

Horowhenua Waste Minimisation Fund - Round 1 - 2026-2027

Form Preview

Your Details

* indicates a required field

Applicant Details

*

☐ Individual ☐ Organisation

Organisation Name

First Name

Last Name

Applicant Contact Postal Address *

Address

Address Line 1, Suburb/Town, State/Province, Postcode, and Country are required.

Applicant Contact Primary Email *

Must be an email address.

Applicant Contact Primary Phone Number *

Alternative Contact Person:

Email Address for Alternative Contact:

Must be an email address.

Phone Number for Alternative Contact:

Your Project

* indicates a required field

Project Description

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What is the name of the project or activity that you are seeking funding for? *

Describe the project or activity that you are seeking funds for: *

Provide a short description (100 words recommended) of your project - what are you out to do?

When will the project or activity start? *

Must be a date.

When will the project or activity finish? *

Must be a date.

Where will the project or activity be held, or the service delivered from?

How will people will benefit directly from your project or activity?

Estimate volumes of waste diverted from landfill (if applicable):

Project Eligibility

Applications must clearly demonstrate a link to at least one or more of the following criteria:

*

- ☐ Reduction of waste at the initial source of a waste stream.
- ☐ Recapture and reuse of products/waste streams.
- ☐ Improve recycling, through reprocessing waste materials to produce new products, or increasing ease of recycling for residents and/or businesses.
- ☐ Recapture and redistribution of food waste.
- ☐ Composting of organic waste and green waste.
- ☐ Implementation of a product stewardship programme with government accreditation
- ☐ Waste minimisation project for kura/schools

At least 1 choice must be selected.

Type of Waste Targeted: *

Summarise your projects alignment with the criteria: *

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How will the project lead to long-term waste minimisation and/or behavior change?

Total Amount Requested *

\$

Must be a dollar amount.

What is the total financial support you are requesting in this application?

Project Financial Information

*** indicates a required field**

Are you GST registered?

- ☐ Yes - Do NOT include GST in your budget
☐ No - Include GST in your budget

GST No. if Registered

Project Budget

Write down all the costs of your project and include the details, eg materials, venue hire, promotion, equipment hire, artist fees and personnel costs.

Expenditure Budget

Item eg hall hire

Detail eg 3days' hire at \$100 per day Amount eg \$300

		\$
		\$
		\$
		\$
		\$

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Total Costs

Total Expenditure Amount

\$

This number/amount is calculated.

Income Budget

Income eg ticket sales

Detail eg 250 tickets at \$1 5 per ticket Amount eg \$3,750

		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$

Total Income

Total Income Amount

\$

This number/amount is calculated.

Budget Summary

Costs less income

\$

This number/amount is calculated.

Total amount (\$) requested from Horowhenua District Council *

\$

Must be a dollar amount.

Minimum amount (\$) required from HDC to ensure project success if 'partial funding' is offered *

\$

Must be a dollar amount.

Previous Horowhenua District Council Grants

Tell us about other Horowhenua District Council grants you have received in the past three years.

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Date applied	Project Title	Amount received	Project completion report submitted
Must be a date.		Must be a dollar amount.	
		\$	
		\$	
		\$	
		\$	
		\$	

Other Funding Applications

Tell us about any other funding you have applied for or received for this project.

Date applied	Who to?	How much?	Confirmed?
Must be a date.		Must be a dollar amount.	
		\$	
		\$	
		\$	
		\$	
		\$	

Attach Files

* indicates a required field

Bank deposit slip or certified bank statement in the name of the organisation *

Attach a file:

A copy of the latest financial statements (such as balance sheet and profit/loss statement)

Attach a file:

Attach copies of two written quotes for each item over \$250 to be purchased with the grant:

Attach a file:

Attach letters of support from partner organisation, governing body or independent referee

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Attach a file:

Declaration

* indicates a required field

Terms and Conditions

You must read and agree to the following before submitting your application. Please select each box to show that you have read the information and agree to each section.

If this application is successful, I/we agree to: *

- ☐ Spend the grant within 12 months of a grant request being approved, within the approved time frame specified in the Accountability Reporting and Payments schedule or upon request by HDC (whichever comes first). Payment of any subsequent grants may not be made until all milestone accountability reporting requirements are met in full.
- ☐ Spend the grant only for the purpose(s) approved.
- ☐ Return to the HDC any portion of the grant that is not spent on the approved purpose(s). If the grant payment includes GST, the grant recipient must also return the GST component of the grant.
- ☐ Make any files or records relating to the activity or project available for inspection within 10 working days if requested by HDC.
- ☐ Keep financial records that demonstrate how the grant was spent for five (5) years after the end of the agreement term.
- ☐ Acknowledge the receipt of HDC grant as a separate entry in its financial statements, or in a note to its financial statements.
- ☐ Inform HDC of any changes that affect the organisation's ability to deliver the activity(ies) or project(s) (eg changes to financial situation; an intention to wind-up or cease operations; or any other significant event, or failure to meet child protection standards), before the grant has been fully used.
- ☐ Agree to notify HDC if any of the grant money is stolen or misappropriated and to consider if Police charges need to be laid.
- ☐ Agree that HDC have authority to publish that the grant has been made to the grant recipient for the approved purpose.
- ☐ Request approval from HDC for any variations to this agreement before different expenditure is made.
- ☐ Agree that failure to comply with any of the terms and conditions within this agreement, or the provision of false information in the request may result, without limitation, in Horowhenua District Council terminating this agreement and: a. Requiring repayment of all or part of the grant. b. Withholding payment of this and other HDC administered grants until issues are resolved. c. Imposing additional terms and conditions before any HDC funding is approved. d. Recommending to the Community Recognition & Funding committee, to decline future funding.
- ☐ For the purpose of gaining or providing information relevant to the funding of the organisation, the HDC may disclose to, or obtain information from, any other government department or agency, private person or organisation.

Privacy

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The information supplied in this application form will be held and used by the staff of Horowhenua District Council. The information will not be disclosed by Horowhenua District Council unless legally required under the Local Government Information and Meetings Act 1987 or for one of the purposes in connection with its collection. The information supplied will be used for:

- Assessing and processing this application and for administration purposes
- Updating existing Horowhenua District Council Funding records
- Providing information on your group and project for inclusion on the committee meeting agenda
- Enabling us to tell you about related services provided by Horowhenua District Council
- Providing Horowhenua District Council with statistical information to assist policy development.

You have the right to request access to, and correction of, information collected and held by Horowhenua District Council. Any requests for access should be addressed to your local community funding advisor.

By entering your name in the space below you are electronically signing this form.

Signing

By entering your name in the space below you are electronically signing this form and agreeing to the terms and conditions above.

Name: *

Date: *

Must be a date.