

Application for Funding Projects

**About this form**

This form enables you to make an application for funding over \$100,000 from the Provincial Growth Fund for applications relating to the delivery of projects.

You will need to use the Express Form if your application is for an activity under \$100,000 or the Development Phase Form if your application is within the Development phase of a Project (i.e. feasibility / business case).

These forms are available on the [Provincial Growth Fund website](#)

Purpose of the Provincial Growth Fund

The Provincial Growth Fund aims to lift productivity potential in the provinces. Its priorities are to enhance economic development opportunities, create sustainable jobs, enable Māori to reach their full potential, boost social inclusion and participation, build resilient communities, and help meet New Zealand's climate change targets.

Completing this form

Please complete all sections fully and accurately. Square brackets and italics indicate guides.

Please see the PGF website, or contact your regional relationship manager, for further support. If you are applying on behalf of a number of parties, you need their consent to submit this application. You can add other applicants during the application process. You will be the point of contact for this application, but you must give us all information about all applicants.

Submitting your application

All completed forms must be emailed to PGF@mbie.govt.nz with a clear subject included.

If you are a Trust (or applying on behalf of a Trust), then you must provide a copy of your Trust Deed.

Next Steps

Applications will be assessed for eligibility, as well as how well they will deliver on the aims of the Provincial Growth Fund. One of our team will be in contact regarding your application.

Funding Agreement

The template funding agreements can be found on the [Provincial Growth Fund website](#)

Public disclosure

The Provincial Development Unit is responsible for leading the Provincial Growth Fund's design, administration and monitoring its operation in consultation with other government agencies. In the interests of public transparency, successful applications may be published by the Provincial Development Unit. Commercially sensitive and personal information will be redacted by reference to the provisions of the Official Information Act 1982. Please identify by highlighting any information in your application that you regard as commercially sensitive or as personal information for the purposes of the Privacy Act 1993.

Part A: Key Details

Please note that if the funding agreement will not be held with the applicant (i.e. applying on behalf of another organisation), then we require the details of that organisation.

1. Proposal Title:

2. Please provide a very brief description of the project/activity:

PGF funding is sought to enable Te Rimu Trust to lift the productivity potential of their land, unlock a new land development option for the coast **Commercial Information**. This project proposes a portion of Te Rimu Trust land (~14 ha) be retired from high-emissions, low-value cattle grazing and converted to a low-emissions, high-value lime orchard; significantly increasing site **employment** - ^{Com} direct FTEs by ^{Commercial} **productivity** - ^{Commercial} of limes p.a by ^{Commercial} and **profitability** - gross profit of \$ ^{Commercial} in ^{Commercial} while simultaneously reducing greenhouse emissions and improving water quality.

3. Please provide the details of the applicant organisation/entity for which funding is being requested:

Legal Name:	Te Rimu Trust
Entity Type:	Trust (please provide your Trust Deed)
Registered Offices / Place of Business:	
Identifying Number:	
Organisation's Website:	N/A

4. Please provide the contact details for a person as a key point of contact):

Contact Name and Role:	Richard Clarke		
Email Address:	Privacy of natural persons	Telephone:	Privacy of natural persons

5. Please describe the principal role or activity of the applicant organisation.

[Note for completion: we wish to know what your organisation's primary function is].
 Te Rimu Trust, an Ahu Whenua Trust, owns and manages 240 hectares of flat land next to and encompassing the Karakatuwhero River, Te Araroa. The land is either side of State Highway 35 and extends to the coast.

 The three business activities on the whenua are:
 1. Beef grazing (short term lease)
 2. Manuka plantation for the production of essential oil and manuka honey
 3. Extraction of river shingle for local roads.

 The trust comprises 220 shareholders and is managed by five Responsible Trustees - Richard Clarke, Hepa Akuhata Brown, Maaka Tibble, Rowena Akuhata Brown and Sir John Clarke.

6. This project will be based in the region of:

7. What type of funding is this application for:

[Note: the most appropriate funding type will be determined by the PDU in consultation with the applicant]

8. What is the activity / funding start and end date?

Start Date:	Commercial Information	Completion Date:	Commercial Information
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9. Has this project / activity been previously discussed with any part of Government? Yes: No:

- If Yes, please describe which part of government, and what the outcome of the discussions were.

[The PDU will consult with other parts of Government as part of the assessment]
 Te Puni Kokiri (TPK) has provided support in the development of this project under the Whenua Development Programme. They have been an active partner and are aware of the current project plan and the expertise that has

contributed to the content discussed in this application.

Privacy of natural persons (Senior Advisor) and Privacy of natural perso (Senior Investment Advisor) of the Ministry for Primary Industries (MPI) have visited the site and been given an overview of the wider programme proposed on Te Rimu Trust land. Their consultation and feedback was positive and has been incorporated into this proposal.

Ben Dalton - Senior Regional Official, PDU, has been briefed on the proposed development of Te Rimu Trust land and expressed his support.

Nanaia Mahuta - Minister of Maori Development, has been given a presentation on the wider development programme on Te Rimu Trust land and was supportive of the project.

Damien O'Connor - Minister of Agriculture, has visited the site and been given a presentation of the wider programme proposed on Te Rimu Trust land, his response was supportive for the continued development of Te Araroa and harnessing the latent potential of our regions' land.

Jo Noble – Strategic Planning Manager, GDC, and her respective team have been briefed on the project and have provided consultation on the consenting process required for this project.

10. Have you previously received Government funding for this Project? Yes: No:

- If Yes, please list which part of the Government, when the funding was received, and how much under Q12.

11. Are you an overseas investor for the purposes of the Overseas Investment Act? Yes: No:

To find out if you are an overseas investor, and find support, please visit the Overseas Investment Office [website](#).

12. Please set out the proposed sources of funding for the Project:

Source of Funding: <i>[please indicate where all other funding is sourced from, noting who the funder is]</i>	\$ (excluding GST)	Status / Commentary <i>[i.e. received / confirmed / in principle]</i>
Provincial Growth Fund Funding	\$ <small>Commercial Inform</small>	
Total:	\$ <small>Commercial Inform</small>	

Note: \$ Commercial Information

Part B: Project Description

13. This application is: *“a stand-alone activity”* or *“in support of a wider project/programme”*

14. Will additional funding be required in the future? Yes: No:

If Yes, please describe at a high level, what this may include, and when this is likely to be applied for.

