

Community Zero Emissions Grants Round Three Application Form - Round Three - Community Zero Emissions Grant Application 00010 From JT Clay

Eligibility

* indicates a required field

Applicants: please note

Before completing this application form, you should have read the **ACT Community Zero Emissions Grants Program [guidelines](#)**, which are available at

<https://www.environment.act.gov.au/cc/community-zero-emissions-grants>

Incomplete applications and/or applications received after the closing date will not be considered.

This section of the application form is designed to help you, and us, understand if you are eligible for this grant. It's crucial that you complete these questions before any others to ensure you do not waste your time applying for an unsuitable grant.

Applications will be assessed on how well they:

- align with the priorities identified within the **ACT Community Zero Emissions Grants Program [guidelines](#)**;
- demonstrate sound project planning, including achievable milestones, timelines, and project outcomes;
- establish that they are feasible and represent good value for money; and
- demonstrate relevant stakeholder and community support.

If you have any questions in regards to these eligibility criteria, please contact us at **actsmart@act.gov.au** or through ACCESS Canberra on **13 22 81**.

For further information and Frequently Asked Questions on grant applications within ACT Government please go to <http://www.grants.act.gov.au/faq>.

Confirmation of Eligibility

I confirm that the applicant organisation:

- has read and understands the [guidelines](#) for the ACT Community Zero Emissions Grants Round Three
- is able to demonstrate alignment between their project and the aims of this program
- is an incorporated not-for-profit organisation, or an individual/unincorporated not-for-profit organisation auspiced by an incorporated not-for-profit organisation for the purposes of this application
- has a minimum of \$10 million public liability insurance *or* can provide a quote from an insurance company and then become insured for \$10 million upon becoming successful for funding (this grant cannot be used to pay for the required insurance)
- is applying for funding to be used solely in the ACT and primarily for the benefit of ACT residents
- if undertaking works to a property, has permission from the property owner to undertake works. This is critical where community organisations lease ACT Government properties, which may be subject to existing repair and maintenance or minor capital works programs
- has completed any outstanding grant final reports due to EPSDD or has applied for an extension for previous grants before applying for new grants
- is not a government agency
- is not a political party registered under the Electoral Act
- is prepared to enter into a Deed of Grant with the Territory

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Yes No

You must confirm that all statements above are true and correct.

Contact Details

* indicates a required field

Privacy Notice

The **Environment, Planning and Sustainable Development Directorate** pledges to respect and uphold your rights to privacy protection under the [Australian Privacy Principles](#) (APPs) as established under the *Privacy Act 1988* and amended by the *Privacy Amendment (Enhancing Privacy Protection) Act 2012*. To view our privacy statement, go to <http://www.environment.act.gov.au/about/privacy>

Applicant Organisation Details

Lead organisation name *

JT Clay

Please use your organisation's full name. Check your spelling and make sure you provide the same name that is listed in official documentation such as with the ABR, ACNC or ATO.

Primary (physical) address *

[Redacted]

If you have multiple locations or from multiple offices, please pick one as your primary address.

Postal address (if different to above)

[Redacted]

Applicant website

<https://www.carbondiet.com.au/>

Must be a URL

Primary contact person *

Ms Jo Clay

This is the person we will correspond with about this grant

Position held in organisation *

Writer

e.g. Manager, Board Member, Fundraising Coordinator

Primary phone number *

[Redacted]

Secondary phone number

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Contact person's email address *

[REDACTED]

ress. This is the address we will use to correspond with you about this grant.

Organisation Details

* indicates a required field

What is your organisation's purpose or mission? *

'The Carbon Diet' is a communication project about cutting my carbon footprint by 75%. I try a different experiment each week and use carbon accounting to get the results. I report against my personal footprint and the ACT or Australian average. I'm writing a blog, articles and a book and creating artworks.

The project introduces carbon literacy to a general audience. It challenges Federal Government's low carbon reduction targets and our notions of a 'normal' lifestyle. It also tests out common environmental tips to see which ones actually reduce carbon and which are greenwash.

no more than 100 words

What is your organisation's legal structure? *

- Incorporated association
- Company limited by guarantee
- Indigenous corporation, association or cooperative
- Non-trading co-operative
- Unincorporated association
- Individual / Community Group
- Other:

If you are an individual or your organisation is unincorporated your application must be auspiced by an incorporated not-for-profit organisation

What is your organisation's annual revenue?

- Less than \$50,000
- \$50,000 or more, but less than \$250,000
- \$250,000 or more, but less than \$1 million
- \$1 million or more, but less than \$10 million
- \$10 million or more, but less than \$100 million
- \$100 million or more

Your revenue includes grants, donations, and other fundraising activities, fees for services, sale of goods, interest, royalties and in-kind donations that have been included in your accounts as 'revenue'. The Australian Charities and Not-for-profits Commission (ACNC) has more detailed information here: www.acnc.gov.au/ACNC/Manage/Reporting/SizeRevenue/ACNC/Report/SizeRevenue.aspx

Is your organisation auspiced by another organisation for the purposes of this grant? *

- Yes
- No

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Unincorporated organisations and individuals applying for a grant must be auspiced by an incorporated not-for-profit organisation. If you do not have an auspice you should not apply for this grant.

Is this a joint application with multiple eligible organisations? *

Yes No

Two or more eligible organisations can work in partnership on a single project. Partnership applications must be of a joint nature - where one applicant submits the application with a letter of commitment from the Chief Executive Officer (or equivalent) of the second organisation

Auspice Information

* indicates a required field

Auspice Organisation Details

Name of auspicing organisation *

ACT Writers Centre

Auspicing organisation's primary (physical) address *

Gorman Arts Centre
55 Ainslie Avenue
Braddon ACT 2612 Australia

Auspicing organisation's postal address (if different to above)

Gorman Arts Centre
55 Ainslie Avenue
Braddon ACT 2612 Australia

Auspicing organisation's website

<https://www.actwriters.org.au/>

Must be a URL

Primary contact person at auspicing organisation *

[REDACTED]

his person to verify that this auspicing arrangement is valid and current.

Position held in organisation

Director
e.g. Manager, CEO

Contact person's primary phone number *

[REDACTED]

Contact person's secondary phone number

Contact person's email address *

[REDACTED]

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Please attach a letter from the auspicing organisation confirming this arrangement is valid and current *

Filename: Jo Clay Auspice Support Letter-18-06-2019.pdf

File size: 159.5 kB

Letter must be signed by an appropriately authorised person (e.g. manager, CEO, Board Chair) and must include, name, position, signature and date.

Does the auspicing organisation have an Australian Business Number (ABN)? *

Yes No

ABN of auspicing organisation

31 707 029 530

Information from the Australian Business Register	
ABN	31 707 029 530
Entity name	Act Writers Centre Inc
ABN status	Active
Entity type	Other Incorporated Entity
Goods & Services Tax (GST)	Yes
DGR Endorsed	Yes
ATO Charity Type	Charity More information
ACNC Registration	Registered
Tax Concessions	Income Tax Exemption
Main business location	2612 ACT

Information retrieved at 12:59am today

Must be an ABN

Project Details

* indicates a required field

Project/program title *

The Carbon Diet

Your project title will be used to identify your project in all reports, media and promotion

Project Summary *

'The Carbon Diet' is a lifestyle arts experiment like Damon Gameau's 'That Sugar Film'. I slash my carbon footprint by 75%, road-testing a different method each week. I run a carbon analysis to see what works.

Australians aren't carbon literate. We focus on the wrong issues and fall prey to greenwashing. I'm running household tests to find what has a big impact, what's not worth doing and what backfires. For instance, I spent 8 weeks looking at food. The

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average Australian could cut 350kg CO2e per year with intermittent fasting, 450 kg with vegetarianism or 970kg with veganism. Those who don't want a big dietary change could cut 100kg CO2e by reducing food waste and 640kg by making smart swaps at the supermarket. But popular environmental tips of eating local and reducing plastic packaging didn't reduce carbon.

My art, writing and carbon accounting cover the detail in a palatable way. They create new knowledge about behaviour change. They facilitate the direct community action we need to help transition to a zero-emissions economy.

I received an ACT Arts grant in late 2017 of \$7,775. I'll acquit that grant in September 2019.

I have self-funded and found in-kind support for the rest of this major project. I've completed a carbon accounting course, run 30 'one-week' carbon reduction experiments (which take longer than a week to research, run and write up), built the website, written 40 blogs, created 'Art, Not Apart' art, published 8 articles including on ABC News and delivered a sold-out ANU Climate Cafe talk.

Without CZE funds, this project will finish in September 2019 (with final book due early 2020).

With CZE funds, I can extend to May 2020 and include these new activities.

- Four one-week experiments on transport.
- Four blog posts about transport.
- Four major articles + newsletter articles on the project, transport, transition from gas.
- Transport chapters in my book.
- Four community talks on transport and the project.

'Project Plan with CZE Grant' and 'Project Plan no CZE Grant' - yellow highlight shows new activities I can run with funds. See also CV attached.

no more than 350 words

The project summary should provide a brief, plain English overview of the need, objectives, activities and proposed practical outcomes of your project. It may be used to promote your project on the EPSDD website and in media releases.

Project Priority

- Transport
- Transitioning away from Gas
- Energy
- Building
- Waste
- Mechanisms for Social Engagement *

Please select the program priority that your project addresses. You can select more than one priority.

Project timeframe/milestones

Anticipated project start date *

01/09/2019

Anticipated project end date *

30/05/2020

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If you are not sure, please pick an approximate date or click 'unknown' below

If you are not sure, please pick an approximate date or click 'unknown' below

Unknown

Unknown

Please describe the major milestones that you expect will occur as part of your project/program.

Milestones	Start Date	Finish Date	Location (if relevant)
Run carbon reduction experiment - Baseline on Transport & publish blog post	2 September 2019	8 September 2019	Canberra
Run carbon reduction experiment - active transport & publish blog post	9 September 2019	22 September 2019	Canberra
Run carbon reduction experiment - public transport & publish blog post	23 September 2019	29 September 2019	Canberra
Run carbon reduction experiment - alternatives to internal combustion engine car & publish blog post	30 September 2019	6 October 2019	Canberra
Publish article on Canberra's energy and transition away from gas	1 October 2019	30 October 2019	Canberra
Conclude other carbon reduction experiments on offsets, people and data (no CZE funds sought, self-funded)	November 2019	November 2019	Canberra
Publish article on Canberra's transport	November 2019	November 2019	Canberra
Deliver at least 4 community talks on 'The Carbon Diet'	1 February 2020	30 May 2020	Canberra

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Publish articles in community newsletters and local magazines about The Carbon Diet	1 February 2020	30 May 2020	Canberra
Finalise manuscript for 'The Carbon Diet' book - CZE funds sought for transport chapters	1 November 2020	28 February 2020	Canberra
(e.g. planning; major activities; evaluation)	If timing is not fixed provide an estimate, type 'unknown', or describe dependencies	If timing is not fixed provide an estimate, type 'unknown', or describe dependencies	(e.g. add address, suburb, region if known; otherwise type 'unknown' or 'not applicable')

What are the project objectives? *

The overall project will deliver a book, blog, articles and artworks about how I reduced my carbon footprint and how that can apply to the average Canberran.

Grant-funded activities will cover transport (which will otherwise be left out), articles, book chapters and community talks.

Overseas carbon data doesn't apply here because our supply chains and habits are different. Australian Government carbon data is top-down aggregated data which doesn't allow individual choice analysis (eg. a vegan and a carnivore cancel each other out when averaged). To deliver my project, I am creating a new knowledge set of Australian bottom-up data. For food, I listed ingredients in the 'average' Australian diet for one week based on the Molloy family, who participated in a photographic study called 'Hungry Planet - What the World Eats'. I weighed and measured my food for one week. I did a carbon analysis on both diets using an Australian academic league table of carbon in food that in turn was based on 269 LCAs. I publish all my data, assumptions and sources for transparency.

Using multiple artforms engages different communities. Mainstream published articles and my book will reach an audience outside my blog and networks. Having given one talk, I realise many people need some face-to-face communication too. My message may not penetrate without all these methods.

I seek September 2019 - May 2020 funding for the transport stage and community engagement of this project as detailed above and in the attached 'Project Plan - With CZE Grant'. Yellow-highlighted activities will not go ahead with grant funding.

The budget for this stage of the project is \$15,961. I seek \$10,500 for 140 hours of my professional time over 7 months + \$1,050 as a 10% administration auspice fee for the ACT Writers Centre. My budget for the whole project is higher.

no more than 300 words

You should have a maximum of three objectives. Ensure your objectives are achievable. Consider what "successfully" meeting each objective will look like and how you will know if you have been successful. Is it specific, measurable, attainable, realistic and time bound?

How will you know if these objectives have been achieved? *

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1. I will research and run four one-week experiments on transport, use carbon accounting to conduct spreadsheet analyses and write these up on my blog. I will do this during September 2019.

2. I will pitch, write and publish articles, including one on Canberra's energy and the transition away from gas and one on Canberra's transport. I will do this during October - November 2019 and February - May 2020.

3. I will deliver community talks (such as another ANU Climate Cafe, Canberra TEDX, Canberra350, Libraries ACT etc). These will reach a new audience and generate direct engagement and action. I will also receive direct audience feedback that will allow me to tailor my messaging. I will deliver talks during February - May 2020.

4. I will write new chapters in my book on transport during November - February 2020. If the book is published (which my agent thinks highly likely), this means Canberra's transport will be covered.

no more than 200 words

Describe three changes you will see if the expected outcomes of the project occur (150 words recommended).

What are the planned activities? *

- Research carbon implications in household transport options. Use government data, contacts at ANU Climate Institute, Deep Dyve and LCAs obtained via the internet. Interview experts, such as Ian Ross CEO of Pedal Power ACT. Conduct carbon analysis.

- Run four household carbon reduction experiments on transport.

- Write four blog posts on transport carbon reduction experiments.

- Write and pitch two articles on Canberra transport and Canberra household energy and gas use and further articles. Use existing freelance contacts to have these published eg. ABC News, Canberra Weekly, BITE, Canberra Cyclist.

- Deliver community talks on The Carbon Diet. I recently delivered talks to ANU Climate Cafe on this project. I also delivered a TEDX Canberra talk and WIN News National TV on my other environment start-up (that project will soon conclude). I'll use my existing skills and contacts to arrange suitable community outreach.

- Write new chapters in my book-in-progress on my transport experiments.

no more than 300 words

Briefly list (bullet points) the specific activities that will take place and where they will take place (200 words recommended).

How will you maintain the project after the funding period has ceased? *

Earnings are low in the arts industry. A recent Macquarie University study found that Australian writers on average earn \$2,800 each year from their creative work. I have already exceeded industry standards by raising \$10,000 funding through an arts grant, a festival and freelance work for this project. But I am self-funding to a large degree and need further funds if I am to forego paid work to undertake the transport unit, further articles and talks.

By the time the grant period ends in May 2020, I will have completed the project and submitted my book to publishers through my agent. I am likely to receive a publisher's advance in late 2020, but experience shows these are usually below \$5,000. I will have a commercial incentive to publish further freelance articles and promote the book in late 2020.

My earnings will still be low. As an artist, I am good at running on a shoestring budget. I have managed to sustain this project for almost 2 years and have shown good follow-through to date.

no more than 200 words

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Outline how you will evaluate the success of the project and how the project will continue into the future. *

My project will be a success if it results in a useful website, published articles, community talks, artworks and a publishable book.

I seek partial funding to cover transport (which will otherwise be left out), publish further articles and deliver talks. The grant-funded stage of this project will be a success if it results in 4 new researched, carbon-analysed experiments on transport, 4 new blogs on transport, at least 4 published articles and at least 4 community talks.

I am creating a unique consumption-based bottom-up profile on the Canberra footprint that highlights the consequences and limitations of individual choice. I have not found any similar work to this scale and rigour in Australia. This will bring new knowledge to the field of carbon reduction and make the topic mainstream.

Attached are samples of my project to date:

- pictures from artworks that appeared at 'Art, Not Apart 2019'
- one blog post
- an article published by ABC News
- the introduction to my draft book

Also attached are

- a sample spreadsheet carbon analysis.
- my project plan if I receive CZE funds (yellow highlight shows funded activities, italics means activity already complete)
- my project plan if I do not receive CZE funds;
- my CV.

no more than 200 words

Please attach any plans or sketches here if applicable

Filename: 'The Carbon Diet' samples-min.pdf

File size: 964.0 kB

Filename: CV Jo Clay.pdf

File size: 49.1 kB

Filename: Project Plan Carbon Diet - No CZE Grant.xlsx

File size: 18.4 kB

Filename: Project Plan Carbon Diet - With CZE Grant.xlsx

File size: 19.1 kB

Filename: Sample spreadsheet carbon analysis (food).pdf

File size: 24.1 kB

Who are the expected primary beneficiaries of this project/program?

Universal – no particularly targeted beneficiaries

Please choose only the group/s that are at the very core of this project/program. If your initiative is open to everyone, choose the first item, 'Universal – no particularly targeted beneficiaries'

Do the beneficiary and/or geographic communities affected by this project/program support the activities you are proposing?

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Yes No Don't know

Evidence of community support is generally highly regarded as projects with community buy-in tend to be more successful.

Please upload letters of support (if available/relevant)

No files have been uploaded

A maximum of 5 files can be attached. Recommended maximum file size: 5mb.

Project location

Does your project involve works to a property? *

Yes
 No

Promotions/Publications/Communication

If you intend to produce written material, please provide details of its format and content.

I will produce the following written materials.

- 4 blog posts of 500 - 1000 words each with images and infographics. These will cover transport (active travel, public transport, non-ICE cars & logistics to reduce driving).
- At least 4 articles for major print and digital media (eg. ABC News). I'll pitch and then write according to the publication's requirements. Each is likely to be 800 - 1200 words long.
- Other articles for community newsletters.
- Promotional material for at least 4 community talks, written to the specs of the agency (eg. TEDX, ANU Climate Cafe etc)

Please explain in detail who your target audience is and how you propose to promote your project to them, e.g. workshops, social media.

I target those interested in the environment and climate change. Climate anxiety is at its peak with 78% of Australians worried about climate change (source: The Australia Institute). My secondary market is people interested in lifestyle experiments and the self-help genre.

My work is aimed at an Australian audience. I have a regular posting schedule for my blog and use SEO tools to promote it. I will seek mainstream publication for the book. I cannot guarantee publication but it is highly likely. I have published a book before with Pan MacMillan, won two national manuscripts awards and have the confidence of my agent on this project.

There is a stark need for Australian content on carbon footprints because the more advanced European, US and UK content does not apply to us. Our lifestyles, culture, food, transport and energy structures are different. What works there may not work here and low-carbon options overseas may be high-carbon options in Australia. Australians also respond to a different tone and react against 'foreigners' telling us what to do.

I target a specifically Canberra audience. I rely on Canberra institutions and experts (The Green Shed, ANU, Pedal Power) and publish articles in local magazines. I have already published articles in BITE, Canberra Cyclist, Canberra Weekly and HerCanberra. I have delivered one talk (ANU Climate Cafe) and will present further Canberra talks (eg. Canberra TED talk, 350 Canberra talk).

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The entire project uses cross-promotion. For instance, my blog views and subscriptions leapt up when I published an ABC News article. I stick with the same name, branding and look-and-feel across all formats. In the next two years, I hope to make 'The Carbon Diet' as recognisable as 'War On Waste'.

I follow opportunities as they arise. I have some film production experience and recently reached out to an environmental filmmaker about The Carbon Diet. I can see opportunities for a low-carbon recipe book. More formats for this project are likely, but I am only pitching and committing to those within my control in the next 8 months, being the book, blog, articles and talks.

Must be no more than 350 words.

How will you acknowledge the ACT Government and EPSDD's support of the project?

I will provide acknowledgement on my website via logos and branding. I already have a 'supported by' section in the 'Author' space on my website. I would be happy to reformat or relocate this.

I will provide a thank-you to the ACT Government and EPSDD in my book.

I will provide a thank-you to the ACT Government and EPSDD in any talks I deliver during the funded period.

I will provide a thank-you or co-branding in media releases I issue to promote the book and project.

Must be no more than 250 words.

Please provide a list of the ways in which your organisation will acknowledge the Directorate's contribution to the project. (for example, logo and acknowledgement on promotional material, media releases and coverage).

Consultation

Please explain what consultation you have undertaken in developing the project.

