

# Kanorau Koiora Taketake – Indigenous Biodiversity Community Grant Application Form



**Before completing this form:** please read the Horizons Regional Council Kanorau Koiora Taketake – Indigenous Biodiversity Community Grant Guidelines carefully, and ensure your project meets the eligibility criteria or your application may not be assessed.

The completed, signed copy of this application form and one additional document (max. 5 pages) as part of your application is to be submitted by **email to BiodiversityCommunityTeam@horizons.govt.nz by 5pm on Friday 1 May 2026.**

## Any Questions?

If you have any questions about this form or would like to discuss your application, please contact our Biodiversity Community Team – **freephone 0508 800 800.**

**Please note:** If you need additional space for any of your answers, please use the sheet provided at the back of the form.

## 1 PROJECT SUMMARY

Name of the individual or community group:

.....

Project title: .....

Project summary: *(Briefly summarise your project max. 500 characters.)*

Primary focus area: *(Select one only)*

Pest Animal Control     Planting     Pest Plant Control     Other (please specify)

.....

Project district:

*If your project goes across multiple districts, please select the district where most of the work will take place. Please note only projects within the Horizons Region are eligible to apply for funding.*

Waitomo     Stratford     Ruapehu     Taupō     Whanganui  
 Rangitikei     Manawatū     Horowhenua     Palmerston North City     Tararua

How many years are you seeking funding for?

1 year     2 years     3 years

**2 SECTION B: APPLICANT DETAILS**

Legal entity status:

- Incorporated Society     Charitable Trust     Ahu Whenua Trust     Other (please specify)  
 Family Trust     Company     Individual    .....

Postal address: .....

Website/Facebook page (if applicable) .....

**Primary contact**

Name of contact person: .....

Position (in group): .....

Phone number: .....

Email address: .....

**Secondary contact**

Name of contact person: .....

Position (in group): .....

Phone number: .....

Email address: .....

**3 SECTION C: PROJECT LOCATION AND AUTHORISATIONS**

Project location: .....

Size of project site in hectares: .....

Land ownership:

- Public land     Private land     Other (please specify) .....

Current legal protection:

*Does any part of the site have legal protection, e.g. QEII Trust Covenant or similar? If so, please describe.*

List the property owner(s) and whether they have agreed to the proposed project being undertaken on their land:

**Written authorisation from the landowner will be required for all work undertaken. If the land is public land, or owned by private landowners, written authorisation from the land manager/authorised representative will be required before a Deed of Grant can be signed. This must include confirmation that they are complying with their duties and obligations under the Health and Safety at Work Act 2015 in respect to you working on the land they manage.**

I have included a map of my project location or GPS coordinates.

YES  NO

If you need permission have you provided written authorisation

YES  NO

Are any permits, permissions, licenses or consents required to deliver your project?

YES  NO

If yes, what are these, and when do you expect to obtain them, e.g. gun licence, controlled substances etc.

Is this project part of a larger, ongoing programme?

*If yes, briefly explain the linkages between this project and the overarching programme.*

 YES NO

What activities are you proposing and how will this contribute to improving New Zealand's indigenous biodiversity?

*What outcomes are you seeking to achieve? E.g. improved ecosystem health, increased populations of a species.*

How will you measure success of your project?

*E.g. pest animal counts, bird counts, vegetation surveys, photo points.*

Describe how the biodiversity benefits of the project will be maintained after the project is completed.

*Provide details of any ongoing maintenance or monitoring activities and who will complete these.*

How will your community benefit from this project and is there any community involvement?

*E.g. iwi/hapū, other community groups, local council, volunteer labour/expertise, equipment or donated materials that will directly support the project.*

Mātauranga Māori (Māori knowledge and belief systems) is integral to restoring and protecting our indigenous biodiversity. If not referred to elsewhere in your application, can you tell us about how you've integrated mātauranga Māori into your project.

*Te Ao Māori offers a unique perspective on the interconnectedness of all things—people, nature, and the spiritual realm. It emphasizes the concept of whanaungatanga (relationships), kaitiakitanga (guardianship of the environment), and manaakitanga (care and hospitality). Te Ao Māori teaches that the wellbeing of individuals and communities is intricately linked to the health of the land, water, and other natural resources. By embracing Te Ao Māori, we gain a deeper understanding of how to live in harmony with the environment, promote collective well-being, and uphold principles of respect, responsibility, and reciprocity.*

If you are applying for a trapping project please confirm the following:

- That you will be able to provide a trap location map and will enter data into **www.trap.nz** upon completion of your project.
- That traps you are requesting funding for are approved by National Animal Welfare Advisory Committee (NAWAC) and approved for use on the target animal.

