

# 2010/11 Environment Fund Guidelines

These guidelines are intended to assist you in completing an application form for the Northland Regional Council Environment Fund. Following these guidelines will ensure you provide the necessary information and allow a fair and effective assessment of your application. If you have any problems completing your application, please contact the Land Management Team at the Northland Regional Council, Freephone 0800 002 004. Incomplete applications make it difficult to assess and potentially fund your project.

## What is the Environment Fund?

The Northland Regional Council Environment Fund has provided around \$3 million to help people enhance and protect Northland's natural environment since 1996.

Like last year, the contestable Fund is about \$500,000. The Regional Council (NRC) recognises the effort and commitment that Northlanders are putting into addressing their environmental issues and the continuation of funding reflects this. The fund is provided through five different funding streams with projects funded at up to 50% of their total costs.

Historically, up to 200 applications are made to the Environment Fund every year and typically more funds are requested than are available!



## Who can apply?

Funding applications can be received from individuals and voluntary groups for eligible projects; this may include landowners, community and conservation organisations, local Maori groups and schools.

Projects must be of long-term benefit to the local environment and show evidence of good resource management.

Projects designed for personal or commercial profit, required under resource consent or simply to beautify a site, are not eligible for funding.

Projects must be consistent with the funding streams and associated targets to qualify for consideration of funding.

The applicant must be able to provide the remainder of the cost with time, cash costs, and other funding or in-kind contributions such as voluntary labour and donated materials.

## When can I apply?

Applications not made through the exceptional projects funding stream will be accepted from the start of July to the end of April each year.

Applications made through the exceptional projects funding stream will be limited to a four month application period, from the start of July to the end of October each year.

# Funding Streams

## Environment Fund Priorities

There has been a review of the Environment Fund to align funding with NRC Land Management priorities. To be eligible for consideration, applications will need to align with the following funding streams.

### 1. SOIL CONSERVATION

Targeting the maintenance and control of erodible soils

E.g. erodible land soil stabilisation via tree planting, fencing, pest control and other suitable means



### 2. BIODIVERSITY

Targeting the restoration and protection of wetlands and lakes

E.g. fencing to keep out stock, riparian planting, pest control



### 3. 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



### 4. WATER QUALITY

Targeting dairying and clean stream accord targets and recreational bathing sites

E.g. fencing to exclude stock from waterways, riparian enhancement



### 5. EXCEPTIONAL PROJECTS

Regionally significant projects not available for funding under the other funding streams. These projects need to have high Regional Priority and be approved by Council.



#### Revegetation and enhancement with native plants

This year \$2,675 has been sponsored by the Honda New Zealand Tree Fund which provides funding for the planting of native trees for revegetation, enhancement, erosion control, shelter and streamside enhancement.

## How to apply

It is a requirement that you contact Land Management Staff at the Regional Council before filling out your application; this discussion will determine if a site visit is needed and help clarify what is required in your application.

Incomplete applications will be returned to the applicant for completion and re-submission.

The land management staff available to assist you with your application are listed at the end of the guide.

## Completing your application

Please ensure you:

- Read the questions carefully
- Answer **all** questions on the application form provided
- You must fill out the application form even if you include attachments
- Please use **black ink** to complete your form as the application will be scanned
- Supply all information requested, including attachments photocopied onto A4 paper
- Keep a copy of the entire application for your records

If you are unsure of anything when filling out the form, please contact Land Management Staff for assistance

Application forms are available from the Northland Regional Council offices or by calling 0800 002 004, sending an email to [nolas@nrc.govt.nz](mailto:nolas@nrc.govt.nz) or visiting our website:

[www.nrc.govt.nz/environmentfund](http://www.nrc.govt.nz/environmentfund)

## Sending in your application

Send your Environment Fund application to:

2010/11 Environment Fund Application  
Northland Regional Council  
Private Bag 9021  
Whāngārei Mail Centre  
Whāngārei 0148

You can also hand deliver your application to any Northland Regional Council office. Again it is essential that you contact Land Management Staff before applying.

## Application approval process

This is a four stage process,

1. Applications have their eligibility assessed via:
  - a. Information gained once a site inspection has been completed
  - b. The submitted application for funding form
  - c. Ranking each application against the funding stream targets and regional priority status.
2. Applications under \$20,000 and not through the exceptional projects funding stream are approved via delegated authority and reported to council.
3. Projects requesting over \$20,000 or are seeking funding through the Exceptional Projects funding stream are presented to the Environmental Management Committee for Council approval, after which applicants are notified of the decisions.
4. **Funding** is approved once the Funding Agreement has been signed and dated by both parties.

**Projects without a signed agreement have not had their funding approved.**

Funding is not retrospective – the Regional Council will not pay for work done before funding is approved.

Funding decisions made by the Northland Regional Council are final with no rights of appeal or review.

## If you're successful

Successful applicants will be notified within six weeks of their applications being assessed. There are several things the Northland Regional Council requires from successful applicants.

Each applicant must sign a funding agreement and abide by its terms and conditions, those on the application form and in the Northland Regional Council letter of notification.

**Applicants have one month to return their signed agreement to NRC before the funding will be reallocated to other potential projects.**

Costs will only be reimbursed once the project has been completed by the agreed date and to the standards specified in the funding agreement.

# Application Form, Agreement and Guidelines

## View online

You can view or download a copy of the 2010/11 Environment Fund application for funding form, agreement and guidelines by visiting our website [www.nrc.govt.nz/environmentfund](http://www.nrc.govt.nz/environmentfund)

## Visit Regional Offices

You can collect a copy of the application form, agreement and or guidelines at the Regional Council offices in Whangarei, Dargaville, Kaitaia or Opuia.

## Help is available

If you require any further information, please do not hesitate to contact the Land Management Team at the Northland Regional Council in Whangarei or Kaitaia. The team are able to help you complete your application; please take some time to go through the application form when staff are out discussing the project with you on site.

### Whangarei Head Office ■ Phone: (09) 438 4639 (free phone 0800 002 004)

**Bob Cathcart**

- General enquiries

**Laura Shaft**  
(Coastal)

- Dunes
- Other coastal projects

**Jon Hampson**  
(Coastal)

- Salt marsh
- Estuaries

**Debbie Johnson**  
(Water Quality)

- Dairying and Clean Stream Accord
- Recreational Bathing Sites
- General enquiries

**Dean Evans**

- General enquiries

**Lisa Forester**  
(Biodiversity)

- Wetlands
- Lakes
- General enquiries

**Wayne Teal**  
(Soil Conservation)

- Erosion prone land
- General enquiries

**Nola Sooner**  
(Administration)

- All Environment Fund project administration

### Kaitaia Regional Office Phone: (09) 408 6600

**Peter Wiessing**

- General enquiries

**Doug Foster**

- General enquiries