**One Billion Trees Fund**

**Stage 1 Application for Funding**

|  |
| --- |
| This form is your application for funding under the One Billion Trees Fund. The One Billion Trees Fund (the Fund) is about reintegrating trees, both native and exotic species, into New Zealand landscapes. The Fund helps to achieve this directly through tree planting grants and indirectly by supporting activities that achieve a wider range of social, cultural, environmental and economic benefits, such as training tree planters. All non-Crown organisations can apply, including private landowners, councils, iwi, and non-governmental organisations in both rural and urban settings.How to complete this formAll applicants must complete Section 1.Complete Section 2 if your proposal is to plant trees and/or facilitate reversion.Complete Section 3 if your proposal includes any other activity. The information you give us will help us understand what funding you are eligible for. We may ask you to provide a more detailed business case once we have reviewed your application.Need help? Refer to the website or One Billion Trees Programme booklet or contact usPlease refer to our website <https://www.mpi.govt.nz/funding-and-programmes/forestry/planting-one-billion-trees> for information about the type of grants available and sample applications. If you have other questions, contact us at 1bt@mpi.govt.nz or call 0800 00 83 33.If you would like help developing your application or proposal, get in touch at 1bt@mpi.govt.nz or call 0800 00 83 33.Submitting your applicationEmail your completed application to 1bt@mpi.govt.nz with the name of your project as the subject heading. If you do not have email, you can post your application to One Billion Trees Fund, Te Uru Räkau, PO Box 2526, Wellington 6140.What happens after submitting this form?If you are:* applying only for a grant to plant trees and/or facilitate reversion, this is your complete application.
* proposing something broader than tree planting, and your project has funding potential, we will get in touch with you to discuss further. We may ask you to provide further information including a more detailed business case.

Terms and conditionsTe Uru Rākau designs, administers and monitors the One Billion Trees Fund, in consultation with other government agencies. We reserve the right to run a credit check on any applicant. By submitting your application, you are agreeing to the Terms and Conditions for applying for One Billion Trees Fund investment, which can be found in Appendix 1. |

**Section 1: Applicant information**

**All applicants must complete this section.**

1. **Complete this table:**

|  |  |
| --- | --- |
| **Applicant/organisation name** *(name on the land title)* |  |
| **Briefly describe the main role or activity of the applicant/organisation** *(e.g. farmer or landowner)* |  |
| **Name of primary contact person** |  |
| **Position/role of primary contact** |  |
| **Email**  |  |
| **Phone(s)** |  |
| **Postal address** *(for correspondence)* |  |
| **Physical address** *(if different from above)* |  |
| **Company/trust registration number** *(see guidelines)* |  |

1. **Is someone acting on your behalf for this application?**

*E.g. a relationship manager, lawyer or forestry consultant*

|  |  |
| --- | --- |
| Yes |  |
| No |  |

**If yes, provide details in table below.** *Note: if this person is your primary contact, reference them above in section 1.1.*

|  |  |
| --- | --- |
| **Agent name** |  |
| **Agent company** |  |
| **Email** |  |
| **Phone** |  |

1. **Briefly describe the project/purpose for which you are applying for funding:**

*E.g. to plant a totara forest to harvest in 40 years; to plant the land to revert to native forest.*

1. **Where will the project be based?**

|  |  |  |  |
| --- | --- | --- | --- |
| **Region** | **✓** | **Region** | **✓** |
| Northland |  | Tasman |  |
| Auckland |  | Nelson |  |
| Gisborne |  | Marlborough |  |
| Waikato |  | West Coast |  |
| Bay of Plenty |  | Canterbury |  |
| Hawke’s Bay |  | Otago |  |
| Taranaki |  | Southland |  |
| Manawatū-Whanganui |  | Nationwide |  |
| Wellington |  | Other (specify): |  |

1. **Are there any other partners involved in this project?**

*E.g. industry bodies, local council research groups, family trust etc.*

|  |  |
| --- | --- |
| Yes |  |
| No |  |

**If yes, provide details:**

1. **Have any other funding options been discussed for this project with any central or local government agency?**

|  |  |
| --- | --- |
| Yes |  |
| No |  |

**If yes, provide details:**

1. **Have you received funding for this project from any central or local government agency as this may affect the outcome of your application?**

|  |  |
| --- | --- |
| Yes |  |
| No |  |

**If yes, provide details of when the funding was received, which fund it was from, and the amount received:**

1. **Is there any other information that may be relevant to whether this project is eligible to receive government funding?**

|  |  |
| --- | --- |
| Yes |  |
| No |  |

**If yes, provide details:**

**Section 2: Grants for Trees**

**Complete this section if your project involves tree planting and/or reversion. Partnerships not planting trees, mark N/A and skip to section 3.**

