

# 2010/11 Environment Fund APPLICATION for FUNDING FORM

Please read all the questions carefully and answer as thoroughly as possible. Use the **'Environment Fund Guidelines'** to assist you with this application form. **Answer all questions, use black pen and write clearly**, as all the information will be copied. If there are any questions you are unsure about, contact the Land Management team at the Northland Regional Council (freephone 0800 002 004).

## General information

The name given must be a person authorised to represent the applicant or group and must be one of the signatories to this application. All correspondence will be sent to this person.

Name of person applying/group representative: \_\_\_\_\_

Name of organisation (if applicable): \_\_\_\_\_

Mailing address: \_\_\_\_\_

Physical location (if different): \_\_\_\_\_

Legal description of project property: \_\_\_\_\_

Phone: \_\_\_\_\_ (day) \_\_\_\_\_ (evening) \_\_\_\_\_ (mobile)

Fax: \_\_\_\_\_ Email Address \_\_\_\_\_

Name of Land Management staff member who was involved with initial discussion and/or site visit **(Required)**

## GST information

Are you or your organisation GST registered? Yes  No

If yes, GST number is \_\_\_\_\_ GST Company name \_\_\_\_\_

Are you a registered Charity? Yes  if so, please list your registration number \_\_\_\_\_

## Financial Summary

|                           |                                   |    |                         |
|---------------------------|-----------------------------------|----|-------------------------|
| Funding requested         | exclude GST if you are registered | \$ | _____ % of project cost |
| Your contribution         |                                   | \$ | _____ % of project cost |
| Other funding             |                                   | \$ | _____ % of project cost |
| <b>Total Project Cost</b> | exclude GST if you are registered | \$ | _____                   |

| Funding Streams – Office Use Only |    |                       |    |
|-----------------------------------|----|-----------------------|----|
| Soil Conservation                 | \$ | Water Quality         | \$ |
| Biodiversity                      | \$ | Exceptional Projects* | \$ |
| Coastal                           | \$ |                       |    |

\*Exceptional projects - regionally significant projects not available for funding under the other funding streams, but scores 9 under Regional Priority and 9 by gaining Council approval using the agreed eligibility criteria.

# Project aims and objectives

Complete relevant details on this form and attach additional information, where required (eg. quotes, photos to show past achievements)

Project objective(s) - what you are trying to achieve \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Actions and resources required to meet objectives: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Methodology: Please specify alternatives considered and state why what you are proposing is the best option to achieve objective(s)

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Project details (be specific - detail area protected, length of fence, number of plants etc)

|                                    |    |   |  |    |                                 |
|------------------------------------|----|---|--|----|---------------------------------|
| Length of fence in metres          | m  | Number of different tree or plant species being planted |  |    |                                 |
| Type of fence                      |    | a.  |  | d. |                                 |
| Size of area protected in Hectares | ha | b.  |  | e. |                                 |
|                                    |    | c.  |  | f. |                                 |
|                                    |    |   |  |    | Total number of trees or plants |

OTHER DETAIL:  
 \_\_\_\_\_  
 \_\_\_\_\_

**Project funding streams (your project may fit several of these – please tick the funding stream you are applying under:**

- Soil Conservation – Targeting the maintenance and control of erodible soils  
E.g. soil stabilisation via tree planting, fencing, pest control and other suitable means
- Biodiversity – Targeting the restoration and protection of wetlands and lakes  
E.g. fencing to keep out stock, riparian planting, pest control
- Coastal – Targeting the restoration, protection and maintenance of estuaries, dunes and salt marsh  
E.g. the planting of spinifex and pingao for dune stabilisation, pest control, fencing to exclude stock and riparian planting.
- Water Quality – Targeting Dairying and Clean Stream Accord targets and recreational bathing sites<sup>1</sup>  
E.g. fencing to exclude stock from waterways, riparian planting
- Exceptional Projects – Targeting regionally significant projects not available for funding under the other funding streams

Previous work undertaken that would contribute to the success of the project: \_\_\_\_\_

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Environmental benefit (e.g. threatened species, water quality, habitat for birds and animals, erosion control)

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Will the project be monitored and maintained over time? if so how? \_\_\_\_\_

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Any external expertise required to complete project? (e.g. fencing or pest control contractor) \_\_\_\_\_

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<sup>1</sup> Northland Regional Council carries out monitoring of the region's coastal environment to record the state of this resource, the effects of human activity and changes over time.