YES  NO

*You can find information on animal welfare and trapping at [www.doc.govt.nz/nature/pests-and-threats/predator-free-2050/community-trapping/trapping-and-toxins/animal-welfare-and-trapping/](http://www.doc.govt.nz/nature/pests-and-threats/predator-free-2050/community-trapping/trapping-and-toxins/animal-welfare-and-trapping/)*

If the project you are applying for is a planting project please confirm will your plants will be eco sourced.

YES  NO

Briefly outline the experience and skills held by you/your organisation relevant to the delivery of this project.

*You should be able to demonstrate the necessary skills, experience and technical expertise to successfully plan, manage and deliver the project.*

Please identify any additional skills or experience that may be needed to make this project a success.

Do you currently have a Health and Safety Plan to support the safe delivery of the proposed activities?

*It is important that you have the necessary health and safety policies, resources, and expertise to safely undertake and complete the project.*

*If you don't have one currently and your application is successful, Horizons can provide a template for you to create one.*

If yes, state when this was last reviewed/updated.

Date: .....

This section gives you an opportunity to state the overarching project objectives; these must be **SMART (Specific, Measurable, Achievable, Realistic and Timely)**. If your application is successful, the objectives will be included in your Deed of Grant and reported on as part of your progress report.

### Objectives for the project

*List objectives that must be achievable within the funded period (we suggest 1-3 objectives).*

#### **Examples:**

- Establish a trap network in the 15-ha project area by the end of year 1.
- Achieve and maintain a residual trap-catch (RTC) of less than 5% for possums within the project boundary by the end of the project.
- Complete a survey of long-tailed bats (pekapeka)





**7 SECTION G: RESOURCES REQUIRED AND ESTIMATED BUDGET**

Please provide details of any other funding you have applied for that applies to this project, including any funding that you have been granted already and including any funding from Horizons Regional Council.

*Provide all avenues that you are seeking funding or have received funding from so we can see the possible range of options you have available for this project.*

Funding source <i>List all funding sources.</i>	Contribution (\$)

Please provide details of any other funding you have applied for that applies to this project including any funding that you have been granted already.

By submitting your application, you agree to the statements noted below:

- I declare that to the best of my knowledge, the information contained in all sections of this application form or supplied by us in support of our application is complete, true and correct.
- I declare that I have the authority to sign this application form and to provide this information.
- I declare that this application is not being made by a legal entity that is in receivership or liquidation, or by an undischarged bankrupt.
- I understand that any information presented Horizons Regional Council is subject to disclosure under the Official Information Act 1982, other legislation, and court orders.
- I understand that a site visit may be required to validate the project objectives prior to the applications consideration for funding approval.
- I understand that a Health and Safety Plan for the project must be in place before a Deed of Grant will be signed.
- I understand that if the project involves activities on public conservation land, work authorisation will be required in writing from the Department of Conservation or other agency responsible for the land before a Deed of Grant will be signed.
- I understand that if my project involves trapping, I will need to provide a trap location map and enter data into [www.trap.nz](http://www.trap.nz) as part of my project report.
- I understand that if my project involves trapping that traps must be approved by National Animal Welfare Advisory Committee (NAWAC) and approved for use on the target animal.
- I understand that if the application is approved, the project cannot commence until a Deed of Grant has been signed by the grantee and countersigned by Horizons Regional Council. Note: We cannot reimburse any costs incurred before a Deed of Grant is signed by both parties.
- I understand that in order to receive funds I must provide a valid bank account number in the name of the applicant/ or community group and until this is verified I will not be able to claim any funding.
- I understand that if the application is successful, a Deed of Grant is required to be signed no later than 1 November 2026 which will outline the reporting requirements, grant amount and obligations prior to any funds being available.

Name: .....

*(By typing your name in the space provided you are electronically signing this application)*

Organisation: .....

Title / Position: .....

Signature of applicant ..... Date .....

Use the following checklist to confirm that you have provided all the required information in your application.

- I have read the Kanorau Koiora Taketake – Indigenous Biodiversity Community Grant Guidelines and confirm that the proposed project meets the fund's eligibility criteria.
- I have completed all sections of this application form as accurately as possible. Incomplete applications may not be considered for funding.
- I have checked that my budget is correct and adds up to the amount I am requesting funding for, and supplied quotes where applicable.
- I have attached a map of the projects location.
- I have added my project to the Predator Free NZ National Map (if applicable) see <https://predatorfreenz.org/tools-resources/national-map/>
- I have provided and included an additional document of no more than 5 pages in support of my application (if applicable).
- I will submit the application form, project, budget and any supporting information as a single email to [communications@horizons.govt.nz](mailto:communications@horizons.govt.nz) no later than 5pm on Friday 1 May 2026 and accept late applications will not be accepted.
- I will check to ensure I have confirmation that my application has been received by Horizons within five days of submitting by email.

**ADDITIONAL INFORMATION**