Who did you consult with?	Date/s of consultation	Context of consultation	Upload file if applicable
Lesley Lees, Carbon Accounting Lecturer	2017	I completed a carbon accounting course with Lesley Lees of Sustainable Advantage Group Australia in preparation for this project	Filename: 1. Lesley Lees, Carbon Accounting lecturer, 2017.pdf File size: 81.0 kB
Alex Adsett, my agent	2018 to present	I consult with Alex on an ongoing basis. She has agreed to represent me as my literary agent on 'The Carbon Diet' book	Filename: 2. Alex Adsett (my agent), 2018 to present.pdf File size: 121.4 kB

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█ waste consultant	May 2018	I asked Anne several questions about the waste audit she conducted on Canberra's waste and recycling	Filename: 3. █ waste consultant, May 2018.pdf File size: 69.6 kB
Robbie Ladbrook, ACT NOWaste	May 2018	I interviewed Robbie for my units on household waste and recycling	Filename: 4. Robbie Ladbrook, ACT NOWaste, May 2018.pdf File size: 67.4 kB
Creative Partnerships Australia	October 2018	I spoke to Este about funding opportunities for The Carbon Diet	Filename: 5. Creative Partnerships Australia, October 2018.pdf File size: 127.1 kB
█ The Neighbourhood Effect	October 2019	I met █ for a coffee to discuss her project and data sources	<i>No files have been uploaded</i>
█ solar panel industry	August - October 2018	I spoke to █ and several other solar installers	Filename: 6. █ solar panels, August to October 2018.pdf File size: 134.2 kB
█, VeganPet	June 2018	I spoke to █ about the ingredients in her VeganPet commercial dog food. Unlike other pet food manufacturers, she provided me with direct information	Filename: 7. █ Vegan Petfood, June 2018.pdf File size: 77.5 kB
█	October 2018	I met █ for coffee and obtained his data on the Molloy diet for my units on food	Filename: 8. █, October 2018.pdf File size: 74.3 kB
█ carbon	October 2018	I spoke to █ about the carbon economy and energy markets in Australia	Filename: 9. █ carbon economy, October 2018.pdf File size: 133.2 kB
Aldi, Coles & Woolworths	December 2018 to January 2019	I asked the three major supermarkets about whether their food was air freighted or hothouse grown. None could tell me.	Filename: 10. Aldi, Coles and Woolworths, December 2018 to January 2019.pdf File size: 245.0 kB

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ANU Climate Institute	May - June 2019	I'm seeking expert input and also delivering a Climate Cafe talk (which has sold out)	Filename: 11. ANU Climate Cafe & Climate Institute.pdf File size: 324.0 kB
openLCA software database	May 2019	I found an open source LCA database. All others I've found and used have fees	Filename: 12. openLCA software, May 2019.pdf File size: 175.2 kB
ANU Climate Institute	May to June 2019	I sought expert comment from [REDACTED]. This led to an invite to deliver an ANU Climate Cafe talk	<i>No files have been uploaded</i>
Federal Environment Department	August 2018 to April 2019	I sought input from the Department about flight emissions and other data issues	Filename: 13. Data questions to Department, May to August 2019.pdf File size: 329.4 kB
QANTAS	April to May 2019	I sought input into the QANTAS flight emissions calculations	Filename: 14. QANTAS emissions calculator emails, April to May 2019.pdf File size: 552.5 kB
Shane Rattenbury's office	May 2019	I sought quotes and input into the project. I'll use media releases and come back to Shane when I have the book drafted.	Filename: 15. Shane Rattenbury's office, May 2019.pdf File size: 155.3 kB
[REDACTED]	May to June 2019	I contacted [REDACTED] (sustainable furniture design, ANU) for input into my furniture unit. We'll meet for coffee	Filename: 16. [REDACTED] on furniture, May to June 2019.pdf File size: 73.3 kB
Penny Gibson, ACT Government	May to June 2019	I asked 1001 questions to ACT Government. I'll follow up with Penny for answers	Filename: 17. Penny Gibson, ACT Government, May to June 2019.pdf File size: 76.1 kB
[REDACTED], 350 Canberra	June 2019	I know [REDACTED] through #StopAdani. I'll follow up with Tony to give 350 a talk and get their input	Filename: 18. [REDACTED], 350 Canberra June 2019.pdf File size: 63.7 kB

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Ian Ross, Pedal Power ACT	June to July 2019	I'll interview Ian about Canberra transport	Filename: 19. Ian Ross, Pedal Power, June to July 2019.pdf File size: 90.4 kB
ACTSmart resources	May to June 2019	I used the ACTSmart home energy action kit and attended the solar information session on 4 June	<i>No files have been uploaded</i>
[Redacted], founder and manager, The Green Shed	June to August 2019	[Redacted] will give me detailed comment on secondhand goods recycled through The Green Shed	Filename: 20 TGS July 2019.pdf File size: 67.2 kB
[Redacted], Director ACT Writers Centre	June 2019	ACT Writers Centre are happy to auspice this grant	Filename: Jo Clay Auspice Support Letter-18-06-2019.pdf File size: 159.5 kB
			Recommended maximum file size: 5mb.

Collaboration

Collaborators are your project partners. Your collaboration should demonstrate partnerships that will improve the delivery of your outcomes. Please provide details of project collaborators, including their anticipated roles and responsibilities in delivering the project. Evidence of agreement to collaborate must be attached.

Name	Organisation	Position	Anticipated role/responsibility	Collaboration confirmed (Y/N)	Evidence of agreement
					<i>No files have been uploaded</i>
					<i>No files have been uploaded</i>
					Recommended maximum file size: 5mb.

Merit Criteria

* indicates a required field

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To be competitive you will need to score highly against each merit criterion. Your application will be assessed against the indicators listed beneath each merit criterion. You should address each indicator in your response. The merit criteria are weighted as indicated by the points.

We will only assess the written responses to the merit criteria you provide in the fields below.

The merit criteria you need to address

Merit

Criterion

Description

Weight

1:

The extent to which your project demonstrates innovation, generates new knowledge and information to support a community transition to net zero emissions by 2045.

25

2:

The extent to which your project assists the community to reduce greenhouse gas emissions in the ACT.

25

3:

The extent to which your project drives greater community awareness and engagement in transition to net zero emissions.

25

4:

Your capacity, capability and resources to carry out the project.

25

Additional

The extent to which your project aligns with the program priority areas of transport and transition from gas.

5

Merit criterion 1 (25 points)

The extent to which your project demonstrates innovation, generates new knowledge and information to support a community transition to net zero emissions by 2045.

In assessing this criterion we will consider;

- if the project generates new knowledge or information that will be useful to assist the community in transitioning to net zero emissions?
- if the project is pushing the envelope, filling an existing gap and not already being undertaken elsewhere?
- if the project has the capacity to be replicated/scaled up?

*

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Application Form - Round Three - Community Zero Emissions Grant

Application 00010 From JT Clay

I was inspired by overseas books, 'How Bad Are Bananas' - The Carbon Footprint of Everything' by Mike Berners-Lee (United States) and 'How to live a low-carbon life' by Chris Goodall (United Kingdom). But I couldn't find an Australian equivalent. I couldn't even access the Australian data behind green tips. I decided to learn carbon accounting, track down the information and produce readable, popular resources for the Australian market.

Australian knowledge and data about carbon inventories are at a very immature stage. Federal government data is top-down aggregated data collected in broad categories. For instance, there is no data about 'food', but only its component stages - agriculture, waste etc. You can find an average by taking the overall figure and dividing by population, but this won't tell you the different impact of different choices (eg. a vegan, a carnivore and a high-waste diet all have the same average footprint on government data).

Industry carbon data is created for businesses with compliance or PR reasons to conduct an audit. Some is bottom-up, but it looks at broad categories that do not apply to individuals. It is also focussed on the commercial sphere, not domestic.

There are basic online calculators created by environmental groups but they are not current, they are not well-maintained and they do not show the data they are based on. They are also extremely simplistic.

Government, academic and LCA information is scattered about but it requires expertise to find and understand. For instance, I use paid subscription service DeepDyve, openLCA and interviews with experts, but these aren't accessible to the general population.

I talk to experts in the field. Most are highly specialised and so cannot provide general advice. For instance, carbon economists usually know a lot about energy markets, but nothing about diets or pet food (which have a massive impact).

There are many green tips in books, blogs and articles, but the majority are not based on data. This is why ideas with little benefit become popular. For instance, keepcups and green bags marginally reduce waste & reduce litter, but they won't fight climate change or overconsumption. Yet they are a beloved behaviour change recommended by mainstream environmentalists and action often starts and stops with a keepcup.

My project takes a systematic view of the whole carbon footprint for an individual. I use direct measurement and carbon accounting factors to estimate my carbon footprint and look at the 'average' Canberran or Australian based on government data. I road-test different ways to reduce these. Some of my data is industry standard and some experimental. I publish and discuss all data, so I actively improve my project and the field as I go.

I have set out to create a new knowledge set that did not previously exist. I am concurrently creating popular materials about this new knowledge aimed at a general audience. This will empower the community to make effective choices to transition to zero net emissions. It also shows the limits of individual behaviour change.

Must be no more than 500 words.

Merit criterion 2 (25 points)

The extent to which your project assists the community to reduce greenhouse gas emissions in the ACT.

In assessing this criterion we will consider;

- the estimated emission reduction of the project, including the proposed methodology to quantify the reduction
- the extent to which the project will reduce energy costs

Community Zero Emissions Grants Round Three

Application Form - Round Three - Community Zero Emissions Grant

Application 00010 From JT Clay

*

I am a writer first and a data cruncher second. This means that unlike the academic and government sources I draw from, I aim to entertain. I reach a general audience with simple language, humour, colourful designs and anecdotes from real life.

My project is about awareness and behaviour change, so it is difficult to measure emission cuts directly. I am developing lifestyle changes that will cut 5 - 15 tonnes CO₂e from a person's annual carbon footprint. I target many audiences through my website SEO, blog, mainstream articles, speeches and my work-in-progress book. I expect to reach 5% of Canberra (or around 20,000 people). If only 10% of my audience made half of the changes I recommend, each might cut around 10 tonnes CO₂e from their footprint. In total, this might lead to cuts of 20,000 tonnes CO₂e each year.

Will I reach that many people? My first major article that was published on ABC news on 2 June 2019 led to an extra 517 visitors to my website and was read by several thousand on ABC News. For my other project (recycling company Send and Shred), I obtained a 90-second piece aired on national WIN News in the media-saturated week leading up to the Federal election in May 2019. I believe reaching an audience of 20,000 is a realistic goal, given my marketing skills and the interest this topic commands.

My talks and most of my printed articles will reach a Canberra-only audience. Many of my interviews and inputs come from Canberra (eg. ANU Climate Institute, The Green Shed, Pedal Power, ACT NOWaste, ACT Smart). I will reach a general Australian audience with my blog and book. This increases my impact considerably. I haven't included figures on my Australian impact as this grant is focussed on Canberra outcomes, but I am happy to provide details.

As well as direct emission reductions, my project will raise carbon literacy and general awareness. It may spark new start-ups and government ideas, such as mainstream vegan pet food or better consumer labelling on air-freight and hothouse food production. I have links with the start-up community and the Canberra Innovation Network through my other green start-up, Send and Shred. If I spark or foster new green ventures, this will further reduce emissions.

I will record the number of visitors to my website. I will record audience numbers for my talks. I will estimate article readership based on magazine/circulation figures. If the book is published during the grant period, I will record print, sales and distribution figures (but please note it often takes 12 months between submitting to a publisher and releasing the book).

Must be no more than 500 words.

Merit criterion 3 (25 points)

The extent to which your project drives greater community awareness and engagement in transition to net zero emissions.

In assessing this criterion we will consider;

- The extent to which the project encourages the community to take action in transition to zero emissions
- The extent to which the project demonstrates and promotes community leadership and ownership in transition to zero emissions
- The extent to which the project effectively communicates with the community in targeted and relevant ways.

*

Community Zero Emissions Grants Round Three

Application Form - Round Three - Community Zero Emissions Grant

Application 00010 From JT Clay

This project began as my one-woman attempt to cut emissions, but my exercise in personal ethics quickly grew. The project sparks strong emotions in others - fear, fascination and a real desire to find out how low-carbon living works. I love exploring on my own and I loathe telling others what to do. But with the planet-sized problem of climate change, individualism doesn't work. We need to share ideas.

That's why 'The Carbon Diet' is a multi-form outreach project. I reach different audiences with different formats (book, blog, articles, art, community speeches). The content is the same across all forms - how do we live a better life and which areas really make a difference? But the multi-faceted delivery means I reach many different people and receive constant feedback on my messaging and how to improve it.

'The Carbon Diet' is empowering. Once finished, it will show a range of ways that anyone can cut 50% - 75% from their carbon footprint while maintaining a 'normal' lifestyle (while challenging what we consider to be normal). My carbon-cutting journey is deeply personal. I begin each blog with a quote from my young child and I use tales and quotes from family life in all my material. This brings people along for the ride and invites them to take the same trip.

I explain what works, what I found hard and what things I miss. Change is hard. We need to be honest about what a zero-emissions society means. I also address the limits of individual action, because while some issues are within our control, others need political action. We can all reduce household energy use and eat less meat. But changing the energy grid mix and reducing industrial food waste need systemic and political attention. I encourage people to change what they can control and speak up about what they can't.

I cover my content in a long-form narrative, cheat sheets, infographics, articles, artworks and speeches. I reach a broad audience with this multifaceted approach.

Must be no more than 500 words.

Merit criterion 4 (25 points)

Your capacity, capability and resources to carry out the project.

In assessing this criterion we will consider;

- the relevant skills and experience of the lead applicant (and project partners) and how the collaboration will help deliver project outcomes. This will include demonstrated past performance and ability to undertake the project.
- the extent to which the project demonstrates a clear project management style (including key risks, achievable milestones, timelines, project outcomes and governance arrangements)
- the extent to which the project demonstrates value for money (direct cash input, in-kind contributions*, how many people will benefit, ongoing maintenance).
- The extent to which the project demonstrates a high level of community support, including volunteers and sponsorship.

*Note: In-kind contributions could include donated supplies, materials or services, volunteering time such as labour or expert advice. As a guide, volunteer time or labour contributed to a project should be calculated at \$28.50 per hour and professional or contractor time contributed should be calculated at \$75 per hour.

*

I have written four books. Two won national awards, two received arts grants and one was published by Pan MacMillan. I've edited a dozen novels for colleagues. I've published magazine columns and articles. I have written non-fiction extensively for government, the non-profit sector and as a technical writer in my own practice.

Community Zero Emissions Grants Round Three

Application Form - Round Three - Community Zero Emissions Grant

Application 00010 From JT Clay

I have worked as a judge on arts grants. I delivered a funded festival arts piece earlier this year. I have produced short films and am a producer on a reality TV show being filmed in Canberra.

I have organised dozens of national conferences and spoken at several. I recently did my first national television interview and have delivered my first TED talk (invitation open-mic). My ANU Climate Cafe talk was sold out.

I developed and maintained three websites, including SEO, social media and marketing.

I'm a lawyer by training and have over a decade of experience in the public and non-profit sectors. I've coordinated complex projects on national security, legislative reform and stakeholder consultations.

I've held leadership roles in government, non-profits and business.

Last year I became CEO of recycling start-up, Send and Shred, run with The Green Shed. I'll step down later this year to focus on The Carbon Diet.

I'm completing an Audrey Fagan Board Traineeship and am learning fantastic leadership skills from my mentor, Harriet Elvin, who is CEO of the Cultural Facilities Commission.

As a writer and artist, I like to work alone, but I am consulting with subject matter experts along the way. This gives me valuable input, colour and quotes for my written pieces. It also lets me test my ideas to make sure I don't accidentally take research out of context or draw the wrong conclusions. My project is about education, practical lifestyle change and outreach, but I want to make sure the climate change and carbon information behind it is valid.

I have attached a detailed project plan. My research, planning and writing on each topic are time-consuming. There's a risk that I either won't complete on time or will cover a topic superficially. But having completed a large chunk of this major project and tested conclusions with experts, I believe I can complete an interesting and useful take on the subject on time.

I'm confident I can write a publishable book but I can't guarantee mainstream publication. The industry is unpredictable. I can't pitch the book until it is nearly complete. My agent has indicated the book is of high interest and she likes its tone. I rely on her professional judgment as well as my own.

I've received or arranged expert input from 20 subject matter experts and community groups and have arranged two professional manuscript appraisals. I've set out confirmed volunteer in-kind support in my budget. I'll personally deliver 140 hours of professional work + 60 hours in-kind work during the project. I provide my home office for free. Other costs (software and insurance) are low and are covered in my budget.

Must be no more than 500 words.

Merit criterion 5 (5 points)

The extent to which your project aligns with the priority areas of transport and transition from gas.

HOUSEHOLD ENERGY & TRANSITION AWAY FROM GAS

I attended ACTSmart's session on household solar on 4 June and road-tested the home energy action kit. I also covered these topics in stages during the project.

- setting a lower winter temperature and higher summer temperature
- evaporative cooling, fans and air conditioning

Community Zero Emissions Grants Round Three

Application Form - Round Three - Community Zero Emissions Grant

Application 00010 From JT Clay

- more insulation, fewer draughts
- rooftop solar panels
- GreenPower & community renewables
- switching from gas to electricity
- increasing appliance efficiency
- decreasing hot water use and not using gas to heat it
- using other innovations, like smart meters and heat pumps.

During the grant period, I will write a mainstream magazine article drawing together my conclusions from all of those experiments.

TRANSPORT

During the grant period, I will run four one-week experiments on municipal transport.

- Baseline car use
- Active transport (walking and cycling)
- Public transport (tram and bus)
- Using non-ICE cars and logistics to reduce car use (home delivery, better scheduling etc).

I will interview Ian Ross, CEO of Pedal Power ACT. I will write up each of these topics on my blog and will then write a mainstream magazine article drawing together my conclusions.

I will also cover both topics in my community speeches, general articles and my book.

Must be no more than 200 words.

Inputs (Budget)

* indicates a required field

Total Amount Requested * \$11,650.00
What is the total financial support you are requesting in this application? The funding limit for grant applications is \$25,000 (GST exclusive) per applicant. Only applicants seeking the full amount or less will be considered eligible for assessment.

Total Project/Program Cost * \$15,961.00
What is the total budgeted cost (dollars) of your project?

Budget (GST exclusive)

Please outline your project budget in the income and expenditure tables below, including details of other funding that you have applied for, whether it has been confirmed or not. All amounts should be GST exclusive.

Provide clear descriptions for each budget item in the 'Income' and 'Expenditure' columns.

Income includes all resources to be utilised for the project, including grant funds, cash and in-kind contributions. As a guide, volunteer time or labour contributed to a project should be calculated at \$28.50/hr and professional or contractor time contributed should be calculated at \$75/hr.

Community Zero Emissions Grants Round Three

Application Form - Round Three - Community Zero Emissions Grant

Application 00010 From JT Clay

Examples of expenses could include 'purchase of personal protective equipment (PPE), 'project audit fees', 'office supplies', 'catering for volunteers'. Refer to the [Grants Program Guidelines](#) for what expenses are eligible and not eligible.

Use the 'Notes' column for any additional information you think we should be aware of.

Your budget **MUST** balance (TOTAL INCOME AMOUNT = TOTAL EXPENDITURE AMOUNT).

Please **do not add commas** to figures - e.g. type \$1000 not \$1,000 - this will ensure your figures for each table total correctly.

Income Description	Income Type	Is the funding confirmed?	Income Amount (\$)	Notes
Paid articles	Earned Income *	Unconfirmed *	\$275.00	I already published two paid articles for The Carbon Diet and am budgeting for one more paid article. Most articles will be unpaid.
Manuscript appraisal	In-kind contributions	Confirmed	\$1,040.00	I have already arranged for two professional manuscript appraisals from my writer / editor colleagues at no cost.
Expert input	In-kind contributions	Confirmed	\$900.00	I will get input from 6 subject matter experts into my book and topics (already arranged).
Own contribution (volunteer rate)	In-kind contributions	Confirmed	\$1,710.00	In-kind work contribution of research, organising, writing articles, preparing & delivering talks, web development etc @ \$28.50 x 60 hours over 7 months

Community Zero Emissions Grants Round Three

Application Form - Round Three - Community Zero Emissions Grant

Application 00010 From JT Clay

Community Zero Emissions Grant Round Three (this grant)	Government Grants	Unconfirmed	\$11,650.00	I seek grant funds for 140 hours of my professional work at a rate of \$75 per hour over 7 months + \$1,150 for the 10% auspice administration fee charged by ACT Writers Centre
Own cash contribution	Other Income	Confirmed	\$386.00	I'll contribute cash to fund my insurance and my Canva subscription
			Total: \$15,961.00	
			Must be a dollar amount	

Expenditure Description	Funding type	Expenditure Type	Expenditure Amount (\$)	How was this figure calculated?
Strikingly website annual fees	Other funds	Project and Production *	\$275.00	I use Strikingly as my web development platform. This is their annual fee.
Canva design software	Other funds	Project and Production	\$171.00	I use Canva for my web design and illustrations for articles and presentations. This is their annual fee.
Manuscript appraisal	Other funds	Salaries and Wages	\$1,040.00	I have arranged two professional manuscript appraisals for my book and submission package to be delivered at no charge. This is the ACT Writers Centre rate on MS appraisals.

Community Zero Emissions Grants Round Three
 Application Form - Round Three - Community Zero Emissions Grant
 Application 00010 From JT Clay

Expert input	Other funds	Salaries and Wages	\$900.00	I will get input from 6 subject matter experts into my book and topics (already arranged).
My work (in-kind volunteer contribution)	Other funds	Salaries and Wages	\$1,710.00	In-kind work contribution of research, organising, writing articles, preparing & delivering talks, web development etc @ \$28.50 x 60 hours over 7 months
Three months business insurance (Allianz)	Other funds	Other Expenditure	\$215.00	I've already paid my business insurance to early March 2020. I'll pay the balance for the rest of this grant.
Professional work	Grant funds	Salaries and Wages	\$10,500.00	I seek grant funds for 140 hours of my professional work at a rate of \$75 per hour over 7 months for running carbon accounting on transport for four weeks, professional writing, editing and speaking
ACT Writers Centre auspice fee (administration)	Grant funds	Administrative and Infrastructure	\$1,150.00	ACT Writers Centre will auspice my grant and charge a 10% fee of the grant funds sought to do so. This is an administration fee.
			Total: \$15,961.00	
			Must be a dollar amount	It is important to provide detail for this section

Community Zero Emissions Grants Round Three Application Form - Round Three - Community Zero Emissions Grant Application 00010 From JT Clay

What other inputs will you need in order to successfully carry out this project?

I will need the services of my agent to provide input and publish my book. This is already arranged (Alex Adsett will represent me).

I will use my home office facilities to work. I have not costed this but can include costings if preferred.

Non-financial inputs could include staff/volunteers time/expertise, equipment, facilities, pro bono or in-kind contributions, advocacy, and other types of support.

Authorisation and Declaration

* indicates a required field

Deed Of Grant

Successful applicants will need to sign the Community Zero Emissions Deed of Grant prior to receiving Grant funding. Please see the Deed of Grant template for your review and agreement [here](#). Where a successful application includes an auspicing organisation the Deed of Grant will be signed by the auspicing organisation and not the applicant.

I agree to the conditions within the Deed of Grant template. *

Yes

No

If you do not agree with the Deed of Grant template please contact the Environment Planning and Sustainable Development Directorate at actsmart@act.gov.au or 13 22 81 prior to submitting your application.

Certification

This section must be completed by two appropriately authorised persons on behalf of the applicant organisation (may be different to the contact person listed earlier in this application form).

- **We certify that to the best of our knowledge the statements made within this application are true and correct and have read and understand the [Grant Program Guidelines](#).**
- **We understand that if the applicant organisation is approved for this grant, we will be required to accept the terms and conditions of the grant as outlined within the application package and in accordance with the [Grant Program Guidelines](#).**
- **We acknowledge that EPSDD will not accept late applications**
- **We acknowledge that EPSDD may vary the level of funding provided through the Grants program at its sole discretion**

Community Zero Emissions Grants Round Three

Application Form - Round Three - Community Zero Emissions Grant

Application 00010 From JT Clay

- We acknowledge that EPSDD cannot guarantee funding for any application, and cannot guarantee funding for the full amount requested by the applicant.
- We agree to the Deed of Grant template or have contacted EPSDD to discuss our concerns.

Applicant Representative #1

Name * Ms Joanne Clay
Must be a senior staff member, board member or appropriately authorised volunteer

Position * Writer
Position held in applicant organisation (e.g. CEO, Treasurer)

Contact Phone Number * [Redacted]
[Redacted] act you to verify that this application is authorised by the applicant organisation

Contact Email * [Redacted]
[Redacted]ress.

Date * 26/06/2019
Must be a date.