1. **From the date of your application, is the land you are applying for classified as forest land now, or has it been forest land in the last 5 years, and/or do you intend to plant over 300ha?** *Forest land is defined in the Climate Change Response Act 2002 as land that is at least one hectare that has, or is likely to have, tree crown cover from forest species of more than 30% in each hectare. The definition includes land that does not currently have the required tree crown cover, because of human intervention or natural causes, but is likely to revert to land that meets that requirement.*

|  |  |
| --- | --- |
| Yes |  |
| No |  |

**If yes, please contact us** at 1bt@mpi.govt.nz or call 0800 00 83 33 before progressing with this application to discuss your eligibility.

1. **Landholding legal status** -*tick the boxes that apply.*

|  |  |  |
| --- | --- | --- |
| **Legal status** |  **Documentation to provide with application** | **✓** |
| Freehold land | \*A recent certificate of title(s) with a boundary map - from the last three months. |  |
| Māori freehold land | A recent certificate of title(s) with a boundary map - from the last three months. |  |
| Leasehold land | A recent certificate of title(s) with a boundary map - from the last three months. |  |
| Forestry rights | A recent certificate of title(s) with the Forestry Right identified in the title, and the boundary map - from the last three months. |  |
| Other *(provide details)* |  |  |

*\*A certificate of title can be ordered online from Land Information New Zealand (LINZ) at:* [*https://www.linz.govt.nz/land/land-records/order-title*](https://www.linz.govt.nz/land/land-records/order-title)*. You can get in touch with LINZ with any questions by phone on 0800 665 463 or by email at* *customersupport@linz.govt.nz**.*

1. **Property details** -*if more than one location is to be planted, then include details for each property below and provide the documentation requested in section 2.2 for each property.*

|  |  |
| --- | --- |
| **Property name (if applicable)** |  |
| **Certificate of title number** |  |
| **Legal description of property** *(as in the certificate of title, e.g. Lot 2 DP 304201)* |  |
| **Address of property to be planted** |  |
| **\* Who has signing authority for decisions made about this land** |  |

*\*If you are applying on behalf of multiple owners, trusts, etc. you must provide evidence that you have the authority to do so.*

1. **Is this application conditional on anything?**

*E.g. sale/purchase of land, council consent, access, fencing, other funding etc.*

|  |  |
| --- | --- |
| Yes |  |
| No |  |

**If yes, provide details, including a date for when the condition(s) will be met:**

1. **Do you have any evidence that your tree planting or reversion is a suitable land use?**

|  |  |
| --- | --- |
| Yes |  |
| No |  |

**If yes, enclose a copy with your application.** *Examples of evidence: a farm environment plan, planting plan, afforestation design plan (or similar), and/or evidence of council support for the application.*

**Have you received advice or assistance from a consultant on your planting project?**

|  |  |
| --- | --- |
| Yes |  |
| No |  |

**If yes, provide the name and firm of the consultant:**

1. **Site description –** *include details for each property.*

|  |
| --- |
| **Current vegetation**What is currently growing on the site you want to plant, including weeds?*Attach clear photos with captions outlining their location on the map, orientation and date taken.* |
|  |
| **Environmental factors** *e.g. drought conditions, frost/snow risk, wind exposure.* |
|  |

1. **Site condition**

|  |
| --- |
| **What fencing is in place in the areas to be planted?** |
|  |
| **What feral animals are present in the area** *e.g. deer, goats, pigs, possums, hares/rabbits.* |
|  |

1. **Which tree planting grant are you applying for?**
* *You can apply for any or all five planting categories.*
* *You can plant in multiple areas/blocks – the minimum size of each block has to be 1 hectare (ha).*
* *All blocks must meet the minimum hectares (ha) requirements outlined in the table below.*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Type of planting** | **Minimum required (ha)** | **Base rate ($ per ha)** | **Total estimated area for planting (ha)** | **Total grant requested ($)** |
| **\*Indigenous/Natives**  | 1 | 4,000 |  |  |
| **Mānuka/kānuka** | 5 | 1,800 |  |  |
| **Reversion**  | 5 | 1,000 |  |  |
| **Radiata pine** | 5 | 1,500 |  |  |
| **All other exotic species** | 5 | 1,500 |  |  |
| **TOTAL** |  |  |  |  |

