



Government of Western Australia
Energy Policy WA



Western Australian Advocacy for Consumers of Energy Grants Program

Small Grants Criteria

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Working together for a **brighter** energy future.

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Program Small Grants Criteria*

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Abbreviations

Term	Definition
ECP	Expert Consumer Panel
The Guidelines	The Western Australian Advocacy for Consumers of Energy Grants Program Guidelines
WA ACE	Western Australian Advocacy for Consumers of Energy

1. Background

The energy sector in Western Australia exists to provide electricity and gas to consumers. It is central to energy production and delivery that the long-term interests of energy consumers are served.

While some large energy consumers have the capacity to influence policy and infrastructure investment decisions, smaller consumers face greater barriers to inclusion in informed, constructive debate about energy use. Given the critical role and impact energy has on households and small businesses, overcoming these barriers to enable the views of consumers to be heard is essential to improving and maintaining an effective energy sector.

In response to this need, Energy Policy WA co-ordinates and supports consumer advocacy through the Western Australian Advocacy for Consumers of Energy (WA ACE) Program. The WA ACE Program seeks to upskill consumers and consumer advocates, building stronger relationships with the sector helping to build the State's energy sector representation in the longer term.

The WA ACE Forum provides broad based representation of household and small business consumer views in a central forum, allowing issues to be raised and for consumers to share in the development of products and solutions for the energy sector.

The WA ACE Grants distribute allocated funds to support consumer advocacy and research projects.

The Expert Consumer Panel (ECP) assists consumers (including consumer representatives) to develop sufficient understanding of the energy sector to enable thorough and considered contributions to public consultations and rulemaking processes, through a coordinated and managed co-learning environment.

In recognition of the time a thorough and considered contribution to public consultation can take, the WA ACE Program includes Small Grants. This allows members of the ECP, and similarly qualified individuals, to apply for funding of up to \$10,000 to cover the time and resources required to make a contribution to a technical consultation process regarding an energy sector change or to develop a position paper for delivery to a targeted stakeholder subset.

2. Objectives

The objectives of the WA ACE Grants Program, including Small Grants are to:

- support energy advocacy activities;
- build knowledge and capacity of energy consumer advocates; and
- promote solution-focused consumer-centric research in the energy sector;

that benefit the long-term interests of energy consumers in Western Australia.

3. Program overview

The WA ACE Small Grants support independent, consumer-focused contributions to technical energy-related consultations, reviews, reform processes or rule making processes across the energy sector, including but not limited to contributions to the development of the Wholesale Electricity Market Rules and Gas Services Information Rules, Pilbara Network Rules, small use codes and access arrangements.

Small Grants are also available to support consumer contributions in addressing energy issues outside of a consultation process. Funding can be sought to research and develop proposals that promote solutions-focused consumer outcomes, targeted to a specific audience.

4. Eligibility

ECP members and similarly qualified individuals are eligible to apply for Small Grants.

Applicants who are not ECP members are required to address the following eligibility criteria and provide a resume and two references to demonstrate suitable qualifications and consumer focus.

Applicants will be required to declare actual or perceived conflicts of interest as and when they arise.

Individuals employed by or associated with energy sector participants or governance bodies, including the Australian Energy Market Operator and the Economic Regulation Authority, are not eligible for a Small Grant. Officers of the Western Australian Public Service are not eligible to apply for a Small Grant.

Eligibility criteria

1. Capable of understanding complex and technical problems
2. Capable of understanding, empathising with and distilling the views of consumers, such that those views can be shared in the context of a technical problem
3. Demonstrate effective communication skills
4. Demonstrate sound personal integrity and self-awareness
5. Previous experience in or associated with the energy sector is welcome but not essential.
6. Previous exposure to consumer advocacy is welcome but not essential.

5. Application process

Small Grants have a demand driven selection process, and applications can be made at any time.

5.1 Funding available

A maximum grant of \$10,000 (exclusive of GST) will be awarded per application.

Applicants are advised to consider their proposed hourly rate, expected time commitments of the various stages of the consultation process, and other costs when completing their application.

5.2 Selection criteria

Funding can be sought for participation in energy sector consultations, reviews, reform processes or rule making processes of a technical nature; or for the development of a position paper in response to an energy issue impacting consumers. Applicants must represent a consumer perspective or range of consumer perspectives throughout the consultation process. Applications should represent value for money, and responses to consultations or issues should be detailed, specific and solutions-focused.

The selection criteria against which all applications for Small Grants will be assessed are set out below. The criteria are not ranked, for example, compliance with criterion four as important as compliance with criterion one.

For a project proposal to be successful, applications must demonstrate that the proposed work has value, supports WA ACE Grant Objectives and that the applicant is able to achieve the project.

