

Waste Minimisation Community Fund Guidelines

Eligibility Criteria

To be eligible to apply for support from the QLDC Waste Minimisation Community Fund, the project must meet the following criteria:

- ✓ Projects must take place within the Queenstown Lakes district and benefit the local community.
- ✓ For request over \$1,000 the applicant must be a legal entity such as a trust, company or incorporated society, and must be able to provide evidence of this status if requested.
- ✓ For requests under \$1,000 applicants can be an unformed group or individual
- ✓ The applicant must have no outstanding debt owing to QLDC.
- ✓ The applicant must fully declare any additional council or local board funding, grant or koha/ donation received for the project/event.
- ✓ The applicant must comply with all QLDC regulatory and statutory requirements relating to the preparation and delivery of the project, including obtaining all necessary permits and consents.
- ✓ The project must be delivered within the planned timeframe. Projects may be for a discrete funding timeframe of up to one year. After which the project objectives should have been achieved and, where appropriate, the initiative has become self-funding.
- ✓ Applicants must include a detailed project budget as part of their application. Applicants must specify additional funding from their own or other resources, and/or in kind.

Ineligibility

Some types of projects and related costs are not eligible for funding through the QLDC Waste Minimisation Community Fund, including:

- ☒ Conventions, conferences and trade shows
- ☒ Private functions, lunches or dinners
- ☒ Marketing programmes
- ☒ Projects that denigrate, exclude or offend parts of the community
- ☒ Projects that present a hazard to the community or pose a significant risk to the public or council
- ☒ Projects that have already been held or completed
- ☒ Projects that have breached previous funding and legislative agreements with the council, including reporting criteria, and where no commitment has been made to rectify this.
- ☒ Ongoing financial support of existing activities or running costs of the existing activities of organisations, individuals or firms.
- ☒ Staff salaries and/or wages
- ☒ Purchasing or leasing a motor vehicle
- ☒ Purchase of assets
- ☒ Rent or accommodation costs
- ☒ Service and maintenance costs including utilities such as power and phone
- ☒ Retrospective costs
- ☒ Purchase of alcohol
- ☒ Overseas travel
- ☒ Debt repayments

- ☒ Prize money or entrance fees
- ☒ Legal expenses
- ☒ Projects that involve waste generated outside of the district
- ☒ Projects focused on waste disposal, the treatment of waste or litter clean ups
- ☒ Projects that are inconsistent with QLDC's WMMP
- ☒ Feasibility studies and business cases

If you are unsure or have any queries about the eligibility criteria please your application, get in touch with the team at zerowaste@qldc.govt.nz