



Department of Conservation  
Te Papa Atawhai



# AQUACULTURE PLANNING FUND

## APPLICATION FORM FOR PROJECT GRANT

This application form is for project proposals to the Aquaculture Ministries' Aquaculture Planning Fund. This application is to be completed with reference to the *Aquaculture Planning Fund Guidance Notes for Applicants*.

Email or post your completed application form and any supporting documents to:  
Macaela Flanagan, Ministry for the Environment, postal address: PO Box 10362, Wellington 6143; courier address: Environment House, 23 Kate Sheppard Place, Thorndon, Wellington 6011; email: [macaela.flanagan@mfe.govt.nz](mailto:macaela.flanagan@mfe.govt.nz)

If you require technical assistance completing this form please contact Mark Leggett, phone (09) 985 4811 or email [mark.leggett@mfe.govt.nz](mailto:mark.leggett@mfe.govt.nz)

Applications for the current (sixth) round must be forwarded to the Ministry for the Environment for receipt no later than **5pm, Friday 23 October 2009**.

1. APPLICANT'S DETAILS	
Regional Council's legal and/or trading name:	
Principal contact for correspondence:	
Position:	
Address:	
Telephone (including area code):	Mobile:
Email address:	Fax:
2. PROJECT TITLE	
Project title (maximum eight words):	
3. PROJECT DESCRIPTION	
Provide a brief description of your project (approx 100 words)	

**4. PROJECT START AND FINISH DATES**

Start date: \_\_\_\_\_ Finish date: \_\_\_\_\_

**5. FUNDING REQUESTED**

\$ \_\_\_\_\_ (excluding GST) over \_\_\_\_\_ year(s)

**6. TOTAL PROJECT COST**

\$ \_\_\_\_\_ (excluding GST) over \_\_\_\_\_ year(s)

## 7. PROJECT MANAGEMENT

Provide details of the person who will be managing this project and the key personnel, including details of their skills and experience. (approx 250 words)

**8. INDICATIVE METHODOLOGY**

TASK	DELIVERABLES	DUE DATE	ESTIMATED COST
1			
2			
3			
4			
5			
6			
<b>TOTAL</b>			

**SECTION 1. OUTCOMES**

**1.1 Problem or opportunity**

What are the specific problems or opportunities that you plan to address with the project? (approx 250 words)

## SECTION 1. OUTCOMES

### 1.2 Aquaculture development

Please explain how the project will help support future aquaculture in your region. (approx 250 words)

## SECTION 1. OUTCOMES

### 1.3 Regional benefit

Please explain how the region will benefit from future aquaculture development. (approx 250 words)

**SECTION 2. PARTNERSHIPS**

**2.1 Partners**

ORGANISATION NAME	DETAILS OF THEIR INVOLVEMENT

## SECTION 2. PARTNERSHIPS

### 2.2 Development of partnerships

Please explain how the project will further develop and enhance the partnerships detailed in 2.1. (approx 250 words)

## SECTION 3. COMMITMENT

### 3.1 Commitment to aquaculture

Please explain how the Council has demonstrated a commitment to aquaculture development in the region. (approx 250 words)

## SECTION 4. CULTURAL

### 4.1 Māori aquaculture settlement

Please explain how the project will ensure that the obligations regarding the Māori aquaculture settlement are delivered.  
(approx 250 words)

## SECTION 4. CULTURAL

### 4.2 Participation

Please explain how the project will actively facilitate Māori participation in aquaculture. (approx 250 words)

## SECTION 5. VALUE

### 5.1 Aquaculture development

Please explain how the project will aid future development of high value aquaculture sites **and/or** enhanced use of existing sites.  
(approx 250 words)

**SECTION 5. VALUE**

**5.2 Sharing success**

Please detail your plans for sharing the success of the project and what you have learned.

**SECTION 6. FINANCIAL INFORMATION**

**6.1 Expenditure**

Provide a breakdown (both cash and in kind) of the estimated expenditure for the project. (All figures to be exclusive of GST). **Funding is not available for the purchase of capital equipment.**

CASH EXPENDITURE	TOTAL \$ 2009/10	TOTAL \$ 2010/11	TOTAL \$ 2011/12
Personnel (wages/salaries)			
Consultants and contractors			
Rental and leasing of equipment			
Travel and accommodation			
Promotion and distribution			
Financial and/or legal expenses			
Other specify:			
<b>A: TOTAL CASH COSTS</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
IN-KIND EXPENDITURE	TOTAL \$ 2009/10	TOTAL \$ 2010/11	TOTAL \$ 2011/12
Personnel (wages/salaries)			
Project support – specify:			
<b>B: TOTAL IN-KIND COSTS</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b>C: TOTAL PROJECT COSTS TOTALS A + B = C (EXCLUDING GST)</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>

**6.2 Income**

Provide a breakdown (both cash and in kind) of the estimated income for the project.

CASH INCOME	TOTAL \$ 2009/10	TOTAL \$ 2010/11	TOTAL \$ 2011/12
Income from the Aquaculture Planning Fund			
Other 1 – specify:			
Other 2 – specify:			
Other 3 – specify:			
<b>D: TOTAL CASH INCOME</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
IN-KIND INCOME (list contributors below)	TOTAL \$ 2009/10	TOTAL \$ 2010/11	TOTAL \$ 2011/12
<b>E: TOTAL IN-KIND INCOME</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b>F: TOTAL PROJECT INCOME TOTALS D + E = F (EXCLUDING GST)</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>

**6.3 Share of costs**

As a percentage, how much of the total project costs are you seeking from the Aquaculture Planning Fund?

	2009/10	2010/11	2011/12
To calculate the percentage, divide the 'Income from the Aquaculture Planning Fund' by '(C) Total Project Costs' x 100. If you are not applying for funding exceeding one year, enter N/A in boxes for all following years.	%	%	%

**6.4 Additional information**

Provide any additional information about the project here.

Please email, post or deliver your completed application form to:

Macaela Flanagan

Ministry for the Environment

Postal address: PO Box 10362, Wellington 6143

Courier address: Environment House, 23 Kate Sheppard Place, Thorndon, Wellington 6011

Email: [macaela.flanagan@mfe.govt.nz](mailto:macaela.flanagan@mfe.govt.nz)

Publication number: INFO 367