

Application# :
Date open:
Date close:

CENTRAL PLAINS WATER
ENVIRONMENTAL MANAGEMENT FUND
PROPOSAL

1. Proposal

Title _____

Fund amount being applied for \$ _____ Total project \$ _____

This project contributes to:

- Mitigation response to adverse environmental Scheme effects identified by GSWERP
- Protect, enhance or restore native species, habitats, natural features, or historic or cultural heritage
- Improve sustainable land and water management
- Mitigate adverse environmental, social or cultural effects of the scheme construction or operation
- Increase community understanding and involvement that contributes to sustainable management and healthy resources
- Promote information/knowledge exchange of the natural management of rural communities
- Resource investigation and scientific study
- Complement landowner contributions and leverage contributions from other sources

2. Organization

Name _____

Address _____

Contact Person _____ Title _____

Phone Number (day) _____ (evening) _____ (mobile) _____

E-mail _____

Website (if applicable): _____

GST number, if registered: _____

Legal status of organization: (depending on the nature of your organization, it may be registered with the Companies Office, the Charities Commission or various other regulatory bodies – if this applies, please state the legal status of your organization and provide the registration number)

Does your organization have an umbrella organization? (if yes, please provide details of their legal status and registration):

3. Project Details

3.1 What is your intended project? (Provide a brief description of your project.)

3.2 How do you plan to complete the project? (What are the steps and/or activities you will undertake in carrying out your project?)

3.3 Why do you want to do it? (What environmental issue(s) or enhancement(s) will your project address?

How will the catchment environment benefit?)

3.5 Previous experience – has your organization undertaken other projects in the community or can you point to other activities that reflect your ability to complete the proposed project? If so, could you please provide a brief description of the project and show how it demonstrates the capacity of your organization.

Note: If you/your organization has no (or limited) relevant previous experience, preference will be given to proposals that have partnered with, or sought advice from, a relevant organization to ensure the success of this proposal.

3.6 Will you require licenses/permits/approvals to undertake this project? (If yes, please provide details of land ownership, written approval for access to private lands, licenses or permits required or obtained.) Please specify:

yes no

3.7 Have these already been granted?

yes no

3.8 Land (Please tick box indicating the information and you will be supplying the supporting information)

- 1. If you own the land the project is on; please send us a copy of the Certificate of Title as proof of ownership
- 2. If you lease the land; please send us a copy of the lease agreement with the owner that authorizes you to use the land
- 3. If you neither own or lease the land; please attach a copy of the agreement with the owner that authorizes you to use the land
- 4. If the Crown owns the land; please send a copy of the relevant Gazette notice
- 5. If the land is Maori Land; please send a copy of the relevant Maori Land Court order

4. Project Evaluation (Indicators/Measurement of Success)

It is very important that you establish clear results (goals) for your project as its success will be measured by how well these have been met. Based on the information provided in Section 3, what are the key results for your project and how will they be measured both during and after its completion?

4.1 Key results:

4.2 How will you measure them?

5. Project Timeframe

5.1 How long will your project take and when will your project be completed?

6. Other Funding Sources

Is your organization applying for or receiving other funding for this project? yes no

If yes, please list:

Fund	Amount requested	Approved/Declined/Pending
_____	_____	_____
_____	_____	_____
_____	_____	_____

7. Funding Information

Financial Summary		
Amount requested (exclude GST if you are registered)	\$	% of project costs
Your organization's contribution	\$	% of project costs
Other funding	\$	% of project costs
Total Project Income	\$	

Total project costs – EXCLUDE GST IF YOU ARE REGISTERED			
	#	Cost per unit	Sub Total
Materials to be purchased <i>(Provide quote)</i>			
		Sub total	

Materials supplied by your organization			
		Sub total	
Paid Workforce <i>(provide number of hours and hourly rate or salary)</i>			
		Sub total	
Volunteer Workforce <i>(value your volunteer workforce at \$15/hr for unskilled labour and \$50/hr for professional services)</i>			
		Sub total	
Other costs <i>(please list)</i>			
Total of your contribution (Grey boxes)			
Remainder of Costs (White Boxes)			
Total cost of project			
Any funding from other sources (Excluding GST if registered)			
Request from the MCEET	Exclude GST if registered		

8. Declaration and Consent Requirements

I/We hereby declare the information supplied in this proposal is correct. If the proposal is successful, I/we agree to provide an accountability report (an accountability form will be sent to us in due course by Central Plains Water Limited) stating that the money received has been spent on the service agreed. We also agree to participate in any funding audit of our organization conducted by Central Plains Water Limited.

I/We also consent to Central Plains Water Limited collecting and retaining the personal contact details of the persons listed in this application. I/We confirm I/we obtained the consent of the persons listed in this application to provide these details and I/we have the authority to commit the organization to this application. We acknowledge our right to have access to this information. The consent is given in accordance with the Privacy Act 1993.

Name: _____ **Name:** _____

Position held: _____ **Position held:** _____

Date: _____ **Date:** _____

Signature: _____ **Signature:** _____

NB: Before placing your completed proposal in an envelope please check you have answered all the required questions, gained all required signatures and that you have attached all supporting information. Failure to include all relevant supporting information will result in your proposal being deemed ineligible.

Additional information you might like to include:

- Location map
- Photos
- Project plans
- Letters of support
- Legal documents (deed or constitution)
- Any additional information

8. Sending Your Application

Send your Trust Fund Application to:

Central Plains Water Ltd, PO Box 9424, Tower Junction, Christchurch 8149

Or Email it to:

emf@cpwl.co.nz