The land development proposed in this application only covers a portion of Te Rimu Trust land holdings that have been identified as suitable for horticultural purposes by ^{Commercial Information} land feasibility study. Pending the outcomes of this project, along with other development projects the Trust is pursuing ^{Commercial Information}

[Redacted]

[Redacted]

15. Has a feasibility study, or equivalent, been conducted prior to this application? Yes: No:

- If Yes, please provide a copy, including an overview of the feasibility study and any outcomes.
- If No, please explain why not; and how feasibility/viability of the project has been assured.

^{Commercial Information} consultancy, was contracted by the Trust to conduct a land development report that would enable the Trust to progress with developing their land using science and evidence-based decisions. The intent of the report was to assist with realising the Trust’s aspirations to deliver sustainable land use developments to improve environmental, financial, and social outcomes. The option of a lime orchard was selected by ^{Commercial Information} to sustainably improve land productivity without the need for intensive use of fertiliser, irrigation, cultivation or livestock. This projects’ land use builds on existing infrastructure present locally in Gisborne district, and make use of known paths to market as well as allowing for the exploration of new markets. Over time, ^{Commercial Information} concluded that this land use is a good option to increase the revenue and employment opportunities for Te Rimu Trust.

Subsequent to ^{Commercial Information} land development report, Te Puni Kokiri provided support to engage the consultancy of ^{Commercial Information} a leader within this developing industry with experience in both growing and processing of limes. ^{Commerc} expertise was leveraged to provide an orchard design and obtain market costings for the orchard establishment. Amongst the orchard design, ^{Commercial Infor} conducted a range of tests to revalidate the proposed site as viable for the growth of limes. ^{Commer} findings supported ^{C mmer I l f t n} recommendations and concluded that the site was viable and presented a unique opportunity of producing high-value ‘early season’ limes, worth more than ^{Commer} % of ‘tag 1’ limes.

16. Please provide a detailed description of this project for which funding is being applied, including the benefits arising from the project:

[Note: please describe what the funding is for, why it is required, what the project will do, how it links to other projects or activities and the benefits which will be attributed to it – for more information on benefits management, see this [guide](#).]

PGF funding is sought to enable Te Rimu Trust to lift the productivity potential of their land and unlock a new land development option for the coast. Currently the Trust land is under-utilised with cattle grazing as the primary source of income for the project area. This project proposes a portion of Te Rimu Trust land be retired from cattle grazing and converted to a high-value lime orchard. Not only will the establishment of a lime orchard increase jobs, productivity and profitability of the site, it will also reduce greenhouse emissions and improve water quality. The intent of this project **Commercial Information**, is to fairly transition the land to operations that provide a low-emissions economy, enhance indigenous biodiversity and sustain, if not increase, the land productivity.

Benefits attributed with this project include:

- A new asset for the East Cape that can leverage existing pathways to market through preferred supply agreements held by project partners.
- Generation of a new viable land development example to assist other Maori landowners to unlock the potential of their land.
- An initial de-risked operational setting due to a simple packhouse supply model with high market demand.
- **Commercial Information**
- Evaluation of an untapped 'early season' premium for limes grown on the coast. Validation of 'early season' limes would see a **Commercial** % premium over normal 'tag 1' limes.
- Positive EBITDA through the orchard following establishment phase of trees – \$**Commercial** in **Commercial** growing to \$**Commercial** by **Commercial**
- Sustainable employment -projected direct FTE's employed by the orchard of **Commercial** in **Commercial** growing to **Commercial** by **Commercial**
- A direct annual wage injection into the East Cape economy of approximately \$**Commercial** in **Commercial** growing to \$**Commercial** by **Commercial**
- Direct engagement with local schools and tertiary trainers to develop community skillsets.
- Development of new career pathways for the coast spanning horticulture, engineering, science, sales and marketing.
- Successful and fair transition to a low-emissions economy on the Trust land.

17. How does this project demonstrate additionality within the region?

[Please cover:

- Why the project is not already underway.
- How the project provides a new asset and is not seeking maintenance funding.
- The benefit of Central Government funding (i.e. over alternative sources).
- Why this project will unlock the potential within the region.]

The East Cape, an area predominately made up of Māori owned land, faces challenges that lead to massive underutilisation of land and poor socioeconomic outcomes for the people of the coast. To break the cycle of underutilisation, new assets need to be established on the coast that provide evidence of new avenues for high-value returns to local landowners and their constituents. This project seeks government funding to realise the latent potential of the coast as a centre for the growth of high-value lime crops. Feasibility studies have been undertaken by **Commercial Information** consultancy, they concluded that limes are a logical and viable option for areas of the Te Rimu Trust land. Subsequent expert consultation has been provided by **Commercial Information** a leader in the lime industry, the conclusion of their investigations supported **Commercial Information** findings and identified a unique opportunity for limes grown in the East Cape region; the environmental conditions, latitude and longitude of Te Araroa are likely to provide an 'early season' crop of limes, the farmgate valuation of these 'early season' limes is **Commercial Information** % greater than that of normal 'tag 1' limes. A project of this nature hasn't been undertaken as significant scientific investigation and feasibility was required to identify this untapped opportunity for the coast. As a first mover, the Trust requires capital support from the crown to unlock this latent opportunity and prove viability to surrounding land blocks. **Commercial Information**

[Redacted text block]

The benefit of funding from the crown is a fair valuation of the wider impact of creating a 'new' sector for the East Cape surge region. Given the science backed planning and execution of this project leads to success, other land blocks are likely to pursue lime orchards as a viable land utilisation option. A positive outcome from this project would undoubtedly be the genesis of a new sector on the coast. The proliferation of limes on the coast will boost productivity, profitability, employment and socioeconomic outcomes – unlocking the latent potential of Māori owned land within the region. Additionally, this project and the diversification it brings to the coast will support existing sectors on the coast. Apiculture, a predominant sector in the project vicinity, relies on winter forage for their bees and cashflow from pollination of orchards. Currently, local beekeepers are forced to travel long distances to find pollination contracts and wintering sites for their bee stock. The introduction of a lime sector on the coast will create a positive biodiversity that is symbiotic for bee and horticultural sectors.

18. How is the project connected to regional (and sector) stakeholders and frameworks?

[Please provide an overview, including any evidence where appropriate of any relevant local and regional support, either via existing regional development mechanisms (i.e. regional plans), or through any other relevant body (i.e. council, iwi, hapū, or other representative group). If you do not have support, please explain why not and how you intend to get it]

The project is connected to local and regional communities of interest and aligns to He Huarahi Hei Whai Oranga, the Tairāwhiti Economic Action Plan (TEAP).