I agree * Yes No

Applicant Representative #2

Name * Ms Joanne Clay
Must be a senior staff member, board member or appropriately authorised volunteer

Position * Writer
Position held in applicant organisation (e.g. CEO, Treasurer)

Contact Phone Number * [Redacted]
[Redacted] act you to verify that this application is authorised by the applicant organisation

Contact Email * [Redacted]
[Redacted]s.

Date * 26/06/2019
Must be a date.

I agree * Yes No

Auspice Organisation Certification

This section must be completed by two appropriately authorised persons on behalf of the auspice organisation (if applicable).

Community Zero Emissions Grants Round Three

Application Form - Round Three - Community Zero Emissions Grant

Application 00010 From JT Clay

- We certify that, to the best of our knowledge, the statements in this application are true. We have read and understand the [Grant Program Guidelines](#)
- We declare that the organisation we represent agrees to sponsor the project and to enter into a Funding Agreement for the ACT Community Zero Emissions Grants Program with Environment, Planning and Sustainable Development Directorate and to administer the Agreement on behalf of the applicant.

Auspice Organisation Representative #1

Name *

[Redacted]

Must be a senior staff member, board member or appropriately authorised volunteer

Position *

[Redacted]

held in applicant organisation (e.g. CEO, Treasurer)

Contact Phone Number *

[Redacted]

We may contact you to verify that this application is authorised by the applicant organisation

Contact Email *

[Redacted]

Must be an email address.

Date *

26/06/2019

Must be a date.

I agree *

Yes No

Auspice Organisation Representative #2

Name *

[Redacted]

Must be a senior staff member, board member or appropriately authorised volunteer

Position *

[Redacted]

Position held in applicant organisation (e.g. CEO, Treasurer)

Contact Phone Number *

[Redacted]

We may contact you to verify that this application is authorised by the applicant organisation

Contact Email *

[Redacted]

Must be an email address.

Date *

26/06/2019

Must be a date.

I agree *

Yes No

Applicant Feedback

Community Zero Emissions Grants Round Three

Application Form - Round Three - Community Zero Emissions Grant

Application 00010 From JT Clay

You are nearing the end of the application process. Before you review your application and click the **SUBMIT** button please take a few moments to provide some feedback.

Where did you hear about the grant program?

- Web Search Newspaper Colleague Other:
 Email from EPSDD Media Release Network

Time taken to develop your project (including negotiation with sponsors/ collaborators)

- Less than 10 hours 30 - 40 hours
 10 - 20 hours More than 40 hours
 20 - 30 hours

Please indicate how you found the online application process:

- Very easy Easy Neutral Difficult Very difficult

How many minutes in total did it take you to complete this application? *

1500

Estimate in minutes i.e. 1 hour = 60 minutes

Please provide us with your suggestions about any improvements and/or additions to the application process/form that you think we need to consider.

Allow applicants from individuals / sole traders / small organisations eg. don't require two signatories to each stage.

Community Zero Emissions Grants Round Three

CZEGP Round 3 Eligibility Form

Application 00010 From JT Clay

Form Submitted 1 Jul 2019, 3:48pm AEST

Eligibility Checklist

*** indicates a required field**

Applicant organisation or the organisation sponsoring the applicant

- be a not-for-profit organisation with an incorporated legal structure (e.g. an incorporated association, a company limited by guarantee, an indigenous corporation or a non-trading co-operative)
- have a minimum of \$10 million public liability insurance or provide a quote from an insurance company and then become insured for \$10 million public liability upon becoming successful for funding. This grant cannot be used to pay for the required insurance.
- be applying for funding for a project to be undertaken within the ACT
- If undertaking works to a property, have permission of the building owner to undertake works. This is critical where community organisations lease ACT Government properties, which may be subject to existing repair and maintenance or minor capital works programs
- advise of any outstanding grants from the ACT Government, and
- complete all relevant questions in the application form and have the declaration signed by the appropriate person (i.e. CEO or other authorised delegate).

Does the applicant or the organisation sponsoring the applicant meet all of the eligibility criteria listed above? *

Yes No

Must be at least 1 choice selected.

All criteria must be correct in order for this application to proceed to the next stage of assessment

Applicant eligibility criteria

- undertake project activities in the ACT
- not be a government agency
- not be a political party registered under the Electoral Act and
- be prepared to enter into a Deed of Grant with the Territory
- not an individual (unless auspiced through an incorporated community organisation)
- not a family trust
- not a statutory body and authority
- not a for-profit group or a public company

Does the applicant meet all of the eligibility Criteria listed above?

Yes

No

Community Zero Emissions Grants Round Three

CZEGP Round 3 Eligibility Form

Application 00010 From JT Clay

Form Submitted 1 Jul 2019, 3:48pm AEST

Project eligibility criteria

- innovative projects, initiatives and programs related to the reduction of greenhouse gas emissions in the ACT
- initiatives, projects and programs that generate new knowledge or information to facilitate local solutions to transition to zero emissions
- initiatives, projects and programs that develop innovative solutions to engage the community on zero emissions.
- Cannot be funded from other sources (e.g. other ACT Government grant programs)

Does the proposed project meet the project eligibility criteria listed above?

Yes

No

Non-eligible projects/activities/expenses

- applications seeking funding that exceeds the stated maximum grants amount available of \$25,000 per organisation
- any project or activity that does not occur within the ACT
- projects and/or activities that do not contribute to the aims of the ACT Climate Change Strategy AP2
- projects undertaken on property owned by the ACT Government except in the following circumstances:
 - energy and water efficiency upgrades in an ACT Government owned community facility where the eligible applicant is able to provide evidence of their right to occupy the site
- general administration costs such as phone, stationery and/or utility costs that exceed 10% of the grant sought
- maintenance of buildings, existing projects, infrastructure or services
- installations in private dwellings
- devolved grant funding (requests for funding to be provided to an applicant organisation who will then disseminate this funding to other organisations or individuals to complete the work)
- retrospective costs - projects or purchases which have already taken place
- commitments such as contract, hire purchases or rental agreements for any goods beyond the period funded
- reimbursement for previously completed activities
- on-going running costs of an organisation, including salaries
- projects proposed by a group or organisation with an overdue acquittal for projects or programs administered by the ACT Government

Community Zero Emissions Grants Round Three

CZEGP Round 3 Eligibility Form

Application 00010 From JT Clay

Form Submitted 1 Jul 2019, 3:48pm AEST

- projects that could be funded from other sources (e.g. other ACT Government grant programs) and
- funding of projects on an on-going basis, i.e. over multiple years will not be approved.
- on-going running costs of an organisation, including salaries
- insurances (e.g. public liability, volunteer)
- recurrent operational expenses (e.g. electricity, office rent/leases, rates, vehicle registration)
- administration costs (exceeding 10% of the original grant amount)
- entertainment, event expenses (excluding workshops)
- gifts/sponsorship/membership fees
- purchase of uniforms
- purchase of land or buildings
- purchase of vehicles (with exception of bicycles)
- fees related to applicants attending conferences, workshops or events and
- training expenses.

Does the grant application include any of the non-eligible expenses listed above?

- Yes
 No

Details of non eligible expense

A little blurry but the funded activity could be considered as a salary.

Has the applicant agreed to sign the Deed of Grant if successful? *

- Yes
 No
 Has contacted Actsmart to raise issues

No more than 1 choice may be selected.

Additional Comments

New Question

18 June 2019

To whom it may concern,

Jo Clay is a longtime member of the ACT Writers Centre and we are pleased to offer auspicing services to her for her exciting new project "The Carbon Diet". Our fee for this service is 10% of the total funding request (excluding the auspice fee).

"The Carbon Diet" is an exciting project which has the potential to discover new and innovative solutions for people to reduce their everyday carbon footprint. It also creatively blends art and science to drive community awareness about the serious environmental issues facing us all.

I strongly support this application. As a member of the Writers Centre, I am aware of Jo's professional achievements, both in writing and her environmental credentials, and I am confident she possesses the skills to manage this project and realise it to its full potential.

If you would like any further information, please do not hesitate to contact me on 6161 9292 or at director@actwriters.org.au

Yours sincerely,



Director, ACT Writers Centre



The Carbon Diet

Cutting my carbon footprint by 75%,
one week at a time.



INTERACTIVE SCULPTURES AT 'ART, NOT APART' 2019

I created ten Lego sculptures showing how to cut carbon for 'Art, Not Apart' in March 2019. I hid the sculptures around the festival, because solutions are hidden all around us. People hunted them out and scanned the QR codes, which linked to the data behind each piece.

Little People / Big Problem
Ten Lego sculptures about fighting climate change

1. Climate Change Anxiety
You are a little person. Climate change is a Big Problem.



Lego kindly on loan from The Green Shed

Little People / Big Problem
Ten Lego sculptures about fighting climate change

3. Recycle right
Better recycling cuts 240 kilograms CO₂e per person per year



Lego kindly on loan from The Green Shed

Little People / Big Problem
Ten Lego sculptures about fighting climate change

5. Supermarket Swap
Smart food swaps cut 623 kilograms CO₂e per person per year.



Lego kindly on loan from The Green Shed

Little People / Big Problem
Ten Lego sculptures about fighting climate change

7. Feed Fido less meat
Cuts 1 tonne of CO₂e from your carbon pawprint each year.



Lego kindly on loan from The Green Shed

Little People / Big Problem
Ten Lego sculptures about fighting climate change

8. Fly less
Fly less & fly economy cuts 1 tonne CO₂e per person per year



Duplo kindly on loan from the private collection of X

Little People / Big Problem
Ten Lego sculptures about fighting climate change

9. Change the Grid
Renewable electricity cuts 1.5 tonnes CO₂e per person per year



Lego kindly on loan from The Green Shed

ARTICLE PUBLISHED ON ABC NEWS (OPINION) 2 JUNE 2019

Counting my carbs: What I learnt on my year-long low-carbon diet

By Jo Clay

Published on ABC News, 2 June 2019

<https://www.abc.net.au/news/2019-06-02/what-i-learned-about-carbon-emissions-on-a-low-carbon-diet/11129746>



PHOTO: What if the solution to climate change was less beer? (ABC News: Danielle Bonica)

The whole world is thinking about going on a crash diet. Not to count carbs, but carbon. Like so many diets, this one might not stick.

Climate change means the global average temperature has already risen by one degree since the 19th century. To limit further damage, Australia said we'd cut carbon under the Paris Agreement.



Health choices, animal rights, or the environment: 2018 has been called the year veganism goes mainstream.

But we're the great diet cheats. We've got one of the highest emission rates in the world but we've pledged a tiny trim, dropping from 21 tonnes to 20 tonnes of carbon per person per year.

It's not enough. If everyone followed our lead, the world would warm several degrees by the century's end.

Forget about a one-tonne cut. What about a 15-tonne cut? What would life look like?

I decided to find out. Over the past year, I've been trying to cut my carbon footprint by 75 per cent through a different experiment each week.

I use carbon accounting to get my results. Instead of working out how much money something costs, carbon accountants estimate how much carbon it emits during its creation, use and disposal.

I use government data (like the National Greenhouse Accounts Factors) and academic sources.

I expected some conclusions — flying is bad, vegan is great — but others came as a shock.

Carbon pawprints beats clean eating

I trialled 5:2 fasting and vegetarianism. Both cut carbon for the average Australian by around 350-450 kilograms per year.

But changing the way we feed our pets had up to 10 times that impact.

With more pets than people in Australia, it makes sense. Those mutts get through a lot of meat.



PHOTO: Pet food is a large contributor to carbon emissions. (Pixabay: SNGPhotography)

If you don't want to switch to vegan dog food, small changes make a big difference:

- Pick a complete and balanced supermarket kibble that lists grain as the first ingredient
- Don't overfeed your pet
- When adopting a new pet, consider a smaller animal that eats less

- Always pick low-carbon meats, like chicken, kangaroo or duck. Avoid beef and lamb, because ruminant cows and sheep are very bad for the climate (it's all that methane they fart and burp)

Eat local and seasonal — if you hate the planet

The food miles furphy doesn't stack up. Most of the impact from food happens on the farm. Only a small portion comes from transport, particularly where it travels in bulk via efficient road and shipping networks.

Local food actually has a higher impact in some circumstances. For instance, regional hothouse tomatoes often lead to higher emissions than field-grown imports, because hothouses use carbon-intense energy for artificial heating. The buildings also contain embedded emissions, unlike fields.



PHOTO: Regional hothouse tomatoes can lead to higher emissions than field-grown imports. (ABC Landline: Pip Courtney)

The exception on food miles is air freight. Any produce that travels by plane is responsible for a lot of carbon. Unfortunately, you can't easily avoid this.

Neither Coles, Woolworths nor Aldi could tell me how each variety of produce arrived in their shops. Labelling laws, please?

"Eat seasonal" says every green blog ever, but what does that mean?

Do I stick to food grown in the last week? What about fresh Nigerian melons, can I fly those in? Does my bread need seasonal flour? When do I eat pickles?

While there's some logic to the idea, I couldn't find any data backing it up. Worse, if eating seasonal means shunning cold storage apples in favour of farm fresh cheese, it means more carbon, not less.

Keep it simple and stick to Michael Pollan's advice: Eat food, not too much, mostly plants.

Plastic really is fantastic

I love War on Waste, so this was a shock. Plastic packaging saves carbon. I'll say it again because you probably don't believe me. That plastic wrap on your steak? It's harmless, especially compared to the steak.

Manufacturers have developed thin plastics that contain very little embedded carbon and emit none at all in a landfill. Embedded emissions in my plastic packaging accounted for about 3 per cent of my food's carbon footprint.

If I drove my small car to the farmer's market to buy plastic-free food, the petrol for the extra 17.5 kilometre return trip would generate more carbon than the plastic wrapping. The journey negates its purpose.



PHOTO: The carbon emissions from car travel to a farmer's market can wipe out any gains from buying food without plastic wrap. (ABC News: Nick Haggarty)

The packaging also protects food during transport and storage and extends shelf-life. This massively reduces food's carbon footprint by reducing food waste.

Straw No More and plastic bag bans are great for the turtles, but they won't stop climate change. We need to think less about the packaging and more about what's inside.

Enjoy the hard stuff, but give up soft drink

I enjoyed spending eight weeks finding out about how my food generates carbon, but I dreaded looking at drinks.

What if it meant banning coffee? What if it meant banning booze?

Modern drinks are a weird beast. None of us need them, most of us have them and they generate almost half as much carbon as our food.

Spirits, wine, soft drink and beer all have a similar index, which means the 30ml shot in your cocktail accounts for less carbon than the 200ml mixer.

Coffee and tea aren't too bad especially when brewed at home with no added cow milk. Bottled water has a low index compared to the rest, but it's massive compared to tap water, so why not ditch it altogether?



INFOGRAPHIC: [How much carbon is in one drink?](http://carbondiet.com.au) (carbondiet.com.au)

Your doctor may disagree, but I say pick your vices, just watch your overall quantity.

The carbon diet

Over halfway through my project, some changes make life better. Forget distant goals and weak targets.

I've found it's easy to slash carbon with the right information. I can still live a good life.

Jo Clay is an author and environmental activist.

ANU CLIMATE CAFE TALK 24 June 2019

I gave my first talk on 'The Carbon Diet' to the ANU Climate Cafe on 24 June. It was great fun but takes a lot of preparation. Organisers said my talk sold out and was the biggest Climate Cafe event they'd held to date.



Events > Climate Cafe: How can we cut the carbon footprint of our food?

Climate Cafe: How can we cut the carbon footprint of our food?



Food generates a lot of carbon dioxide and equivalent emissions. There's the agricultural impact to grow it (think fertiliser, feed and farting cows). Then there's transport, processing, packaging, disposal and food waste. What we eat matters. But which area has the biggest impact? What's the best way to cut back?

In *The Carbon Diet*, Jo Clay tries to cut her carbon footprint by 75%, testing out a different method each week. She uses carbon accounting to get her results and compares the changes against her lifestyle and that of the 'average' Australian. Jo road tested several ways to cut her food carbon footprint, including intermittent fasting, veganism, vegetarianism, food packaging, food miles, reducing food waste and making simple swaps at the supermarket. She'll begin with a short presentation on what she learned, followed by a small group discussion on the following questions.

Modern food systems are complex. What tools do people need to understand food's carbon footprint?

There are many different ways to eat. How do we motivate people to make a low-carbon choice that suits them?

What's the best way to cut food carbon footprints across Australia as a whole?

A light vegan lunch (low carbon footprint) will be provided by Canberra Magic Kitchen.

About the speaker

Jo is an author and environmentalist. She has worked in and studied sustainable transport, recycling and carbon accounting. She is running *The Carbon Diet* and a recycling company, Send and Shred.

[» more information about this event](#)

[Register now](#)



Dates & times
Mon 24 Jun 2019, 12.15–1.45pm

Location

141 Frank Fenner Building

Room: Fenner Seminar Room

Speakers
Jo Clay

Contact
Juliet Meyer
[Send email](#)

BLOG POST FROM MY WEBSITE. THIS IS ONE OF 40 POSTS SO FAR

Week Eighteen - Supermarket Swap

Save 643 kilograms CO₂e per person per year

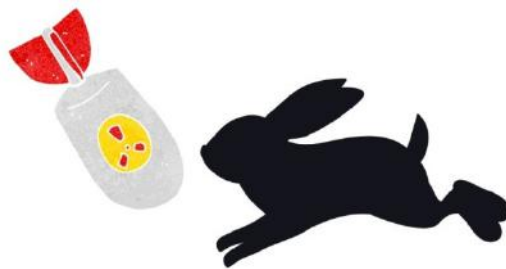
December 22, 2018 · Weekly experiments

Me

- What's your superpower today?

My preschooler

- I'm the baby bunny that never grows up. I eat things that are bad for the world and make them go away.



The Ethical Omnivore

In the absence of a carbon-ivorous bunny that will save the planet, it's hard to beat Michael Pollan's rules for the ethical omnivore. He advised us to eat food, not too much, mostly plants. Pollan published that over ten years ago. I've just run eight weeks of food experiments to find he was right.

What food experiments did I try?

At the start of this project, my food generated just over a tonne of carbon dioxide and equivalent emissions (CO₂e) each year. I compared this with an average Australian family, the Molloy's, who participated in a photographic study called 'Hungry Planet - What the World Eats'. The Molloy diet generates around 1.4 tonnes CO₂e per person per year. Indirect embedded emissions from food waste generated another 350 kilograms CO₂e for me and

480 kilograms CO₂e for the Molloys each year. I was sure I could cut down and I had a good idea of what would work.

I was wrong.

What failed?

I tried 5:2 fasting by eating less than 2500 kilojoules on two days. That only shaved 50 kilograms CO₂e from my annual footprint. It cut a decent 350 kilograms CO₂e from the Molloy diet, but only if they stuck to plant-based fasting food with a little fish, egg or chicken. A 'fasting' dinner of steak blew the budget.

I tested out vegetarianism. I loved the creamy, cheesy pasta but I ate too much and my seafood choices weren't environmentally sustainable. Besides, I only cut 66 kilograms of CO₂e from my annual footprint. The Molloys did better because their baseline diet has so much meat. They'd save 450 kilograms CO₂e, but if we all eat fish like that the oceans will run out.

I looked at an environmental ogre, food packaging, and found it wasn't that bad. Embedded emissions in my packaging, including the plastic, only accounted for 3% of my food's total footprint. When I tried to reduce it by shopping at a co-op or market instead of my local supermarket, the long drive have emitted more carbon than I saved. Worse, the packaging preserves the food, serves it in small portions and increases shelf life. These all cut down on food waste. Stripping the plastic off meat, fish and cheese, in particular, will drastically increase emissions because some of that product will end up in the bin.

I examined another eco-favourite, eating local, seasonal and organic. I found no evidence that this would cut emissions and in some cases, eating local or seasonal will increase emissions. Organic food probably cuts carbon, but not by much. If you have to drive out of your way to a specialty shop to buy it, the drive probably cancels out any savings.



What worked?

A vegan diet was the clear winner. It would cut my food footprint by over half and cut the Molloys' by two-thirds. But I'm not sure I'm a good enough person to sustain it. I can't imagine shunning Grandma's roast chicken. But decreasing meat and dairy and taking on a few more vegan options are easy and delicious steps anyone can manage.

I also saved a hundred kilograms of CO₂e by cutting food waste for myself and the Molloys. I didn't worry about packaging. Instead, I focussed on the food that gets lost through our industrial system. A few simple steps made a big difference.

For this week's experiment, I bundled all this information together to make a long-term plan to cut CO₂e for myself and the average Australian. I focussed on supermarket swaps and easy steps that anyone could take.

Simple Swaps

My Friday night takeaway binge and weekend steak blew my budget. I hadn't realised that beef generates over five times the emissions of chicken, kangaroo, pork and duck. We'll still eat meat every Saturday night, but we'll only have beef or lamb once a month. We also eat a lot of eggs, but our backyard chooks cut down on the CO₂e. I'll choose a low-meat Friday takeaway with a little chicken or cheese and I'll go vegan for many other meals. I've also cut my food waste. All up, this takes my food footprint from almost 1.4 tonnes CO₂e to 850 kilograms CO₂e.

The average Australian can cut even more because they start out eating more meat, fish and dairy. I went through the Molloy weekly shop and made some swaps. I changed beef for beans, chicken for tofu, endangered orange roughy for a sustainable and low-carbon mackerel, pork for mock meat and cream for yogurt or cashew butter. I put in salmon, hummus and pesto for sandwiches. I got rid of the ham and unsustainable tinned tuna. I swapped 1.7 litres of cow milk for non-dairy milk but I left in 600mL cow milk and all their cheese, eggs, yogurt and butter. This gave them a varied diet with plenty of dairy, 320g of meat (kangaroo, duck, chicken and monthly lamb) and 500g fish per person per week. I also assumed they'd follow some simple steps to reduce food waste, no dumpster diving required.

