

Application for Business Waste Reduction

Complete all sections of this form. If you have any questions or would like support completing this form, email our team at waste@kapiticoast.govt.nz.

See our website, www.kapiticoast.govt.nz/WasteReductionGrants, for further information.

1. Contact information

Business:

Full name:

Address:

Contact email:

Role in the business:

Phone number:

How did you hear about the Waste Levy Grants?

2. Project plan

2.1 Briefly describe your proposed project:

2.2. Start date:

— / — / —

End date:

— / — / —

2.3 Is this a new or ongoing project?

- New
- Existing

3. Project details

See our website, www.kapiticoast.govt.nz/WasteReductionGrants, for information about the types of things are eligible for funding.

3.1 How will this lead to the long-term reduction of waste from your operations?

3.2 Project geographical boundaries:

3.3 How will success be measured and reported to Council?

3.4 Provide an estimate of cost savings to your business because of your proposed project (*if applicable*)

3.5 How do you intend to develop, market, or promote your project (*as applicable*)?

4. Priority funding areas

4.1 Indicate what waste stream(s) or areas your project is targeting

- circular economy
- organic waste
- construction and demolition waste
- projects that fill a gap within current waste services in Kāpiti
- other:

5. Funding details

See our website, www.kapiticoast.govt.nz/WasteReductionGrants, for a list of eligible and ineligible costs. Two supporting quotes are required (if possible) for any proposed equipment purchases.

5.1 Estimated total cost of project:

5.2 Total amount requested from the Waste Levy Fund:
Indicate incl. or excl. GST

Note that applications to the business waste reduction category can be made for up to 50 percent of total project costs.

5.3 Breakdown of application by task and item:

5.4 Have you applied to any other organisation for funding/sponsorship for the same project?

5.5 Is this project likely to recur or extend beyond the 12 months of this funding round?

Yes

No

5.6 If yes, what is the potential for the project becoming self-funding?

5.7 Do you have any other information to support your application?

5.8 List any relevant supporting information (eg, meeting minutes resolving to undertake this project/apply to the fund, project plans) and attach copies

6. Declaration

By signing my name below, I certify that the information on this form is correct.

I understand that if the information is not correct, then the Council may refuse to consider the application, require immediate repayment of any grant, cancel any other entitlement granted and/or enforce its rights.

Every applicant must use grant monies only for the purpose for which they are granted and account for them. If that is not done, any grant monies paid must be repaid to the Council on demand. If the actual cost of purchased equipment is lower than the initial quote, the difference will be repaid to the Council at the same time that the purchase price is paid. Proof of purchase will be forwarded to the Council.

I understand that the personal information collected in this application will be collected for the purpose of assessing grant applications in accordance with Kāpiti Coast District Council's Privacy Policy and the Privacy Act 2020. Personal information about an individual will be redacted from Committee meeting agendas and reports, which are public. Information collected will not be used for any other purpose, except as required by law. You have the right to ask for a copy of any personal information we hold about you, and to ask for it to be corrected if you think it is wrong. If you would like to ask for a copy of your information, or to have it corrected, please contact us at privacy@kapiticoast.govt.nz or **04 296 4700**. If this application includes personal information, I have obtained the consent of all persons concerned to provide it.

Please ensure you have read and understood this statement prior to submitting your application.

Name:

Signature:

Date:

___/___/___

Application checklist

Have you:

- completed all sections of this form
- read the supporting information on our website at www.kapiticoast.govt.nz/WasteReductiongrants and checked your application does not include any ineligible costs
- attached all relevant documentation including copies of quotes (if possible)
- read the declaration, and signed and dated this form.

Submitting applications

Send completed forms by the closing date.

Email to: waste@kapiticoast.govt.nz

OR

Post to:

Waste Levy Grants
c/- Waste Minimisation Team
Kāpiti Coast District Council
175 Rimu Road
Private Bag 60601
Paraparaumu 5254

OR

Hand deliver to:

Waste Minimisation Advisor
c/- Waste Minimisation team
175 Rimu Road
Paraparaumu, 5032