

NATURAL & BUILT ENVIRONMENT

Biodiversity Grant

SCHEME CRITERIA 2017/18

Please read this information prior to completing your application.

1. Introduction

Ashburton District is rich in biodiversity that forms the district's natural identity and local environment. Protecting this environment requires protecting the processes which ensure its continuing survival – an important function of biodiversity.

Council recognises the importance of biodiversity to the district and the shared responsibility it has with the community to ensure it is sustained and enhanced, both now and into the future. Council provides annual biodiversity grants through two contestable grant application processes held in August and February of each financial year.

2. Purpose

The purpose of the Biodiversity Grant Scheme is to assist projects that aim to protect and/or enhance biodiversity in the district.

3. Grant Eligibility

All Biodiversity projects **must** meet the following criteria:

- Aim to protect, maintain and/or restore biodiversity.
- Be within Ashburton District boundaries (between the Rangitata and Rakaia Rivers').

4. Assessment Considerations

- The degree to which the project will improve, protect, benefit, enhance, restore or reinstate indigenous biodiversity;
- The biodiversity values of the area to which the project relates, including such things as representativeness, distinctiveness, rarity, and long term sustainability;
- The degree of current risk or threat to the biodiversity values being restored, enhanced, protected or maintained as a result of the project;
- Evidence of the applicant's commitment to the project, particularly if it is a long term project; • The long term benefits of the project – for example, weed control may provide only short term benefits, while planting or fencing may have more long-term benefits;
- The degree of on-going protection provided by the project – for example, for new planting, that it is protected from stock.

5. Funding

The maximum individual grant available is \$5,000 and can be no more than 50% of the total project cost. The applicants' share of the project costs includes volunteer time, donated/gifted goods and services and/or financial contributions.

All grants must comply with Council's Community Grants and Financial Assistance Policy.

6. Funding Priority

The fund is a contestable and each application will be assessed on its merits on a case by case basis. Council will prioritise applications that meet one or more of the following funding priorities:

- Sites that have been the subject of an ecological assessment;
- Sites that have ongoing and legally binding protection, such as a QEII open space covenant;
- Projects with a purpose of habitat protection or restoration;
- Projects which use eco-sourced plants.

7. Applicant Eligibility

Applicants must be:

- Based in the Ashburton District.
- Applications from a national organisation must be made from the local branch of that organisation.
- Applications will only be accepted on the **completed** Biodiversity Application form.
- Incomplete applications that do not provide all of the requested information will be excluded from funding assessment.

8. Ineligible Projects

The following projects are **ineligible** for Biodiversity Grant Funding:

- Beautification / landscape / shelter belt planting;
- Purchasing of capital items such as motorbikes, trailers, spray units, and tools;
- Projects that generate profit or are for commercial gain;
- Projects which are required by or are the responsibility of a government agency.

9. Funding Agreement

Successful applications must complete and return a funding accountability form on the completion of the project, and within the financial year which funds were granted.

Receipts are required for all expenditure.

Organisations that do not return a completed accountability form will not be eligible for future Council grant funding.

10. Disclaimer

The final funding decisions are made at the discretion of Ashburton District Council. Successful applicant's project details may be used for publicity purposes.

11. Application Dates

The Biodiversity Grant is available through two contestable grant application processes held in August and February of each financial year.

NATURAL & BUILT ENVIRONMENT

Biodiversity Grant

Application Form 2017/18

Organisation name:

For Office Use only	#
Application received	
Funds requested	
Funds allocated	

Organisation details:

*(including purpose,
membership, history in
community)*

Status (If applicable):

Charitable Trust

Incorporated Society

Charities Commission Number _____

(Please attach a copy of Certificate of Incorporation)

Postal address:

Contact person 1:

Email address:

Phone (daytime):

Contact person 2:

Email address:

Phone (daytime):

Project dates

Start Date

Completion Date

The current situation

1. What does your project aim to change or improve?

(Why is it necessary?)

a) What evidence do you have of the problem or opportunity your project will address?