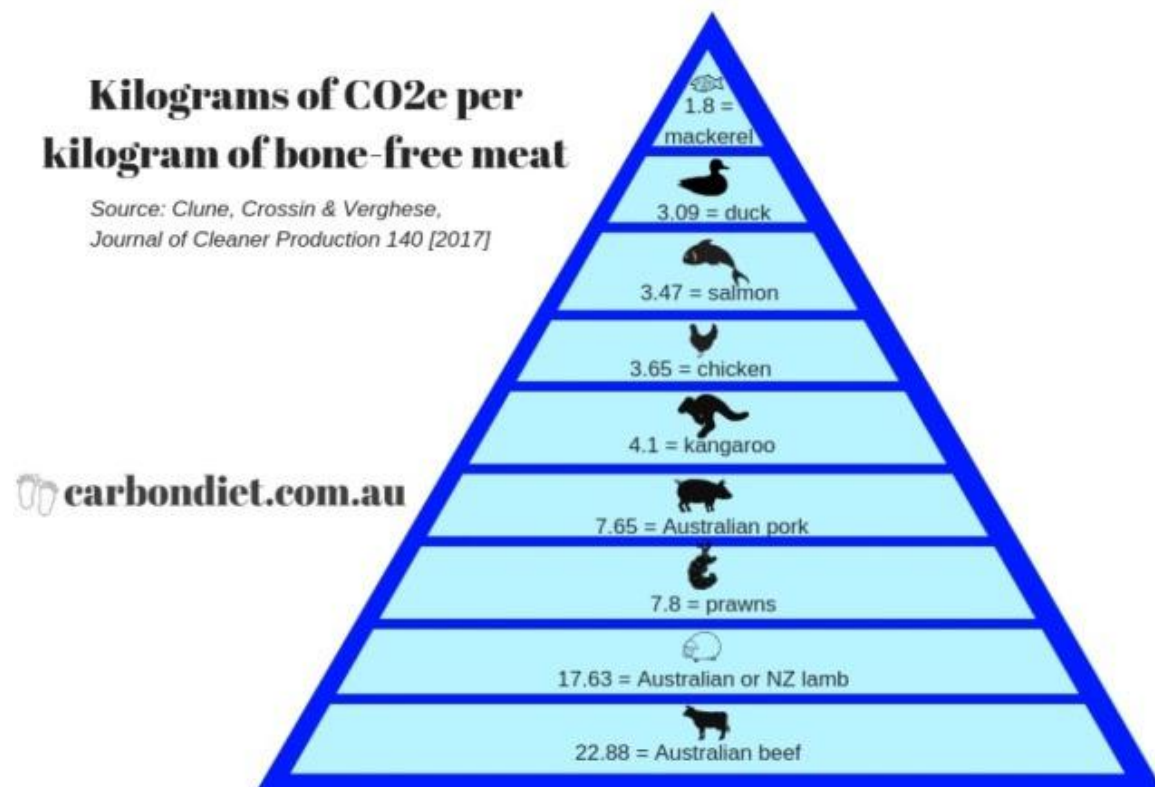
All up, this would take the average Australian Molloy diet from a whopping 1.9 tonnes to 1.16 tonnes CO₂e per person per year. The adults could save even more by going vegan, going vegetarian or doing 5:2 fasting, provided they ate no red meat on their fasting days.

Meat choices matter

Some fruits and vegetables have a higher carbon factor than others but they're all fairly low. If you're vegan, eat whatever you like. That's not the case for meat and seafood.

I've heard various meat industry lines over the years, including that meat is nutritionally essential, that it's so nutritionally dense it gives good environmental value and that Australian beef and lamb are environmentally friendly choices because they're lower carbon than international ruminants. None of these claims stacks up against the data.

Fish is also complex. Much of it is less carbon intense than meat (with a few exceptions, like prawns and lobster). But even low-carbon choices may not be sustainable. The fishing industry is poorly regulated, it overfishes and it uses massively destruction techniques like trawling. Many commonly-eaten species are likely to be extinct in the next decade. I recommend eating less and checking with the [Australian Seafood Guide](#) before buying fish or seafood.



Australian beef generates fewer emissions than overseas beef, but it's still seven times more intense than duck.

What didn't I cover?

I'd love to spend a year looking at food, but then I wouldn't cover the rest of my carbon footprint. I've had to skip some interesting topics. I think eating offal instead of muscle meat and eating backyard produce cut a lot of carbon, but I didn't run the numbers to check. I have no idea how home-prepared food stacks up against food bought out in restaurants, cafes and fast food joints. I didn't look at freezing and refrigeration in transit. I factored in food processing, but I think I over-compensated. I also suspect that home-delivered food from a supermarket in major metro areas saves carbon because the trucks and delivery routes are more efficient than your car, but I haven't run the numbers to see.

I tried to look at hothouses and greenhouses. Fruit and vegetables that are grown in greenhouses usually have a bigger carbon footprint, but not always. For food miles, I found that while sea freight and road transport don't have a big impact, aeroplane miles do. Unfortunately, I couldn't use the data I found because neither supermarket websites nor food labels showed air freight or greenhouse technology. I've written to the three major supermarkets about this and I hope to cover it in my book next year.

I also left out drinks (other than milk). For most people, that means bottled water and soft drinks. For me, it's booze. I'll circle back to this topic when I make my annual New Year's resolution to drink less. Until then, happy holidays to you and your family!

INTRODUCTION TO MY BOOK, *MY YEAR ON A CARBON DIET* (WORK-IN-PROGRESS)

I just turned 42 and I've decided to embrace failure.

Our planet's in trouble. There are too many of us. We consume too much stuff and toss out too much pollution. We need to change. I need to change. I know this. Believe me, I've tried. For years, I've been wrestling with how live a better life.

I decided to ditch disposable cups and take my own. But which coffee beans should I pick? Rainforest Alliance, organic or Fairtrade? What about milk? Cows create methane. Soy farms clear rainforests. Almonds guzzle water during the drought.

I'm plagued with middle-class guilt. I suffer crippling dilemmas each time I set foot in a supermarket. My partner Rob got that hunted look last time I joined him on the weekly shop.

'What's better for the environment?' I asked in the meat aisle. 'Organic chicken or processed mock duck?'

'Don't mock ducks,' Rob said. 'They can't help the way they look.'

'What about these lentils? They're vegan but they're wrapped in plastic and imported from Peru. Should we get loose local vegies from the Co-op instead? The Co-op's further away and we don't have a Tesla. Does the drive make a difference? Wait, why are you picking up Gaffa tape? Do you know the embedded carbon footprint for Gaffa tape? --- mmph mmph.'

Let me tell you about my brief foray into veganism a few years ago. Every source agrees that a vegan diet has the lowest environmental impact, so with heavy heart, I spoke to Rob.

'I have to eat vegan,' I said.

'Eat vegans?' he said. 'Are you sure? Good for the planet. Bad for the vegans.'

'No, eat vegan. As in no meat, no fish, no dairy, no eggs.'

'Great idea,' Rob said. 'I'm not doing it. I'll cook for myself.'

'What will you make?' I said.

'Steak.'

I didn't go vegan, because if I had, I'd have doubled our household footprint. Rob would have eaten red meat every night instead of twice a week. Of course, if I'd managed to convert him too, we'd be ahead of the game, but I couldn't even convince myself.

Change is hard. With so much competing information and so many choices, I found it impossible to commit to a life without chocolate. I couldn't work out what was best. I couldn't even work out what was least worst. If only there were some way to compare...

One day, I discovered carbon accounting.

Australia has said we'll cut emissions under the Paris Agreement. This means that our country, and many of our businesses, have to report emissions each year. Many organisations even become carbon neutral. They might do this for PR reasons or to save money. Or they might do it because, like me, someone on their Board is genuinely freaked about climate change.

Carbon accounting is the tool used to estimate these emissions.

What if I learned carbon accounting and turned it on my own life? I could measure every area of my footprint. Clothes, food, transport. My losing battle with my family to switch off lights and turn off standby appliances. That sneaky trip to Fiji.

Which of these matter? Which should I ignore? Do those plastic-wrapped Peruvian lentils from the megamart beat the dirt-covered organic spuds from the other side of town?

But there's no point simply measuring my footprint. I'll cut it back at the same time. What's a good target to set?

Australia's got one of the highest emission rates in the world, but we've set one of the weakest targets. At the time of writing, we said we'd cut 3% from current emissions. If everyone followed our lead, the world would warm several degrees in the next fifty years. The United Nations says we're not on track to meet that target and it's not enough, even if we do.

What about 75%? Hm. 75%. It's random but it has a nice, weighty feel to it. I assume the Halls of Power came up with 3% through a similar chain of logic.

But I don't want to do anything extreme. I'll find the simplest, most pleasant way to slash my carbon footprint. And I can't do it all at once. I've got Pilates on Wednesdays and I like a sleep-in on Sunday. What if I tackle a different area each week and run a mini experiment to see what works?

That's *The Carbon Diet*. Cutting my carbon footprint by 75%, one week at a time.

'Interesting project,' Rob said when I told him about it. 'I didn't think you were a numbers person.'

'They're only numbers,' I said. 'How hard could it be?'

Week	Date	Topic	Details of experiment	Data gathering	Other prep	Notes
	Feb-18		CANBERRA CYCLIST ARTICLE PUBLISHED			
	01-Mar-18	Prep	Get components of average Australian footprint.	YEAR LONG DATA: Supermarket receipts, car log book, bills history; other purchases	Baseline data	
			CANBERRA CYCLIST ARTICLE PUBLISHED			
1	19-Apr-18	Baseline & intro	Set out purpose of experiment, average Australian footprint, 75% reduction target	Petrol & mileage log; supermarket receipts	Find data sources for stuff	Step 1 & 2 of Victorian EPA's 8 step Carbon Management Principles are to Measure and set Objectives.
			CANBERRA CYCLIST ARTICLE PUBLISHED			
	Break					
2	05-May-18	Waste	Waste baseline	Waste audit		
3	13-May-18	Waste	Paper out of rubbish bin	Waste audit; dog food audit	Buy electricity metre	
4	19-May-18	Waste	Organics out of bins	Waste audit; dog food audit		Tour of MRF / interview GM
	Break		DuringPu			
5	02-Jun-18	Pets	Dog food, chicken food, other pet consumables	Dog food & chicken food audit		
			CANBERRA CYCLIST ARTICLE PUBLISHED			
	Break					
	Break					
	Break					
	Break					
	Break					
6	30-Jul-18	Flights	Flights			
	Break					
7	13-Aug-18	Winter heating	Baseline			40% energy used by residential sector from heating & cooling the home
8	20-Aug-18	Winter heating	Lower temperature			
			CANBERRA CYCLIST ARTICLE PUBLISHED			
	Break					
9	03-Sep-18	Winter heating	Insulation			
	Break					
	Break					
	Break		AC Grant application; Shadow died			
10	01-Oct-18	Winter heating	Solar panels vs green power etc			
	Break		Beach			
11	15-Oct-18	Food	Baseline	Food logbook		
12	22-Oct-18	Food	Eat less	Food logbook		World Food Day 16 October
13	29-Oct-18	Food	Eat Vegan	Food logbook		
	Break					
14	12-Nov-18	Food	Eat Vegetarian	Food logbook		
15	19-Nov-18	Food	Food packaging	Food logbook		
16	26-Nov-18	Food	Local organic seasonal	Food logbook		National Recycling Week 12 - 18 November; 'Buy Nothing' day 23 November
	Break					
17	10-Dec-18	Food	Food waste	Food logbook		
18	17-Dec-18	Food	Supermarket swap			

	Break					Christmas
	Break					
	Break					
19	13-Jan-19	Summer cooling	Baseline			14 -17 January World Future Energy Summit
20	20-Jan-19	Summer cooling	Higher temperature / smart meter			Australia Day
21	27-Jan-19	Sumer cooling	Evap / fans / air con			
	Break					
	Break					
22	24-Feb-19	Drinks	Booze & beverages	Booze & drinks - baselien		
23	03-Mar-19	Drinks	Booze & beverages	Reduction		
			ART NOT APART FESTIVAL PIECE			
	Break					
24	06-May-19	Energy	Baseline	Measure appliance electricity use & hot water logbook		Salim suggests: Rooftop solar; reduction & efficiency; electrify (no gas); GreenPower or Community Panels; Smart Thermostat; heat pump
	Break					
25	20-May-19	Energy	No Gas			Enlighten 2 - 17 March
26	27-May-19	Domestic flights	Circle back to flight calculations & domestic			
			ABC ARTICLE PUBLISHED			
	Break					
27	10-Jun-19	Electricity	Appliance efficiency			Earth Hour 24 March
28	17-Jun-19	Progress so far				
			ANU CLIMATE CAFE TALK BOOKED & PIECE CIRCULATED			
29	01-Jul-19	Electricity	Hot water			
30	08-Jul-19	Electricity	Rooftop solar, Greenpower etc			
31	15-Jul-19	Electricity	Smart thermostat & heat pump			
			BITE ARTICLE SCHEDULED FOR PUBLICATION			
	Break					
32	05-Aug-19	Stuff	Baseline			
33	12-Aug-19	Stuff	Consumables			
34	19-Aug-19	Stuff	Clothes			
35	26-Aug-19	Stuff	Other			
	Break					
	Jul-Sep		COMPLETE FIRST 3 CHAPTERS & SUBMISSION PACKAGE FOR BOOK, GET MS APPRAISALS, SEND TO AGENT			
36	02-Sep-19	Offsets			Reconnect with Fijian contact, get climate change impact anecdote	
37	09-Sep-19	People	Connect with Fijian or someone with low footprint			By what date did we use all the planet's resources?
38	23-Sep-19	Data	Overview			
			ACQUIT ACT ARTS GRANT		Acquit Arts ACT grant. Grant ends 30 September 19. Acquit within 2 months.	Grant provided to 'assist with the costs to write articles and a manuscript for 'The Carbon Diet' as per original application'.
	Sep - Feb		COMPLETE FINAL DRAFT OF BOOK			

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	Break					
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35	02-Sep-19	Transport	Baseline		CZE SUPPORTED ACTIVITY	
36	09-Sep-19	Transport	Active transport (bike, walk)		CZE SUPPORTED ACTIVITY	
37	23-Sep-19	Transport	Public transport (bus, tram)		CZE SUPPORTED ACTIVITY	
38	30-Sep-19	Transport	Alternatives to ICE car - hybrid, electric car, logistics to reduce car use		CZE SUPPORTED ACTIVITY	

			ACQUIT ACT ARTS GRANT		Acquit Arts ACT grant. Grant ends 30 September 19. Acquit within 2 months.	Grant provided to 'assist with the costs to write articles and a manuscript for 'The Carbon Diet' as per original application'.
	Oct-19		PUBLISH ARTICLE ON CANBERRA's ENERGY AND TRANSITION AWAY FROM GAS		CZE SUPPORTED ACTIVITY	
39	04-Nov	Offsets				
40	11-Nov-19	People	Connect with Fijian or someone with low footprint			
41	18-Nov-19	Data	Overview			
	Nov-19		PUBLISH ARTICLE ON CANBERRA'S TRANSPORT		CZE SUPPORTED ACTIVITY	
	Nov- Feb		WRITE CHAPTERS ON TRANSPORT IN BOOK			
	Nov- Feb		COMPLETE FINAL DRAFT OF BOOK			
	Feb-May		COMMUNITY TALKS ON CARBON DIET		CZE SUPPORTED ACTIVITY	
	Feb-May		ARTICLES IN CANBERRA NEWSLETTERS & MAGAZINES ABOUT CONCLUSIONS FROM CARBON DIET		CZE SUPPORTED ACTIVITY	

Item	Weight (KG) for whole family	Weight (KG) per person	Kilojoules per KG	Total KJ per person	Emissions factor (KG CO2e per KG item per person)	Total emissions (KG CO2e) per person
Potatoes	2.00	0.50	3150	1572	0.18	0.09
White bread, sliced, 2 loaves*	1.4	0.35	10600	3710	1.25	0.44
Bread rolls, 10*	0.8	0.20	10900	2180	1.25	0.25
Dick Smith Bush Foods breakfast cereal#	0.50	0.12	15400	1921	1.52	0.19
San Remo spaghetti*	0.50	0.12	15300	1908	1.25	0.16
San Remo penne*	0.50	0.12	15200	1896	1.25	0.16
White rice	0.50	0.12	14500	1809	2.55	0.32
Sweet chili twist (savory bread)	0.29	0.07	10900	788	1.25	0.09
Pura Light Start milk	6.82	1.70	2163	3687	1.14	1.94
Pauls milk, whole	2.39	0.60	2596	1549	1.14	0.68
cheese	0.50	0.12	17500	2183	8.55	1.07
Pauls Greek yoghurt, natural set	0.50	0.12	1240	155	1.31	0.16
Pauls thickened cream	0.29	0.07	13900	1005	5.64	0.41
Woolworths sour cream	0.29	0.07	8988	650	5.64	0.41
butter	0.08	0.02	30072	575	9.25	0.18
Chicken, whole	2.00	0.50	10374	5176	3.65	1.82
tuna, canned#	2.00	0.50	4370	2180	2.15	1.07
Woolworths beef	1.00	0.25	9576	2389	22.88	5.71
Woolworths chicken breast	1.00	0.25	10374	2588	3.65	0.91
Woolworths lamb	1.00	0.25	13066	3260	17.63	4.40
Sea perch	1.00	0.25	3822	953	3.49	0.87
Woolworths pork	0.50	0.12	10080	1257	7.65	0.95
eggs	0.39	0.10	6000	585	3.46	0.34
ham	0.30	0.08	6846	514	5.77	0.43
salami	0.10	0.02	14112	350	2.88	0.07
Watermelon, seedless	1.68	0.42	1260	529	0.32	0.13
Apples	1.27	0.32	2184	693	0.29	0.09
Oranges	1.22	0.31	1974	604	0.33	0.10
Yellow bananas	0.82	0.20	3738	763	0.72	0.15
Plums	0.77	0.19	1932	372	0.45	0.09
Green grapes	0.64	0.16	2898	460	0.37	0.06

Lemons	0.54	0.14	1083	147	0.26	0.04
Nectarines	0.54	0.14	1848	251	0.45	0.06
Heinz baked beans##	1.04	0.26	3380	882	2.04	0.53
Avocados	0.40	0.10	6720	672	0.45	0.05
Iceberg lettuce, 2 heads	1.00	0.25	588	147	0.37	0.09
Cucumbers	0.86	0.22	300	65	0.23	0.05
Val Verde peeled tomatoes, canned	0.82	0.20	756	154	0.45	0.09
Tomatoes	0.73	0.18	756	137	0.45	0.08
White onions	0.73	0.18	1460	265	0.17	0.03
Carrots	0.68	0.17	1290	219	0.20	0.03
Sweet corn, 4 ears	0.50	0.13	3906	488	0.47	0.06
Asparagus	0.45	0.11	840	95	0.83	0.09
Silverbeet	0.45	0.11	798	90	0.54	0.06
Celery	0.25	0.06	588	37	0.18	0.01
Mushrooms	0.24	0.06	924	55	0.27	0.02
Broccoli	0.23	0.06	1428	81	0.60	0.03
Beetroot, canned	0.22	0.06	1302	73	0.24	0.01
Italian flat beans	0.22	0.06	701	39	0.31	0.02
Tomato paste##	0.20	0.05	3818	192	1.80	0.09
Snow peas	0.19	0.05	1764	85	0.38	0.02
Capsicum	0.18	0.05	1092	50	0.66	0.0
Garlic	0.06	0.02	5220	81	0.57	0.0
Coconut milk	0.38	0.10	5922	567	0.42	0.0
Viva olive oil	0.12	0.03	37000	1154	1.80	0.1
Peanut butter##	0.25	0.06	24108	1507	3.32	0.2
Red chili peppers	0.10	0.03	1680	43	0.66	0.0
Ginger	0.08	0.02	3360	69	0.88	0.0
Sultanas#	0.37	0.09	12900	1207	0.37	0.0
Cadbury Milk Chocolate bar**	0.25	0.06	22500	1403	3.10	0.2
Uncle Tobys strawberry muesli bars##	0.25	0.06	16300	1017	2.00	0.1
Uncle Tobys fruit twists (roll ups?)##	0.22	0.06	13900	778	1.48	0.1
SAKATA crackers#	0.20	0.05	15401	775	2.55	0.1
Arnott's shortbread cream biscuits	0.12	0.03	22100	689	2.50	0.1
Smith's chicken flavoured potato crisps**	0.05	0.01	22900	292	1.16	0.0

Heinz spaghetti, canned	0.68	0.17	2016	343	2.04	0.3
beef Stroganoff mix***	0.64	0.16	3220	515	5.64	0.9
Total				62,928		27.48

Data sources & assumptions

Molloy data provided by Dr Stephen Clune. Condiments, beverages, ice blocks, herbs, spices omitted.

Kilojoule estimates from Coles Online for that item or nearest equivalent, or or online calorie converter

https://www.calorieking.com/foods/calories-in-fresh-or-dried-vegetables-pumpkin-raw_f-ZmkPTcxMTAy.html multiplied by 4.2 for rough conversion to kilojoules

Produce assumed field-grown, not heated greenhouse.

I divided the family food by 3.8 to get a per person factor. There are three adults and one child who looks around age 9 in the Molloy family.

Data notes

#Factor used for fresh produce, not tinned or dried

##Factor for fresh produce x 4 to make processed item

*Factor of 1.25 used for pasta, bread and bread products and 2.5 for pastry and biscuits, based on bread factor from UK carbon economist, Berners-Lee.

Australians Murray and Dey (2007) devised a bread sector factor based on a per-dollar spend, but but with bread costing anywhere from \$1.50 to \$15 per kilogram

**Factor from 'Energy and nutrient density of foods in relation to their carbon footprint', 2015, <https://academic.oup.com/ajcn/article/101/1/184/4564263>

***Used factor for cream. Actual contents and emissions uncertain.

MSS015001 - Measure and Report a Carbon Footprint - Results Assessment

2 messages

Lesley Lees 

28 August 2017 at 10:23


To: Jo Clay <jt.clay1@gmail.com>

Dear Jo

Congratulations on being awarded a Statement of Attainment in MSS015001 Measure and Report a Carbon Footprint. I have attached my notes for your assessment results.

As my notes state, you clearly demonstrated your understanding of the knowledge and skills required to measure and report a carbon footprint. It was a great pleasure to mark your assessment. We will mail your Statement of Attainment to the below address this week (if incorrect please urgently let us know – including name spelling):

Jo Clay



I have attached a survey for you to email back to us. As we are a small boutique RTO we rely heavily on our customer feedback and appreciate you filling this out for us. I will also shortly send you a survey from our Regulator. Appreciate there may appear to be overlap with the attached but the attached form is for our personal usage while the regulator feedback form is part of our regulatory requirement.

Thank you for studying with us and if we can help you in any other studies, please let us know.


Kind regards

LESLEY LEES
DIRECTORP 
Connect: <http://au.linkedin.com/in/lesleylees>
www.sustainableadvantage.com.au

Twitter: @SustAdvantage

SUSTAINABLE ADVANTAGE GROUP AUSTRALIA
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3 attachments **Client Feedback Form Template V1.0.docx**
37K **Jo Clay - MSS015001 Assessment Results.pdf**
91K **MSS015001 Jo Clay Unmarked.xlsx**
53K

Jo Clay

28 August 2017 at 13:32

To: Lesley Lees

Thank Lesley - I enjoyed it! I'll definitely look at this for future skills, it's an easy way to learn while working.

