Example application form

[This document shows the questions contained in the April 2022 ECO Fund online application form and provides a fictional example of an application. Note that there may be some minor differences between the questions shown here and the latest online application form. All applications must be completed online].

Please supply any supporting documents as attachments to this application

Please ensure you understand the ECO Fund Terms and Conditions.

* Denotes a mandatory field.

GETTING STARTED

Is your project eligible? Please confirm below before proceeding.

- ☐ ✓ The project engages or involves the community *
- ☐ ✓ The project has a defined start and finish date *
- ☐ ✓ This is the only application from this organisation/group for this funding round *
- ☐ ✓ Project reporting for all previous ECO Fund grants to this organisation/group has been submitted to ORC *
- ☐ ✓ This application is not for a project from a government organisation or a private individual/landowner *
- ☐ ✓ Funding is not sought for any of the following: commercial or private gain, to assist with regulatory consenting or compliance, seed capital, maintenance of existing projects, or retrospective costs *

GETTING STARTED

Have you spoken to any ORC staff about your project? If yes, who did you speak to? *

☐ ✓ Yes, Catchment Advisor for Central Otago	☐ No

Please feel free to contact us at ecofund@orc.govt.nz if you would like any advice on your project.

APPLICANT DETAILS

Name of organisation/group: * Totara Creek Restoration Trust

Which organisation type best describes your group? If other, please describe: *

- ☐ Registered charity
- ☐ Community group – unincorporated
- ☐ Landowner group
- ☐ Iwi/hapu
- ☐ Private trust
- ☐ ✓ Community trust
- ☐ Incorporated society
- ☐ NGO
- ☐ Education – Tertiary
- ☐ Education – School
- ☐ Other

Registered charity number (if applicable): n/a

GST number (if applicable): n/a

New Zealand Business Number (if applicable): n/a

Mailing address below provided for: *

- ☐ ✓ Organisation
- ☐ Contact person

APPLICANT DETAILS * - CONTACT INFORMATION

First name:	Ralph
Last name:	Smith
Role of contact person:	Treasurer

Mailing Address

Number/Street name/PO Box:	144 Rattray Street
Suburb:	
City:	Dunedin
Region:	
Postcode:	9016
Phone number:	0800 474 082
Email address:	ecofund@orc.govt.nz

PROJECT SUMMARY

Please provide a brief 1-2 sentence description of what your project is hoping to achieve and what funds requested are for.

Our group aims to restore native forest and shrubland along a 1km stretch of Totara Creek, part of which is vulnerable to nutrient runoff. Funding is requested for administration costs, equipment costs for establishing a community nursery, and plants for the first stage of planting while the nursery gets established.

PROJECT SUMMARY

Project name: *	Totara Creek Restoration
Project location: *	Totara Creek, Central Otago
Project start date: *	1 July 2022
Project finish date: *	30 June 2023

PROJECT SUMMARY

Total funding requested from ECO Fund: * $20,000

Is the funding sought to be expended in 1 year or over multiple years? *
(We fund both one-off projects and those running over multiple years for up to 3 years. See terms and conditions for more detail).

- ☐ ✓ 1 year
- ☐ 2 years
- ☐ 3 years

Type of funding sought: *
(Applications will be considered under general funding once specific funding categories are fully allocated).

- ☐ Eco Fund – general
- ☐ Eco Fund - sustained rabbit management
- ☐ ✓ Eco Fund - planting for water quality
- ☐ Eco Fund - planting after wilding pine removal

Project primary focus: *

- ☐ Protect Otago's environment
- ☐ ✓ Enhance Otago's environment
- ☐ Promote Otago's environment

Which ORC Land, Water or Biodiversity priority does your project most address? *

- ☐ Biodiversity
- ☐ Biosecurity
- ☐ Land stability
- ☐ ✓ Water quality
- ☐ Water quantity

PROJECT LOCATION & PERMISSIONS

Please provide the project site address or describe/list the locations where the project will be carried out:
(Include any maps and project site plans as supporting documents).
The area for the project runs through Shropshire Farm at 1129 Smooth Ridge Road, Kokonga and part of Totara Creek Scenic Reserve. The first year will plant the private land strip.