The plan articulates the “significant potential for Māori economic development in Tairāwhiti” and TEAP support to “enable that potential to be tapped... through training people or [providing] access to capital”. TEAP’s intended outcome is that “Māori have full opportunities to achieve their potential in the regional economy in sectors that matter to Māori” while also increasing “[Māori] participation in key sectors (tourism, apiculture, ICT, agriculture, and **horticulture**) as co-designers, co-investors and co-owners”

This project proposal has been formally endorsed by TEAP following their scheduled gathering.

Gisborne District Council and their Strategic Planning Team have been given an overview of the project and site planning. The response from Privacy of natural pe – Strategic Planning Manager, has been positive and the Strategic Planning Team will be a collaborative project partner moving forward.

19. How will your project lift productivity potential in the regions?

[We want to understand how your project will meet the primary objective of the fund: “to lift productivity potential in the regions”. Please provide a description of this and where relevant, please cover how your project contributes to the following outcomes:

PGF Outcome	✓	How will the project positively or negatively impact this outcome in the region(s) identified?
1. Increase economic output	✓	<p>The conversion of Te Rimu Trust land from high-emission, low-value grazing to low-emission, high-value lime production is estimated to see the average per hectare EBITDA Commercial Information the projected average EBITDA will be \$ Commercial Informat</p> <p>Investment in the orchard, a new asset for the region, will build confidence on the coast in a currently untapped sector, contributing to increased local employment, lime orchards and business operations. Commercial Information</p> <p>Additionally, the diversification of Te Rimu Trust land will support existing sectors on the coast like Apiculture through winter forage for bees and critical cashflow from pollination contracts. The introduction of a lime sector on the coast will create a positive biodiversity that is symbiotic for bee and horticultural sectors. All these factors will lead to increased regional output of high-value produce Commercial Information</p> <p>The substantial increase in returns generated by these advances in land utilization and collaboration will be directed towards local landowners and employees.</p>
2. Enhance utilisation of and/or returns for Māori assets	✓	<p>Ngāti Porou (landowners, iwi and hapū affiliated entities) own 51% of their traditional area from Gisborne to Potaka. Tairāwhiti has 228,000 ha of Maori land. The challenges landowners experience in land development include lack of information about viable land use development options, lack of capital and governance structures that require consensus from multiple owners. Te Rimu Trust, as a Maori landowner, is passionate about assisting others to overcome these challenges. The intention of the Trust, through the execution of this project, is to gather and provide valuable information and evidence of the benefits of growing limes on the East Cape. The establishment and success of this orchard, along with the information gathered, will greatly reduce the hurdles posed to other Maori land owners considering lime as a development option.</p> <p>Increased revenues from participating in the supply of this developing industry will help support increased returns, and therefore investment by Maori landowners and businesses in further land and economic development on</p>

		<p>the coast. Commercial Information</p> <p>[Redacted]</p>
<p>3. Increase productivity and growth</p>	<p>✓</p>	<p>Although the Te Rimu Trust land blocks have existing income streams, the establishment of a high-value crop will provide a stronger basis for generating income on an ongoing basis and a sustained lift in productivity and employment potential of the land.</p> <p>The Trust will be enabled to pursue the latent opportunity of high-value utilization of their land through the lime orchard. Commercial Information</p> <p>[Redacted]</p> <p>Compared with grazing, the sale of a lime crop grown on trust land as raw product, will conservatively ^{Commercial} average EBITDA per hectare by ^{Commercial}</p> <p>Increased returns to the Trust and its' stakeholders will inevitably lead to operational growth, R&D and further investment into the development of the local workforce, new technologies and the 'surge region' economy.</p>
<p>4. Increase local employment and wages (in general and for Māori)</p>	<p>✓</p>	<p>Direct employment benefits by ^{Commercial} are ^{Com} growing to ^{Comme} by ^{Commercial}. These employees are made up of: operations manager, pruners and pickers. The direct annual wage injection into the East Cape economy is estimated to be more than ^{Commercial} a year by ^{Commercial}</p> <p>Closely connected to advancing the land block productivity, the orchard is designed to elevate the wages of the local community and provide a platform for NEETs to progress into better paid employment. Training, education and career development opportunities are central to the intent of the project. Connections to local and domestic partners for horticulture, engineering, science, sales and marketing will be leveraged to increase the productivity, skillset and wage of the local community. Therefore, this will help develop the region's economic resilience and the ability of Ngāti Porou people to achieve their employment aspirations while remaining in the region.</p>
<p>5. Increase local employment, education and/or training opportunities for youth (in general and for Māori)</p>	<p>✓</p>	<p>A locally owned lime orchard of this scale provides broad experience and exposure for the locality. With the increased capture of value within the region, the Trust will be able to actively facilitate and support increased participation in horticulture and relevant apprenticeships, engineering and science studies, qualifications related to horticulture and development of staff capabilities.</p> <p>The orchard's location and the Trust's expansive network will allow direct engagement with local schools and tertiary trainers to develop the skillsets of rangatahi by capitalising on the opportunities this project presents. Investing in the skillset of local youth is central to the</p>

		<p>sustainability of the orchard, industry and projected growth.</p> <p>Funding of the orchard will provide a diverse range of career pathways and opportunities for youth that will simultaneously address social and economic development while providing a solid basis for enduring economic activity.</p>
<p>6. Improve digital communications, within and/or between regions</p>	<p>✓</p>	<p>The isolation associated with the orchard site inherently requires the utilization of 21st century digital communications to ensure the business has seamless connectivity to local and domestic stakeholders, processors, customers and markets.</p> <p>The digital infrastructure planned for the orchard will enable:</p> <ul style="list-style-type: none"> • conference calling software and hardware for instant consultation and interaction with domestic partners and customers • remote access, monitoring and data logging to maximise the orchard’s versatility and minimise unnecessary travel • continuous improvement of digital platforms for data capture and analysis, product traceability and communication between growers, processors and customers. This will provide an exemplary toolkit for the region to position itself to deliver on market preferences and expectations by understanding and owning its’ unique product while overcoming the tyranny of distance and rural isolation.
<p>7. Improve resilience and sustainability of transport infrastructure, within and/or between regions</p>	<p>✓</p>	<p>The operation and growth of the orchard will add to the developing industry on the coast. The transport of goods, materials and services on the proposed project scale will increase the future viability of larger transport services on the coast.</p> <p>The current scope of transportation for orchard produce is from Te Araroa to the ^{Commercial Info} pack house and processing facility ^{Commercial Information}. This enable Te Araroa, through the ^{Commercial Infor} to be connected directly to supermarkets, hospitality and manufacturers throughout New Zealand. ^{Commercial Information} has been identified as a viable freight service for the Te Araroa-^{Commercial Infor} route with their current offering being ^{Com} times a week. Subject to growth of orchard operations, this project may enable freight services like ^{Commercial Infor} to expand the scope of their operations on the coast, overcoming a major hurdle for producers on the coast. Additionally, there is opportunity to provide enough scale of supply to justify transport services from Te Araroa to large centres like Tauranga.</p>