[Quoted text hidden]



Jo Clay - MSS015001 Assessment Results.pdf

91K

Hardcopy 2019

6 messages

Alex Adsett <alexadsett@alexadsett.com.au>
To: Jo Clay [REDACTED]

27 February 2019 at 15:40

Hi Jo,

How are you? How's the writing going? I do hope it's on track, as I'm keen to read it when its ready.

But, have you already done the Hardcopy Writers course, before I came on board? You're not supposed to do it if you already have an agent, but this year is a non-fiction year for it, and it runs in Canberra, and it might be really good thing to d for structuring your manuscript. I think you already have a good eye for this, but still...

<https://www.actwriters.org.au/what-we-do/programs/hardcopy/>

We can always "pause" the agency agreement if you're interested in taking part (but only for this course, not because I'm not desperately interested).

Cheers, Alex

Alexandra Adsett
Literary Agent & Publishing Consultant
Alex Adsett Publishing Services

[REDACTED]
alexadsett@alexadsett.com.au
www.alexadsett.com.au

Alex Adsett Publisher Services does not provide legal advice, nor the services of a solicitor.

Jo Clay <[REDACTED]>
To: Alex Adsett <alexadsett@alexadsett.com.au>

4 March 2019 at 09:53

Thanks Alex! I'll see if I'm eligible for the program :)

The book won't be ready to pitch until October or so, but the research & blogs are going well. I'm also appearing at [Art, Not Apart](#) with a series of ten lego sculptures linking back to the online project :)

I've written the opening to set the tone of the book. I'd love any feedback, but feel free to wait until I've written more of the MS.

[REDACTED]

Cheers,
Jo.

[Quoted text hidden]

 **'The Carbon Diet' introduction.docx**
24K

Alex Adsett <alexadsett@alexadsett.com.au>
Reply-To: alexadsett@alexadsett.com.au
To: Jo Clay [REDACTED]

4 March 2019 at 17:45

Hey,

Questions on Domestic Kerbside Waste Audit 2014

1 message

Jo Clay [redacted]
To: [redacted]

10 May 2018 at 11:59

Hi [redacted]

I'm running a grant-supported project called 'The Carbon Diet', in which I try to reduce my carbon footprint by 75% on the Australian average by testing out a different method each week. I'm writing a book and a blog about this www.carbondiet.com.au

I'm looking at household waste. I've used data from the [Domestic Kerbside Waste Audit 2014 \(ACT\)](#). I'm keen to make sure I use that data correctly. My specific questions are below. Pls feel free to read my waste posts (weeks 2 - 4) in my blog and let me know anything I've got wrong.

Is ACT waste generation lower than Australian average?

The ACT audit says the average household produces around 740 kg of waste each year (rubbish + recycling), which would be around 300kg per capita per year (2.5 people per household).

The [Australian National Waste Report 2016](#) gives municipal waste as 565 kg per capita per year (2014-15 figure). That includes council park waste as well as household bins, but it's a lot higher. Am I reading the ACT figures correctly? Are we much lower on waste generation than the rest of the country? If so, why?

Organic waste

I'm focusing on organic waste put in either rubbish or recycling, as it generates the most carbon dioxide & equivalent emissions from landfill.

Do 'nappies' in the audit include sanitary products and adult nappies? If not, are sanitary products and adult nappies significant?

Where does dog poo in bags fit? Is it a significant amount?

What's in the 'other organics' stream? Does anything stand out from ACT or other audits as material that we could easily avoid sending to landfill, or perhaps buying in the first place?

Do you have any other general comments or observations about how to reduce organic waste from household bins?

Thank you for your time!

Kind regards,
Jo Clay.

The Carbon Diet does household waste

1 message

Jo Clay

To: robbie.ladbrook@act.gov.au

19 May 2018 at 17:51

Hi Robbie,

Post with quotes

Thank you so much for meeting me on Thursday. I really enjoyed our interview and got some great material for the blog. Loved the Ed Sheeran clip, thanks for the tip!

<https://www.carbondiet.com.au/blog/week-four-get-organics-out-of-my-bins>

The post is live, but I can make corrections. Pls let me know anything misquoted or incorrect. Anything I put in the blog is likely to end up in my book, too.

Data query

The only outstanding data query was checking the ACT figures on waste generation. The ACT 2014 audit shows we generate around 300kg household waste per capita per year. The [Australian National Waste Report 2016](#) gives municipal waste as 565 kg per capita per year (2014-15 figure- includes council park waste). The Australian figure is a lot higher than ACT.

Am I reading the ACT figures correctly? Are we that much lower on household waste generation than the rest of the country? If so, no problems - but if not, pls let me know that I've misread this figure.

Other waste posts

Please feel free to check the other two waste posts and let me know any mistakes.

<https://www.carbondiet.com.au/blog/week-three-get-paper-out-of-the-rubbish-bin>

<https://www.carbondiet.com.au/blog/week-two-household-waste>

Thank you for your help and I look forward to seeing that waste audit data when it's released.

Cheers,
Jo.

Follow up to our meeting on 25 October...

2 messages

25 October 2018 at 17:31

To: Jo Clay <[redacted]>

Hi Jo

So great to meet you today. The passion and energy you bring to your writing is infectious.

Just following up with some links as promised:

- **Australian Cultural Fund (ACF):** see the ACF website [here](#), in particular info for first time users [here](#). You can book in a 15 minute consult with Aneke, our ACF manager, if you have any questions. The link is at the bottom of the ACF webpage.
- **Free workshops:** Aneke will be in Canberra later in November, running free hands-on workshops for artists on how to fundraise through the ACF – [dates here](#).
- **Case for support:** Take a look at [this](#) resource as you start to think about the messaging around what you do and why.

Best

[redacted] | State Manager NSW & ACT (Mon-Thurs)

creative partnerships australia

a: [Level 2, 372 Elizabeth Street, Surry Hills NSW 2010](#)

t: [redacted]

e: [redacted]

w: creativepartnershipsaustralia.org.au

Our Acknowledgement of Country

Creative Partnerships Australia acknowledges Australia's Aboriginal and Torres Strait Islander peoples as the Traditional Custodians of the land on which we work and live and gives respect to their Elders both past and present.

Sign up to our [eNews](#) for the latest on our programs, services and events.



To: [REDACTED]

Thanks [REDACTED] It was a great meeting - if I don't use this info next year, rest assured it'll come in after that :)
[Quoted text hidden]

8 attachments

creative partnerships australia image001.png
10K

 image002.jpg
3K

 image003.jpg
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creative partnerships australia image001.png
10K

 image002.jpg
3K

Joanne - Solar4life

4 messages

23 August 2018 at 09:36

To: 

Hi Joanne,

Thanks for enquiring with us through Solar Choice for your home in Macquarie. I will be in touch shortly to discuss your system requirements and provide a customised quotation for you. If you would like to fill in the time while you wait to hear back from me please take a look at our company profile (attached) and view our most recent installations on Facebook: <https://business.facebook.com/solar4life.com.au/> I've also included some information about our finance option should this interest you.

Just a few important points when it comes to installing solar:

1. Although a panel is Tier 1 this does not mean it is the highest quality. There is a wide variation in quality between the worst Tier 1 panel, and the best.
2. 'Hybrid inverter' or 'battery ready' does not necessarily mean the inverter includes a charger, it may simply mean that the inverter is compatible with batteries. There is a large price difference between inverters with a charger included, and without.
3. The ideal orientation for generation is North, however the panels may be placed on the East or West for steadier generation throughout the day and to make the most use of your solar power. The final placement will depend on a number of factors including your preference and availability of roof space. I will be happy to explain this point in more detail.
4. When you choose a local solar retailer you gain the benefit of local installers and local experience.

If you would like to get things rolling faster please get in touch otherwise I will contact you soon.

Kind Regards,

3 attachments **Company Profile.pdf**
595K **Ratesetter - Green Loans - Brochure (1).pdf**
242K

Jo Clay [redacted]
To: [redacted]

2 October 2018 at 12:04

Hi [redacted]

Thanks for our chat last week about solar panels in the context of my Carbon Diet project.

This area is really complex! I've decided to revisit it when I look at electricity next year. I've found a carbon economist to assist me on that.

I have quoted you in the [post](#) :)

Kind regards,

Jo.

[Quoted text hidden]

[redacted]
To: Jo Clay [redacted]

2 October 2018 at 12:35

Hi Jo,

Nice to speak with you and thanks for quoting me. I shared your blog on our Facebook page.

Carbon economist? Sounds like a field I might like to work in.

There is a lot of information out there. And you haven't even delved into the world of batteries yet!

Best of luck with the blog and kudos to you for following your passion and writing. I have written a couple of short stories and about 60 pages of a novel, but finding time is difficult.

Kind Regards,

From: Jo Clay [redacted]
Sent: Tuesday, 2 October 2018 12:04:16 PM
To: [redacted]
Subject: Re: [redacted] - Solar4life

[Quoted text hidden]

Jo Clay [redacted]
To: michael.brown@solar4life.com.au

2 October 2018 at 12:35

Thank you!

Yeah, it does take time. Good luck with the book!

[Quoted text hidden]

RE: Website Inquiry from Veganpet Online Shop

3 messages

1 June 2018 at 13:31

To: Jo Clay

Dear Jo,
What a great thing you are doing. We should be aware of our carbon footprints.
I have attached my leaflet showing the ingredients it goes from the largest amount to the smallest amount.
I am sorry but I cannot disclose the exact amounts, because that is my whole formula. I don't think you will get that from any manufacturer.
I hope you can get a good idea from the list of ingredients. Good luck in your work. Kind Regards Sandy

Veganpet & SNH Products Pty Ltd
Web: www.veganpet.com.au
Email: veganpet@bigpond.com

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-----Original Message-----

From: Jo Clay
Sent: Thursday, 31 May 2018 1:26 PM
To: Veganpet Online Shop
Subject: Website Inquiry from Veganpet Online Shop

From: Jo Clay
Email:

I'm running a project called The Carbon Diet, in which I try to reduce my carbon footprint by 75%, one week at a time. This week I'm looking at the impact of dog food. My website is at www.carbondiet.com.au.

Can you send me a sample ingredients list of the Dry Dog Food that specifies the weight / quantity of each ingredient? I can then run a simplified carbon analysis on the impact of this food versus other supermarket choices.

I've been a customer for many years. Our dogs really like their dry dog food breakfast (though we do feed them a low-meat dinner as well).

Thank you!

Office Use Only:

From: Jo Clay

Email: [REDACTED]

Login Name: Not logged in

Login Email: Not logged in

[REDACTED]
Date and Time: Thu May 31 2018 13:26:02 EST

This email has been checked for viruses by AVG.

<http://www.avg.com>



veganpet brochure page 2..pdf

1617K

Jo Clay [REDACTED]

1 June 2018 at 15:09

To: [REDACTED]

Thanks [REDACTED] - I think you're right, none of the pet food manufacturers disclose recipes!

I'll use this and simply deem weights, which is what I'll be doing for the other foods anyway. Pls sign on to the blog next week to see the post if you're interested.

Thank you!

Cheers,
Jo.

[Quoted text hidden]

Jo Clay [REDACTED]

4 June 2018 at 08:18

To: [REDACTED]

Thank you for your help!

I've written up the blog post, and will include this issue in the book when I write it later this year (so please let me know anything I've got wrong).

<https://www.carbondiet.com.au/blog/week-five-reduce-my-carbon-pawprint>

My numbers are pretty crude for several reasons:

- I used emission factors for vegetables and human grade meat, which will be too high for the pet food industry that often uses by products and waste
- I used a multiplication factor of 3.8 to compare dry kibble with fresh and tinned food
- I had to guess at exact measurements for all of the pet food, as they contain ingredients lists but no amounts (as you pointed out, it's all proprietary information).

I've shown all those problems in the Notes section and uploaded my spreadsheet, so people can judge for themselves.

Not surprisingly, the vegan kibble comes out pretty well!

Kind regards,
Jo.

[Quoted text hidden]

Carbon footprint for food - book and blog - 'Hungry Planet' Molloy data?

5 messages

Jo Clay [redacted]

17 October 2018 at 13:39

To: [redacted]

Hi [redacted]

As discussed, I'm writing the [Carbon Diet](#), a book, blog and articles about carbon footprints. I try to cut my carbon footprint by 75% by testing out a different method each week. I blog as I go. My agent hopes to place the book in the second half of next year.

I'm looking at food over the next two months. I've analysed my own diet. I'd love to use the Molloy family from the 'Hungry Planet' photos as a comparison. Are you able to send me the spreadsheet data, or a link to it? Happy to look at it privately and keep the data itself offline if that suits you better.

I'd also love to catch up in town sometime for a coffee. I'm flat out next week but I could meet any Tuesday or Thursday after that. [redacted] so anywhere that suits you will suit me :)

Thank you and look forward to catching up soon!

Kind regards,

Jo Clay.

M: [redacted]

18 October 2018 at 20:28

To: [redacted]

Dear Jo,

Thank you for reaching out. I have attached two documents that may be of interest around food.

* An excel sheet of data collated (available for download from my website + raw data for the Molloy's. I need to do a bit of tidying prior to sharing the CO2e of the Molloy's, which I will do)

* A series of cards I developed in the UK that are attempting to lead to more intelligent conversation around how we may reduce our food impacts

It would be great to catch up for a coffee, how does Tuesday the 6th sound? [redacted] place, so could catch up at your favourite coffee shop.


Best


[redacted]

[redacted]

[Quoted text hidden]

2 attachments

 **clune_food_resuorce.xlsx**
123K

 **food_design_conversation_cards.pdf**
14553K

Jo Clay [redacted]

20 October 2018 at 11:26

To: [redacted]

Thank you so much - this is great!

I'd love to buy you a coffee at **Koko Black** on Bunda Street on Tuesday 6 November. What time suits you! Would 11am or 2.30pm work?

I particularly like the photo in the cards of the horrified sausages. Would you mind if I photographed my own version of that for the blog?

Cheers,
Jo.

[Quoted text hidden]

24 October 2018 at 11:49

To: [redacted]

Dear Jo,
11am at Koko black would be great. The images in the cards are all creative commons, so feels free to use (the reference should be on the back).

Best,

[redacted]

[Quoted text hidden]

Jo Clay

24 October 2018 at 12:24

To: [redacted]

Brilliant! 11am 6 November it is :)

[Quoted text hidden]

[redacted] shared "Emissions Projections for Qld_Report to the QCC Final.docx" with you

6 messages

[redacted] via Dropbox) <no-reply@dropbox.com>

18 October 2018 at 14:15

Reply-To: [redacted]
To: [redacted]



Hi Jo,

[redacted] invited you to view the file "Emissions Projections for Qld_Report to the QCC Final.docx" on Dropbox.

View file

Enjoy!

The Dropbox team

[redacted] and others will be able to see when you view this file. Other files shared with you through Dropbox may also show this info. [Learn more in our help center.](#)

© 2018 Dropbox

Jo Clay [redacted]
To: s [redacted]

18 October 2018 at 16:08

Thank you!

Today's chat was overwhelmingly complex but unexpectedly reassuring. Tk u!

[Quoted text hidden]

Jo Clay [redacted]

18 October 2018 at 16:27

Was a pleasure to catch up - nice to hear more about what you are doing, i look forward to seeing the end result.

Hope the QCC report is interesting (not right on topic but might make a little clearer what I was talking about and perhaps even give you a source or two for your work...)

Cheers

[Quoted text hidden]

Jo Clay

20 October 2018 at 10:48

To: [redacted]

Read it. Way too much econ for me but cheered me up.

Maybe these BAU projections make the future rather than predict it. The 60s Green Revolution that led to all the food tech came from the dire Malthusian predictions that overpopulation would mean we'd all starve. Smart people freaked out and decided to fix it. Similarly with solar and EV and other tech popping up because of doom & gloom climate change predictions.

It's a reverse Cassandra. BAU is destined to be believed, but not to come true. I like it.

On Thu, 18 Oct 2018 at 14:15, [redacted] (via Dropbox) <no-reply@dropbox.com> wrote:

[Quoted text hidden]

To: Jo Clay [redacted]

20 October 2018 at 12:26

Yes, well, unfortunately not too much art in what I do (or maybe some form of art, they call economics the dismal science, perhaps I could call what I do the dismal art) but hopefully the message can contribute to a slightly better managed transition...

Love your reverse Cassandra formulation - are you happy for me to use it in presentations?

Cheers

[Quoted text hidden]

Jo Clay

20 October 2018 at 18:26

To: [redacted]

you want to quote me - hilarious! pls do :)

[Quoted text hidden]

ALDI Product Enquiry [ref:_00D7F1xExv._5007FZTDeB:ref]

1 message

Customerservice@aldi <customerservice@aldi.com.au>

25 January 2019 at 08:10

To: 

Dear Jo,

Thank you for contacting us with your enquiry.


Unfortunately I can not answer these specific questions in regards to our entire range of food products, however, you will find some information in relation to this matter by visiting the following link:

<https://corporate.aldi.com.au/en/corporate-responsibility/sustainable-development-goals/>

I appreciate your time and effort to enquire about our products . I wish you all the best with your project.

At ALDI, we are always trying to improve the level of service we provide our customers. To help us do this, we would like you to tell us how we are doing by taking part in the ALDI Customer Satisfaction Survey that will be sent to you shortly.

Kind Regards,


ALDI Customer Service

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Save paper - think before you print
ref:_00D7F1xExv._5007FZTDeB:ref

Coles - Thank you for your feedback

1 message

noreply@coles.com.au <noreply@coles.com.au>

21 December 2018 at 17:10

To: Jo Clay 

Thank you for taking the time to contact us today.

Thank you for your feedback – we will get back to you shortly. In the meantime if your feedback is regarding the quality of a Coles brand product please be aware of our Try It. Love It. Or your money back. guarantee and return to the store with your product or packaging for a full refund or replacement.

Kind Regards,
Coles Customer Care

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[Ticket: 9000342507] Other Incident

1 message

customer_service@woolworths.com.au <customer_service@woolworths.com.au>

22 December 2018 at 13:47

Reply-To: customer_service@woolworths.com.au

To: 

Hi Jo,

Thank you for taking the time to contact Woolworths regarding your Carbon Diet project.

Regarding your first question about which products may be grown in greenhouses and what kind of greenhouses, we have sent through your enquiry to a Quality Specialist to endeavour to provide a detailed answer to your feedback. We should be in contact with you regarding this enquiry in the next 48-72 business hours. Because our produce is sourced from all over the country and from different suppliers, it may be difficult to provide an accurate answer, but we will reply shortly and advise you as best we can.

In answer to your second question about products potentially being transported by air freight, because our contracts with suppliers include confidentiality clauses, unfortunately we are not able to provide information about the modes of transportation for our overseas-sourced products. I do apologise for any inconvenience this may cause.

Thanks for contacting Woolworths, Jo, we look forward to seeing you in store again soon.

Kind regards,


Woolworths Customer Hub

Woolworths.com.au | Facebook | Privacy Policy | Tel: 1300 767 969 |

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Climate Café: How can we cut the carbon footprint of our food?

2 messages

ANU Climate Change Institute <climate@anu.edu.au>
Reply-To: ANU Climate Change Institute <climate@anu.edu.au>
To: [redacted]

13 June 2019 at 15:22

Climate Cafe

[View this email in your browser](#)



Australian
National
University

CLIMATE CHANGE
INSTITUTE

You're invited to:

Climate Café: How can we cut the carbon footprint of our food?



**Mon 24 June, 12:15
- 1:45pm**

Jo Clay

[Register here](#)

Food generates a lot of carbon dioxide and equivalent emissions. There's the agricultural impact to grow it (think fertiliser, feed and flatulant cows). Then there's transport, processing, packaging, disposal and food waste. What we eat matters. But which area has the biggest impact? What's the best way to cut back?

In *The Carbon Diet*, Jo Clay tries to cut her carbon footprint by 75%, testing out a different method each week. She uses carbon accounting to get her results and compares the changes against her lifestyle and that of the 'average' Australian. Jo road tested several ways to cut her food carbon footprint, including intermittent fasting, veganism, vegetarianism, food packaging, food miles, reducing food waste and making simple swaps at the supermarket. She'll begin with a short presentation on what she learned, followed by a small group discussion on the following questions.

- Modern food systems are complex. What tools do people need to understand food's carbon footprint?
- There are many different ways to eat. How do we motivate people to make a low-carbon choice that suits them?
- What's the best way to cut food carbon footprints across Australia as a whole?

A light vegan lunch (low carbon footprint) will be provided by [Canberra Magic Kitchen](#).

About the speaker

Jo is an author and environmentalist. She has worked in and studied sustainable transport, recycling and carbon accounting. She is running *The Carbon Diet* and a recycling company, *Send and Shred*.

About Climate Café

Climate Café is a relaxed gathering of people interested in discussing ideas and questions on climate change and related topics. It cuts across disciplines, is inclusive, jargon-free and fun. The approach is modelled on dialogue events such as Café Philosophic and Café Scientifique.

Registration via Eventbrite is essential. Please make sure that you only register if you genuinely intend to attend. If you register and later find that you can't make it, please log into Eventbrite and cancel your ticket ASAP so that someone else can attend in your place.

It is very difficult to find parking at ANU at this time of day - we advise using public transport, taxi, cycling or walking. We would not recommend driving, but if you absolutely have to drive, allow plenty of time to find a parking spot. You may have to park off campus as there are likely to be so few spaces available.

Date: Mon 24 June, 12.15 - 1.45pm

Location: Fenner Seminar Room, Frank Fenner Building (#141), [Linnaeus Way](#), ANU, Acton ACT 2601

Register: [Eventbrite.com.au](https://www.eventbrite.com.au)



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Australian National University
Canberra, ACT 2601
Australia

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Jo Clay

To: ' [REDACTED]

14 June 2019 at 11:25

This is mine - would you like to come?

[Quoted text hidden]

The Evah Institute
Mount Tamborine
Queensland 4272 AUSTRALIA
Email openLCA@evah.com.au
Website <http://www.evah.com.au/>



LCA Associate



Subject: Welcome to openLCA in Australia

Dear openLCA user,

We are glad to hear that you decided to look at openLCA. It is powerful software. We are sure that you will not miss any familiar features in other LCA software. If so, we would love to hear your feedback.

Take a tour through the [openLCA website](#) to find out how to use the software. Here you can find, among others, the latest openLCA news as well as available services and downloads. The user forum, openLCA manuals, video tutorials and case studies are located in the [learn more](#) section of the website and are the best locations to find quick and uncomplicated help for working with the openLCA software.

Whether you are using the openLCA software in a personal, institutional or professional setting, we recommend our training, service contract and guided case studies options. Regular [training dates](#) are listed online and in-house and online personalised training options are available upon request.

A [service contract](#) ensures reliable, timely support with guaranteed response times. [Guided case studies](#) are there to help you establish high-quality LCA in your company with assistance from openLCA specialists.