(This may be specific data or a general/anecdotal observation. The information could come from your own or another organisation. Eg: We know that predator traps are necessary to protect native wildlife, in particular native birds. This is based on monitoring within our organisation over the past 10 years where we have found fluctuations in native bird populations. The Department of Conservation XYZ Report also showed that predation was a problem for native wildlife in this area.)

b) What is the background and/or context of the problem or opportunity?

(What has been done before? What else is happening?)

About the project

2. Describe your project:

(Provide a description of the project to be funded and how it will be delivered. If you have a separate project plan (or similar), this can be attached and referred to.)

3. What is the main **outcome(s)** your project will achieve?

(How will biodiversity be better off as a result of this project?/ What is the overall improvement you are aiming for? The outcome should be a simple, clear and concise statement describing the intended result. Eg: We will enable native species to re-generate in our local reserve and to encourage people to protect our biodiversity.)

4. What are the main **outputs** that your project will deliver?

(This is a count of the amount of the particular activity that is delivered. Eg: We will set X number of traps.)

a. What are your **project's goals** and how do you intend to measure them?

(Goals may be specific deliverables such as "X number of trees planted or predators caught" or may relate to the number of people who will do the work. Describe how you will measure the goals – how will you collect the information or how will someone collect it on your behalf. Eg: We intend to catch 150 predators, this will be achieved through trap checks once a month and documenting finds. 30 youths from the local school will be involved and 20 other volunteer adults).

5. Please complete this simple budget outline to show what the grant would fund, if successful.

Project budget	Council funding sought	Other funding for project	Total
Salaries/Wages			
Administration			
Accommodation/Rent			
Equipment			
Conference / Meetings			
Promotion / Marketing			
Resources (please specify e.g. stationery)			
Telephone, internet			
Travel			
Tutor Fees			
Consultants			
Other (please specify e.g. feasibility report)			
TOTAL			

6. What other funding are you applying for?

Organisation	Amount requested	Date results known

7. Briefly describe any voluntary effort and/or donated material provided for this project

Voluntary effort	Donated material

8. What will happen to the project if you do not receive the full amount of the grant you have requested, including how you propose to meet any funding shortfall, if applicable?

Completing your application

To ensure that your application is complete, please check that you have attached the following

Quotes for the project costs

Confirmation of bank account details (Eg. Pre-printed bank slip)

Certificate of Incorporation (if applicable)

Declaration *This must be completed by a Contact Person listed.*

I/We hereby declare that the information supplied here on behalf of myself /our organisation, to the best of my/our knowledge, is true and correct and that I/we have the authority to make this application on behalf of our group (if applicable).

I/We hereby declare that we have a Health and Safety Plan in place for the project.

I/We consent to Ashburton District Council collecting the personal contact details provided above, retaining and using these details for the purpose of review of the Biodiversity Grant Scheme. I/We acknowledge my/our right to have access to this information. This consent is given in accordance with the Privacy Act 1993

I/We understand that my/our project details may be used for promotion of the Biodiversity Grant Scheme and that I/we will be contacted if Ashburton District Council wishes to use these.

I/We have read the scheme criteria and attached the relevant requested information

I/We understand that the funds received as a result of this application may only be used for the purpose in which they were granted and that a project report form with supporting receipts must be submitted to Ashburton District Council on completion of the project.

Name: _____ Date: _____

Signature: _____
(if completing electronically either insert digital signature or simply enter your name)

Applications close 5pm on Tuesday 28 February, 2017

Electronic applications are welcomed and can be **emailed** to info@adc.govt.nz

Alternately please **drop a copy** at the Council office on 5 Baring Square West, Ashburton

Or **Mail to:**
Community Grants
Ashburton District Council
PO Box 94
Ashburton 7740

PH: 03 307 7700