<p>8. Contribute to mitigating or adapting to climate change</p>	<p>✓</p>	<p>The lime industry represents a significantly lower environmental impact than other primary industries (dairy, sheep etc.). Establishing this industry locally and capturing the latent value contained within the region’s environmental characteristics will encourage continued productive land-use and lime orchards. Additionally, the orchard, amongst other land development by the Trust, will provide a crucial source of wintering food for the large bee population on the coast, increasing the sustainability and opportunity for growth of the apiculture sector on the East Cape.</p> <p>The higher return from developed lime orchards will enable the Trust to present a more compelling business case to local landowners with suitable land. This increased participation and revenue will support increased investment into the growing of high value lime on Maori land. This expansion of lime plantations will assist land stabilisation, soil retention, water quality improvement and carbon sequestration.</p>
<p>9. Increase the sustainable use of and benefit from natural assets</p>	<p>✓</p>	<p>The location and constitution of Ngāti Porou lands have been identified as opportune for providing limes at a point in the season of much greater value. Providing a ‘greenfield’ orchard that provides compelling evidence to the local community of the profitability of growing limes will lead to investment in education, land development and industry IP for the region.</p> <p>A core intent of the Trust through executing this project is to successfully demonstrate, develop and capture evidence that is capable of guiding industry practices and strategies within the region in the lime sector. The pursuit of improved visibility of data and analytics will increase yields and result in increased productivity, returns and sustainable practices for future ventures on the coast.</p> <p style="text-align: center;">Commercial Information</p> <p style="text-align: center;">[REDACTED]</p> <p style="text-align: center;">[REDACTED]. Greater data acquisition across several orchards will undoubtedly inform procedures and practices that will lead to better yields and higher value produce/product.</p>
<p>10. Enhance wellbeing, within and/or between regions</p>	<p>✓</p>	<p>The orchard has immediate outcomes that have known connections to increased wellbeing: sustainable employment, an increased local economy, career development opportunities, educational advancement, social inclusion and community engagement. All these factors will lift the socio-economic standing of the East Coast, provide significant public benefit to the region and inevitably improve community health and wellbeing</p>

		<p>External to the orchard are factors that have intangible benefits for regional wellbeing. The orchard will undoubtedly act as a hub for community interaction, collaboration and collective advancement amongst the regions land owners. Developing the lime sector and the region’s unique advantages will establish a pride in the people of Ngāti Porou and promote recognition of their heritage, natural assets, kaitiakitanga (guardianship) and way of life.</p>
<p>Total number of outcomes project contributes to</p>	<p>/10</p>	

20. Has public consultation been conducted?

Yes:

No:

- If yes, what were the results?
- If no, is there a plan to do so?

[insert your commentary here]

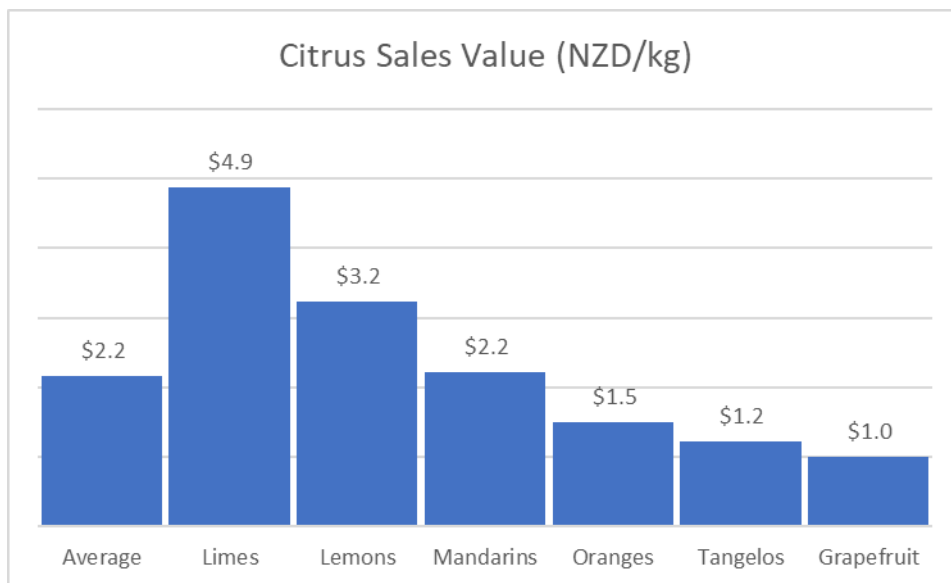
After consultation with experts, local government (GDC) and government agencies (TPK/MPI), this project does not appear to pose any adverse effects on the public. Gisborne District Council has advised that if the irrigation design proposes extraction of water from the Karakatuwhero River a consent will be required. The consent process is underway and GDC have provided their support, see "GDC – Letter of Support" **Withheld - Commercial Information**

