

GREENSPACE

Information Sheet for the Biodiversity Contestable Fund – Waimakariri Natural Environment Strategy Implementation

Funding pool of \$10,000 available per year.

Information

The purpose of the fund is to provide financial assistance to community groups working to protect, maintain and enhance biodiversity and ecological values in the Waimakariri District. The fund was established through the Waimakariri Natural Environment Strategy as adopted by the Council in 2024. To read the relevant strategy documents, please visit waimakariri.govt.nz/ourplans or click the links below:

- **Waimakariri Natural Environment Strategy: Our Environment - Our Future**
- **Waimakariri Natural Environment Strategy: Biodiversity State of the Environment Report**
- **Waimakariri Natural Environment Strategy: Implementation Plan**

The fund is contestable and open for applications once a year by the Council's Community and Recreation Committee. Applications are assessed by in-house experts who make recommendations to the Committee. There is \$10,000 (excluding GST) available for allocation to successful applicants each year which can be used for operational (such as wages to fund staff and overheads) or capital expenditure (funding for events, equipment for projects etc).

Guidelines

Who can apply?

The fund is only open to community groups working in the Waimakariri District to implement goals outlined in the Waimakariri Natural Environment Strategy.

Criteria for the allocation of the funds are:

1. The community organisation must be a legal entity, such as an incorporated society or charitable trust.
2. The organisational vision and proposed projects must align with the Waimakariri Natural Environment Strategy and be specifically linked to actions outlined in the Waimakariri Natural Environment Strategy Implementation Plan.
3. Where capital funding is sought, projects must align with actions set out in the Implementation Plan.
4. Where operational funding is sought, the community organisation must be able to provide community engagement support and education/advice to Waimakariri District landowners for indigenous biodiversity projects.

Funding rounds will be opened annually and allocated for a 12 month period. A report detailing the use of the funds will be required at the end of the funding period.

The fund is not available:

- (i) For work that there is a legal obligation to do;
- (ii) To compensate for work already done. It is intended to assist with the cost of future work; and
- (iii) For beautification projects, or to support those driven primarily for financial gain.

How to apply

Applications will be accepted up until the closing date. Posted applications must arrive by the closing date. Funding rounds will be advertised. Applications will be acknowledged upon receipt.

Return completed application form to:

Email: biodiversity@wmk.govt.nz, or

Waimakariri Biodiversity Contestable Fund – Community Organisations
Ecologist
Waimakariri District Council
Private Bag 1005
Rangiora 7440

The application must be a signed original of this application form. Applicants are encouraged to attach supporting documents, such as trust deeds, annual reports, strategic plans, or work programmes.

Applications without any supporting documents will still be considered, but applicants may be asked for more information.

Terms and conditions

1. Funds are to be used for organisational support of the recipient community organisation.
2. Unless prior arrangements are made, grants must be spent within one year of the awarding of the grant.
3. Approval of funding may be subject to conditions.
4. All decisions will be final and no correspondence will be entered into.
5. The Council's Community and Recreation Committee may wish to request additional information prior to making a decision.
6. The fund recipients will be required to make an annual progress report on the spend, potentially with a presentation to the Council.

NOTE:

The Council hereby undertakes to all applicants that information concerning private property supplied in this application, or obtained when assessing it, will be used by the Council for no purpose other than for assessing the application or if considered appropriate, for publicity purposes. However, once an application has been received, the information contained within it becomes public information, accessible by members of the public when requested. By lodging the application, the applicant agrees that if funds are given to the applicant, the amount received and the applicant's name and photo may be publicised, and used for publicity purposes.

Applications will be assessed in one funding round per year, with a closing date announced at least 20 working days in advance. The recipient will be required to complete an annual progress report on how the funds have been spent, confirming that they have been spent in the way set out in the application. Potentially a presentation to the Council could be requested to detail how funds have been spent, and progress made with the funding.

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Biodiversity Contestable Fund – Waimakariri Natural Environment Strategy Implementation Application Form

To provide organisational support to community organisations working to protect, maintain, enhance and restore indigenous biodiversity and ecological functioning in the Waimakariri District, as outlined in actions listed in the Waimakariri Natural Environment Strategy – Implementation Plan.

Please read the information sheet before completing this form.

Details of applicant

Name of applicant organisation: _____

Name of contact person for this application: _____

Role of contact person (e.g. trustee, employee): _____

Contact details

Phone: _____ Mobile: _____

Email: _____

Address: _____

Website (if applicable): _____

Charities service number (if a charitable trust): _____

What type of legal entity is your community organisation (e.g. incorporated society, charitable trust):

Section 1 – Tell us about the vision and purpose of your community organisation:

NOTE: Attach supplementary documents if desired.

Section 2 – How does the organisation’s vision and/or proposed projects align with the Waimakariri Natural Environment Strategy?

Section 3 – Detail the aims of your organisation/project and describe how they relate to precise actions stated in the Waimakariri Natural Environment Strategy – Implementation Plan.

Section 4 – How does your organisation coordinate an overarching vision and discussion opportunities for indigenous biodiversity in the Waimakariri District community?

Section 5 – How is your organisation able to provide community engagement, education and advice to local landowners in the Waimakariri District?

Section 6 – Is your community organisation GST registered? Yes No

If yes, what is your GST number? _____

Section 7 – How is the requested funding proposed to be spent?

Section 8 – Has your organisation applied for any other funds to support this work/project? Yes No

If yes, what fund? _____

Amount applied for: _____ Amount granted: _____

Do you consent to a Council employee contacting you to investigate whether any other sources of funding may be available for your work? Yes No

Acknowledgement

I confirm that:

1. I am authorised to sign this application on behalf of the community organisation.
2. The community organisation is prepared to sign a funding agreement with the Council, if successful with the funding application.
3. The answers on this form are true and correct.
4. The funding will be spent by the applicant as declared in this application form.
5. If successful with this application, the community organisation, as the legal entity, will be responsible for how funding is spent.
6. I will inform the Council in writing if I receive funding from other sources for organisational support before I am informed of the decision of this application.
7. I have read and understood the Information Sheet for 'Biodiversity Contestable Fund – WNES Implementation'.

PLEASE NOTE - A signature is not required if you submit this form electronically. By entering your name in the box below you are giving your authority for this application to proceed.

Signature: _____

Name (please print): _____ Date: _____

Applications must be emailed to biodiversity@wmk.govt.nz or posted to:

Waimakariri Biodiversity Contestable Fund – Community Organisations
Ecologist
Waimakariri District Council
Private Bag 1005
Rangiora 7440

For more information:

Contact biodiversity@wmk.govt.nz or phone 0800 965 468 and ask for the Council's Ecologist.