*\*Indigenous/Natives – one or mixed native trees and shrubs. Provide a list of the native trees/shrubs being planted under the Management Plan in section 2.9.*

1. **Planting plan**
* *Using the information provided in section 2.8, update all columns in the table below.*
* *In your boundary map/GIS shapefile, draw/outline each block you are requesting funding for - for each specific type of planting. Number each block and update each number individually in the first column of the table.*
* *If you are interested in registering in the Emissions Trading Scheme (ETS), indicate this in the second column of the table. For more information and to apply for the ETS, visit:* <https://www.mpi.govt.nz/funding-and-programmes/forestry/emissions-trading-scheme> *Please note that grant eligibility does not guarantee your trees will be eligible for ETS registration.*

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Block Number | Enter into ETS? Y/N | Estimated area for planting (ha) | Type of planting | Number of plants/stems being planted (per ha) | When will the planting take place? (MM/YY) *Note: only one planting year per block* | Seedling availability *(if planting this season)* Y/N |
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|  |  |  |  |  |  |  |
| Total planting area: |  |  |  |  |  |

**Management Plan**

* *Provide a separate management plan for each block of planting.*
* *A sample management plan can be found in the sample application on our website.*
* *If your consultant has prepared management plans for planting, please attach them.*

|  |
| --- |
| **Block number** *(as marked in the map)* |
|  |
| **Pre-planting plan** *(e.g. land preparation)* |
|  |
| **Planting Plan – note** *if planting Indigenous/Natives include a list of the name and number of natives trees and shrubs being planted*  |
|  |
| **Post-planting plan** *(e.g. Releasing, silviculture)* |
|  |
| **Fencing plan** |
|  |
| **Pest control plan** *(weed and animal)* |
|  |
| **Who will complete the planting?** | **✓** |
| Myself |  |
| My community |  |
| Planting contractor *(specify)*: |  |
| Other *(specify)*: |  |

1. **Are you planting a forest for commercial purposes that will be harvested? If yes, describe the details and where applicable give the estimated year when trees will be harvested or cleared.**

|  |  |
| --- | --- |
| Yes |  |
| No |  |

*If yes, you will have responsibilities under the National Environmental Standards for Plantation Forestry (NES-PF) to notify your local Council of your intended planting and provide them with a Wilding Tree Risk Assessment score at the time of notification if applicable. You may require a resource consent to plant.*

1. **Top-up funding**

*Top-up funding may be available for some planting projects at Te Uru Rākau’s discretion. More than one top up can be applied for. This funding is in addition to the tree planting grant from section 2.7.*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Top-up category**(see the website or One Billion Trees Programme booklet for more information ) | **Evidence required** | **Eligible for planting types** | **Rate per hectare** | **Top ups requested** |
| **Erosion Contro**l  | We will undertake erosion control assessments however, if you have any supporting evidence that shows your land is erodible, include them with your application.  | ALL planting categories  | **$500** |  |
| **Regional Development** **and Māori Land high preparation costs**: Is your land located in a surge region\* **OR** Multiple owned Māori land (refer to guidelines for further details) **AND**Are land preparation costs more than $500 per ha on average across the block.  | Provide a quote for land preparation costs and set out the site requirements and site description in your management plan | ALL planting categories | **Up to $500** |  |
| **Fencing**For new or replacement fencing only | Complete table below and provide* A quote for fencing costs
* Map showing the area to be fenced
 | ONLY reversion and native planting categories | **Up to $500** |  |

|  |
| --- |
| **Regional Development and Māori land top-up -** *For land with high preparation costs (more than $500/ ha) including land in \*surge areas and all multi-owned Māori land.* |
| **Cost per ha ($)** |  |
| **Total estimated cost ($)** |  |
| **Estimated area for top-up (ha)** |  |
| **Top-up requested ($)***(limited to maximum of $500 per ha)* |  |

*\*Surge areas are: Northland, Bay of Plenty, Gisborne, Hawkes Bay, Manawatū/Whanganui, and West Coast.*

|  |
| --- |
| **Fencing top-up -** *For new or replacement fencing only.* |
| **Fence type** |  |
| **Length of fence (by lineal metre)** |  |
| **Cost per lineal metre ($)** |  |
| **Total estimated cost ($)** |  |
| **Estimated area for top-up (ha)** |  |
| **Estimated fencing cost per ha ($)** (*limited to maximum of $500 per ha)* |  |