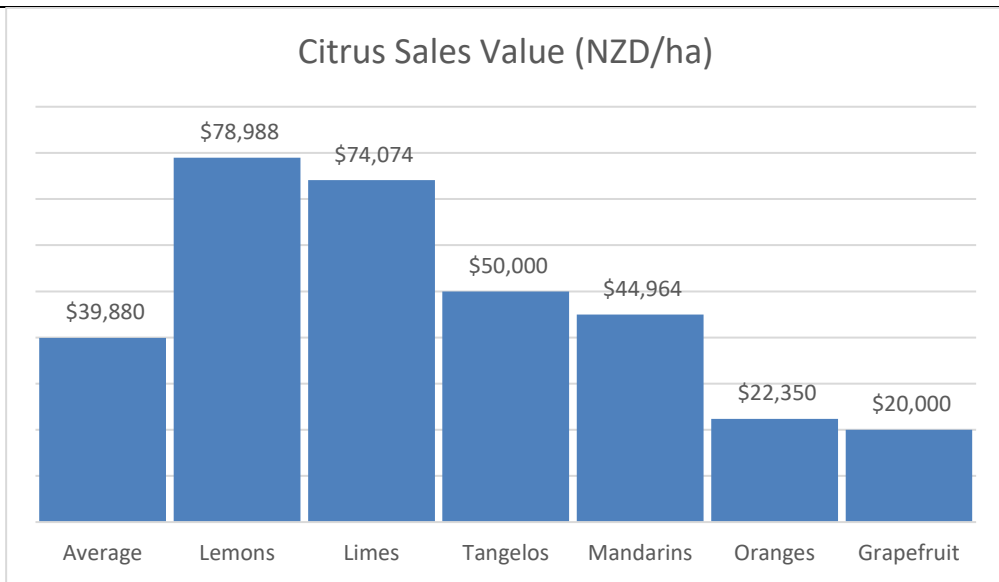
21. Please provide your customer demand / market analysis for this project, covering the following where possible:

- What is the current market for this project’s outcome, and what is your current involvement in the market?
- What opportunities are there to *expand* market activity (i.e. what is the customer demand)?
- What customer market relationships do you have to leverage success of the outcomes of this project?
- Is the project primarily aimed at enhancing the share of a single market? If so, please detail the proposed markets with this intention.

Currently, a vast majority of domestic lime demand is met by the importation of overseas limes. Sector estimates for lime crop volume in New Zealand are currently 410 Tonnes out of the 30,692 Tonnes of citrus grown internally. Within the Citrus category, Limes have the highest valuation per kilogram at \$4.9/kg, this is \$2.7/kg more than the average value of citrus – lime is a high-value product. Additionally, Limes have the second highest valuation on a per hectare basis (\$74,074/ha), \$39,000 more than the average citrus value per hectare.

Source: Fresh Facts – New Zealand Horticulture - 2018





As the volume of limes grown in New Zealand is miniscule compared to the amount consumed the government currently poses no tariffs on the importation of lime. **Commercial Information**, a key project partner, is a fully integrated processing business specialising in Limes with a dedicated Pack House and Processing facility located on their site in **Commercial Information** have already established market relationships and supply agreements with **Commercial Information**

Commercial Information has expressed their current customer demand is greatly undersupplied, they have committed in principle to receiving, processing and marketing the fruit produced on Te Rimu Trust land. Their intention is to utilise additional supply to further extend their market share and continue expanding market activity. **Commercial Information**

Given the success of this project, there is the very possible opportunity of surrounding land blocks in Te Araroa and the East Cape pursuing limes as a high-value option. **Commercial Information**

22. Where the project utilises land, does the land have any other interests associated with it? (i.e. Treaty claims, or iwi/hapū ownership) Yes: No:

[insert your commentary here]

23. Is the land is owned by others, i.e. not solely by the applicant?

- If yes, then please describe the other interests and how will this be managed?

This land is owned solely by the applicant.

24. Does the land have appropriate Resource Management Act consents?

Yes:

No:

- If no, how and when will this be addressed?

The land is currently zoned for rural farming. Grazing of cattle and manuka plantations are the current activities on the land. To our knowledge, only a water-take consent will be required for this project. An application has been submitted for this consent and council are positive that it should be granted due to the low water consumption of limes and iwi support. For more details see "GDC – Letter of Support". If changes to the project proposal introduce further consent requirements our current working collaboration with the Strategic Planning Team of Gisborne District Council will be leveraged to ensure a timely consent approval.

GDC Letter of Support has been withheld - Commercial Information

Part C: Project Delivery

[Please note – this section refers to the actual activity associated with this application.]

25. Please provide an overview of the project management approach / plan for this activity.

[We would like you to demonstrate:

- *How the activity will be managed from your organisation?*

Regular reporting will take place with the project governance board and relevant government officials. Project managers will be on site for the duration of the builds. Please review “Te Rimu Trust - Project Timeline” for key project milestones and “Te Rimu Trust – Project Governance and Management Overview” for an overview of **Project Timeline and Project Governance and Management Overview withheld - Commercial Information**

- *What involvement is required by the Provincial Development Unit?*

Minimal involvement is required by the PDU. The Trust and the experts it will contract have sufficiently broad experience to manage this project and its associated risks. The PDU will be involved at scheduled reporting meetings to keep them informed and to provide an opportunity for them to communicate any concerns/thoughts.

- *What other partners are required for successful delivery? (demonstrating this with diagrams where possible)*

Please refer to “Te Rimu Trust – Project Governance and Management Overview”
Project Governance and Management Overview withheld - Commercial Information

- *What project management practices will be in place?*

To align all stakeholders/contractors, a kick-off meeting at the project’s start will give an overview of intent, timeline and risks.

Project management software will be used to track the project and provide transparent communications to stakeholders/contractors and their respective area of interest – timelines, budgets, dependencies, critical path (bottlenecks), resource loads and milestones.

Regular on-site team progress reports will be used to identify variations between actual and planned project metrics (Budgeted Cost of Work Performed (BCWP), Budgeted Cost of Work Scheduled (BCWS) and Actual Cost of Work Performed (ACWP)) to correct them as quickly possible. Any variations between actual and planned cost, schedule and scope will be noted and addressed. Outcomes will be communicated to the governance team at scheduled meetings.

Scheduled project communications/reporting to the project governance team and relevant government bodies; ensuring stakeholders understand the requirements, quality standards, risks, project constraints (budget, time and resource). Clear definitions of deliverables at each project stage will be developed with stakeholder sign-off required.

Thinksafe, a regional leader for Health & Safety practices, will be engaged to develop an appropriate project health and safety plan and policy. Thinksafe, the preferred contractor for managing the project’s Health & Safety, is a local provider with dedicated resources available to be on site to maintain, audit and improve H&S engagement and practices throughout.

26. Have you had independent verification of the project approach / plan?

Yes:

No:

If yes, who verified the project and when?

Considerable work has been undertaken by **Commercial Information** to verify the land assessment outcomes provided by **Commercial Information** and cross-check their scientific findings against industry knowledge and experience. Additionally, **Commercial Information**, has audited the financial models utilised in this application and has prior financial experience with clients who grow citrus within the region.

