

## Application Form

### Instructions

**Please read carefully:**

Read this application form in full before you start filling it in. It is easier to complete an application if you have the information you need at your fingertips.

Please see Section 1 of the [Community Grant Policy](#) to ensure you are eligible.

All applications are to be submitted 15 clear working days prior to the Community Board meeting where the application will be considered. Deadlines dates are on Council's website [www.fndc.govt.nz](http://www.fndc.govt.nz)

**Incomplete, late, or non-complying** applications will not be accepted.

Applicants who have failed to complete a Project Report for previous funding granted within the last five years are not eligible for funding.

**If there's anything on this form you're not sure of**, please contact the Governance team at DDI (09) 401 5231, freephone 0800 920 029, [or governance@fndc.govt.nz](mailto:governance@fndc.govt.nz) – we're happy to help.

- Send your completed form** to [governance@fndc.govt.nz](mailto:governance@fndc.govt.nz) or to any Council service centre

**The following *must* be submitted along with this application form:**

- Quotes (or evidence of costs) for all items listed as total costs on pg 3
- Most recent bank statements and (signed) annual financial statements
- Programme/event/project outline
- A health and safety plan
- Your organisation's business plan (if applicable)
- If your event is taking place on Council land or road/s, evidence of permission to do so
- Signed declarations on pgs 5-6 of this form

### Applicant details

Organisation	Living Waters Bay of Islands (part of BOIMP Inc)	Number of Members	40
Postal Address	Box 201 Russell	Post Code	0241
Physical Address	Bay of Islands	Post Code	
Contact Person	Vicky Froude	Position	Chair
Phone Number	09 403 8898	Mobile Number	021 077 3378
Email Address	victoriafroude@gmail.com		

**Please briefly describe the purpose of the organisation.**

To promote, protect and restore native biodiversity and natural character in the wider Bay of Islands, on land and in the water. To provide educational opportunities for the community to learn about nature in the Bay of Islands and how they can help with its protection and restoration.

# Local Grant Application Form

## Project Details

Which Community Board is your organisation applying to (see map Schedule A)?

Te Hiku       Kaikohe-Hokianga       Bay of Islands-Whangaroa

Clearly describe the project or event:

Name of Activity  Date   
Location  Time   
Will there be a charge for the public to attend or participate in the project or event? Yes  No   
If so, how much?

Outline your activity and the services it will provide. Tell us:

Who will benefit from the activity and how; and

How it will broaden the range of activities and experiences available to the community.

1. Living Waters Bay of Islands (LW-BOIs)(in association with Russell Landcare Trust (RLT) and Bay of Islands Walkways Trust and Council) is refining an ecological restoration strategy for the twin catchments of Pipiroa and Te Wahapu on the Russell Peninsula. This covers an area of 250ha. The core of this area is 100ha of Far North District Council reserves including Pipiroa Scenic Reserve, Pipiroa Recreation Reserve, Pipiroa access-way, Te Wahapu Scenic Reserve and coastal margin esplanade reserves or similar in Te Wahapu.

2. A key component of the restoration is very intensive animal predator control throughout both catchments. This costs about \$160/ha/yr to service. The hardware has been funded by others (e.g. Northland Regional Council (CPCA), Foundation North, landowners). For the last couple of years the servicing costs on the Council lands have been subsidised by Foundation North but RLT was unsuccessful in getting funds from this source this year and so we are applying to Council for \$5430 to cover the balance for one year of predator control servicing for the Council lands.

3. Living Waters Bay of Islands has prepared a detailed management plan for the Council reserves (which Council has as part of the management agreement with LW-BOI for these reserves). We have undertaken intensive plant pest control on the Council lands in the Pipiroa catchment although there is still more work to do. We have run annual plantings for volunteers for the last four years with about 4000 native plants being planted. These and the ongoing plant pest control from the extensive soil bank of pest plant seeds and other nearby sources are being maintained by volunteers. We are seeking funding from Council so that we can extend our pest plant work to Te Wahapu Scenic Reserve. We are applying to Council for funding to pay contractors to safely drill and poison tall wilding pines and control pest plants in wetlands within Te Wahapu Scenic Reserve. This will complement work on adjoining covenanted private land. It will cost \$3200 for labour for the pines, \$900 labour for the wetland weed control & \$300 for herbicide etc. Volunteers will remove extensive areas of ginger and other pest plants in the upper catchment.

4. A key part of our "protection" strategy is controlling key pest plants on lands within the catchment so as to remove these seed sources. To this end we have obtained funding from landowners, Foundation North, WWF HPF, and Stephenson Fund for plant pest control on the private lands within the Pipiroa and Te Wahapu catchments. We will use volunteers to remove key pest plants (including banana passionfruit, jasmine, Japanese honeysuckle, pampas, Taiwan cherry, pines, tree privet, woolly nightshade) on the Pipiroa road reserve within the Pipiroa catchment.