**Attachment checklist – documents to include with your application.**

|  |  |
| --- | --- |
| **✓** | **Document list** |
|  | 1. **A recent certificate of title for each planting property and Forestry Rights if applicable**

The title should be no older than three months. |
|  | 1. **Evidence that tree planting or reversion is a suitable land use, if applicable.**

Examples of evidence:* farm environment plan
* planting plan
* afforestation design plan.
 |
|  | 1. **Photos of plant current vegetation**

Attach photos that illustrate the application area intended for planting, as well as existing plant cover. We prefer photographs (both ground-based and aerial oblique) that are geotagged/GPS-enabled. Please provide clear photos with captions outlining their location on the map, orientation and date taken. |
|  | 1. **Boundary map or GIS shapefile of proposed planting area(s).**

Attach a map showing the area(s) to be planted. Note: we prefer a GIS shapefile,but will also accept: * a Google Earth Pro.kml file
* a map at scale of 1:10,000
* an aerial photo with hand-drawn areas.

Please note your application may take longer if GIS shapefiles are not provided. |
|  | 1. **Erosion control** *(if applying for top-ups)*

We will undertake erosion control assessments however, if you have any supporting evidence that shows your land is erodible, include them with your application. Supporting evidence can include the following:* photos
* a map at scale of 1:10,000 identifying highly erodible land
* Council letter stating grant area is highly erodible.
 |
|  | 1. **Regional Development and Māori Land** *(if applying for top-ups)*
* quote for land preparation costs.
 |
|  | 1. **Fencing** *(if applying for top-ups)*
* quote for fencing costs
* map showing area to be fenced.
 |

**Declaration – Tree Planting Grants**

**If you are applying for a tree planting grant, complete and sign this declaration.**

**For this grant application to be considered, you must tick all of the boxes below to show you agree with the corresponding statements.**

□ I /we have read and agree to the attached terms and conditions for applying for One Billion Trees funding.

□ I/we consent to information contained in this application being used to inform New Zealand’s national and international reporting and accounting under the United Nations Framework Convention on Climate Change and relevant international agreements.

□ I/we agree that Te Uru Rākau may collect and share information about this application from other parties, and may liaise with local and national organisations about this application (though where information is disclosed to third parties, redactions may be made in accordance with the Official Information Act 1982 and Privacy Act 1993).

**By ticking the boxes below you hereby declare that the following statements are true:**

□ I have the authority, and have secured all appropriate authorisations, to submit this application, to make these statements and provide the information in this application.

□ I have no outstanding ETS liabilities on the land relating to my application.

□ Neither the applicant nor the contracting entity is insolvent or subject to any insolvency action, administration, or other legal proceedings.

□ No one involved in this application or in the contracting entity is an undischarged bankrupt.

□ No part of the area subject to this application has been registered for the Afforestation Grant Scheme, Erosion Control Funding Programme, the Permanent Forest Sink Initiative, or the Emissions Trading Scheme, and neither does the area have funding assistance for afforestation from the Hill Country Erosion Scheme.

□ No species included in this application poses a wilding risk, as identified by a Wilding Tree Risk Assessment score of 12 or less and neither does it propose to plant a pest or tree weed species identified in my regional council’s pest management plan or on the unwanted organisms register.

□ No part of the area subject to this application includes Significant Natural Areas, Sites of Special Wildlife Interest, or Recommended Areas for Protection (with the exception of indigenous afforestation planting that enhances the conservation values of the protected area).

□ The above statements and particulars are correct and complete, the information provided contains no misleading statements, misrepresentations or omissions of any relevant facts, and the information supplied by me/us shall form the basis of a decision on a One Billion Trees Funding Agreement.

□ No part of the application area is registered with the Heritage New Zealand Pouhere Taonga as a historic place or area.

**Tick the boxes, if applicable, otherwise mark as N/A**

□ There is an existing farm plan approved by the regional council that identifies this planting/reversion as a suitable land use.

□ There is support from the regional/district council or an appropriate conservation body identifying this planting/reversion as a suitable land use.

□ I consent for Te Uru Rākau to access the farm plan from the regional council in relation to this application.

