

WAIKATO DISTRICT COUNCIL WASTE MINIMISATION FUND

PURPOSE OF THE FUND

Waste minimisation is the reduction of waste (rubbish) and the reuse, recycling, and recovery of waste material. The Waste Minimisation Fund aims to help our community create and deliver projects, so we have less rubbish going to landfills or ideally to stop waste being created in the first place. The fund can support individuals, community groups, businesses, Iwi/Māori organisations, and education providers who want to deliver waste minimisation projects for their community in the Waikato District.

FUND INFORMATION

1. The fund is contestable and has a total of \$50,000 to distribute annually. This amount may be altered at the Council's discretion. Each application will be assessed on its merits on a case-by-case basis. All

decisions made by the Waikato District Council will be final.

2. Funds are available up to \$10,000 (exclusive of GST) per project. Larger projects may be considered on their merit.
3. The council may be able to help with suitable projects with non-financial assistance such as venue use and equipment for presentations.
4. If eligible projects are unsuccessful due to over-subscription to the fund, applicants may apply to subsequent funding rounds.

FUND CRITERIA

1. The project must be located within or benefit the Waikato District.
2. The project must align with the Council's Waste Minimisation and Management Plan.
3. Waste minimisation must be the core of the project, not general sustainability.

4. Projects must promote, educate, or achieve waste minimisation.
5. Funds must be utilised within 12 months of the accepted date.
6. Applicants will be prepared to give a progress update (verbal, email, face-to-face) and complete a final report (written) within six weeks of completion.

TYPES OF PROJECTS/ACTIVITIES THAT FUNDING CAN BE USED FOR

- Behaviour change and educational programmes.
- Events, workshops, peer-to-peer learning.
- Feasibility studies and business cases for larger projects.
- Monitoring, surveys, data collection, and waste auditing.
- Research and development for alternatives to a waste problem/product.
- Social enterprise start-up that uses waste as a resource to make money and create social or environmental benefits.

TYPES OF PROJECTS /ACTIVITIES THAT FUNDING CANNOT BE USED FOR

1. Waste disposal or clean-ups. Contact Keep NZ Beautiful, Sustainable Coastlines for support for clean-ups.
2. Existing activities or ongoing financial support of current activities.
3. Recycling or waste services (including event waste management).
4. Bins or containers. You can apply to the Packaging Forum for support.

5. Work that has already been completed.

TRACKING PROGRESS AND EVALUATION

The council is responsible for reporting to the Ministry for the Environment on the Waste Minimisation Fund. To do this and prove our funding was effective, we need successful applicants to plan for the evaluation of their project. Consider the outcomes you want and think about how you will be able to measure progress. Consider both qualitative and quantitative measures, depending on your project type. Ensure you receive contact details from participants so that you can follow up with them after the project.

For example, if you are running an education project like a 'how to bokashi' workshop, you could ask participants to rate their knowledge and confidence levels at the start of the workshop. After the workshop, you could ask the same question again – this allows you to measure and report that participants got less/more confident due to attending your workshop. You can also include some questions on key education points to make sure they took the material on board.

We recommend handing out evaluation forms at the end of your workshop and collecting them in person – this ensures a higher rate of feedback than you would likely receive if sending them out via email.

Following up with participants to see if they have changed a behaviour (started shopping plastic free for example) or acted (started to bokashi for example) six weeks after is best practice for behaviour change projects. Always count participants at events at a minimum. For projects that can be quantified please estimate the volume of waste in meters cubed or litres of waste, or by weight.

ASSESSMENT OF APPLICATIONS

The following will be used to assess applications:

1. The proposal meets funding criteria and supports the vision of **Zero Waste and Resource Recovery Are an Integral Part of Our Community.**
2. Projects that sit higher on the waste hierarchy, deal with larger volumes of waste, that are unique/show leadership, and that detail higher levels of in-kind donations or other support for the project will be considered favourably.
3. Reducing waste to landfills or waste creation is a primary part of the project and there are clear and measurable objectives.
4. The proposal will be technically and financially feasible and does not create an unacceptable level of risk to the Council.
5. The applicant (or group) must be able to demonstrate the skill set and capacity to deliver the project safely and responsibly.

We are here to help!

If you would like to talk through your idea to make sure that it fits within our funding guidelines, or if you need some help with your application form, please reach out. We are here to help, and we are keen to see people in our community succeed with their waste minimisation projects!

We have lots of experience with designing, delivering, and evaluating projects and will happily share this expertise with you.

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