PROJECT LOCATION & PERMISSIONS

Is the project on public or private/leasehold land? * Both

If on public land, do you have a management agreement with the landowner? * This could be DOC, LINZ, ORC, or your local council.
(Please include a management agreement as a supporting document. If you don't have a management agreement and your application is successful, your funding agreement will require you to obtain one).
No

If on private/leasehold land, do you have written permission from the landowners? *
(Please include written permission as a supporting document. If you don't have permission and your application is successful, your funding agreement will require you to obtain it).
No

PROJECT DETAILS - OBJECTIVES

Tell us in more detail how this project will contribute to protecting, enhancing and/or promoting Otago's environment *

Our group has a 30-year vision to return a stretch of the Totara Creek to self-sustaining native forest and shrubland. The species we will use will have naturally occurred in the area. We will start on a 500m stretch located on private land where the creek is vulnerable to nutrient runoff and over time move onto the adjacent public land downstream which is not stocked but has weed issues and a lot of rank grass. We have verbal permission from the private landowner which we will formalise with a written agreement if funding is successful.

We are being advised by an ORC Catchment Advisor and a private ecological consultant who is donating time to provide advice on the right species to plant. We initially plan to plant plants purchased from a local native nursery while we establish a community nursery on nearby property owned by a group member. We plan to be planting using plants from the nursery within 3 years.

A proportion of our plantings will be of rare species native to the area but no longer present. Some plantings will intercept runoff from critical source areas on private land which we expect will help improve water quality.

Tell us in more detail how this project aligns with ORC's Land, Water or Biodiversity priorities or strategic directions

(You can find out more about ORC priorities in our Long-Term Plan here, or in the Biosecurity Strategy here, Biodiversity Strategy here, Urban Water quality Strategy here, or Rural Water Quality Strategy here).

This project aligns with both the Biodiversity and Rural Water Quality strategies by increasing the extent of native ecosystems and habitat for local forest birds, increasing the number of rare native species, buffering part of a local stream by mitigating impacts from nutrient runoff, and improving habitat for native freshwater fish.

PROJECT DETAILS – SPECIAL SITE VALUES

Does your project involve any threatened or at-risk species? If so, provide details here

(You can find more information on threatened or at-risk species on the New Zealand Threat Classification System website here https://nztcs.org.nz/home)

Totara Creek contains a nationally important population of native square-head galaxiids classified as Threatened – Nationally Endangered both up-stream and down-stream from our project site.
We have so far identified 3 native plant species classified as At-Risk – Declining to be used in our plantings: skinny-leaved coprosma, silver tree daisy and scrambling broom.
Native birds that are eventually likely to use the new habitat include the shrub wren also classified as At-Risk – Declining.

Does your project involve any naturally uncommon ecosystems? If so, provide details here

(You can find more information on naturally uncommon ecosystems on the Maanaki Whenua Landcare Research webpage here: https://www.landcareresearch.co.nz/publications/naturally-uncommon-ecosystems/)

No

PROJECT DETAILS – BEST PRACTICE

How does your project use best practice?

(Please include a brief summary of any technical advice received)

Advice on developing a robust but realistic planting and maintenance plan has been sought from the Catchment Advisor and ecological consultant. We will only use species native to the area and have received species lists to address this, including the ORC riparian planting guides. We are using the DairyNZ Riparian Planner tool to assist with planting planning and design.

Weed control and planting maintenance will be done using best practice based on the Weedbusters website, ORCs Pest Hub and local knowledge.

We will use standardised accepted techniques to monitor stream health under the guidance of the Catchment Advisor.

PROJECT DETAILS – MAINTENANCE & MONITORING

How will the project benefits be maintained or built upon in the future?

The stretch of creek we are planting on private land is already fenced from stock and we will use plant protectors to protect from hare/rabbit browse and to make weed control planting maintenance easier. Plantings will be self-sustaining after 5 years old.

This project funding is just to get the project started and we have a committed group of locals to run the community nursery and carry out planting and maintenance days.

We will try to form or join a catchment group and continue to apply for more funding and continue to seek help to achieve our goals faster. Our aim is to do the project in achievable chunks which will be resilient to changes in personnel and funding.

Our long-term goal is - on private land a 500m x 10m strip (0.5ha) will be planted. On public land a c. 500m x 90m patch along the creek will be planted (approx. 4.5 ha).

How will you monitor your project results or outcomes?