□ I am planting an exotic conifer species and will provide Te Uru Rākau with a copy of the Wilding Tree Risk Calculator score I will provide to councils, as required under the NES-PF, before the first milestone payment.

|  |  |  |  |
| --- | --- | --- | --- |
| **Signature of applicant/s** | **Print name** | **Title/Position** | **Date** |
|  |  |  |  |
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|  |  |  |  |

**If you are applying for direct tree planting grants only, this is the end of the application.**

**Section 3: Partnerships Funding Expression of Interest**

**Complete this section if you are requesting funding for any other activity.**

1. **Project name:**
2. **Does your project focus on one of the key enabling activities?** *Tick those your project has a focus on. Priority will be given to projects which focus on one of these activities*.

|  |  |  |
| --- | --- | --- |
| **✓** | **Enabling activity**  | **What we want to know**  |
|  | Labour/workforce development  | Will the project result in increased availability of labour to establish, plant and maintain trees, and/or an upskilled workforce? |
|  | Information (advice and support)  | Will the project result in increased advice and support for landowners through improved information, technical advice and/or extension services? |
|  | Tree-planting and restoration on a large scale (this will likely involve multiple landowners) | Will the project contribute to improved environmental outcomes (e.g. erosion control, freshwater quality, biodiversity) on a correspondingly greater scale? |
|  | Science and innovation  | Will the project improve our knowledge, expertise or technology to support growing, planting and maintaining trees in the right place, for the right purpose? (See 3.5 and 3.6) |
|  | Seedling production  | Will the project contribute to up-scaled and more efficient production of seedlings relative to demand and will it deliver a diverse range of tree species? |

1. **Will your project contribute to one or more of the One Billion Trees outcomes?** *Tick those your project has a focus on.*

|  |  |
| --- | --- |
| **✓** | **One Billion Trees outcome** |
|  | Increase sustainable regional development through forestry and tree planting activities  |
|  | Increase productivity and innovation in forestry and related sectors |
|  | Improve support of Māori aspirations to make use of their land and resources through trees and forestry |
|  | Enhance environmental sustainability by establishing trees and forests, in particular* Reducing erosion, improving water quality, focussing on at-risk catchments and/or restoring natural forest, or
* Enhancing indigenous biodiversity by restoring natural forest
 |
|  | Increase employment, training or work readiness with forestry and land management |

1. **Will your project contribute to one or more of the following government objectives?** *Tick those your project has a focus on. See the website or the One Billion Trees Programme booklet for some examples.*

|  |  |
| --- | --- |
| **✓** | **Government objectives** |
|  | Enhance economic development activities |
|  | Create sustainable jobs |
|  | Enable Māori to reach full potential |
|  | Additionality – build value on what is already out there |
|  | Boost social inclusion and participation |
|  | Build resilient communities |
|  | Lift the productivity potential of regions |
|  | Help meet New Zealand’s climate change targets |
|  | Increase employment and productivity |
|  | Enhance natural capital |

**FOR PROJECTS THAT ARE SCIENCE AND INNOVATION FOCUSSED, ANSWER 3.5 AND 3.6**

1. **Will your project contribute to one or more of the following short-term operational science priorities?** *Tick those your project has a focus on.*

|  |  |
| --- | --- |
| **✓** | **Short-term objectives** |
|  | Research to improve seed production, seed quality, silviculture, and/or nursery hygiene protocols |
|  | Development of tools to support land use change decision-making |
|  | Identification of social barriers to planting and harvesting forests |
|  | Re-initiation of indigenous and mixed-forest trials from the 1980s to provide information on optimal planting regimes |

1. **Describe the excellence of your science, and your team** *(if your project has a science or research component).* Provide information on your research aims; the results, impacts or outcomes you expect, how they will be achieved, and who will use or benefit from them; your team’s ability to deliver; your team’s track record in delivering similar projects; and any risks and how will they be managed.
2. **For each of the boxes ticked in 3.2, 3.3 or 3.4, briefly explain what your project does and/or what your project aims to achieve.**
3. **Ecological Restoration Top Up** *If you are a partnership project that supports landscape-scale restoration objectives, there may be up to $2000 per hectare available for indigenous plantings as part of your project.*

