

Environmental Enhancement Fund Application Form

Please read the Environmental Enhancement Fund explanatory information above before completing this application form. If you have any questions about the fund or the application process, please contact us by emailing service@es.govt.nz with 'Environmental Enhancement Fund' in the subject line or call us on 0800 76 88 45.

▶ Section 1: General information

Applicant: _____

Address: _____

Phone: _____

Email address: _____

Landowner *(If different from above):* _____

Address: _____

Phone: _____

Email address: _____

Site location – *(Address and/or site name):* _____

Legal description: _____

Area – *(in hectares)* _____

Current legal protection – *(Does the site, or any part of the site, have legal protection e.g. QE II Trust Covenant or similar? If so, please describe):*

CURRENT LAND USE

Describe if the site is currently being used, and the impacts of that use if applicable. e.g. grazed by sheep, which is limiting forest regeneration

► Section 2: Biodiversity value and project benefits

VEGETATION AND HABITATS

Biodiversity values at the site – Tick the options below that best apply to your site. You can select more than one.

Species		Location	Vegetation type	Habitat			
All native	<input type="checkbox"/>	Coastal	<input type="checkbox"/>	Forest	<input type="checkbox"/>	River	<input type="checkbox"/>
Mostly native	<input type="checkbox"/>	Lowland	<input type="checkbox"/>	Grassland	<input type="checkbox"/>	Lake	<input type="checkbox"/>
Mixed native- exotic	<input type="checkbox"/>	Upland	<input type="checkbox"/>	Scrub	<input type="checkbox"/>	Wetland	<input type="checkbox"/>
Mostly exotic	<input type="checkbox"/>	Alpine	<input type="checkbox"/>	Herb	<input type="checkbox"/>	Estuary or lagoon	<input type="checkbox"/>
All exotic	<input type="checkbox"/>	Not applicable	<input type="checkbox"/>	Bare ground	<input type="checkbox"/>	Cliffs or rock forms	<input type="checkbox"/>
Don't know	<input type="checkbox"/>	Don't know	<input type="checkbox"/>	Not applicable	<input type="checkbox"/>	Dunes	<input type="checkbox"/>
None of the above	<input type="checkbox"/>	None of the above	<input type="checkbox"/>	Don't know	<input type="checkbox"/>	Gravels	<input type="checkbox"/>
	<input type="checkbox"/>		<input type="checkbox"/>	None of the above	<input type="checkbox"/>	Hilltop	<input type="checkbox"/>
	<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	Hillside	<input type="checkbox"/>
	<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	Valley	<input type="checkbox"/>
	<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	Plains	<input type="checkbox"/>
	<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	Not applicable	<input type="checkbox"/>
	<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	Don't know	<input type="checkbox"/>
	<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	None of the above	<input type="checkbox"/>

ANIMALS

Does your site contain native animals?		List the species you know	Tell us more about each animal, e.g. have you seen or heard these animals? Do they nest on site? How many do you see? How often?
Birds	Yes/No		
Lizards	Yes/No		
Bats	Yes/No		
Freshwater fish	Yes/No		
Invertebrates	Yes/No		
Land mammals	Yes/No		
Marine mammals	Yes/No		
Other native species			

OTHER VALUES

ECOLOGICAL ASSESSMENT

Has the site received an ecological assessment of any kind, e.g. High Value Areas report, ecological survey or a QEII assessment? If yes, please describe (e.g. survey ID number). If your survey was not arranged by Environment Southland you will need to submit a copy with your application, or provide the relevant details and, explicitly state your permission granting access.

CURRENT THREATS AND DAMAGE

Describe the threats and damage to the site, e.g. weeds, sycamore, dominating the forest canopy. Pest animals, possums, heavy browse on vegetation.

▶ Section 3: Project work plan

Please provide a separate project work plan with this application.

The work plan must include a start date and a completion date, and should be completed within the financial year in which the funding is approved. If for any reason the project extends into the next financial year, a time extension must be obtained from Environment Southland before 30 April.

See the 'Project plan' section in the 'Information to help your application' for guidelines to help you complete your work plan.

▶ Section 4: Budget

Please itemise in the cost table below what you are proposing to purchase with the support of the Environmental Enhancement Fund. If you are making a proposal for multiple separate tasks or objectives, please state clearly which items are for what task and/or objective (e.g. labour: fencing – ‘site preparation’ = in-kind labor; fencing – ‘installation’ = contractor).

Labour and materials supplied by the applicant are treated as contributions in-kind and their value is used to determine the amount of funding to be provided on a 50/50 basis. In-kind contributions should be costed at normal commercial rates. Costs must exclude GST.

COSTS

Item	No. Units Required*	Per Unit Cost*(\$)	Total Cost(\$)	Applicant Contribution (\$)	EEF Application (\$)
Labour - Please describe (e.g. applicant time, volunteer time, contractor time):					
Material – Please describe (e.g. traps, fence posts, plants):					
Other – Please describe:					
Total project cost			\$		
Total applicant contribution				\$	
Total EEF application (NB: this should be 50% or less of the total project cost)					\$

*Use a unit that is most relevant e.g. hours, metres, kgs, litres, traps, plants etc.

OTHER FUNDING

Please advise if funding is being sought from other sources and if so how much, who from and when you expect the funding to be confirmed, if the external funding is critical to the applicant’s 50% contribution - please state this clearly.

▶ Section 5: Declaration

The information contained in this application is true and correct. I support the project plan described in this application. If the application is successful I will take all reasonable steps to see that the work is completed as proposed.

Applicant signature: _____

Date: _____


Land owner signature: _____

Date: _____

▶ Section 6: Applicant checklist

- The application form is complete
- The application form has been signed by both the applicant and the landowner (if not the same)
- I have a project work plan to submit alongside the funding application form
- I have a project map that illustrates the details of my project

 Please post your completed application to Environment Southland, Private Bag 90116, Invercargill 9840.

 Alternatively you can email it to service@es.govt.nz.

TERMS AND CONDITIONS

- Applicants that received funding in previous rounds are not guaranteed future funding.
- Applicants can only submit one application per project per funding round.
- Unsuccessful applicants may reapply in future funding rounds.
- All funding is GST exclusive. All financial information in an application must be exclusive of GST.
- Successful applicants agree to Environment Southland taking pictures and videos of their project and using these for council promotional purposes, in print and online.
- Funding is approved for within the financial year it was granted.
- If work is unlikely to be completed before the end of the financial year, the applicant agrees to notify council in writing by 30 April.
- Environment Southland may extend funding to the next financial year but on a case by case basis only and reserves the right to decline any requests to do so.
- Grants are approved subject to Environment Southland being satisfied that the information given by recipients is true and correct. Environment Southland reserves the right to refuse to grant funding where it determines that it has been misled, that the applicant or recipient has omitted relevant information, or the recipient has failed to complete work agreed to in the project application.
- Central Government organisations cannot apply to the Environmental Enhancement Fund.
- Applicants must disclose any other funding they have applied for or received for their project.
- Successful applicants must accept the grant by signing an acceptance letter.
- Recipients must pay all costs associated with the project. EEF funds will be transferred to the recipient's nominated bank accounts on satisfactory completion on the project.
- Successful applicants agree to report (on template provided) on the project's outcomes to Environment Southland and consent to a staff member of Environment Southland completing a site visit to confirm funded work has been completed.
- Successful applicants agree to report on their project at a council meeting if requested.