Other services from openLCA include critical reviews, hosting and data management solutions and software adaptation/extension. For more information, see openlca.org/services or contact us directly.

Last but not least, please check out our [openLCA nexus](#) site to find databases and data sets available for openLCA.

Also feel free to contact us if you have any further questions or comments.

The openLCA team and the official openLCA partner in Australia

Ecopositively Yours,



Director Sustainability Assessment

[The Evah Institute](#) Tamborine Mountain QLD 4272 AUSTRALIA

RE: Data questions about CO2e emissions - Sectoral breakdown of 2017 projections results to 2030 [SEC=UNCLASSIFIED]

8 messages

Emissions.Projections <Emissions.Projections@environment.gov.au>

20 August 2018 at 10:23

To: Jo Clay >

Hi Jo,

Thanks for your follow up email on international aviation emissions.

The national inventory calculates international aviation emissions in line with fuel combusted in overseas travel, using the emissions factors most applicable to the Australian air fleet under international guidance. These emission factors consider the fuel burnt in the landing and take of planes, and in the distance spent cruising in the air.

This way of calculating emissions is not directly comparable to your own, but the Department bases its figures on government data. Fuel use is drawn from the Department's *Australian Energy Statistics*, the number of landing and take-off cycles from the Bureau of Infrastructure, Transport and regional Economics, and the aviation fleet profile is developed using data from the Civil Aviation Safety Authority.

Additional details for the inventory's method for aviation can be found on pp. 75-77 of the National Inventory Report:

<http://www.environment.gov.au/climate-change/climate-science-data/greenhouse-gas-measurement/publications/national-inventory-report-2016>

For calculating individual flight footprints, you might find QANTAS' offset calculator helpful. This allows you to calculate individual's share of flight emissions along QANTAS pathways, and is available on its [qantasfutureplanet](https://www.qantasfutureplanet.com.au/#calculator) website: <https://www.qantasfutureplanet.com.au/#calculator>

International aviation emissions are dealt with by the International Civil Aviation Organization (ICAO). The ICAO is a UN agency with member states, including Australia. The integrated global nature of international aviation means that effective action on international aviation emissions requires a concerted effort by all countries. Australia works through ICAO to develop goals and measures for reducing aviation emissions.

The ICAO have set aspirational goals of keeping global net carbon emissions from international aviation from 2020 at the same level, and global fuel efficiency improvement rate of 2 per cent per annum from 2021 to 2050.

Regards,

Emissions Projections Team

From: Jo Clay [mailto:]
Sent: Saturday, 28 July 2018 3:56 PM
To: Emissions.Projections <Emissions.Projections@environment.gov.au>
Subject: Re: Data questions about CO2e emissions - Sectoral breakdown of 2017 projections results to 2030 [SEC=UNCLASSIFIED]

Hi,

Thank you for this information. I've used it in my '[Carbon Diet](#)' blog and will incorporate it in my book.

You've noted that

*- 'Emissions from international aviation are excluded from the national inventory total, by international agreement. The most recent national inventory separately estimates **12.5 Mt CO2-e in 2016** for fuel emissions from international aviation.'*

I used DFAT figures on Australian international flights for 2016 and found that emissions were over **26 Mt CO2e in 2016**. This is more than double your estimate.

I've attached my calculations. Are my figures correct? If not, why not?

Can you tell me what your estimate is based on?

Can you also explain the policy reason why international flights are excluded from IPCC calculations and national carbon inventories?

Kind regards,

Jo Clay

Author

On 7 May 2018 at 13:19, Emissions.Projections <Emissions.Projections@environment.gov.au> wrote:

Dear Jo,

Thank you for your email regarding the breakdown of the emissions projections.

The latest quarterly of Australia's greenhouse gas inventory is the most up to date data on the current emissions per person, and reports the year to September 2017 estimate is 21.7 t CO₂-e. This figure for emissions per capita includes all emissions sources and sinks across Australia.

The report can be accessed on the Department's website:

<https://environment.gov.au/climate-change/climate-science-data/greenhouse-gas-measurement/publications/quarterly-update-australias-national-greenhouse-gas-inventory-sep-2017>

Other jurisdictions provide information on emissions, and the following household emissions calculator may be helpful:

<http://www.epa.vic.gov.au/AGC/home.html>

The Department also provides information on what you can do to lower your energy use, and can be found online:

<https://www.energy.gov.au/households>

The categories used for reporting emissions are in line with international rules and are process based. They focus on emissions sources from the point in time when emissions are released. This includes, for example, processes to combust fuels and the lifespan of farm animals that release emissions while alive. They do not report on end-use, which may consider the emissions attributed to the things you buy and use, such as lighting in homes or food.

Australia reports its emissions projections as per the international guidelines under the UNFCCC, which requires countries to estimate emissions originating from that country. This means emissions from the production of food and goods overseas, and the transport of goods to Australia is not included in Australia's national numbers. Emissions from food and goods production would be accounted for in the national inventory emissions for the country of production.

Emissions from international aviation are excluded from the national inventory total, by international agreement. The most recent national inventory separately estimates 12.5 Mt CO₂-e in 2016 for fuel emissions from international aviation.

The emission projections are modelled taking account of aggregated activity across the country, and trends that affect this activity as a whole. The projections would not be able to estimate individual baselines for each person's unique circumstances. The latest national inventory report of Australia's emissions, which estimates emissions up to 2016, does include details on emissions calculations.

The full report can be accessed on the Department's website:

<http://www.environment.gov.au/climate-change/climate-science-data/greenhouse-gas-measurement/publications/national-inventory-report-2016>

Please do not hesitate to contact the Department should you have any further questions.

Regards,

Emissions Projections Team

----- Forwarded message -----

From: **Jo Clay** [REDACTED]

Date: 19 April 2018 at 12:00

Subject: Data questions about CO2e emissions - Sectoral breakdown of 2017 projections results to 2030

To: civ@environment.gov.au

Hi [REDACTED]

Thanks for our call earlier. As discussed, I have launched a carbon accounting arts project called 'The Carbon Diet', in which I try to cut my footprint by 75% by running a different experiment each week. I'm writing a blog, article and book about the experience. My website is here <https://www.carbondiet.com.au/>.

For Week One, I'm setting baseline figures. I want to use the most inclusive figure possible for Australia's current per capita emissions, as well as a breakdown (ie. food accounts for x tonnes, flights for y tonnes etc).

I'm using the Department of the Environment and Energy's 'Sectoral breakdown of 2017 projections results to 2030' at <https://www.environment.gov.au/system/files/resources/eb62f30f-3e0f-4bfa-bb7a-c87818160fcf/files/australia-emissions-projections-2017.pdf>

The 2017 Sectoral breakdown includes electricity, direct combustion, transport, fugitives, industrial processes & product use, agriculture, waste, land use & forestry.

Where do the following items fit in?

- International aviation (Australians flying overseas).
- Food imported into Australia.
- Goods imported into Australia.

Can you give me the raw data / consultant reports that that report is based on? For instance, I'll spend a month looking at emissions from food. This will include parts of industrial processes (food production), agriculture (food grown here) and transport (food transported into and around the country). The raw data will give me much better baseline figures than aggregated data.

Thank you!

Cheers,

Jo Clay.

Author of 'The Carbon Diet'

Jo Clay [REDACTED]

To: "Emissions.Projections" <Emissions.Projections@environment.gov.au>

20 August 2018 at 10:59

Thank you!

[Quoted text hidden]

Jo Clay [REDACTED]

To: "Emissions.Projections" <Emissions.Projections@environment.gov.au>

6 April 2019 at 18:44

Hi,

Thank you for information about aviation last year, which I'm using in my book and blog, [The Carbon Diet](#). I've got some further questions about flights. I'd like to get this straight before publishing anything.

Thank you for referring me to the [National Inventory Report](#). Page 41 estimates total domestic aviation emissions at 8.944 million tonnes of CO₂e for 2017. Is that right? What is the activity data behind that estimate?

Page 75 says 'The estimation of CO₂ emissions from civil aviation is undertaken using a tier 2 methodology and EFs given in Tables 3.2 and 3.3.' Table 3.2 gives aviation gasoline EF of 67 CO₂/PJ and aviation turbine fuel as 69.6 CO₂/PJ. I use standard industry factors from '[Greenhouse gas reporting - Conversion factors 2016](#)', which are also used by EPA Victoria. These factors are expressed as CO₂e per passenger kilometre for different types and lengths of flight. How do your CO₂/PJ factors convert to these standard industry factors?

Page 75 says 'Emissions from international aviation are also estimated, but are reported as a Memo item only, by international agreement.'. I can't find that Memo. Can you link or reference it? Your earlier email says overall international aviation generates around 12.5 million tonnes CO₂e. Where is that in the report?

Are the estimates for domestic and international aviation based on the amount of aviation fuel purchased in Australia? If so, that may explain why my estimate for international flight emissions doubles yours. The fuel for the return journey would be bought overseas and so wouldn't be counted on your estimate.

I'm aware that international aviation is excluded from national inventories, but I don't understand why. How is it any different from other commodities and services that are made in one country, traded through another and then used in a third?

You've noted the International Civil Aviation Organization (ICAO) tracks international aviation emissions. Does ICAO feed its emission inventories into the IPCC's global inventory, or is international aviation left out of both national and global carbon inventories?

I'm based in Canberra. I'd love to set up an in-person or telephone chat with someone if that's an easier way to respond.

Thank you!

Kind regards,
Jo Clay.

[Quoted text hidden]

Emissions.Projections <Emissions.Projections@environment.gov.au>
To: Jo Clay <jt.clay1@gmail.com>

11 April 2019 at 11:17

Good Morning Jo,

Thank you for your email. We will endeavour to address your questions as soon as possible however please don't hesitate to contact us further,

Kind Regards

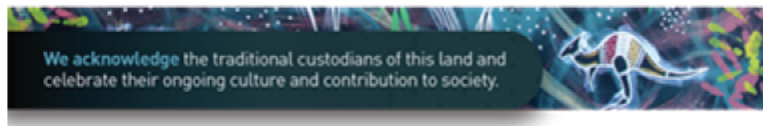
Alex Dudley

[REDACTED]
Climate Change Policy Branch
Analysis and Projections
Graduate 

Department of the Environment and Energy

✉ GPO Box 787 | CANBERRA ACT 2601

☎ ([REDACTED])
[REDACTED]



[Quoted text hidden]

Jo Clay <[REDACTED]>
To: "Emissions.Projections" <Emissions.Projections@environment.gov.au>

12 April 2019 at 12:50

Thanks [REDACTED] I look forward to your response.

cheers,
Jo.
[Quoted text hidden]

Jo Clay <[REDACTED]>
To: "Emissions.Projections" <Emissions.Projections@environment.gov.au>

25 April 2019 at 09:00

Hi [REDACTED]

Just wondering on your timeline for response? I have a book and articles coming out so really need the answers. If it's all too hard, I can lodge an FOI instead.

Cheers,
jo.
[Quoted text hidden]

Emissions.Projections <Emissions.Projections@environment.gov.au>
To: Jo Clay [REDACTED]
Cc: [REDACTED]

29 April 2019 at 17:05

Good Afternoon Jo,

Please see our answers below to your questions.

1. Thank you for referring me to the [National Inventory Report](#). Page 41 estimates total domestic aviation emissions at 8.944 million tonnes of CO₂e for 2017. Is that right? What is the activity data behind that estimate?

The preliminary 2017 estimate of CO₂-e for domestic aviation in the [National Inventory Report 2016](#) is 8944 Gg CO₂-e which is 8.944 million tonnes (noting this figure may be slightly revised with publication of the [National Inventory Report 2017](#)).

The activity data behind the estimate is the energy use (PJ) of aviation gasoline and jet kerosene used in domestic aviation published at http://ageis.climatechange.gov.au/Reports/ActivityTable_1990_2016_Transport.xlsx and based on the Australian Energy Statistics. In addition, the model considers the makeup of the Australian aviation fleet including different aircraft types and their different emissions profiles.

2. Page 75 says 'The estimation of CO₂ emissions from civil aviation is undertaken using a tier 2 methodology and EFs given in Tables 3.2 and 3.3.' Table 3.2 gives aviation gasoline EF of 67 CO₂/PJ and aviation turbine fuel as 69.6 CO₂/PJ. I use standard industry factors from '[Greenhouse gas reporting - Conversion factors 2016](#)', which are also used by EPA Victoria. These factors are expressed as CO₂e per passenger kilometre for different types and lengths of flight. How do your CO₂/PJ factors convert to these standard industry factors?

The emissions estimation methodology employed by the Department for international reporting uses a top down approach based on the amount of fuel consumed, consistent with international guidelines. The Department's estimate is not based on bottom-up estimates of the emissions per passenger. The UK factors that you linked to in your question includes a methodology paper outlining the basis of their estimates.

3. Page 75 says 'Emissions from international aviation are also estimated, but are reported as a Memo item only, by international agreement.'. I can't find that Memo. Can you link or reference it? Your earlier email says overall international aviation generates around 12.5 million tonnes CO₂e. Where is that in the report?

Memo items are reported at http://ageis.climatechange.gov.au/UNFCCC_MemoItems.aspx. International aviation data is accessed through 8C International Bunkers – 8C aviation.

International aviation emissions were not stated in the [National Inventory Report 2016](#) however can be found through the link above and were 12.5 MtCO₂-e in 2016. The [National Inventory Report 2016](#) publishes the international bunker (aviation and marine) emissions together. These were 14.2 MtCO₂-e in 2016 (page 43).

4. Are the estimates for domestic and international aviation based on the amount of aviation fuel purchased in Australia? If so, that may explain why my estimate for international flight emissions doubles yours. The fuel for the return journey would be bought overseas and so wouldn't be counted on your estimate.

Yes.

5. I'm aware that international aviation is excluded from national inventories, but I don't understand why. How is it any different from other commodities and services that are made in one country, traded through another and then used in a third?

The integrated global nature of international aviation means that effective action on international aviation emissions requires a concerted effort by all countries. International aviation emissions are addressed through ICAO. Additional information is available at <https://infrastructure.gov.au/aviation/environmental/emissions/index.aspx> and

<https://unfccc.int/topics/mitigation/workstreams/emissions-from-international-transport-bunker-fuels>

6. You've noted the International Civil Aviation Organization (ICAO) tracks international aviation emissions. Does ICAO feed its emission inventories into the IPCC's global inventory, or is international aviation left out of both national and global carbon inventories?

International transport is included in assessments of global emissions such as those used in the IPCC Assessment Reports.

Please don't hesitate to get in touch if you have further questions.

Kind Regards

[Redacted signature]

[Quoted text hidden]

Jo Clay <[Redacted]>
To: "Emissions.Projections" <Emissions.Projections@environment.gov.au>
Cc: [Redacted]

29 May 2019 at 12:44

Hi [Redacted]

Thank you for your help on unpicking Australian emissions data re. flights. I've covered this in my blog in [Week Six](#) and [Week Twenty Six](#). I'll be using this information in my book and articles, too.

Pls let me know anything I've misquoted or got wrong, and otherwise, thank you for your help!

Cheers,
Jo.

[Quoted text hidden]

Flight emissions calculator?

7 messages

Jo Clay
To: environment@qantas.com.au

6 April 2019 at 18:40

Hi,

I'm trying to calculate my emissions for a return economy flight Sydney - Wellington.

Is [this calculator](#) working? Can't seem to get a result from it.

Thank you!

Cheers,
Jo.

SHR ENVIRONMENT <environment@qantas.com.au>
To: Jo Clay SHR ENVIRONMENT <environment@qantas.com.au>

8 April 2019 at 08:57

Hi Jo,

Thank you for offsetting your email. I have just tried to calculate SYD to WLG and it was successful. Please ensure you select passengers numbers and click add flight. The below show then appear below. Please let me know if you are still experiencing any issues.

From	To	CO2 Emissions	Cost (Incl. GST)	
Sydney, Australia (SYD)	Wellington, New Zealand (WLG)	0.232 x 1	\$3.06	⊖
Wellington, New Zealand (WLG)	Sydney, Australia (SYD)	0.232 x 1	\$3.06	⊖

Many thanks,

Qantas Group Sustainability

qantas.com | facebook.com/qantas | twitter @qantas | youtube.com/qantas



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[Quoted text hidden]

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Jo Clay [REDACTED]
To: SHR ENVIRONMENT <environment@qantas.com.au>

12 April 2019 at 13:20

Thank you! Your calculator shows a one-way economy flight from Sydney to Wellington generates 0.232 tonnes of CO2 emissions. Is that right?

I found that a Sydney - Wellington flight of 2,232 kilometres generates 0.428 tonnes CO2 emissions, which is almost double your figure.

I use an emissions factor of 0.19162 kilograms CO2e per kilometre of flight, based on 'Greenhouse gas reporting - Conversion factors 2016' (UK Government figure that's used by EPA Victoria). This figure includes radiative forcing and is for an 'average passenger' on a 'long-haul' flight.

What emissions factor does Qantas use? Why have you chosen that factor?

I'm working on a yearlong project called [The Carbon Diet](#) about carbon footprints. I'm writing a book, blog and articles and making festival art pieces based on my research and I'm keen to get it right. Flights keep coming up as a major source of emissions, so I'd like to get this straight before reporting on it.

Kind regards,
Jo.
T: [REDACTED]

[Quoted text hidden]

Jo Clay [REDACTED]
To: SHR ENVIRONMENT <environment@qantas.com.au>

25 April 2019 at 08:52

Hi,
Have you managed to check what emissions factor Qantas is using for its flight emissions calculator and data?

I have a series of planned articles and a book on this topic, I'd really like to get my facts straight and I'd hate to have to say Qantas gave 'no comment'.

Cheers,
Jo.
T: [REDACTED]
[Quoted text hidden]

SHR ENVIRONMENT <environment@qantas.com.au>
To: Jo Clay [REDACTED]
Cc: SHR ENVIRONMENT <environment@qantas.com.au>

29 April 2019 at 09:39

Hi Jo,

Thank you for the follow up. Qantas is certified by the National Carbon Offset Standard (NCOS). Our Public Disclosure Statements (PDS) are available on the [Department of the Environment and Energy's \(DoEE\) website](#). which will provide you our emissions factors. Currently our emissions factor is approximately .104 which has been derived specifically for our operations and fleet and is reviewed on an annual basis.

[Quoted text hidden]

Jo Clay [REDACTED]
To: SHR ENVIRONMENT <environment@qantas.com.au>

29 April 2019 at 09:43

Thank you!

Cheers,
Jo.

[Quoted text hidden]

Jo Clay [REDACTED]
To: SHR ENVIRONMENT <environment@qantas.com.au>

24 May 2019 at 13:01

Good afternoon,

Thank you for helping me understand your carbon calculator. I've also spoken to the Department of the Environment and Energy.

You're currently using an emissions factor of 0.104 kg CO₂e per passenger km (ref 'Public Disclosure Summary - Passenger Products 2017-18'). This is based on fuel use and is 'derived specifically for your operations and fleet'.

I'm using factors of 0.27867 (domestic), 0.16844 (short haul), 0.19162 (long haul), 0.19162 (international) (average across all flights). These factors come from [UK Government factors](#) (condensed set) and are used by carbon accountants and governments (eg. EPA Victoria). These are much higher than your factor. Can you help me understand why?

- Does the QANTAS factor of 0.104 account for radiative forcing?
- Is the Australian fleet twice as efficient as that used in the UK? If not, why are our factors so much lower?
- Does the QANTAS calculator assume all flights are economy? Or is it giving an average across all flight classes (economy, business, first etc)?
- Why can't you make calculations based on your class of flight, given that the impact varies for Economy, Business etc?

I am covering this in my book and articles and I'm keen to get the facts straight. Thank you for your help!

Cheers,
Jo.

[Quoted text hidden]

Carbon Diet on Climate Change Emergency

5 messages

Jo Clay

23 May 2019 at 13:34

To: RATTENBURY <rattenbury@act.gov.au>

Hi

I usually contact you about [Send and Shred](#), The Green Shed's latest recycling business launched by Shane last year. Today I'm emailing for my other project, [The Carbon Diet](#), where I cut my carbon footprint by 75% testing out a different experiment each week. I'm writing a book, blog, articles and making artworks on this (eg. [Art, Not Apart](#)).

The Carbon Diet is looking at [household energy](#) over the next few weeks. I'm talking to ACTSmart and the ANU Climate Change Institute on the detail. I'd love some big picture quotes from Shane.

Would Shane be interested in answering the questions below or in giving me other comments I can publish in the blog, articles and the book?

PS *Send and Shred* got onto [WIN News national](#) with our Privacy Week story and we also just won a merit iAward :)

Thank you!

Cheers,
Jo Clay.

Questions for Shane

- 1) Why has the ACT Government declared a climate change emergency?
- 2) What worries you most about climate change? What opportunities do you see?
- 3) When will the ACT achieve its 100% renewable electricity target? How hard is it to get to 100% renewables? Were there environmental or economic trade-offs? Is it achievable for Australia?

RATTENBURY <RATTENBURY@act.gov.au>

23 May 2019 at 13:53

To: Jo Clay

Hi Jo,

Thanks for your email. I'm not sure if [\[redacted\]](#) let you know, but he's now finished up at the Assembly, and I have stepped into his role.

I'll share your request (and good news) with the Minister, however, it may be some time before he's able to reply. In the meantime, it could be worth taking a look at our recent comments at <https://greens.org.au/act/news/media-release/climate-emergency-declared-act-australian-first-states-and-territories> and <https://greens.org.au/act/assembly/climateaction>.

Kind regards,

[\[redacted\]](#)

Office of Shane Rattenbury MLA | ACT Greens Member for Kurrajong

Minister for Climate Change and Sustainability; Minister for Justice, Consumer Affairs and Road Safety;

Minister for Corrections; Minister for Mental Health

t: (02) 620 50005 | e: rattenbury@act.gov.au

We acknowledge the Traditional Custodians of the Australian Capital Territory and across Australia, and pay respects to their Elders, past, present and future.

[Quoted text hidden]

This email, and any attachments, may be confidential and also privileged. If you are not the intended recipient, please notify the sender and delete all copies of this transmission along with any attachments immediately. You should not copy or use it for any purpose, nor disclose its contents to any other person.

Jo Clay [redacted]
To: RATTENBURY <RATTENBURY@act.gov.au>

23 May 2019 at 14:01

Thanks [redacted] I didn't know [redacted] had moved on, lovely to e-meet you :)

I'll take comment from those if Shane is busy, thank you! But if he can get to it, I'd love direct quotes too. Busy times though, I do understand.

Cheers,
Jo.

[Quoted text hidden]

Jo Clay [redacted]
To: RATTENBURY <rattenbury@act.gov.au>

23 May 2019 at 16:07

Further to this - the media release looks great, but the date's set to 16.05.2018?

