



The Pat Kelly Enviroschools Action Fund 2023-24

At Horizons we want to create opportunities for our communities to grow economically and socially in a way that preserves or enhances agreed environmental and cultural values. We want to make our region a great place to live, work and play – now and into the future.

Our aim with the Enviroschools programme is to equip our youth with the competencies they need to be leaders in sustainability.

Enviroschools enables children and young people to explore, design, make decisions and take action on issues relevant to them and their communities.

The Pat Kelly Enviroschools Action Fund aims to support participating Enviroschools in realising and implementing an action project.

This year you can choose to apply for either a standard kaupapa project up to \$1,000 or if you have a larger project we will also have available the opportunity for three larger grants up to \$2,000.

Please only apply for one complete project. Grants are up to \$1,000 for smaller projects or up to \$2,000 for larger ones. You do not need to have a project that equals the maximum

amounts specified. Applications received with more than one focus may not receive any funding.

Who can apply?

The Action Fund is available to all official Enviroschools in the Horizons Region.

What can you apply for?

This year we have two options:

- 19 awards of up to \$1,000 each for projects that link to the Enviroschools kaupapa.
- Three awards of up to \$2,000 for larger projects that link to the Enviroschools kaupapa.



Funding requirements - kaupapa projects

Funding criteria is very broad for these projects but should link in some way to the Enviroschools kaupapa. For example, one for the five Theme Areas, Me in My Environment, one of Guiding Principles, or all of the above.

We understand that sometimes projects can be more expensive than the funding available so this year we have decided to provide three additional grants of up to \$2,000 for larger projects.

Please provide quotes for what you want to buy for all projects and a brief plan of how you might wrap some learning with the tamariki around your project.

If you need any assistance or inspiration with your project please reach out to your Enviroschools Facilitator.

Examples of projects funded in previous years include the purchase of fruit trees to set up a school orchard; funding towards a new glasshouse; and buying worm farms or recycling bins to tackle waste streams, or purchasing or water tanks for water conservation projects.

If you are considering water tanks please think about the following:

- What do you want the tanks for? Water play, watering gardens, both?
- Is there an appropriate site for a water tank?
- If the tank is for watering gardens, where are your gardens in relation to where you want to put the tank? If they are across the school grounds from each other, how are you going to get the water from the tank to the gardens? Do you need to put additional piping in? Are there any Health & Safety issues relating to this?

- Remember that tank installation costs need to also be factored in to your application, especially if you don't know of someone in your community that can help.

Important additional project criteria

- Horizons Regional Council cannot provide the funding up-front. This means you need to undertake the initial spending before invoicing Horizons for reimbursement.
- The Action Fund cannot be used to cover costs spent retrospectively or prior to the action project.
- You will need to agree on a way of capturing student learning around this project. Work with your Facilitator to nut this part out. This can be through student/class portfolios, an online blog, case studies/snapshots, videos etc.
- Successful recipients will need to ensure they undertake a project evaluation or reflection to measure if any change has occurred. Refer to Section 4 'Reflect on Change' in your Enviroschools kit to help you evaluate how your project went. This will allow us to track and measure outcomes. It will help us understand the difference your action project made, and perhaps guide further actions for you in the future.
- In receiving funding, you must agree to be part of an overall case study. This will include using some of the evidence captured by you such as photos. These are likely to be used on social media.



Tips for a successful proposal

- Be clear and concise about your action project and what you are hoping it will achieve.
- Discuss how your action project came about and what from the initial investigation prompted that particular action project.
- Include how you can wrap some learning round your project with tamariki.
- Include a project plan, a breakdown of how costs will be spent, quotes for these costs, and a realistic timeframe.
- Detail how you will measure success or evaluation.
- Ask your Facilitator to help.

Sending in your proposal

Your project proposal should include proposed costs and quotes.

Students will need to ensure their action project has the permission of the school/centre prior to sending in their proposal.

Email the proposal to:

- education@horizons.govt.nz

What happens next?

We will contact you by email at the start of Term 4 to let you know the outcome of your application.

You will have until the end of June 2024 to spend your Action Fund with final reporting on the project due 22 July 2024.

Proposals need to be submitted by Friday 22 September 2023.

Funding Timeline	
17 July	Applications open
22 September	Applications close
18 October	You will be advised if your application has been successful no later than this date. You can begin your project once you have signed and returned your agreement to us.
28 June 2024	Invoices, claims form and receipts due – NO late invoices will be accepted for reimbursement
22 July 2024	Final report and photos due