27. Please provide us with a project plan, where possible please attach a schedule (i.e. Gantt chart):

[Please use the following table to describe the milestones of the project, if preferred, a schedule can be provided]

Please see “Te Rimu Trust - Project Timeline” provided. **Project Timeline withheld - Commercial Information**

28. Please provide a complete breakdown of the costs of the project to assist us in understanding where the funds will be utilised:

[Note that figures in this table must align with other figures provided in Q12. Please use as many lines as it takes to provide us with the appropriate detail. If more suitable, please attach a budget spreadsheet to this application]

Please see “Te Rimu Trust – Project Cost Breakdown” **Project Cost Breakdown withheld - Commercial Information**

29. What are the proposed deliverables if funding is approved?

Payment Breakdown				
#	Stage Description	Payment Criteria	Invoice Value \$ (Excl. GST)	% of Total
1	Site Preparation & Critical Procurement	On signature of the funding agreement and contractor ordering/engagement	\$ <small>Commercial Information</small>	<small>Comme</small> %
2	Urgent Orchard Infrastructure & Planting	2 weeks subsequent to commencement of siteworks in Te Araroa	\$ <small>Commercial Information</small>	<small>Comme</small> %
3	Windbreak Erection Labour & Equipment	Following arrival of all windbreak material and relevant equipment	\$ <small>Commercial Information</small>	<small>Comme</small> %
4	Non-urgent Operational Equipment	3 weeks prior to completion of tree establishment	\$ <small>Commercial Information</small>	<small>Com</small> %

30. Please provide a description of why Government funding is required to deliver this project?

[Specifically, please set out why the funding cannot be sourced from other sources (e.g. banks, investors)]

No lime orchard of this proposed scale has ever been developed in the locality despite extensive suitable land being available. The project is proposed in one of the most remote districts of New Zealand with recognised social and economic challenges and people in dire need of opportunities that develop sustainable jobs.

Extensive feasibility investigations have been performed to provide a science-based approach to the land utilisation strategy of the Te Rimu Trust blocks. These works have derisked the project and ensured that the chosen citrus development is a viable greenfield opportunity. The execution of this land development will serve as a lighthouse site for gaining interest from and working with multiple Maori landowners on the East Cape.

Sourcing funds from banks or investors has been historically difficult for owners of multiple-owned Maori land. Gaining such funding for the Trust is also likely to prove difficult.

PGF funding would mitigate the challenges to building a landmark lime orchard while recognising the land development challenges faced by iwi and landowners.

Compared to traditional market-based lenders, the PGF fund presents a unique perspective, giving as it does wider consideration of the project's benefits. Government investment will also equate the value to New Zealand of providing faster social and commercial returns to the local community of Te Araroa.

31. Please provide an overview of the applicant's relevant skills and experience for delivering a projects of this nature:

[We would like to understand your relevant experience to assist in delivering this project. In addition, any track record you may have delivering projects of a similar size, scope, or complexity, and how these projects will enable the future success of your business. If you do not have the experience, then please indicate how you will manage this risk.]

The applicant has extensive business and governance experience essential for successfully delivering this project. While it does not have explicit experience in project management and lime orchards, the applicant will mitigate this risk through engagement of a qualified operations manager and relevant subject matter experts. To date subject matter experts have been consulted or partnered with to ensure best practices in design, operation and planning have been completed such that project risks are minimised if not eliminated. This proposed 'on-the-ground' team will ensure the project is delivered on time, within budget and to an agreed specification. Its members will have experience in:

- project management
- procurement and tendering
- contractor co-ordination
- orchard management
- financial controls
- regulatory compliance
- risk control and mitigation.

Parallel to and following project delivery, the operations manager will build a team to perform orchard operations. This will ensure the future success of the orchard and related businesses.

For an overview of the proposed project and business governance structure, please refer to Te Rimu Trust– Project Governance and Management Overview.

The operations manager, responsible for overall project delivery, will report directly to the Trust and relevant project stakeholders.

Candidates for the operations manager role will be tendered following project approval.

Project Governance and Management Overview withheld - Commercial Information

32. Please outline the project team and explain the Governance arrangements for this project

*[We would like to know about the members of your project team (the key personnel/leadership team involved in your application), how your organisation will govern the project/activity, as well as how other organisations may be involved (i.e. the Provincial Development Unit, local council, or iwi/hapū) in the governance procedures. Specifically please name who is on the governance board / leadership team (the **Project Team**)]*

The board of Te Rimu Trust is made up of a diverse group with experience in governance across several arenas. Individually each board member has experience in auditing and evaluation of project progress and adapting to evolving considerations and risks.

Richard Clarke

Privacy of natural persons

Sir John Clarke

Privacy of natural persons

Maaka Tibble

Privacy of natural persons

Hepa Akuhata Brown

Privacy of natural persons

Rowena Akuhata Brown

Privacy of natural persons

The Te Rimu Trust board will be advocates for the people of Ngāti Porou, local business and developing opportunities for the East Cape region.

As mentioned previously, the PDU, GDC and relevant regional steering groups will be involved at scheduled progress report meetings to keep them informed and provide an opportunity for them to communicate thoughts or concerns. Continual communication and collaboration will be maintained between the governance board, operations manager, PDU and GDC to ensure timely delivery of the facility.

33. What procurement process has been undertaken (i.e. selection of a provider), or will be undertaken, and how will that be managed? In addition, please provide a description of how greater public value will be achieved through the

procurement process, for example by considering one or more of the following:

- How regional businesses (inc. Māori / Pacifica enterprises) will be provided with opportunities
- How skills will be developed in the market (i.e. via construction apprenticeships)
- How worker conditions in the supply chain will be improved / managed
- How waste / emissions are being reduced in this procurement.

For more information, please visit: <https://www.procurement.govt.nz/broader-outcomes/>

[We wish to understand how you will approach the market effectively and ensure value for money / public value is delivered, noting that public money is being utilised. If you have already been to market, then please describe who the supplier(s) are, how/why they were selected, and what the contractual arrangements are]

The remoteness of the project location inherently promotes the use of regional business, particularly Māori enterprises. Te Rimu Trust, as a Ngāti Porou landowner, is passionate about seeing the development of its local communities and rangatahi. A key metric of the operations, procurement and tendering process will be the ability of contractors to engage locals and provide immediate opportunities for employment and career development. Stakeholders include school principals and board trustees. The skill development opportunities from this project are spanning:

- trades and apprenticeships - building, carpentry, drainage, electrics, fencing and plumbing
- engineering –mechanical, process, and operations
- licences – forklift, tracks and roller, scissor lift and truck.