[Quoted text hidden]

RATTENBURY <RATTENBURY@act.gov.au>
To: Jo Clay [redacted]

23 May 2019 at 16:10

Thanks Jo – we'll get that fixed.

[Quoted text hidden]

Interview on sustainable furniture?

3 messages

Jo Clay

30 May 2019 at 10:48

To: [redacted]

Hi [redacted]

I'm running [The Carbon Diet](#), in which I cut my carbon footprint by 75% by testing out a different experiment each week. I use carbon accounting to get the results. I'm doing a book, blog, articles and artworks on the project (eg. [Art, Not Apart](#)).

I'm looking at household 'stuff' in July. I'll get a baseline figure on embedded carbon in goods & furniture and then look at ways to reduce it (eg. buy less, buy secondhand, buy longer-lasting).

Could I interview you for the blog and book? And do you know any good data sources for LCAs & embedded carbon in this field?

Who am I?

I'm a freelance writer. Pan MacMillan published [my first book](#) on food ethics. My articles have appeared in the Canberra Cyclist, [HerCanberra](#), Canberra Weekly and (shortly) ABC News Digital. I've worked and trained in recycling, sustainable transport and carbon accounting. I'm also CEO of a recycling company, [Send and Shred](#) (as seen on [WIN News](#)).

Thank you!

Kind regards,

Jo Clay.

T: [redacted]

[redacted] 31 May 2019 at 12:59

To: Jo Clay [redacted]

Hi Jo,

Thanks for the email and making contact. No worries, happy to have a chat. If you have any more info about your book I'd be interested in having a look, and if you have any specific discussion topics/questions ready send them through. In regards to LCAs I'll have to do a dig and get back to you. By far the most effective strategy is to not buy anything at all and deal with what we already have, but in the current system of consumption and disposal that'll probably never become a reality. Much to talk about!

Kind Regards,

[Quoted text hidden]

Jo Clay

4 June 2019 at 11:06

To: [redacted]

Brilliant! Perhaps I can buy you a coffee or lunch sometime in July? I can shoot through some questions beforehand.

Agreed on the consumption issue. I'm also working with The Green Shed and I'm interested to run some numbers on the impact of buying new, buying secondhand and buying nothing...

[Quoted text hidden]

Carbon Diet questions on ACT household energy

1 message

Jo Clay

To: penny.gibson@act.gov.au

23 May 2019 at 18:51

Hi Penny,

Thanks for taking my call today about [The Carbon Diet](#), where I cut my carbon footprint by 75% testing out a different experiment each week. I use carbon accounting to get my results. I'm writing a book, blog, articles and artworks (eg. [Art, Not Apart](#)). I received comment on [recycling](#) from Robbie Ladbroke in ACT NOWaste. I've checked out a Home Energy Audit Kit from the library and looked at your site, but I'd love the Directorate to answer some extra questions on [household energy](#)

This is a super long list! Pls feel free to dump in links that answer the question or ask me to pop in for a general chat if that's easier. Thank you!

Kind regards,

Jo Clay.

Author of [The Carbon Diet](#)

CEO of [Send and Shred](#) (as seen on [WIN News](#))

ACT Energy Policy (ESDD)

- 1) Is the ACT transitioning away from natural gas? Why?
- 2) Will the ACT meet its 100% renewable target? Which renewables are we using? What were the challenges, opportunities & trade-offs in that?
- 3) What's more effective on carbon reduction, government action or individual consumption choices?
- 4) The ACT Smart website has lots of information about specific behaviour changes to reduce electricity use eg. turning lights off, matching the pot size to the stove element etc. I see these green tips in lots of places. Have you run analyses to see how much CO2e they actually save?
- 5) Are electricity emissions in ACT based on the ACT/NSW grid factor in the National Greenhouse Accounts Factors 2018 of 0.92 kgCO2e / kWh? Or do you use an ACT-specific emissions factor? If so, what is it and why?
- 6) What are the different types of electricity available to an ACT householder? EG. rooftop solar, with or without battery, feed-in tariff, solar panel purchase agreement to install elsewhere, community energy project installed elsewhere, GreenPower. Which of these make the biggest CO2e cuts? What emission factors do you use counting these? Are there LCAs on them?
- 7) Are there other environmental issues when moving to renewables? For instance, do you count the embedded carbon in solar panels when calculating CO2e savings? What end-of-life disposal options are there for solar panels? Have there been land-use conflicts for solar, wind, food & fibre?
- 8) Did ACT ever look at other options, like nuclear?

ACT Household Energy Use (ACT Smart Sustainable Home Advice)

- 9) What cuts the most household energy CO2e - using less energy (efficiency) or changing the power source (eg. GreenPower, rooftop solar)?
- 10) Where are the biggest CO2e savings for household energy for the average Canberran?
- 11) How much CO2e does hot water generate for the average household each year? What are the best ways to cut back? What are the biggest mistakes people make?
- 12) Where are the biggest CO2e savings for appliances & lighting?
- 13) The ACT Smart website has lots of information about specific behaviour changes to reduce electricity use eg. turning lights off, matching the pot size to the stove element etc. I see these green tips in lots of places. Have you run analyses to see how much CO2e these actually save?
- 14) What are the best new & clever household devices to cut CO2e from energy? Smart electricity meters, heat pumps, something else?

15) Why is the Canberra footprint only ten tonnes? (not for publication & off the record)

As my baseline, I look at the overall [Australian footprint](#) of around 21.3 tonnes CO2e per person per year (534,000,000 tonnes CO2e divided by population). But the [ACT Greenhouse Gas Inventory](#) says the average Canberra footprint is 9.97 tonnes CO2e per person per year. That's less than half my Australian average Why? What do you leave out? Is it because we don't manufacture here, so we're not counting anything consumed here but made elsewhere?

I won't cover question 15 in my published material. I've no interest in attacking one of the few governments actually making progress on climate change. But I'd like to know how you run your inventory and where you think its strengths and weaknesses are, as it will help my understanding when running my own. Thank you!

Re Counting My Carbs- abc

2 messages

3 June 2019 at 11:00

To: Jo Clay [redacted]

Hey Jo

I recently stumbled across your article on the ABC news website.
What a fabulous project and piece of work!

A quick question: would you be happy if I sent the link to our member group? I am sure they would be interested.

And, would you be happy to speak about your endeavours at a 350Canberra meeting at some time in the future? (I would have to run this past a meeting, as a suggestion, but we have a meeting on Wednesday, so I could raise it there)

All the best.

Thanks.

[redacted]
Sent from my iPad

Jo Clay [redacted]

3 June 2019 at 11:04

To: [redacted]

Thanks [redacted] - happy to on both!

Kind regards,
Jo Clay.

[Quoted text hidden]

Interview for The Carbon Diet?

3 messages

Jo Clay

4 June 2019 at 11:04

To:

Hello Ian,

I hope Pedal Power's treating you well! I was wondering if I could interview you about active transport?

I'm running [The Carbon Diet](#), in which I cut my carbon footprint by 75% by testing out a different experiment each week. I use carbon accounting to get the results. I'm writing a book, [blog](#), articles and creating [artworks](#). Julia ran several pieces in Canberra Cyclist and I've placed pieces in HerCanberra, BITE and [ABC News](#).

I'm covering transport in August / September. Could you give me some Pedal Power feedback on active transport and urban design? We could meet for coffee or I could interview you via email if that suits better.

Thank you!

Kind regards,
Jo Clay.

Ian Ross

4 June 2019 at 11:59

To: Jo Clay

Good morning Jo

Well that is quite the passion project! Well done that looks really interesting and valuable resource you are providing.

Yes I would love to catch up for a coffee. Let me know what questions might be of most interest to you and I will endeavour to be prepared!

What about the morning of the 19 or 20 June?

Ian

[Quoted text hidden]

Jo Clay

6 June 2019 at 10:39

To: Ian Ross

Any chance we can meet in the second half of July instead? I'll do some prep before then and send you some questions ahead of time (but no need for study, 'top of the head' general quotes is what I'm after!)

Cheers,

Jo.

[Quoted text hidden]

Interview for The Carbon Diet?

3 messages

Jo Clay 

6 June 2019 at 10:45

To: Hi 

As you know, I'm running [The Carbon Diet](#), in which I cut my carbon footprint by 75% by testing out a different experiment each week. I really appreciated The Green Shed's support by loaning me the Lego for my [artworks](#) at Art Not Apart. Can I interview you for my section on secondhand goods next month?

I'd also love some tonnages for secondhand goods that come through The Green Shed. I might even be able to run a carbon analysis for you on what that secondhand trade saves in landfill methane and embedded emissions.


Thank you!

Cheers,
Jo.

 >
To: Jo Clay 

6 June 2019 at 16:00

Yep sure Jo but unfortunately I'm not in for much of Tuesday. Want to do Thursday or Friday or just wait until the following week?


Sent from my iPhone

[Quoted text hidden]

Jo Clay 

7 June 2019 at 09:47

To: 

July would be better :)

[Quoted text hidden]

Minutes from CZE Grants Round Three assessment panel meeting

16 July 2018

Apologies: N/A

Conflict of interests:

Emma Humphreys –

Toby Pearson –

David Alexander –

Penny Sackett -

Out of Scope

Application 10

JT Clay

The Carbon Diet - \$11,650

PROS

- Innovative idea, great networker
- Focus is on transport as an extension to current work/blog/articles
- Has an existing audience through blog – great benefit, avenue to engage
- “Champion” in our community to connect with
- Some in-kind funding
- Great visibility from someone walking the walk (relatable??)

CONS

- Hasn't drawn on her network as much in her application. Could have highlighted the linkages
- How the calculations have been calculated - Is there a risk to Government?
- Potential confusion on how emissions are calculated. Scope 3 -Food and transport listed high, Is there an issue or opportunity talking about counting scope 3 emissions.

NOTES

- Could she provide a disclaimer on figures and refer to EPSDD to provide feedback on calculations

Panel members assessed application as suitable

Applications assessed as suitable

Applicant Organisation	Project title	Funds Requested	Priority area	Area for clarification
Australian Dance Party Ltd				
Conservation Council ACT region				
See-Change				
JT Clay				
Canberra Environment Centre				
Pre-POWER One C0-op				

Actions

Action	Person Responsible

To: Deputy Director-General, Sustainability and the Built Environment

Tracking No.: 19/28626

From: Executive Group Manager, Climate Change and Sustainability

Subject: Recommendations for Round Three of the Community Zero Emissions Grants Program

Critical Date: 16 September 2019

Critical Reason: To notify grant recipients ahead of launch and execute Deeds.

Purpose

To seek your agreement to the projects recommended by the assessment panel for Round Three of the Community Zero Emissions Grants program.

Recommendations

That you **agree** to fund the seven grant projects recommended in Attachment A under the Community Zero Emissions Grants program Round 3.

Agreed / Not Agreed / Please Discuss

Geoffrey Rutledge ...  ... 17/9/19

DDG Feedback

Background

1. The 2017/18 Budget allocated \$550,000 (ex GST) in funding over four years to support the Community Zero Emissions Grants Program. Funding is available for eligible organisations and sponsored individuals to develop initiatives, programs and projects which support the ACT's transition to net zero emissions by 2045.
2. Two rounds have been successfully delivered, with 12 projects funded.
3. Round Three was open from 3 May 2019 to 30 June 2019, with 20 applications received.
4. The priority areas for round three were transport and transitioning away from gas, though any project supporting the community towards net zero emissions were encouraged.

Issues

5. Applications were assessed by an independent panel, made up of the following members:
 - Dr Penny Sackett, Council Deputy Chair, Climate Change Council;
 - Dr David Alexander, Policy Officer, Climate Change Policy, EPSDD; and
 - Emma Humphreys, Assistant Director, Sustainability Programs, EPSDD.
6. Each panel member individually assessed grant applications through a closed platform (SmartyGrants) against the merit criteria identified in the guidelines, being;

Merit Criterion	Description	Weight
1	The extent to which your project demonstrates innovation, generates new knowledge and information to support a community transition to net zero emissions by 2045.	25
2	The extent to which your project assists the community to reduce greenhouse gas emissions in the ACT.	25
3	The extent to which your project drives greater community awareness and engagement in transition to net zero emissions.	25
4	Your capacity, capability and resources to carry out the project.	25
Additional	The extent to which your project aligns with the program priority areas of transport and transition from gas.	5

7. The panel met on 16 July 2019 to agree on consensus scores and highlight questions requiring clarification from applicants before a final decision was made.
8. From the applications received, 35% had a primary focus in one of the priority areas, suggesting the additional weighting (see table above) was effective in attracting projects aligned with the priority areas. In previous years, almost none of the projects were in these priority areas.
9. Seven projects have been recommended for funding by the assessment panel and are at Attachment A.
10. The assessment panel summary and ranking of all 20 grant applications is at Attachment B.

Financial Implications

11. \$163,122.45 was allocated within the 2019/20 budget, which includes \$13,122.45 of unspent funds carried over from Round Two.
12. The seven recommended projects total \$160,117, with the remaining \$3,005.45 to be carried over to Round Four.

Consultation

Internal

13. EPSDD Finance were consulted to provide advice on recovering withdrawn application funds.

Cross Directorate

14. No cross-directorate consultation was required for the development of this brief.

External

15. A panel member external to government (Dr Penny Sackett) was included to ensure an independent assessment.

Benefits/Sensitivities

16. 

17. It is suggested that the successful applicants be notified prior to the proposed announcement date of 27 September 2019, under embargo. This will allow time to execute Deeds of Grant, process invoices and make preparations for the launch.

Media Implications

18. The successful projects will be posted on the EPSDD website. Project stories will be developed for the successful projects once they are complete.
19. A media release will be provided to in the Event brief package for the Minister following your approval.

Signatory Name:	Ros Malouf	Phone:	620 75335
Action Officer:	Toby Pearson	Phone:	620 57036

Attachment A: Assessment Panel recommendations for projects to be funded in Round Three of the Community Zero Emissions Grants Program.

Applications assessed as suitable

Ranking	Applicant Organisation	Project title	Funds Requested	Priority area	Project summary
1	Australian Dance Party Ltd	Move to Zero 2.0: It's Electrifying	\$24,952	Transport, energy, waste, social engagement	Harnessing the momentum of the initial campaign, 'Move to Zero 2.0: It's Electrifying' continues to communicate appealing and accessible ways to reduce emissions. This campaign will specifically zoom in on the use of sustainable and active modes of transport, including electric vehicles, a priority area of the ACT Government.
2	SEE-Change	Future Film	\$24,985	Transport, energy, waste, social engagement	Future Film is a short film competition and festival, with the theme of Reimagining Canberra's Future, designed for the young people of Canberra. The aim of this project is to capture and support the enthusiasm of young environmentalists, while also introducing sustainability to those with little experience in this critical time. This project serves as a platform to inspire hope in young people, something that is absolutely necessary in the current socio-political landscape.
3	Conservation Council ACT Region	Make the Switch - getting off gas to an all-electric home	\$24,620	Transition from gas	The Make the Switch project will establish a website to help Canberra homeowners make informed decisions about how to switch their homes from gas (for space heating, hot water and cooking) to electricity. Information will outline the rationale for making this switch, both with regard to climate change imperatives, and financial costs and benefits. Householders will be able to access information about their gas related emissions; model costs and savings that are available from using electric appliances; find out about relevant support and rebates; and get information on technologies that support all-electric homes. Case studies of all-electric energy efficient Canberra homes will be presented and hands-on, practical information made available in downloadable factsheets accompanied by short, informative videos.
4	Canberra Environment Centre	Canberra Community Bike Workshop	\$24,650	Transport, Waste, Social engagement	The Canberra Community Recyclery will be a physical place where volunteers can service and repair bicycles in order to make active transport as accessible as possible to the Canberra community including vulnerable members of the community.
5	JT Clay	The Carbon Diet	\$11,650	Transport, transitioning away from gas, energy, social engagement	'The Carbon Diet' is a communication project about cutting an individual's carbon footprint by 75%. A different experiment will be conducted each week with the use of carbon accounting to get the results. Comparing a personal footprint against the ACT and Australian average. The project introduces carbon literacy to a general audience and will be promoted through a blog, articles, a book and creative artworks. It will test common environmental tips to see which ones actually reduce carbon.
6	Hackett Community Organisation	The Hackett Compost Collective	\$24,260	Waste and social engagement	This project will be a demonstration of a manually operated, hot and continually productive composter in a community area to engage the Hackett community encouraging source separation from their kitchen organics. It will generate social excitement around organics recycling and low resource living through public information sessions, working bees, a fun and engaging flyer series and social media campaign.
7	Pre POWER ONE Co-op	PrePower Co-operative One - solar for all households	\$25,000	Energy, building, social engagement	PrePower Co-operatives will deliver fair and affordable renewable energy to their members by owning and operating renewable energy assets, including solar panels, inverters and batteries. Investment is open to members with or without Co-operative owned solar installed on their premises. The electricity produced will be sold directly to the members, who receive a discounted price when compared with the price of grid supplied electricity. An established PrePower Co-operative system will enable massive community investment in and ownership of renewable electricity generation assets and will unlock many spaces currently unavailable for solar generation for economic reasons alone. This will greatly assist the communities' capacity to reduce greenhouse gas emissions.
	Total funding amount		\$160,117		

Attachment B: Assessment Panel Summary and Ranking

Community Zero Emissions Grants Round Three

Ranking	Applicant ID	Applicant Name	Funding Requested	Funding Outcome and Clarification
5	00010	JT Clay	\$11,650	Funding Approved Clarification: N/A

From: Kilham, Emily
Sent: Wednesday, 18 September 2019 1:53 PM
To: Jo Clay
Subject: Link to New Supplier/Vendor form

Hi Jo,

Apologies for the mix up regarding the New Supplier/Vendor form. As discussed, because you are being auspiced by the ACT Writers Centre, you will need to have your contact there fill out the form. Here is the link again, which you can forward to them:

<https://form.act.gov.au/smartforms/servlet/SmartForm.html?formCode=1378>

Regards,
Emily

From: Jo Clay [REDACTED]
Sent: Wednesday, 18 September 2019 11:43 AM
To: Kilham, Emily <Emily.Kilham@act.gov.au>
Subject: Re: Your application for a Community Zero Emissions Grant [SEC=UNCLASSIFIED]

Thanks Emily!

It's great news, I've just filled that Oracle form in and happy to do the Deed when it arrives.

Cheers,
Jo.

On Tue, 17 Sep 2019 at 17:13, Kilham, Emily <Emily.Kilham@act.gov.au> wrote:

Dear Jo,

Congratulations! As discussed, your application for a Round 3 Community Zero Emissions Grant has been successful.

Please note that this is under embargo until the Minister makes an official announcement on Friday 27 September. The launch event will be held from 11am to 12pm in Cook. As the successful applicants for both Community Gardens and Zero Emissions Grants will be announced, we ask that you bring only two people to the event.

For now, we need to start the process of setting up your organisation as a registered supplier for government. Could I please ask you to fill out the New Supplier/Vendor form at the following link:

<https://form.act.gov.au/smartforms/servlet/SmartForm.html?formCode=1378>

You will shortly receive a formal invitation to the launch as well as a draft deed of grant.

Please don't hesitate to contact me if you have any questions.

Congratulations once again!

Kind regards,

Emily Kilham

This email, and any attachments, may be confidential and also privileged. If you are not the intended recipient, please notify the sender and delete all copies of this transmission along with any attachments immediately. You should not copy or use it for any purpose, nor disclose its contents to any other person.

From: Kilham, Emily
Sent: Friday, 20 September 2019 4:43 PM
To: Jo Clay
Subject: Invitation to launch event - Community Zero Emissions Grants [SEC=UNCLASSIFIED]
Attachments: Location Map and Parking Wybalena Grove Cook.pdf

Dear Jo,

Congratulations again on your successful application for a Community Zero Emissions Grant!

Minister Rattenbury will be officially announcing the grant recipients at a launch event next Friday 27 September 2019 and it would be great if you could be there.

The event will be held at **Wybalena Grove Community Garden** in Cook (<https://goo.gl/maps/fs55GsrXVBiNU6nP9>) from **11am to 12pm**. Please see the attached location map.

As the successful applicants of both the Community Gardens and Zero Emissions Grants will be attending this event, we would appreciate it if you could limit the number of attendees to two.

Could you please notify me by COB Wednesday 25 September whether you will be coming and how many people will attend.

Please feel free to contact me if you have any questions.

We hope to see you there on Friday!

Kind regards,

Emily Kilham

Emily Kilham | Project Officer

Phone: 02 6205 9725 | Email: Emily.Kilham@act.gov.au

Actsmart | Sustainability Programs | Environment, Planning and Sustainable Development Directorate | ACT Government

Level 2 Dame Pattie Menzies House Dickson ACT | GPO Box 158 Canberra City ACT 2601 | www.actsmart.gov.au

Location Map and Parking

Announcement of successful recipients of Community Zero Emissions and Community Garden grants.



From: Kilham, Emily
Sent: Wednesday, 25 September 2019 4:22 PM
To: Jo Clay
Subject: Draft Deed of Grant - Community Zero Emissions [SEC=UNCLASSIFIED]
Attachments: CZER300010 - Draft Deed of Grant - JT Clay.pdf; JT Clay Schedules 1-3.docx

Dear Jo,

I have now prepared your draft Deed of Grant (see attached). Could I please ask you to have a look through it and let me know if you need to make any adjustments (e.g. to the timing of milestones). I have also attached a copy of Schedules 1–3 in Word and request that you make any proposed adjustments in the Track Changes mode and then return the edited version to me at your earliest convenience.

Once we have agreed on any adjustments I can send you a final version for signing (by the ACT Writers Centre).

As soon as we have executed the Deed of Grant, you can submit an invoice for payment.

Please don't hesitate to contact me if you have any questions.

Kind regards,

Emily

Emily Kilham | Program Officer

Phone: 02 6205 9725 | Email: Emily.Kilham@act.gov.au

Actsmart | Sustainability Programs | Environment, Planning and Sustainable Development Directorate | ACT Government

Level 2 Dame Pattie Menzies House Dickson ACT | GPO Box 158 Canberra City ACT 2601 | www.actsmart.gov.au



AUSTRALIAN CAPITAL TERRITORY

DEED OF GRANT

Dated

_____ 2019

Parties

AUSTRALIAN CAPITAL TERRITORY

ACT Writers Centre on behalf of JT Clay

ABN: 31 707 029 530

Project Title: The Carbon Diet

Prepared by

Environment Planning and Sustainable Development
Directorate

Level 2 Dame Pattie Menzies House North

16 Challis Street

Dickson ACT 2602

Ph: 6205 7036

Ref: CZER300010

Version

Version _____

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PARTIES: **AUSTRALIAN CAPITAL TERRITORY**, the body politic established by section 7 of the *Australian Capital Territory (Self-Government) Act 1988* (Cwlth) (**Territory**) represented by the **Environment Planning and Sustainable Development Directorate**

ACT Writers Centre on behalf of JT Clay

ABN: 31 707 029 530

Address: Gorman Arts Centre, 55 Ainslie Ave
Braddon ACT 2612

(Recipient).

