

Small Grants 2024-25

Form Preview

ENM Environmental Initiatives Fund - Small Grants

* indicates a required field

Purpose

The main purpose of the grant is to support community initiatives that align with priorities of both PNCC and ENM to improve environmental outcomes for Palmerston North City. Grants will be available to projects taking place within the City boundaries as stipulated by Palmerston North City Council.

ENM will set the funding priorities each year based on identified priorities of the network and its partners.

Applications may be made for Small Grants (up to \$1,000, exclusive of GST).

See the [ENM Environmental Initiatives Fund guidelines](#) for more information.

For help, contact Kerry Jaques at admin@enm.org.nz or 06 355 0126, or drop in to ENM's offices at 145 Cuba Street.

Contact Details

Applicant *

☐ Individual ☐ Organisation

Organisation Name

Title First Name Last Name

<input type="text"/>	<input type="text"/>	<input type="text"/>
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These are the contact details for your environmental initiative. Please ensure that full name and address details are provided. Notification about funding will go to this contact.

Contact Mobile Phone Number *

Must be a New Zealand phone number.

Contact Email Address *

Must be an email address.

Contact Address *

Address

<input type="text"/>
<input type="text"/>

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

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Bank Account Details *

Account Name

Account Number

Must be a valid New Zealand bank account format.

Please upload verification of your bank account details. *

Attach a file:

Provide a copy of your bank statement or a deposit slip which shows your bank account number.

Organisation Details

What is your organisations legal status? *

Required if your organisation has legal status (e.g., Registered Charity, Incorporated Society, Registered Company etc.). Answer 'n/a' if you are applying as an individual or your organisation has no legal status.

NZ Charity Registration Number (CRN)

The Charity Registration Number provided will be used to look up the following information. Click Lookup above to check that you have entered the Charity Registration Number correctly.

New Zealand Charities Register Information	
Charity Registration	
Number	
Organisation Name	
Other Names	
Status	
Street Address	
Postal Address	
Telephone	
Fax	
Email	
Website	
Date Registered	

Must be formatted correctly.

NZBN (If applicable)

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The NZBN provided will be used to look up the following information. Click Lookup above to check that you have entered the NZBN correctly.

New Zealand Companies Register Information
NZBN
Entity Name
Registration Date
Entity Status
Entity Type
Registered Address
Office Address

Must be formatted correctly.

GST Number (if applicable)

Conflicts of interest

Are you aware of any conflicts of interest which could affect this application? *

- ☐ Yes
☐ No

If yes, please describe:

Environmental Initiative Overview

Name of environmental initiative *

Is the initiative new or part of an ongoing initiative? *

- ☐ New ☐ Ongoing

Please provide a brief description of the initiative. *

Word count:

Must be no more than 100 words.

Location of initiative *

Where is your initiative going to be completed. Note that it must take place within Palmerston North City boundaries.

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Start date *

Must be a date.

What date do you intend to start your initiative by? The date should be at least one month after the date your application is submitted.

End Date *

Must be a date.

What date do you plan to complete your initiative by? Date must be no later than 12 months after your start date.

Environmental Initiative Details

This section on the form is to provide details regarding the initiative.

Which priority is your initiative aligned with? *

- ☐ Priority 1. Community Food Sovereignty.
- ☐ Priority 2. Biodiversity Protection and Enhancement.
- ☐ Priority 3. Circular Economy.
- ☐ Priority 4. Climate Action.
- ☐

At least 1 choice and no more than 4 choices may be selected.

How does your initiative meet the priorities you have chosen?

How will the funding contribute towards the initiative? *

What do you want the funding for?

How will the initiative happen? *

How will you do it? How will you achieve the objectives of the initiative? Describe the project plan.

Tell us about the key people and/or the groups involved. *

Are you collaborating with hapū/iwi, other community groups, NGO's, schools etc.?

Delivery

Describe your capability and capacity to successfully deliver the initiative and report within the required timelines. *

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Tell us about the people in your organisation who are going to deliver the initiative. Their ability to deliver. How many people will be working on the initiative?

Environmental Benefits

What environmental outcomes will be achieved by successfully implementing the initiative? *

What are the benefits of implementing your initiative? What environmental outcomes will result from implementing your initiative? What community need are you meeting? How do you know this is needed?

Budget

As you are applying for funding up to a maximum of \$1,000 (exclusive of GST) we are not requiring a comprehensive budget.

How much funding are you applying for? *

\$

Must be a dollar amount and no more than 1000.

Funding Budget Details *

What will the funding be spent on? Budget items must be listed with an estimate of cost (GST inclusive). Supplier information should be provided if possible. Where supplier is not known this information can be provided after grant has been allocated.

Please upload any supporting documents that you wish the assessor to view in regards to the financials for your initiative

Attach a file:

Have you received funding from ENM in the past two years? *

- ☐ Yes
☐ No

If yes, please provide details below

Details of funding received from ENM in the past two years.

Have you made any other funding requests for this initiative? *

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☐ Yes

☐ No

If yes, provide details below

Details of other funding requests, including whether or not the request was successful.

Supporting Information

If you have any additional material you would like us to refer to, please enter it in the sections below. This is not a requirement.

Please upload any additional documents you would like to share

Attach a file:

Free Text

Application Process

In submitting this application, did you receive support from ENM in the pre-application process? *

☐ Yes

☐ No

If you answered Yes to the previous question, how satisfied are you with the support you received from ENM to submit your application?

☐ Highly Satisfied

☐ Satisfied

☐ Neutral

☐ Dissatisfied

☐ Highly
Dissatisfied

Terms of Agreement

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

- complete the initiative as outlined in this application (or request permission in writing from the ENM EIF Administrator for any significant change to the initiative)
- complete and submit a report for the initiative within two months after completion of the initiative (using the report template provided on Smarty Grants)
- return any unspent funding
- keep receipts and a record of all expenditure for seven years
- participate in any funding audit of my organisation or project conducted by ENM
- I/we consent to ENM recording the personal contact details provided in this application, retaining and using these details, and disclosing them to PNCC for the purpose of evaluating the ENM EIF

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- I/we understand that my/our name, brief details and images relating to the initiative may be released to the media or appear in publicity material
- I/we undertake that I/we have obtained the consent of all people involved to provide these details
- I/we understand that I/we have the right to have access to this information. This consent is given in accordance with the Privacy Act 2020
- I/we undertake that, if successful, I/we will acknowledge the funding on our social media and/or website.

Do you accept the terms of agreement outlined above? *

- ☐ Yes
☐ No

If you tick No to this question, your application will be ineligible for funding.

Declaration

You must agree to the below statements before submitting your application: *

- ☐ I have authority to commit to the following conditions on behalf of the applicant group.
☐ I declare that the details in all sections of the application are true and correct to the best of our knowledge.

At least 2 choices must be selected.