The Trust and its' board members have access to a strong network of Māori businesses in the local region. To date, preliminary procurement processes have sought to provide these local Māori businesses with the opportunity to quote and compete with other entities, allowing the delivery of public value and value for money. No contractual arrangements have been signed to date. Pending approval of the application, final contractor tendering will be undertaken.

A core responsibility of this project build is the protection of every employee's health & safety. For this purpose, a dedicated health and safety manager will be appointed, a central part of this role being to pre-qualify all contractors and ensure they are meeting their health and safety obligations. The intent of this is not to rule out local contractors, but to use this process as an opportunity to partner with contractors to develop the health and safety processes necessary to operate successfully. This opportunity for wider health and safety education and systems in the local business community will not only advance worker conditions, but also the viability of these companies moving forward into other contracts.

Additionally, the exposure these contractors will have during the project will lead to significant learnings likely to increase their credibility for future tenders if lime orchards proliferate on the coast. These learnings would include broad inter-contractor communication, project management practices, accounts and cost monitoring, staff development and management processes. Considering the potential for expansion of lime orchards in the region this experience for the local labour force will be of great benefit for enabling the expansion of the local economy. The project will build and encourage transferrable skills. Following establishment, for instance, opportunities may be available to the local labour force to pursue training for roles at the orchard or other land development on surrounding land blocks.

The sustainability of this development and the process required to establish and operate it are a high priority for the Trust. Options to minimise emissions during establishment are being explored and considered in the quote/tendering process. Sourcing large volume materials (aggregate, cement, timber, soil and plants) locally will dramatically reduce the transport emissions connected to this project while supporting the local coastal economy, comprised largely of Māori enterprises. Particularly, sourcing local certified aggregate will minimise transport requirements. This will increase project sustainability, risk resilience and health and safety.

Refer to "Te Rimu Trust – Procurement Process Flow" for an overview of procurement processes.

Procurement Process Flow withheld - Commercial Information

34. What risks are associated with the delivery of this activity?

Please refer to “Te Rimu Trust – Project Risk Matrix” for details on the risks associated with project delivery.

Project Risk Matrix withheld - Commercial Information

35. Will the applicant own the asset on delivery?

Yes:

No:

- If no, please describe who will own the asset.

[insert your commentary here]

36. When the project is delivered, what is the plan to operationalise the asset (if an asset), and maintain it through life?

[We would like to understand what will happen after the funding has been used, and the project is delivered. Please cover how sustainable the resulting asset will be in terms of funding, skills required, and consumer demands etc.]

Consumer Demand and Funding Sustainability
 Statistics New Zealand currently does not specifically list Lime growing as part of its Agriculture and Horticultural data in their surveys. This is because there is currently not enough Limes grown in New Zealand to meet their minimum criteria. The nearest relevant product is other citrus: lemons, mandarins, oranges, tangelos and grapefruit.

There is currently no duty or tariffs on the importation of lime juice into New Zealand. The argument being that there is not enough lime juice produced in New Zealand to currently satisfy the local market. With more volume growers the need for importations can be reduced while simultaneously increasing production rates and employment creation.

Significant market development has been undertaken by Commercial Information, a key project partner. Commercial Information is a fully integrated processing business specialising in limes with pack house and processing facilities on a single site. All fruit that is sent from Te Rimu Trust, Te Araroa will be shipped once and wastage minimized to enable a higher return compared with multi-fruit pack houses that returns reject fruit to growers.

Commercial Information already has markets in place with preferred supplier agreements Commercial Information

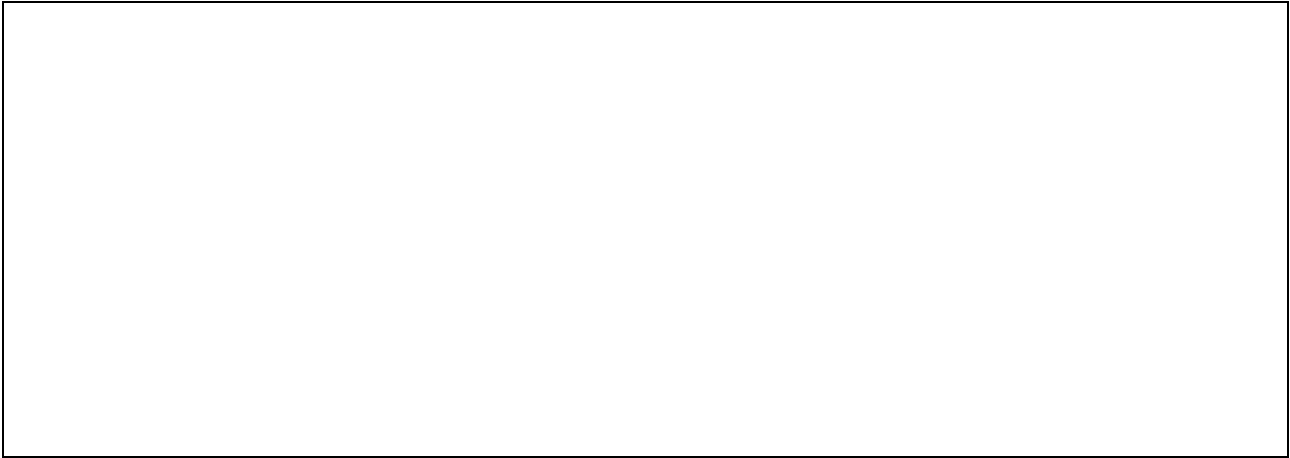
Commercial Information demand projections indicate that they will require all fruit that Te Rimu Citrus can produce to assist with meeting the continually increasing demand for both local produce and local food manufacturing.

Please refer to Commercial Informa – Letter of Support” and Commercial Inform – Supply Agreement”

Letter of Support & Supply Agreement withheld - Commercial Information

Skill & Staff Development
 To match the projected growth of the orchard’s yield, a training plan will be developed by the board, industry experts and the operations manager to ensure sufficient skills are available as skill requirements of the site increase.

Maintenance & Replenishment
 Maintenance is built into the operational budget of the facility. This ensures sufficient preventative maintenance is performed to maximise the productivity and return of each orchard.
 The preferred operations manager for the orchard will have significant experience with best practice for maintaining equipment and orchard management. Lime trees have a long life-cycle at ~20+ years so replacement of stock will not be necessary until the business is fully functional and self-sustaining.