Linkages – are there wider benefits by linking to other areas or projects nearby? \_\_\_\_\_

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Do any stages of the project require resource consent(s) of any kind? If yes, please outline where the project stands with the consent process and any conditions related to the consent(s).  
(Types of activities that require consent are earthworks, building structures, work in the coastal marine area, etc)

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## Site details

Where is your project located? Please provide a physical address and a map (a photocopy of a topographical or road map with the area highlighted is preferred). Photos of the site to be included as a benchmark for the proposed project changes.

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## Who owns the land?

If any part of the project includes land that you do not own, letter(s) of support from the owner(s) of that land is required. This letter needs to include details of any covenants over that land and who will look after the project on the land, long term. The letter(s) of support for your project must include contact names and addresses for the other landowners, including their signatures and date signed. **Please provide and attach a copy of the certificate of title (if issued within the last month) or a copy of the rates demand.**

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Are there any reports available on the project area? (E.g. Management plans, reports from the Department of Conservation, QEII Trust reports, archaeological surveys). Please include copies, if available; otherwise please provide report name and date issued.

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## Total project costs

The Environment Fund may contribute up to 50% of the cost of your project. You must be able to provide the remaining portion with your time, equipment, cash costs, other funding, or payment-in-kind contributions such as voluntary labour and donated materials.

### Notes on quotes:

- **You are required to have three quotes.** However, less may be acceptable if there are no suitable suppliers or contractors in your area. If you are unsure, please contact one of the Land Management staff at the Northland Regional Council.
- **Only use your preferred quote in your calculations.**
- **You do not need a quote for your own contribution (i.e. labour).**

Please provide us with an estimated breakdown of the total cost of your proposed project in the following table.

| <b>Total project costs – EXCLUDE GST IF YOU ARE REGISTERED</b>   |           |                      |              |
|--|-----------|----------------------|--------------|
| <b>When reviewing your three quotes</b> , take into account; cost, quality, reliability and availability   | <b>No</b> | <b>Cost per unit</b> | <b>Total</b> |
| <b>Materials</b> (Preferred quote)<br>(not for the <u>purchase</u> of tools or equipment)  |           |                      |              |
|  |           | Sub total            |              |
| <b>Materials – own supply</b><br>(where appropriate)   |           |                      |              |
|  |           | Sub total            |              |
| <b>Labour – contract</b><br>(preferred quote)  |           |                      |              |
|  |           | Sub total            |              |
| <b>Labour - own</b><br>value your own Labour at \$25/hr  |           |                      |              |
|  |           | Sub total            |              |
| <b>Equipment - Hired</b>   |           |                      |              |
|  |           | Sub total            |              |
| <b>Equipment – own used</b> e.g. tractor, bulldozer<br>(specify hourly rate)   |           |                      |              |
|  |           | Sub total            |              |
| <b>Other costs</b>   |           |                      |              |
|  |           |                      |              |
| Total of Applicant Contribution (Grey boxes)   |           |                      |              |
| Remainder of Costs (White Boxes )  |           |                      |              |
| Total cost for year  |           |                      |              |
| Any funding from other sources   |           |                      |              |
| Request from the Environment Fund (Excluding GST if registered)  |           |                      |              |
| <b>Notes</b> <ul style="list-style-type: none"> <li>• The Environment Fund will only pay up to a <b>MAXIMUM OF 50%</b> of approved costs in any given year.</li> <li>• There is no guarantee of funding for future years of multi year projects, separate applications are required.</li> <li>• Please provide details on funding from other organisations on page 7 under “ other financial support” .</li> </ul> |           |                      |              |

# Total funding request

**Request from the Northland Regional Council Environment Fund: \$** (excluding GST if you are registered)

Please transfer this total to the front page.

The Environment Fund is not intended to be an ongoing source of funding. If there are ongoing costs, how do you plan to fund this project and/or become self sufficient over the long term?

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Have you or your organisation applied to this fund before? If yes, when, for what project and what was the outcome?

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## Other financial support

Have you applied to any other organisation(s) for financial support for this project?

Yes

No

If yes, detail the name of the organisation, amount applied for and when you expect to hear back about your application.

If you receive funding after you have submitted this application, you must contact someone from the land management staff of the Northland Regional Council and provide this detail.

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# Your checklist

Have you remembered to include the following information on A4 size paper, where relevant:

- Location map
- Photos
- Project plans
- Signed letters of support
- Pricing quotes (x3)**
- Legal documents (deed, resource consent or constitution)
- Any additional information (e.g. species list)
- Certificate of title (If issued within the last month) or a copy of the rates demand**

# Certification for application

By signing this application form, it certifies that:

1. All information provided is up to date, true and correct
2. The 'signatories' have the authority to submit this application

Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_