



COMMUNITY WASTE FUND APPLICATION GUIDELINES

These application guidelines should be read before applying for the Community Waste Minimisation Grant.

Fund Criteria:

- Align with the vision, goals, and objective of Southland Waste Management and Minimisation Plan 2020-2026.
- Take place within Southland or be for the benefit of the Southland Community.
- Focus on reuse, recycling, and recovery of waste and diverted materials.
- Can become financially self-sustainable.
- Use the funds accordingly within 6 months of offering applicants a grant.
- Be from a legal entity or fall under an umbrella legal entity.
- Lead to measurable waste minimisation outcomes.

Although new waste minimisation activities are encouraged, an expansion of scope, or activity may be considered.

Application Process

How much is available for FY23/24	\$50,000 per annum
When can I apply?	Funds open: Monday 18 September 2023 Funds close: Monday 30 October 2023
Grant decision	Applicants will be advised within 1 month of applications being received.

Who Can Apply?

- Community Groups
- Businesses
- Iwi/Maori Organisations
- Educational Institutions



What Are The Funding Considerations?

Funding priority will be given to:

- Projects that align with a minimum of one action from the Council's Waste Minimisation Management Plan and are in line with the Waste Hierarchy.
- Projects that achieve long-term benefits after the completion of the project and promote long-term behaviour change.
- Projects that see businesses partnering with the community.
- Projects developed in consultation with other bodies carrying out waste-related activities.
- Projects designed to become a circular economy.

There are a range of different types of projects that would be considered eligible for funding. Examples of acceptable activities are:

- Materials and equipment.
- Skills development and Research (that is not aimed at supporting the attainment of a qualification).
- Trials and pilot programs.
- Education programs.
- Workshops, neighbourhood meetings, events, neighbourhood mentoring, and social learning.
- Monitoring and surveys.
- Project execution/implementation costs.
- Research and development not aimed at supporting the attainment of a qualification.

Applicants Should Note

- A previous grant recipient is not guaranteed funding from any other subsequent funding round.
- The scope of the Fund includes education projects that promote waste minimisation activity only but not general environmental education programs.
- Projects that focus on waste disposal or on the treatment of waste for disposal are not eligible for funding e.g. recycling container procurement is not permitted.
- The Grant does not fund ongoing existing activity or operating costs.



The Fund Cannot Be Used For

- Activities already completed.
- Projects outside of the Southland region that do not have a clear benefit to the Southland community.
- Debt servicing or repayment.
- Feasibility studies and business cases
- Costs in preparing an application
- Marketing programmes
- Staff salaries or wages
- Ongoing financial support of existing activities
- Prize money
- Legal expenses
- Conventions, conferences, trade shows, private functions, or media
- Purchasing or leasing a vehicle
- Purchase of land or buildings or the improvement of privately owned facilities
- Rent or accommodation cost
- Purchase of alcohol, tobacco, illegal substances, or gaming
- Fundraising

All decisions made by Council relating to a funding application will be final.

Recipients may apply to a future funding round provided they have submitted a completed accountability form in respect of any previous project for which they have received contestable waste minimisation funding from the Council.

How Do I Apply?

Applications can be made online or in person.

Priority Will Be Given To

The following core criteria will be used to assess all applications:

Strategic Alignment

- Projects must align with the vision, goals, and objectives of the Southland Waste minimisation Plan 2020-2026



Waste Minimisation

- Projects must reduce waste to landfill and/or target priority waste streams.

Community Participation And/Or Community Benefit

- Projects should encourage community participation and education.
- Projects must result in tangible community benefit.

Effectiveness

- Projects must reduce harm to the environment.

Quality

- The objectives of the project must be clear.
- The objectives must be measurable.
- The project must demonstrate the likelihood of success.
- The project is technically and financially feasible and does not represent an unacceptable level of risk to the Council and the community.

Once You Have Sent In Your Application Form

You will receive confirmation we have received your application.

Reporting Requirements And Project Completion

- Successful applicants are required to provide progress updates when submitting an invoice or upon completion of project milestones identified in the application. Wastenet reserves the right to contact you for an update at any time throughout your project.
- Successful applicants will be required to submit an accountability report on the completion of the project that shows how the identified outcomes were achieved.
- Wastenet may audit successful recipients. This may include a visit from Wastenet staff during, or on completion of the project.
- Projects must begin within 3 months of receiving the funds and an accountability form is required to be completed within 6 months of receiving the funds.