(e.g., Photo-points, planting survival rate, bird counts, water quality testing, etc)

We will keep records in a spreadsheet of planting numbers and dates, map planting areas and monitor the survival rate of our plantings until 2 years old.

We will record bird sightings (and lizards) using the INaturalist app.

For water quality we will use SCHMAK kits under the guidance of the Catchment Advisor who will advise on timing and frequency of monitoring.
We have also investigating using eDNA to get a better idea of stream biota.

We will also establish photo points for the planting site to visually record the change over time. The photos will be taken every 6 months.

PROJECT OUTPUTS

Which option best describes the environment you are mainly working in or with? *

(If your project is education or awareness raising pick with environments best align with your theme)

- ☐ Terrestrial
- ☐ ✔ Riparian
- ☐ Wetland
- ☐ Freshwater
- ☐ Marine
- ☐ Estuarine
- ☐ Air

*# Please provide some details around the planned project outputs in the following project output tables. Choose which project types your project contributes to and then provide information for the relevant outputs you anticipate achieving through your project ***

PROJECT OUTPUTS – REVEGETATION - PLANTING

Area (ha)	0.5
Number of plants	1250
Number of different species	20
Number of volunteer hours	460
Length of fencing (m)	n/a

(Please include your planting plan and/or planting species list as a supporting document)

PROJECT OUTPUTS – REVEGETATION - NATURAL REGENERATION

Area (ha)	
Number of volunteer hours	
Length of fencing (m)	

PROJECT OUTPUTS – PLANT PEST CONTROL

Area (ha)	0.5
Overall density#	Occasional
Species *	Broom, gorse
Number of volunteer hours	40
Number to be removed (estimated)	100

e.g., Sparse, occasional, frequent, common, abundant, dominant.

PROJECT OUTPUTS – ANIMAL PEST CONTROL

Area (ha)	
Number of devices	
Species *	
Number of volunteer hours	
Number to be removed (estimated)	
Length of fencing (m)	

PROJECT OUTPUTS – NATIVE FAUNA ENHANCEMENT – TERRESTRIAL HABITAT PROVISION

Type of device/s#

Number of devices
Number of volunteer hours

 # e.g., Nest boxes.

PROJECT OUTPUTS – NATIVE FAUNA ENHANCEMENT – TRANSLOCATION

Species

Number of individuals
Number of volunteer hours

PROJECT OUTPUTS – NATIVE FAUNA ENHANCEMENT – SUPPORT THREATENED SPECIES WORK

Area (ha)
Number of volunteer hours
Other #

 # Please describe and estimate any other measurable project outputs.

PROJECT OUTPUTS – ENVIRONMENTAL PROTECTION

Type of formal protection#
Area (ha)
Number of volunteer hours
Length of fencing (m)
Other ^

 # e.g., QEII covenant, Significant Natural Area.
^ Please describe and estimate any other measurable project outputs.

PROJECT OUTPUTS – EROSION CONTROL

Area (ha)
Type#

Number of volunteer hours

 # e.g., Steep slopes, riparian, sand dunes, tracks.

PROJECT OUTPUTS – FRESHWATER OR WETLAND HABITAT IMPROVEMENT – IMPROVE FISH PASSAGE

Length (m)
Number of barriers removed
Number of passages
Number of volunteer hours

PROJECT OUTPUTS – FRESHWATER OR WETLAND HABITAT IMPROVEMENT – IMPROVE IN STREAM HABITAT

Area (ha)
Number of volunteer hours

PROJECT OUTPUTS – FRESHWATER OR WETLAND HABITAT IMPROVEMENT – REINSTATE WETLAND HYDROLOGY

Length of drains blocked (m)
Number of drains blocked
Area (ha)
Number of volunteer hours

PROJECT OUTPUTS – ENVIRONMENTAL INFORMATION – ECOLOGICAL SURVEY OR MONITORING

Type#	Survey and monitoring
Number of volunteer hours	50
Other ^	Data from all will be shared with or entered into relevant databases.

