



**PALMERSTON NORTH CITY COUNCIL
RESOURCE RECOVERY FUND GUIDELINES**

Resource Recovery Fund Guidelines

The Waste Management and Minimisation Plan 2019 (WMMP) guides us on how we manage waste and reduce the amount that Palmerston North sends to landfill. The development of the Resource Recovery Fund will contribute to the WMMP's target, to "increase the proportion of waste diverted from landfill from 38% to 48% by 2025" and allow the community more opportunities to participate in reaching this target. The Resource Recovery fund is available to projects that promote or contribute to reducing, reusing, and recycling of items, with an overall goal of increasing waste diversion.

Funding Priorities

The Waste Minimisation Fund is specifically for new and existing projects in Palmerston North that:

- Reduce the amount of waste created
- Reuse or upcycle end of life material
- Recycle waste material
- Align with actions in the Waste Management and Minimisation Plan.

Funding opportunities

Grants are dependent on evidence that the applicant meets the funding criteria.

- Grants are contestable once per year, and applicants can apply for funding for as many projects as they like
- \$40,000 is available each year to be distributed, for grants between \$2,500 and \$15,000.

Allocation Process

Funding round will open during March each year. Applications will be assessed, and the outcome will be determined within 15 working days.

Applications will be assessed by two Council staff members. Council retains the discretion to approve grants over the stated maximums for complex projects or where the fund is not fully allocated.

Funds will be released to successful applicants into a nominated bank account and must be spent within 12 months. All successful applicants will be expected to provide an acquittal report on the project, either 2 months after project completion, or 12 months from receiving funding, whichever is first. Additionally, an audit by Council may be required to ensure compliance with the Resource Recovery Fund.

Assessment Criteria

Projects will be assessed based on:

- The ability to show how much material can be diverted from landfill
- The project produces outcomes that are measurable
- The impact or benefit the project has on the wider community
- The viability of the proposal, including whether the applicant has, or can build the capacity and experience to deliver the service, project, or activity to the community
- Whether the applicant has received, or is receiving, financial assistance from the Council. This includes but isn't limited to other subsidies or rates remissions.

Support areas:

Priority will be given for applicants who are local community or for purpose groups, or locally owned small businesses. For the purpose of this fund, a small business is defined as having less than 20 employees.

We will consider the following projects that meet the funding priorities:

- Diversion of new materials from landfill
- Education programmes
- Community events
- Trials and pilot programmes
- Research and development

What we won't fund

The following applicants and expenditure will not be eligible for funding:

- Large corporations
- Ongoing operational costs beyond the life of the initiative
- Recipients of central government's Waste Minimisation Fund
- Projects that do not involve waste generated within Palmerston North
- The cost of landfilling material
- Projects inconsistent with PNCC's Waste Management and Minimisation Plan

Please refer to the Support and Funding Policy for more information about allocation of PNCC funds.

Link to SmartyGrants application form: <https://www.pncc.govt.nz/Community/Community-funding/Resource-Recovery-Fund>