BACKGROUND

The Territory has agreed to make and the Recipient has agreed to accept the Grant for the purpose of the Funded Activity on the terms and conditions of this Deed.

IT IS AGREED by the parties as follows.

1. Interpretation

1.1 Definitions

The following definitions apply in this Deed, unless the context otherwise requires.

Contact Officer means, in relation to each party, the representatives whose names and contact details are specified in **Item 5 Schedule 1**, or as notified in writing from time to time by one party to the other.

Funded Activity means the activity described in **Schedule 2**.

Grant means the amount specified in **Item 2 Schedule 1** and any interest accruing on that amount after it has been paid to the Recipient.

Grant Material means all material created, written or otherwise brought into existence as part of, or for the purpose of carrying out the Funded Activity including all reports (whether in draft or final form), documents, equipment, information and data stored by any means.

Grant Period means the period specified in **Item 1 Schedule 1**, and if extended, the initial period and the extended period.

GST has the same meaning as it has in the GST Act.

GST Act means the *A New Tax System (Goods and Services Tax) Act 1999* (Cwlth).

Invoice means an invoice that:

- (1) if GST is payable in respect of any taxable supply made under this Deed, is a valid tax invoice for the purposes of the GST Act;
- (2) clearly sets out the details of the Funded Activity undertaken or to be undertaken and the amount that is due for payment, is correctly calculated and is in respect of the Funded Activity;
- (3) sets out or is accompanied by any other details or reports required under this Deed; and
- (4) is rendered at the times specified in **Item 2 Schedule 1** (if any) and addressed to the Territory's Contract Officer.

Special Condition means any provision set out in **Schedule 3**.

Territory means:

- (1) when used in a geographical sense, the Australian Capital Territory; and
- (2) when used in any other sense, the body politic established by section 7 of the *Australian Capital Territory (Self-Government) Act 1988* (Cwlth).

1.2 General

In this Deed, unless a contrary intention is expressed:

- (1) references to "Recipient" includes any employees, agents or subcontractors of the Recipient;
- (2) references to legislation or to provisions in legislation include references to amendments or re-enactments of them and to all regulations and instruments issued under the legislation;
- (3) words importing a gender include the others; words in the singular number include the plural and vice versa; and where a word or phrase is given a particular meaning, other parts of speech and grammatical forms of that word or phrase have corresponding meanings;

- (4) “include” is not to be construed as a word of limitation;
- (5) headings have no effect on the interpretation of the provisions; and
- (6) an obligation imposed by this Deed on more than one person binds them jointly and severally.

2. Payment and Use of Grant

2.1 Payment of Grant

The Territory must pay the Recipient the Grant following its receipt of an Invoice and otherwise in accordance with **Item 2 Schedule 1**.

2.2 Use of Grant

The Recipient must:

- (1) use the Grant only for the Funded Activity;
- (2) undertake the Funded Activity diligently and otherwise in accordance with this Deed; and
- (3) complete the Funded Activity by the end of the Grant Period.

3. Grant Period

This Deed is for the Grant Period unless extended or terminated under the provisions of this Deed.

4. Separate accounting for Grant

4.1 Separately account for Grant

The Recipient must, within its accounting system, account for the Grant separately from any other funds of the Recipient.

4.2 Bank account

If required by the Territory, the Recipient will deposit and hold in a separate bank account the Grant, and must:

- (1) promptly notify the Territory of:
 - (a) the details of that account, and
 - (b) any change to that account.

- (2) not cause or allow any funds other than the Grant to be deposited into that account.

5. GST

If the Recipient is registered under the GST Act, the Territory will, on receipt of an Invoice, pay to the Recipient an amount equal to the GST under the GST Act lawfully payable by the Recipient in respect of supplies to the Territory that are taxable supplies under the GST Act.

6. Records

6.1 Obligation to keep records

The Recipient must:

- (1) keep all records necessary to substantiate expenditure of the Grant in compliance with applicable laws;
- (2) provide a complete and detailed record and explanation of:
 - (a) expenditure of the Grant,
 - (b) other money received and spent on the Funded Activity,
 - (c) the progress of the Funded Activity, and
 - (d) any other records in respect of the Funded Activity, that the Territory may reasonably require from time to time; and
- (3) retain the records referred to in this clause for at least 7 years following the completion of the Funded Activity or the expiration or termination of this Deed, whichever occurs first.

6.2 Access

- (1) To audit the Recipient's compliance with this Deed, the Territory may, at reasonable times and on reasonable notice, enter the Recipient's premises and inspect the records kept by the Recipient and the progress of the Funded Activity.
- (2) The Recipient must:
 - (a) give the Territory access to those facilities and such assistance as may reasonably be necessary to enable the Territory to conduct an audit under **clause 6.2(1)**, and

- (b) permit the Territory, at its own cost, to take copies of any records which it reasonably considers relevant to its audit.

6.3 Territory's Auditor-General

Any of the Territory's rights under this **clause 6** may be exercised by the Territory's Auditor-General, her delegate or any relevantly qualified person engaged to perform any functions of the Auditor-General.

7. Reporting of progress and expenditure

7.1 Progress reports

The Recipient must provide written reports to the Territory relating to the progress of the Funded Activity and expenditure of the Grant in the manner and at the times required in **Item 3 Schedule 1**.

7.2 Other notifications

The Recipient must keep the Territory reasonably informed about all matters which are likely to materially and adversely affect the timing, scope or cost of the Funded Activity or the Recipient's ability to carry on or complete the Funded Activity in accordance with this Deed.

8. Acknowledgement of Funding

8.1 Acknowledgement of Territory support

The Recipient must in relation to the Funded Activity:

- (1) acknowledge the support of the Territory in any public event, media release or media coverage; and
- (2) include an acknowledgement in the form set out in **Item 6 Schedule 1** in all documents, brochures, books, articles, newsletters, other artistic works or literary works or advertising.

8.2 Other obligations

The Recipient must:

- (1) in relation to the material referred to in **clause 8.1(2)**, promptly provide to the Territory:
 - (a) if requested by the Territory, a draft of that material at least 10 days prior to publishing or printing, and

- (b) a copy of that material; and
- (2) on reasonable notice, invite the Territory to participate in any public event, media release or media coverage related to the Funded Activity.

9. Intellectual Property Rights

9.1 Ownership of Grant Material

Ownership of all Grant Material, including any intellectual property rights, vests on its creation in the Recipient.

9.2 Licence to Territory

The Recipient grants to the Territory an irrevocable, non-exclusive, royalty-free licence to use the intellectual property in the Grant Material.

9.3 Meaning of “use”

For the purpose of **clause 9**, “use” includes supply, reproduce, publish, perform, communicate, broadcast, adapt and copy.

10. Insurance and Indemnity

10.1 Recipient’s insurance

The Recipient must effect and maintain for the Grant Period:

- (1) all insurance coverage required by it by law;
- (2) public liability insurance with coverage in the amount of not less than the amount specified in **Item 4(1) Schedule 1** in respect of each claim, including voluntary workers insurance cover if volunteers are engaged by the Recipient; and
- (3) any other insurance specified in **Item 4(2) Schedule 1**,

with an insurer having a Standard and Poor’s or Best’s Rating A- or better and must produce evidence of that insurance as required by the Territory.

10.2 Indemnity

The Recipient indemnifies the Territory, its employees and agents against liability in respect of all claims, costs and expenses in relation to all loss, damage, injury or death to persons or property caused by the Recipient, its employees, agents or contractors in connection with the use of the Grant or the conduct of the Funded Activity except to the extent that the Territory caused the relevant loss, damage or injury.

11. Termination of Grant

11.1 Breach

The Territory may terminate this Deed at any time by written notice to the Recipient, if the Recipient:

- (1) is or becomes bankrupt or insolvent, enters into voluntary administration or makes any arrangement with its creditors or takes advantage of any statute for the relief of insolvent debtors;
- (2) fails to:
 - (a) commence the Funded Activity in a timely manner,
 - (b) undertake the Funded Activity diligently, or
 - (c) meet any timeframes specified in this Deed; or
- (3) commits any other breach of a provision of this Deed, where that breach:
 - (a) if capable of being remedied, is not remedied within the period specified in a written notice by the Territory, or
 - (b) is not capable of being remedied.

11.2 Termination or reduction of funding for any reason

The Territory may, at any time by written notice to the Recipient, terminate this Deed or reduce the funding for the Funded Activity for any reason, and in that event the Recipient must:

- (1) in the event of termination, comply with the notice and **clause 12**; or
- (2) in the event of a reduction in funding, continue to undertake the Funded Activity in accordance with the notice.

11.3 No prejudice

Nothing in this **clause 11** prejudices any other rights or remedies of the Territory in respect of any breach of this Deed.

12. Refund of Grant

12.1 Repayment of unacquitted funds

At the end of the Grant Period, or earlier termination of this Deed, the Recipient

must:

- (1) unless otherwise required under this Deed, within 30 days, provide the Territory with a statement of expenditure of the whole of the Grant; and
- (2) promptly repay any or all of the Grant that remains unacquitted.

12.2 Meaning of unacquitted funds

For the purposes of **clause 12.1**, the Grant remains unacquitted if it:

- (1) is not spent and is not contractually committed to be spent; or
- (2) has been spent in breach of this Deed.

13. Dispute Resolution

13.1 Negotiation and Mediation of Dispute

- (1) If a difference or dispute (**Dispute**) arises in relation to this Deed, then either party may give written notice to the other that a Dispute exists, which specifies details of the Dispute, and the parties agree that they will endeavour to resolve the Dispute by negotiations, or, if the Dispute has not been resolved within 28 days of the issue of the notice, undertake a mediation process.
- (2) If a mediation process is undertaken in accordance with **clause 13.1(1)** the mediator will be an independent mediator agreed by the parties or, failing agreement, nominated by the chairperson of The Institute of Arbitrators and Mediators Australia, ACT Chapter. Unless otherwise agreed, the parties will equally share the costs of the engagement of the mediator.

13.2 No prejudice

Nothing in this **clause 13** will prejudice the rights of either party to institute proceedings to enforce the Deed or to seek injunctive or urgent declaratory relief in respect of any Dispute.

14. Variation

14.1 Variation to Funded Activity

The Recipient must obtain the Territory's prior written approval for any variation to the Funded Activity, including:

- (1) the Funded Activity or work programs;
- (2) the Funded Activity's objectives or outcomes;

(3) variation of more than 10% in expenditure for a specified item of the approved budget that forms part of the Recipient's application for a grant for the Funded Activity; and

(4) the Grant Period.

14.2 Variation to Deed

This Deed may only be varied by the written agreement of the parties prior to the expiration of the Grant Period.

15. General

15.1 No assignment

The Recipient must not assign the whole or any part of this Deed without the prior written consent of the Territory. If the Territory gives its consent, the Territory may impose any conditions.

15.2 Conflict of interest

The Recipient warrants that at the start of the Grant Period no conflict of interest exists or is likely to arise in the performance of the Funded Activity and of its other obligations under this Deed and must, if a conflict or risk of conflict of interest arises during the Grant Period, notify the Territory immediately in writing and comply with any requirement of the Territory to eliminate or otherwise deal with that conflict or risk.

15.3 No employment, partnership or agency relationship

Nothing in this Deed constitutes the Recipient, or its employees, agents or subcontractors as employees, partners or agents of the Territory or creates any employment, partnership or agency for any purpose and the Recipient must not represent itself, and must ensure its employees, agents and subcontractors do not represent themselves, as being employees, partners or agents of the Territory.

15.4 Entire Agreement

This Deed comprises the entire agreement between the parties in relation to the Grant and the Funded Activity and supersedes any prior representations, negotiations, writings, memoranda and agreements.

15.5 Severability

Any provision of this Deed that is illegal, void or unenforceable will not form part of this Deed to the extent of that illegality, voidness or unenforceability. The remaining provisions of this Deed will not be invalidated by an illegal, void

or unenforceable provision.

15.6 No waiver

Failure or omission by the Territory at any time to enforce or require strict or timely compliance with any provision of this Deed will not affect or impair that provision in any way or the rights and remedies that the Territory may have in respect of that provision.

15.7 Compliance with laws and governing law

- (1) The Recipient must comply with the laws from time to time in force in the Territory in performing the Funded Activity.
- (2) This Deed is governed by and construed in accordance with the law for the time being in force in the Territory and the parties submit to the non-exclusive jurisdiction of the courts of the Territory.

15.8 Notices

Any notice, including any other communication, required to be given or sent to either party under this Deed must be in writing and given to the relevant Contact Officer. A notice will be deemed to have been given:

- (1) if delivered by hand, on delivery;
- (2) if sent by prepaid mail, on the expiration of two days after the date on which it was sent;
- (3) if sent by electronic mail, on the other party's acknowledgment of receipt by any means.

15.9 Forms and statements

The Territory may reasonably require any form, record or statement required under this Deed to be in a particular form.

15.10 Special Conditions

In the event of any inconsistency between any Special Condition and any other provision of this Deed then, to the extent of any inconsistency, the Special Condition will prevail.

15.11 Survival of clauses

Clauses 6, 7.1, 9.2, 10.2 and 12 will survive the expiration or earlier termination of this Deed.

SCHEDULE 1

GRANT DETAILS

- Item 1. Grant Period**
See clauses 1.1 and 3
- For a period of 12 months from the date of signing of the Agreement.
- Item 2. Grant**
See clauses 1.1 and 2.1
- (1) Grant: \$12,815.00 (including GST)
 - (2) The Grant is payable as a lump sum. An Invoice may be rendered on or after the date of this Deed.
 - (3) Except if otherwise stated in this Deed, the Grant is:
 - (a) payable within 30 days of receipt by the Territory of an Invoice; and
 - (b) inclusive of GST and all other taxes, duties and charges.
- Item 3. Reporting and Acquittal**
See clause 7.1
- (1) A quarterly report is required to be completed at 3 month intervals from the date that Grant funding is received containing all of the information and substantially in the form of the document annexed to this Deed and marked "Annexure A"
 - (2) A completed evaluation and financial report is required within 30 days of the end of the Grant period or earlier termination of this Deed
 - (3) The completed evaluation and financial report must contain all of the information and be substantially in the form of the document annexed to this Deed and marked "Annexure B".
- Item 4. Other insurance requirements**
See clause 10.1
- (1) Public Liability Insurance: \$10,000,000
 - (2) Other Insurance: Not used.

Item 5. Contact Officers

See clauses 1.1 and 15.8

For the Territory:

Emily Kilham
Sustainability Programs
Environment, Planning and Sustainable
Development Directorate
Level 2 Dame Pattie Menzies House North
16 Challis St
Dickson ACT 2602
Phone: 02 6205 9725
Email: Emily.Kilham@act.gov.au

For the Recipient:

Recipient contact details:

Jo Clay



Item 6. Form of Acknowledgement

See clause 8.1

With assistance from the ACT Government under the ACT Community Zero Emissions Grants Program.

SCHEDULE 2

THE FUNDED ACTIVITY

Item 1. Project Plan

As per application annexed to this Deed and marked "Annexure C" taking into account variation of dates of current project timeline (12 months from date of signing of deed).

Milestone	Start date	Finish Date	Location
Run carbon reduction experiment - Baseline on Transport & publish blog post	2 September 2019	8 September 2019	Canberra
Run carbon reduction experiment - active transport & publish blog post	9 September 2019	22 September 2019	Canberra
Run carbon reduction experiment - public transport & publish blog post	23 September 2019	29 September 2019	Canberra
Run carbon reduction experiment - alternatives to internal combustion engine car & publish blog post	30 September 2019	6 October 2019	Canberra
Publish article on Canberra's energy and transition away from gas	1 October 2019	30 October 2019	Canberra

Milestone	Start date	Finish Date	Location
Conclude other carbon reduction experiments on offsets, people and data (no CZE funds sought, self-funded)	November 2019	November 2019	Canberra
Publish article on Canberra's transport	November 2019	November 2019	Canberra
Deliver at least 4 community talks on 'The Carbon Diet'	1 February 2020	30 May 2020	Canberra
Publish articles in community newsletters and local magazines about The Carbon Diet	1 February 2020	30 May 2020	Canberra
Finalise manuscript for 'The Carbon Diet' book - CZE funds sought for transport chapters	1 November 2020	28 February 2020	Canberra

Item 2. Budget

As per application annexed to this Deed and marked "Annexure C" taking into account variation of budget items in agreement with the Territory.

Expenditure Description	Expenditure Type	Basis of Costing	CZE Grant Funding (\$)	Other sources (\$)	Total (\$)
Strikingly website annual fees	project and production	I use Strikingly as my web development platform. This is their annual fee.		\$275.00	\$275.00
Canva design software	project and production	I use Canva for my web design and illustrations for articles and presentations. This is their annual fee.		\$171.00	\$171.00
Manuscript appraisal	salaries and wages	I have arranged two professional manuscript appraisals for my book and submission package to be delivered at no charge. This is the ACT Writers Centre rate on MS appraisals.		\$1,040.00	\$1,040.00
Expert input	salaries and wages	I will get input from 6 subject matter experts into my book and topics (already arranged).		\$900.00	\$900.00
My work (in-kind volunteer contribution)	salaries and wages	In-kind work contribution of research, organising, writing articles, preparing & delivering talks, web development etc @ \$28.50 x 60		\$1,710.00	\$1,710.00

		hours over 7 months			
Three months business insurance (Allianz)	other expenditure	I've already paid my business insurance to early March 2020. I'll pay the balance for the rest of this grant.		\$215.00	\$215.00
Professional work	salaries and wages	I seek grant funds for 140 hours of my professional work at a rate of \$75 per hour over 7 months for running carbon accounting on transport for four weeks, professional writing, editing and speaking	\$10,500.00		\$10,500.00
ACT Writers Centre auspice fee (administration)	administrative and infrastructure	ACT Writers Centre will auspice my grant and charge a 10% fee of the grant funds sought to do so. This is an administration fee.	\$1,150.00		\$1,150.00
		TOTAL (ex GST)	\$11,650.00	\$4,311.00	\$15,961.00
		TOTAL (inc GST)	\$12,815.00	\$4,742.10	\$17,557.10

SCHEDULE 3

SPECIAL CONDITIONS

See clauses 1.1 and 15.10

Not used.

SIGNED AS A DEED ON 2018

SIGNED for and on behalf of the)
AUSTRALIAN CAPITAL TERRITORY in the)
presence of:) Signature of Territory delegate

.....
Signature of witness

.....
Print name

.....
Print name

SIGNED for and on behalf of)
ACT Writers Centre on behalf of JT Clay)
ABN: 31 707 029 530)
in the presence of:

.....
Signature of Recipient or authorised officer*

*delete whichever is not applicable (see note below)

.....
Signature of witness

.....
Print name and position

.....
Print name

.....
Signature of second authorised officer*
*see note below

.....
Print name and position



Note:

Date: Must be dated on the date the last party signs the Deed or, if signed counterparts of the Deed are exchanged, the date of exchange. Also date the cover page.

Individual: Must be signed by the individual Recipient and witnessed.

Incorporated Association: Must be signed in accordance with the Recipient's constitution, which may or may not require the common seal to be affixed. As a minimum, 2 authorised officers must sign.

Company: Must be signed in accordance with section 127 of the *Corporations Act 2001* (Cwlth), for example, by 2 directors or a director and a secretary. Common seal may be affixed if required under the Recipient's constitution.

Annexure A

Community Zero Emissions Grants Program Quarterly Report

Question 1.

Have you met all the milestones that your project plan (Schedule 2, Item 1) marked for completion by this date?

Question 2.

Have any issues arisen that have delayed your project or decreased the potential of your project?

Question 3.

Do you have any good news stories to report about your project? Please provide photos.

Annexure B

Community Zero Emissions Grants Program Evaluation and Financial Report

Please provide:

- (a) a summary of all actions taken in relation to the Funded Activity;

- (b) a summary of progress or achievements made against the activities, milestones and key dates in the Approved Plan;

- (c) a description of how the Funded Activity was carried out;

- (d) the results of the Funded Activity against the Funded Activity outcomes;

- (e) a summary of what difficulties in performing the Funded Activity (if any) have been encountered by the Recipient and the action taken to remedy these difficulties;

- (f) any significant promotional material used or created in the course of the Funded Activity;

- (g) any statistics collected in the course of the Funded Activity;

- (h) a financial statement specifying the manner in which, and the purpose for which the Grant Recipient's contribution and other contributions were expended accompanied by documentary evidence substantiating this financial statement; and

- (i) certification that the Grant was expended in accordance with this deed.

Annexure C

Community Zero Emissions Grants Project Application Form

(Project application form attached here)

From: Jo Clay [REDACTED]
Sent: Thursday, 26 September 2019 11:48 AM
To: Kilham, Emily
Subject: Re: Draft Deed of Grant - Community Zero Emissions [SEC=UNCLASSIFIED]
Attachments: JT Clay Schedules 1-3.docx; Project Plan Carbon Diet - With CZE Grant.xlsx

Follow Up Flag: Follow up
Flag Status: Flagged

Thanks Emily!

The grant decision process took longer than I expected so the project's starting later than planned. I've adjusted all my timeframes in Sched 1 and I've also attached my revised project plan. I can deliver on budget & within the 12 months.

Cheers,
Jo.

On Wed, 25 Sep 2019 at 16:22, Kilham, Emily <Emily.Kilham@act.gov.au> wrote:

Dear Jo,

I have now prepared your draft Deed of Grant (see attached). Could I please ask you to have a look through it and let me know if you need to make any adjustments (e.g. to the timing of milestones). I have also attached a copy of Schedules 1–3 in Word and request that you make any proposed adjustments in the Track Changes mode and then return the edited version to me at your earliest convenience.

Once we have agreed on any adjustments I can send you a final version for signing (by the ACT Writers Centre).

As soon as we have executed the Deed of Grant, you can submit an invoice for payment.

Please don't hesitate to contact me if you have any questions.

Kind regards,

Emily

Emily Kilham | Program Officer

Phone: 02 6205 9725 | Email: Emily.Kilham@act.gov.au

Actsmart | Sustainability Programs | Environment, Planning and Sustainable Development Directorate | ACT Government

Level 2 Dame Pattie Menzies House Dickson ACT | GPO Box 158 Canberra City ACT 2601 | www.actsmart.gov.au

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