 # e.g., Survey or monitoring.

PROJECT OUTPUTS – ENVIRONMENTAL INFORMATION – RABBIT MANAGEMENT PLAN

Number of plans
Number of volunteer hours
Number of landowners involved
Other #

 # Please describe and estimate any other measurable project outputs.

PROJECT OUTPUTS – ENVIRONMENTAL ENGAGEMENT

Type#
Number of volunteer hours
Other #

 # e.g., Training, education or awareness, participation, and access to nature.

PROJECT OUTPUTS – OTHER

Other #

A community nursery physical and volunteer infrastructure to provide an ongoing source of plants for the public land planting stage after this project is completed. Approx. 450 volunteer hours up till 30 June 2023.

 # Please describe and estimate any other measurable project outputs.

COMMUNITY INVOLVEMENT

How will this project involve or engage the community? *

The Totara Creek Restoration Trust membership is made up of local members of the community including several nearby landowners. Our volunteer base includes connections in local schools, churches, and businesses.

The local high school has committed to the project being part of Year 12 & 13 environmental studies including work experience in the nursery, planting, maintenance, and water quality testing.

The trust plans to hold field days with locals and interested parties to show the work and provide a pathway for others to get involved or duplicate what we are doing elsewhere in the catchment.

The future work on public land will provide an enhanced environment for the wider community to enjoy.

Who is involved in the project?

The Totara Creek Restoration Trust currently has 15 members. We plan to engage with as many other community members and groups as possible.

How many community members are involved in the project?

25

How many hours are you expecting from community members in this project?
(This should align with the total number of volunteer hours you have indicated in the outputs)

1000

How did you hear about ECO fund? *

- ☐ Word of mouth
- ☐ Print advertising
- ☐ Online search
- ☐ ✓Social media
- ☐ Through ORC staff
- ☐ Other, please describe

FUNDING DETAILS

Funding amount *(please provide details in cost breakdown template)*

Funds requested from ECO Fund (*GST exclusive*):	$ 20,000
Your contribution – cash:	$ 5,000
Your contribution – in kind#:	$ 26,750
Total project costs:	$ 51,750
Please show us how you worked out in-kind contributions:	1000 hours @ $22.75 (living wage) = $22,750 Building materials and consumables donated for community nursery = $4,000
Have you applied for or received other funding for this project? *	No
How will you acknowledge the funding you receive from ORC? *	On our Facebook page and in any media releases/stories. Word of mouth through planting days.

 # In-kind contributions could be volunteer labour (costed at the living wage) or donated goods and materials. It does not include funding received from other sources.

DECLARATION

I have:

- ☐ ✓ Checked and confirmed that my project is eligible for funding through ECO Fund. *
- ☐ ✓ Answered all the questions. *
- ☐ ✓ Supplied supporting information. *
- ☐ ✓ Provided an email address that is checked regularly. *
- ☐ ✓ Read and agree to the ECO Fund Terms and Conditions and confirm that all information of this form is true and correct. *

Signature:	XXXXXXXXXXXXXX
Date:	xx/xx/xxxx

Cost breakdown template

Expand table as needed

Timing (month/year)	Expense# / Contribution^	Funding source+	Cost $ (GST exclusive)
March 2022	Building materials and consumables for community nursery	Already donated through local businesses and landowners	$ 4,000
July 2022 – June 2023	Administration costs including wages	Already donated through fund raising	$ 5,000
July 2022 – June 2023	Administration costs including wages	ECO Fund	$ 5,000
July 2022	Purchase equipment for site preparation and weed control (scrubcutters, handsaws, herbicide)	ECO Fund	$ 2,500
July 2022	Purchase 1,250 plants and planting materials (protectors, fertiliser tabs, weed mat etc)	ECO Fund	$ 12,500
July 2022	Weed control	40 volunteer hours	$ 910
July 2022	Planting site preparation	40 volunteer hours	$ 910
August 2022	Planting 1,250 plants	340 volunteer hours	$ 7,735
September 2022	Build community nursery	100 volunteer hours	$ 2,275
October 2022- June 2023	Operate community nursery	350 volunteer hours	$7,962.50
November 2022	Conduct eDNA and SCHMAK water testing	50 volunteer hours	$ 1,137.50
January 2023	Planting maintenance weed control	40 volunteer hours	$ 910
May 2023	Planting maintenance weed control	40 volunteer hours	$ 910
		Total:	$ 51,750

 # Please attach supporting quotes and other relevant information.
^ (Cost or contribution description e.g., labour, plants, materials, administration support).
+ (e.g., ECO fund, in-kind cash or contribution, other funders).