**Landscape scale restoration objectives include**

|  |  |
| --- | --- |
| **Criteria that must be met** | **Evidence Required** |
| Clear ecological restoration objectives and how they will contribute to restoration outcomes within the catchment or landscape unit\* AND | Applicants will need to provide information with their application that demonstrates how the criteria are met.  This assessment will be undertaken by the Grants and Partnerships teams, with input from SMEs e.g. DOC as required |
| Alignment with biodiversity priorities and other environmental enhancement or conservation management programmes in that catchment or landscape unit; AND |
| Co-funding that at least matches the value of the grant, either from the applicant or third parties (including in-kind); AND |
| A high quality planting and management plan that is consistent with ecological restoration objectives and good practice guidance for ecological restoration, and demonstrates relevant expertise. AND |
| A restoration project must be a minimum of 5 hectares in area (which may be made up of multiple land blocks at least 1 ha in size, and have multiple landowners/titles).  |

\*A landscape unit is an area that is broadly consistent in terms of topography, geology and ecology, with a logical common management focus. It doesn’t need to follow catchment boundaries. For example: Waimea Inlet (and fringes), Maungatautari and Taranaki (mountains with forest surrounding), Waihora (lake and surrounds).

1. **Cost Information.** *To apply for funding from partnerships you will need to provide co-funding of 50%. Do you have support from stakeholders, partners, community groups or other interest groups from within your community? Please highlight below the funding you are asking for separately from any funding requested in Section 2.*

|  |  |  |  |
| --- | --- | --- | --- |
| **Project Funders/ Contributors**  | **In kind** |  **$ Funding** | **Total** |
| Your organisation |  |  | **$** |
|  |  |  | **$** |
|  |  |  | **$** |
|  |  |  | **$** |
| **Total Co-funding** |  |  | **$** |
| 1BT Tree Planting Grants (from Section 2) | **nil** |  | **$** |
| 1BT Restoration Top up ($2,000/ha less top ups in Section 2) | **nil** |  | **$** |
| 1BT Partnership funding requested  | **nil** |  | **$** |
| **Total Project Budget** |  |  | **$** |

1. **Provide any other information which would be useful background or context**

**Declaration – Partnership funding**

**Complete and sign this declaration if you are applying for partnership funding under Section 3.**

**For this partnership funding application to be considered, you must tick all of the boxes below to show you agree with the corresponding statements.**

□ I/we have read and agree to the terms and conditions for applying for One Billion Tree funding.

□ The statements in this application are true, and the information provided contains no misleading statements, omissions of any relevant facts, or misrepresentations.

□ I/we acknowledge that the information provided in this application is subject to the Official Information Act 1982.

□ I /we have secured all appropriate authorisations to submit the application, to make the statements and provide the information in this application.

□ I/we agree that if my application is successful details may be published on the Te Uru Rākau website. With reference to the provisions of the Official Information Act 1982, I will work with Te Uru Rākau to redact any commercially sensitive or personal information

□ Neither the applicant nor the contracting entity is insolvent or subject to any insolvency action, administration, or other legal proceedings.

□ No one involved in this application or in the contracting entity is an undischarged bankrupt.

□ I understand that information captured in this application will be used to assess suitability under Te Uru Rākau criteria, and I will receive further feedback. I understand that any applicants who meet these stage one criteria will be invited to complete a full application, which will require detailed project and budget information.

□ I/we hereby declare that no part of the application area has been registered for other government funding.

□ I/we consent to information contained in this application being used to inform New Zealand’s national and international reporting and accounting under the United Nations Framework Convention on Climate Change and relevant international agreements.

□ I/we hereby agree that Te Uru Rākau may collect and share information about our application from other parties, and may liaise with local and national organisations about this application.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Name of applicant organisation** | **Signature** | **Print full name** | **Title/Position** | **Date** |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

**Appendix 1: – Terms and Conditions of Application**

**General**

These terms and conditions are non-negotiable and do not require a response. By submitting a Stage 1 Application for Funding (each a “Stage 1 Application”) each applicant confirms that these terms and conditions are accepted without reservation.

The One Billion Trees Fund is a government initiative which is administered by Te Uru Rākau, a unit within the Ministry for Primary Industries. Any reference to Te Uru Rākau in these terms and conditions, is a reference to MPI on behalf of the Crown.

**Reliance by Te Uru Rākau**

Te Uru Rākau may rely upon all statements made by any applicant in a Stage 1 Application and in correspondence or negotiations with Te Uru Rākau or its representatives.

Each applicant must ensure all information provided to Te Uru Rākau is accurate. Te Uru Rākau is under no obligation to check any Stage 1 Application for errors, omissions, or inaccuracies. Each applicant will notify Te Uru Rākau promptly upon becoming aware of any errors, omissions, or inaccuracies in its Stage 1 Application or in any additional information provided by the applicant.