5. We are developing a series of interpretation panels to be placed along the Okiato-Russell walkway. These will provide information about the ecology and values of the protected areas as well as some information about the restoration projects. The development work has been funded by WWF and we have received some local funding to assist with the panel production. We are asking Council for \$1030 for panel production. Other local funding and volunteers will be used to mount and erect the signs (not yet costed).

## Application Form

Project Cost

**Provide a detailed costs estimate for the activity. Funding requested may not exceed 50% of the total cost.**

*Total Cost* - provide the **total** amount of the estimated quoted cost against the appropriate item.

*Amount Requested* - provide (against the item) the amount the Board is being requested to contribute.

**Please Note:**

You need to provide quotes (or evidence of costs) for everything listed in the total costs column

If your organisation is GST registered, all requested amounts must be GST exclusive.

Do not enter cents — round the values up or down to the nearest dollar

Do not use the dollar sign (\$) — just enter the dollar value

If you are applying for operating costs of a programme, please attach a programme outline

Expenditure	Total Cost	Amount Requested
Predator control Council lands only for 1 year	16 000	5500
Contractors pines Te Wahapu Scenic Reserve	3200	3200
Herbicides etc for Te Wahapu Scenic Reserve	300	300
Intpretation panels for Reserves	1930	1030
Equipment Purchase (describe)		
Native plants, fertilizer etc	Not costed for 2020	
Contractors pest plants Te Wahapu Scenic Reserve wetland	\$900	1350
Hardware (e.g. cement, timber, nails, paint)	Not costed as yet	
Animal pest control rest catchment for 1yr	24 000	
Private lands biodiversity protection including planning, pest plant control and planting	14 800	
Travel/Mileage		
Other (describe)		
Volunteer Value (\$20/hr) 450 hr	9000	not applicable
<b>TOTALS</b>	<b>78 130</b>	<b>11,380</b>

\* If the application is for professional or facilitator fees, a job description or scope of work must be attached.

# Local Grant

## Application Form

### Financial Information

Is your organisation registered for GST?

Yes  No

GST Number

98-648-658

T number 98-648-658

How much money does your organisation currently have?

\$50,410.35 (Living Waters)

How much of this money is already committed to specific purposes?

\$47,636.71 (Living Waters)

List the purpose and the amounts of money already tagged or committed (if any):

Purpose	Amount
Piropoa-Te Wahapu WWF& pvt "donations"- catchment strategy, biodiversity property plans, design interp panels, volunteer equipment, plants, pest plant control pvt land, co-ordinator	14 808
Tangatapu -Morton Fund &WWF boardwalk, ponds, interpretation panels	12 290
Kawakawa catchment biodiversity property plans, plant pest control, Public outreach and communications	15 350
Wairoa Stream, Rangitane River, Okiato/Waikare projects	5180
<b>TOTAL</b>	<b>47,636</b>

Please list details of all other funding secured or pending approval for this project (minimum 50%):

Funding Source	Amount	Approved
Okiato Residents & Ratepayers Assn	1200	yes
Volunteers 450 hours @\$20	9000	yes
WorldWideFund for Nature	10,178	yes
Local community donations etc	4629	yes
NRC CPCA, DOC, Kiwis for Kiwi, landowners	28,000	yes

Please state any previous funding the organisation has received from Council over the last five years:

Purpose	Amount	Date	Project Report Submitted
Piropoa- pest tree removal & native plants	7546	Sept 2015	Y /
Piropoa animal pest control	1500	2018-9	Y /
			Y / N
			Y /



# Application Form

**We agree to the following conditions if we are funded by Local Community Grant Funding:**

1. To uplift any funding granted within 3 months of the date on the letter of agreement. Failure to do so will result in loss of the grant money.
2. To spend the funding within 12 months of the date of grant approval unless written approval for an extension is obtained from Council before that 12 month period ends.
3. To spend the funding only for the purpose(s) approved by Far North District Council unless written approval for a change of purpose(s) is obtained **in advance** from the Community Board.
4. To return to the Far North District Council any portion of the funding that we do not spend. If our payment includes GST we will return the GST component of the amount to be returned.
5. To acknowledge the receipt of Community Board funds as a separate entry in our accounts, or in a note to our accounts, in our organisation's annual report.
6. To acknowledge any financial contribution from Far North District Council on signage and in any publicity relating to the project. Contact Governance Support for digital imagery.
7. To make available any files or records that relate to the expenditure of this funding for inspection if requested by the Far North District Council or its auditors.
8. To complete and return a Project Report within **two months** of the end of the project, or, if the activity is ongoing, within two months of the funding being spent. Applicants who fail to provide a project report within this timeframe will not be considered for funding for stand-down period of five years.
9. To inform the Far North District Council of significant changes in our organisation before this application has been considered, or the funding has been fully used and accounted for (such as change in contact details, office holders, financial situation, intention to wind up or cease operations, or any other significant event).
10. To lay a complaint with the Police and notify the Far North District Council immediately if any of the funding is stolen or misappropriated.

**Signatory One**

Name  Position

Postal Address  Post Code

Phone Number  Mobile Number

Signature  Date

**Signatory Two**

Name  Position

Postal Address  Post Code

Phone Number  Mobile Number

Signature  Date