



# Application Form

## ENVIRONMENTAL FUNDING POLICY

### PURPOSE

The environmental and sustainability fund (the fund) seeks to support community based not-for-profit organisations or individuals that support our community to thrive.

The fund is contestable and supports projects that are an activity, programme or development that supports the objectives of the strategy and promotes our community to thrive.

Applications to the fund may not always be monetary and could include the provision of materials, labour or other support.

If you need more information about the Environmental and Sustainability Fund or want help filling out this form please contact Council by phoning 857 8060, or emailing [funding@chbdc.govt.nz](mailto:funding@chbdc.govt.nz)

**GENERAL DETAILS**

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Name of Organisation/Group: \_\_\_\_\_

Postal Address: \_\_\_\_\_

Street Address: \_\_\_\_\_

Email: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Contact Phone Number: \_\_\_\_\_

*Contact names of at least one other persons within the Organisation who we can contact if we need more information.*

*Under the Privacy Act (1993) you must ask permission from these people before giving their details.*

Name: \_\_\_\_\_ Phone (day): \_\_\_\_\_ (eve): \_\_\_\_\_

Name: \_\_\_\_\_ Phone (day): \_\_\_\_\_ (eve): \_\_\_\_\_

**TELL US ABOUT YOUR PROJECT, EVENT OR ACTIVITY**

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1. What is the project, event or activity you are seeking funding or resourcing for?  
Please give a brief description including where and when your project, event or activity will take place.

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2. How will your programme, event or activity support achieving the objectives of Councils Environmental and Sustainability Strategy?

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3. How will your programme, event or activity support achieving the objectives of Councils Solid Waste Management and Minimisation Plan?

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4. Does your project, event or activity involve use of or changes to council-owned infrastructure? If yes, how does your project, event or activity link to the activity management plans or other relevant Council plans?

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5. Tell us about the key people and/or community involved.

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6. How many participants do you estimate will participate in your project, event or activity.

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7. How will your project, event or activity specifically bring about environmental, sustainability or waste minimisation benefits to Central Hawke's Bay?

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## FINANCIAL INFORMATION

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1. What is your organisations legal status?

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2. If a registered charity, please supply your charities commission registration number.

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3. If you do not have a legal identity, please explain why. Eg Individual or informal group.

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4. If you are a formal group or organisation, are you registered for GST?  Yes  No

If yes, write your GST number here:

*If you are registered for GST please do not include GST in your budget.*

5. Please attach a detailed budget for your project, event or activity including both income and expenditure.
6. What level of funding are you requesting from the Environmental and Sustainability Fund?  
\$ \_\_\_\_\_

7. Tell us about any other funding you have applied for or received for this project, event or activity.

Date Applied: \_\_\_\_\_

Source of Funding: \_\_\_\_\_

Type of Funding (eg Grant): \_\_\_\_\_

Date of Result: \_\_\_\_\_

Amount applied for or received: \_\_\_\_\_

## DECLARATION

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### PLEASE TICK

- I/We hereby declare that the information supplied in all section of the application are true and correct to the best of my/our knowledge.
- I/We have the authority to commit our organisation/group to this application to the Central Hawke's Bay District Council Environmental and Sustainability Fund.

### *In addition*

- All reasonable information has been provided to support our application
- I/We will forward a report on the success of the project to Central Hawke's Bay District Council no later than 2 months after completion of the project, event or activity.

*We understand that Central Hawke's Bay District Council:*

- Is bound by the Local Government Official Information and Meetings Act 1987
- I/We consent to it recording the personal contact details provided in this application, retaining and using these details.
- I/We understand that our name and brief details about the project, event or activity may be released to the media or appear in Council documentation.
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I/We undertake that we have obtained the consent of all people involved to provide these details. We understand that we have the right to have access to this information

This consent is given in accordance with the Privacy Act 1993.

Person 1

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

Signed: \_\_\_\_\_

Position: \_\_\_\_\_

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

Person 2

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

Signed: \_\_\_\_\_

Position: \_\_\_\_\_

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

**FINAL CHECK**

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- Completed all the sections of this application**
- Provided financial details including a copy of your latest financial statements (if any) and a detailed budget**
- Attached supporting documents including letters of support for your project, event or activity**

*Please post or deliver this application to:*  
Environmental and Sustainability Fund  
Central Hawke's Bay District Council  
Ruataniwha Street, Waipawa P O Box 127  
Waipawa 4240