**Confidentiality and Consent**

Each applicant consents to the use of the information contained in the Stage 1 Application by Te Uru Rākau for the purposes of assessing that Application. Each applicant acknowledges that any hard copy Stage 1 Application or documentation supplied to Te Uru Rākau may not be returned.

Te Uru Rākau is bound by the Official Information Act 1982 (“OIA”), the Privacy Act 1993, parliamentary and constitutional convention and any other obligations imposed by law. While Te Uru Rākau intends to treat information in Stage 1 Applications as confidential to ensure fairness for applicants during the assessment and decision making process, the information can be requested by third parties and Te Uru Rākau must provide that information if required by law. If Te Uru Rākau receives an OIA request that relates to information in this Stage 1 Application, where possible, Te Uru Rākau will consult with you and may ask you to confirm whether the information is considered by you to be confidential or still commercially sensitive, and if so, to explain why.

Te Uru Rākau may disclose any Stage 1 Application and any related documents or information provided by the applicant, to any person who is directly involved in the assessment process including the Independent Advisory Panel (“IAP”), officers, employees, consultants, contractors and professional advisors of Te Uru Rākau or of any government agency. The disclosed information will only be used for the purpose of participating in the Stage 1 Application and assessment process, which may include carrying out due diligence.

In the interests of public transparency, if a Stage 1 Application (or subsequent application) is approved for funding, the Stage 1 Application (and any related documents) may be published by Te Uru Rākau. Commercially sensitive and personal information may be redacted by reference to the provisions of the Official Information Act 1982.

**Limitation of Advice**

Any advice given by Te Uru Rākau, any other government agency, their officers, employees, advisers, other representatives, or the IAP about the content of your Stage 1 Application does not commit the decision maker (it may be senior officials, Ministers or Cabinet depending on the level of funding requested and the nature of the project) to make a decision about your Stage 1 Application.

This limitation includes individual members of the IAP. The IAP’s recommendations and advice are made by the IAP in its formal sessions and any views expressed by individual members of the IAP outside of these do not commit the IAP to make any recommendation.

**No contractual obligations created**

No contract or other legal obligations arise between Te Uru Rākau and any applicant out of, or in relation to, the Stage 1 Application and assessment process.

**No process contract**

The Stage 1 Application and assessment process does not legally oblige or otherwise commit Te Uru Rākau to proceed with that process or to assess any particular applicant’s Stage 1 Application, or enter into any negotiations or contractual arrangements with any applicant. For the avoidance of doubt, this Stage 1 Application and assessment process does not give rise to a process contract.

**Costs and expenses**

Te Uru Rākau is not responsible for any costs or expenses incurred by you in the preparation of a Stage 1 Application or subsequent application.

**Exclusion of liability**

Neither Te Uru Rākau or any other government agency, nor their officers, employees, advisers or other representatives, nor the IAP or its members will be liable (in contract or tort, including negligence, or otherwise) for any direct or indirect damage, expense, loss or cost (including legal costs) incurred or suffered by any applicant, its affiliates or other person in connection with this Stage 1 Application and assessment process, including without limitation:

1. the assessment process
2. the preparation of any Stage 1 Application or application
3. any investigations of or by any applicant
4. concluding any contract
5. the acceptance or rejection of any Stage 1 Application, or
6. any information given or not given to any applicant(s).

By participating in this Stage 1 Application and assessment process, each applicant waives any rights that it may have to make any claim against Te Uru Rākau. To the extent that legal relations between Te Uru Rākau and any applicant cannot be excluded as a matter of law, the liability of Te Uru Rākau is limited to $1.

Nothing contained or implied in or arising out of the Stage 1 Application documentation or any other communications to any applicant shall be construed as legal, financial, or other advice of any kind.

**Inducements**

You must not directly or indirectly provide any form of inducement or reward to any IAP member, officer, employee, advisor, or other representative of Te Uru Rākau or any other government agency in connection with this Stage 1 Application and assessment process.

**Governing law and jurisdiction**

The Stage 1 Application and assessment process will be construed according to, and governed by, New Zealand law and you agree to submit to the exclusive jurisdiction of New Zealand courts in any dispute concerning your Stage 1 Application.

Te Uru Rākau asks applicants not to release any media statement or other information relating to the submission or approval of any Stage 1 Application to any public medium without prior agreement of Te Uru Rākau.