

*Environment. Community. Otago.  
Te Ao Turoa. Hapori. Ōtākou.*

APPLICANT DETAILS	
Project name	
Organisation	
Applicant contact name	
Funds requested	
Total project budget	
Location	
Time frame	
Brief description	

ASSESSMENT CRITERIA	ORC STAFF	DECISION PANEL
Does the project occur in Otago?	<input type="checkbox"/>	<input type="checkbox"/>
Does the project involve/engage the community?	<input type="checkbox"/>	<input type="checkbox"/>
<b>To what extent?</b> 0-4 = below average, 5-9 = average, 10-15 = above average 16-20 = outstanding	/20	/20
<b>Does the project do one or more of the following (tick those that apply):</b> <input type="checkbox"/> Protect the environment <input type="checkbox"/> Enhance the environment <input type="checkbox"/> Promote the environment * *e.g. does it create awareness in the community or educate school children?		
<b>How much impact will the project have on protection?</b> 0 = none 1= below average 2 = average 3 = above average 4 = great 5 = outstanding	/5	/5
<b>How much impact will the project have on enhancement?</b> 0 = none 1= below average 2 = average 3 = above average 4 = great 5 = outstanding	/5	/5
<b>How much impact will the project have on promotion?</b> 0 = none 1= below average 2 = average 3 = above average 4 = great 5 = outstanding	/5	/5
<b>Does the project align with ORC work programmes? **</b> Tick those that apply: <input type="checkbox"/> Water quality <input type="checkbox"/> Biodiversity <input type="checkbox"/> Air quality <input type="checkbox"/> Other: <input type="checkbox"/> Water quantity <input type="checkbox"/> Biosecurity <input type="checkbox"/> Urban development <input type="checkbox"/> Climate change <input type="checkbox"/> Coastal/ marine environments		
<b>How much impact will the project have on the above work programme(s)?</b> 0-2 = below average, 3-5 = average, 6-7 = above average 8-10 = outstanding	/10	/10
<b>Total:</b>	<b>/45</b>	<b>/45</b>

\*\* Projects that align with ORC's current priority areas water, climate change, urban development and biodiversity will be given preferred selection

**NOTES**

**Does this project meet the ECO Fund's purpose, criteria and terms and conditions?**

**If not, why?**

**If the application is for administrative support, has supporting information been given, e.g. number of hours, pay rate per hour etc**

**If yes, would you recommend they apply again if unsuccessful?**

**How could they improve their project/application?**

**Any other comments?**

## Does the project meet all terms and conditions?

### General

- Define funding round, e.g. 12-month period from 1 April 2021 to 30 March 2022.
- Applicants that received funding in previous rounds of the ECO Fund are not guaranteed future funding. All applications for each round are assessed and ranked against the ECO Fund assessment criteria.
- All funding is GST exclusive. All financial information provided in an application must be exclusive of GST.
- The ECO Fund supports both one-off projects and those running over multiple years. Funding for projects running over multiple years may only be awarded for a 12-month period. Funding for future years of ongoing projects will require additional applications to the ECO Fund.
- Successful applicants must agree to Otago Regional Council promoting their project.
- If work funded is not completed within the specified time frame or funds are not spent as agreed, Otago Regional Council reserves the right to demand the return of funds.
- The ECO Fund does not provide funding for:
  - commercial or private gain
  - projects created to comply with Resource Consent conditions
  - responses to any actual or potential enforcement action
  - the purpose of seed capital
  - individuals
  - maintenance for existing projects
  - retrospective costs

### Applications

- Applicants can only submit one application per funding round.
- Government organisations and their staff cannot apply to the ECO Fund.
- Projects must have a defined start and finish date.
- Applicants must disclose any other funding they have applied for or received for their project.
- If funding is requested for salary costs, only 50% will be funded. Applicants need to demonstrate that requested salary funding is not more than 50% of total cost, and detail where the additional funding will come from.

### Assessment

- All applications are assessed and ranked against the ECO Fund assessment criteria.
- If the ECO Fund is over-subscribed in any funding round, not all projects will be funded.
- If the ECO Fund is over-subscribed in any funding round priority will be given to projects in threatened and vulnerable habitats and ecosystems.

- If an applicant is unsuccessful in one round of the ECO Fund, they may apply again in a subsequent funding round.
- Decisions made by Otago Regional Council are final and are made at our sole discretion
- Where applicants seek funding exceeding \$50,000, Otago Regional Council will only fund a proportion of the total project (to be determined on a case-by-case basis)

### **Decision and Grant**

- Successful applicants must accept the grant by signing an acceptance letter and a subsequent funding agreement.
- Recipients must pay all costs associated with the project. ECO Fund grants will be transferred to recipients' nominated bank accounts.
- Nominated bank accounts cannot be private accounts; it must be an account in the Applicant's name
- Successful applicants must agree to report on the project outcomes to ORC within a specified timeframe, and account for how funds were spent.
- Successful applicants agree to report on their project at a council meeting, if requested.
- Funds granted expire 6 months after Council approval. If the applicant fails to comply with the Otago Regional Council's terms and conditions within 6 months (unless otherwise agreed), the funding lapses
- Grants are approved subject to the Otago Regional Council being satisfied that the information given by recipients is true and correct. Otago Regional Council reserves the right to refuse grant funding, and/or request return of grant funding where it determines that it has been misled, that the applicant or recipient has omitted relevant information, or if the recipient enters into receivership, liquidation or ceases to exist (e.g. removed from a register).

*Please note that if the combined funding from all applicants requested at each funding round exceeds the total funding available, not all projects will be able to receive funding. Decisions made by Otago Regional Council are final and are made at our sole discretion. This does not prevent applicants applying again at the next funding round.*

*Otago Regional Council may contact you if more information is needed to make a decision.*