.g. the total cost for all 10 caddies. This number/amount is calculated.	Please attach the quote your research has found as the best value and quality for money. Maximum file limit 25MB. Recommended to keep files under 5MB.
			\$		\$	
			\$		\$	
			\$		\$	
			\$		\$	

Budget Total

This figure is the **total amount of grant funds including GST that you are requesting from WasteSorted Schools** to enable your grant project. The figure is automatically calculated using the above table. **This amount must be \$5,500 or less.**

Total WSS Grant funding requested

\$

This number/amount is calculated.

This automatically totals the item(s) entered into the budget table above.

Will your school or other parties be contributing funds to this project in addition to the amount requested from WasteSorted Schools? *

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- Yes
- No
- Unsure

No more than 1 choice may be selected.

Please list the additional items or infrastructure, amount of funding for these items, and from whom it will be sourced.

Some schools P & C's contribute funds or receive other grants from other sources, e.g. Bunnings, KABC etc. This information will provide the assessment panel with an understanding of how the WSS grant fits within any broader projects that the school is setting up.

Grant Details

* indicates a required field

Who will be involved in this grant project?

Please select all who will be involved in this project. More than one option can be chosen. *

- Students
- Teaching staff
- Administration
- Grounds staff
- Parents / care givers
- Parents & Citizens (P&C)
- Local Government
- Other:

At least 1 choice must be selected.

Please provide some additional information about who will be involved. *

Word count:

Must be no more than 250 words.

Include specific student year groups, Green Team/Waste Warriors if applicable.

Which waste stream(s) are you targeting in this grant project?

Please refer to the [WasteSorted Schools Grant Guidelines](#) for more information.

Please only tick the boxes that relate specifically to this grant project as listed in your budget table i.e. related to the items to be purchased with the grant funds.

Please select from the following options: *

- Paper / cardboard

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- Co-mingled / mixed recyclables
- Packaging waste
- Food organics (FO)
- Garden organics (GO)
- Container deposit scheme (CDS) beverage containers
- Other:

At least 1 choice must be selected.

The answer supplied in "Project Description" will help identify the waste stream(s) targeted by the project.

Please provide additional information about the waste stream(s) being targeted, including potential waste collection service providers if required for your project.

*

Word count:

Must be no more than 250 words.

Such as SUEZ, Cleanaway or Local Government Authority.

Grant project benefits

Please refer to the [WasteSorted Schools Grant Guidelines](#).

Please select the potential benefits that the proposed items to be purchased will deliver. *

- Avoid waste going to landfill
- Divert waste from landfill
- Recover and reuse waste
- Protect and/or enhance the environment
- Improve the school's existing waste management
- Educate and engage students, staff and the school community in waste sorting practices
- Other:

At least 1 choice must be selected.

The answer supplied in "Project Description" will help identify the benefits of the project.

Please provide some additional information about the expected grant project benefits. *

Word count:

Must be no more than 250 words.

Please be specific to this grant project.

Waste management projects / practices at your school

Please select existing waste management projects / practices at your school (if any). *

- Worm farm(s)

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- Compost systems (e.g. bins, tumblers, bays, electric composters)
- Food garden
- Chicken coop
- Commingled recycling infrastructure
- Paper and cardboard recycling infrastructure
- FOGO (Food and garden organics collection bin)
- Shade houses / green houses
- Outdoor learning area / hub
- Waste-free lunches
- Green / low waste canteen
- Containers for Change collection
- None. This is the school's first waste management project
- Other:

How will this specific grant project contribute to, or extend, the existing waste management projects underway at your school? *

Word count:

Must be no more than 250 words.

Grant project's focus on education and whole school involvement

You can use the [WasteSorted Schools Checklist](#) to help answer this question. Many schools have found this checklist helpful.

Please be specific to this grant project.

How will the project focus on education and involve the whole school? *

- Embedding waste into activities across all learning areas
- Form a whole school curriculum plan for waste topics
- Link classroom learning on waste to the WA curriculum cross-curriculum priority of sustainability
- Communication with the whole school
- Involve student leaders
- Implement a green purchasing policy, including buying recycled products when available (e.g. paper, toilet paper and hand towels)
- Involve the whole school community including parents
- Encourage staff and students to bring waste-free lunches
- Place clear signage on recycling bins or other waste collection containers to prevent contamination
- Other:

At least 1 choice must be selected.

Please provide some additional information on how the grant project intends to focus on education and involve the whole school. *

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Word count:

Must be no more than 250 words.

Please be specific to this grant project.

Declaration

* indicates a required field

I declare that the information presented on this form is correct and understand that if endorsed and approved by the Waste Authority and Minister for Environment, the school will abide by the undertakings and conditions outlined in the grant guidelines and conditions of the funding agreement.

Declaration *

I confirm the Principal has read the above statement and understands this application is for a WasteSorted Schools Grant for our school.

I confirm that any additional funds from other sources listed in section 3 have been approved by the contributing party(ies) and are available to be accessed for this project.

I confirm that any organic garden materials that we propose to purchase will have evidence that the material meets human health standards, as explained in the WSS Grant Guidelines.)

At least 2 choices must be selected.

Principal Name *

Title First Name Last Name

<input type="text"/>	<input type="text"/>	<input type="text"/>
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Principal Email *

Must be an email address.

Name of School *

Full registered name

Information privacy

By submitting this form, you acknowledge that Department of Water and Environmental Regulation (DWER) collects and uses your personal information to process your request, and handles it in accordance with [DWER's general collection notice](#) and the [Privacy and Responsible Information Sharing Act 2024 \(WA\)](#).

Application Checklist

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* indicates a required field

Before you submit your application, please ensure you have answered all the required questions and have attached relevant **quotes for all items requested that individually or in total cost \$500 or more.**

Upon submission, you will receive an automated email from SmartyGrants (to the school administration email address used to register) as confirmation that your application has been received. This email will also include a link to your submitted application (it cannot be changed) and a PDF copy of your application, so be sure to keep it somewhere safe.

If you do not receive this email, or experience difficulties submitting your application, please contact the [WasteSorted Schools team](#) via email or call 6364 6829.

Please complete the checklist below *

- I have read and understand the WasteSorted Schools Grants guidelines
- I have included all details of the project in my application
- I have completed all relevant fields of the form
- I have confirmed budget details are correct and all totals over \$500 have a minimum of one quote uploaded
- I confirm this application has been endorsed by the school Principal

At least 5 choices must be selected.

Have you used the following to complete this application? *

- I used the WasteSorted Schools Grant Application Tips checklist
- I spoke to a WasteSorted Schools Officer about my project before submitting my application
- None of the above.
- Other:

At least 1 choice must be selected.

Please select one or more. The Grant Application Tips checklist is available at the WSS grants webpage www.wastesortedschools.wa.gov.au

Feedback

* indicates a required field

Thank you for your WasteSorted Schools grant application!

Before submitting your application, your feedback on our new WasteSorted Schools grants and the online submission process would be greatly appreciated.

How do you rate the WasteSorted Schools Grants scheme? *

- Excellent
- Above average
- Average
- Below average
- Unsatisfactory

Consider the requirement for less evidence, the removal of the three grant tiers and the online application process through SmartyGrants.

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How easy did you find it to complete and submit this application online through SmartyGrants? *

- Very easy
- Quite easy
- Average
- Quite difficult
- Very difficult

Additional comments