Selection criteria	Measurement against the selection criteria
S1. Relevance to Western Australia's energy sector	S1.1 The project responds to a Western Australian energy sector proposal or issue impacting consumers
	S1.2 The Applicant takes a balanced stance or position
	S1.3 The Applicant aims to develop a solution-focused and pragmatic response
	S1.4 Detailed consumer feedback is not readily available or being developed through other WA ACE Program elements
	S1.5 The consultation/proposed paper addresses an issue that has not already been well-researched or presents a new view
S2. Impact on consumer group identified	S2.1 Applicant is able to represent general consumer sentiments, or the views and needs of a group or groups not otherwise well represented in energy debate
	S2.2 Applicant has identified the size of the consumer group affected
	S2.3 Applicant has conveyed the potential impact to the consumer group
S3. Offer value for money: the benefits should outweigh the costs, and costs should be prudent and minimised	S3.1 The proposal demonstrates consideration of the most effective and efficient way to achieve the intended outcome
	S3.2 A breakdown of the proposed time and resourcing commitment is provided
	S3.2 The proposed submission, paper or feedback will be detailed and specific
S4. Outcomes and success indicators provided	S4.1 Clarity of proposed outcomes and/or outputs
	S4.2 Clarity of proposed timeframes
	S4.3 Applicant's track record
	S4.5 Includes a presentation to the ECP and / or WA ACE Forum

5.3 Grant approval process

Small Grant applications will be assessed by a panel against the selection criteria, who make a recommendation to the Coordinator of Energy for determination. Applicants will be notified of the outcome of their application within 15 business days.

All applications are to be submitted to Energy Policy WA via epwa-grants@dmirs.wa.gov.au. An email confirmation will be provided. If a confirmation email is not received, please contact Energy Policy WA via phone to confirm that your application has been received.

All individuals who apply for funding will be notified via email of the outcome of their submission. Where an application is approved, the grant will be administered in line with conditions outlined in the [Community Services Template – Grant Conditions](#). Feedback will be provided to unsuccessful applicants.

Successful application forms will become part of the funding agreement. Grant conditions and management protocols will apply to successful projects.

Successful applicants must submit their final output (such as research, findings and submission or paper) for publication on the Energy Policy WA website, in addition to any other consultation submission processes outlined in the project plan, and provide a presentation to the ECP and/or a summary presentation to the WA ACE Forum.

5.4 Grants management

Details of previous project outputs and applications are available on the Energy Policy WA website.

Energy Policy WA is committed to a transparent, accountable and robust grants management framework.

To guarantee transparency and integrity, the WA ACE Grants Program is developed on the Australian National Audit Office's key principles of best practice grants administration guidance¹.

Energy Policy WA will publish all written reports and materials arising from a grant on its website, to ensure that all consumers can benefit from the work.

Funding agreements will require all publications relating to the project to carry the following disclaimer:

"This project was funded by the Government of Western Australia (Energy Policy WA) as part of its grants process for consumer advocacy projects and research projects for the benefit of consumers of electricity and gas.

The views expressed in this document do not necessarily reflect the views of the Government of Western Australia or Energy Policy WA."

Confidential information or information impacting privacy will be removed prior to publication.

Energy Policy WA reserves the right to have a third-party assist with the administration of the WA ACE Grants Program.

Constructive feedback on the WA ACE Grants Program will guide future grants rounds and is welcomed

Applicants and potential applicants can submit feedback and complaints to Energy Policy WA via email at epwa-grants@dmirs.wa.gov.au.

All grant agreement information is subject to Freedom of Information provisions.

6. Application support

Applications should be concise and supporting information may be attached to the application form.

¹ Implementing Better Practice Grants Administration, Better Practice Guide, ANAO December 2013 <https://nla.gov.au/nla.obj-494730694/view>

Applicants may be contacted for further information about an application to support its assessment.

Applicants seeking further information about the Small Grant application process can contact Energy Policy WA via email at epwa-grants@dmirs.wa.gov.au. A three business day response time to queries is maintained.

Applicants seeking input on the suitability of a consultation, review, reform process or rule making process for a Small Grant can contact the Consumer Policy & Advocacy Advisor at Energy Policy WA for input.

7. Review

The Small Grants Guidelines will be reviewed on an annual basis to ensure relevance and effectiveness. The review will be completed by Energy Policy WA, considering the purpose and role of Small Grants, the effectiveness of any activities and the value to consumers of energy.

The ongoing funding of the Small Grants will be subject to future State Budget deliberations or regulatory industry contributions. Energy Policy WA will provide advice into the appropriate budget processes based on the reviews undertaken.

Decisions of the Coordinator of Energy are final.



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