37. What will the impact be on the applicant's financial accounts?

[Please describe what impact the funding will have on the applicant's financial accounts over the time of the project.]

The funding will have a positive impact on the Trusts' financial positions over the operational life of the project and for the many years to follow. Exploration of the financial impact of the orchard can be examined in the attached "Te Rimu Trust –Financial and Revenue Modelling" . **Financial and Revenue Modelling withheld - Commercial Information**
 A grant will ensure the success of this project and allow the Trust to realise a new high-value land development option and prove viability for surrounding landowners exploring value-add land development options.

Key highlights of the modelling show:

- A productive asset for the East Cape with leverage of existing preferred supply agreements held by path to established processors.
- A de-risked operational setting due to a simple packhouse supply model.
- Positive EBITDA through the orchard following establishment phase of trees – \$^{Commercial} in ^{Commercial} growing to \$^{Commercial} by ^{Commercial}
- Projected number of direct FTE's employed by the orchard of ^{Com} in ^{Commercial} growing to ^{Com} by ^{Commercial} This corresponds to a direct annual wage injection into the East Cape economy of approximately \$^{Commercial} in ^{Commercial} growing to \$^{Commercial} by ^{Commercial}

The estimated financial returns used in the modelling are conservative. There is significant potential for increased returns from an 'early season' crop that could gather a ^{Commercial}% premium over tag 1 lime fruit. Until the orchard is established this opportunity has been excluded from modelling to de-risk the model and validate the project as viable based on conservative market rates.

This orchard development is an enabling greenfield project and will have a significant positive impact on the East Cape economy including returns to landowners along with employment associated with the orchard. The "NZ INC." economy will also benefit from the projected reduction in imports of Limes with profit from high-value limes returning to the local economy rather than overseas providers.

Please see 'Financials' folder for requested documentation. **Financials withheld - Commercial Information**

Part D: Declarations

- 38. The contracting entity is compliant and will continue to comply with all applicable laws, regulations, rules and professional codes of conduct or practice including but not limited to health and safety and employment practices

- 39. Has this activity ever been declined Crown Funding in the past?

- 40. Has the applicant or the contracting entity ever been insolvent or subject to an insolvency action, administration or other legal proceedings?

- 41. Has any individual in the Project Team (including the Applicant’s Leadership Team, directors, partners, or trustees, or any key members of the project) ever been insolvent or subject to an insolvency action, administration or other legal proceedings, or actively involved in any organisation which has?

- 42. Has any individual in the Project Team (including the Applicant’s Leadership Team, directors, partners, or trustees, or any key members of the project) ever been adjudged bankrupt or is an undischarged bankrupt?

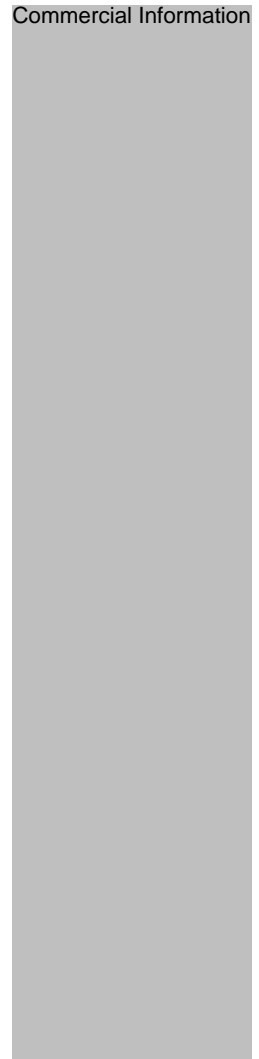
- 43. Has any individual in the Project Team (including the Applicant’s Leadership Team, directors, partners, or trustees, or any key members of the project) ever been under investigation for, or been convicted of, any criminal offence?

- 44. Are there any actual, potential or perceived conflicts of interest that the applicant or any of the key personnel have in relation to this project.

“In a small country like ours, conflicts of interest in our working lives are natural and unavoidable. The existence of a conflict of interest does not necessarily mean that someone has done something wrong, and it need not cause problems. It just needs to be identified and managed carefully...”

<https://www.oag.govt.nz/2007/conflicts-public-entities>

If you answered “Yes” to any question from 39 to 44, please provide a description below:



By completing the details below, the applicant makes the following declarations about its application for Provincial Growth Fund funding for the project ("application"):

- I have read, understand and agree to the Terms and Conditions of applying for Provincial Growth Fund funding which are attached as Appendix 1;
- The statements in the application are true and the information provided is complete and correct, and there have been no misleading statements or omissions of any relevant facts nor any misrepresentations made;
- I have secured all appropriate authorisations to submit the application, to make the statements and to provide the information in the application;
- I have obtained the permission of each member of the Project Team to provide the information contained in this application and those individuals are aware of, and agree to, the Terms and Conditions of applying for Provincial Growth Fund funding which are attached as Appendix 1;
- I consent to this application being publically released if funding is approved. I have identified the commercially sensitive and personal information.
- The applicant warrants that it has no actual, potential or perceived conflict of interest (except any already declared in the application) in submitting the application, or entering into a contract to carry out the project. Where a conflict of interest arises during the application or assessment process, the applicant will report it immediately to the Provincial Development Unit by emailing PGF@mbie.govt.nz; and
- I understand that the falsification of information, supplying misleading information, or the suppression of material information in this application, may result in the application being eliminated from the assessment process and may be grounds for termination of any contract awarded as a result of this application process.
- The applicant consents to the Provincial Growth Fund undertaking due diligence including any third party checks as may be required to fully assess the application.

Richard Clarke

Full name:

Trustee Chairman

Title / position:

Signature / eSignature:

Date:

22/11/2019

Privacy of natural persons
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Appendix 1 – Terms and Conditions of this Application

General

The terms and conditions are non-negotiable and do not require a response. Each applicant that submits a request for Provincial Growth Fund (“PGF”) funding (each an “application”) has confirmed by their signature (or e-signature) on the application that these terms and conditions are accepted without reservation or variation.

The Provincial Growth Fund is a government initiative which is administered by the Provincial Development Unit, a unit within the Ministry of Business, Innovation and Employment. Any reference to the Provincial Development Unit in these terms and conditions, is a reference to MBIE on behalf of the Crown.

Reliance by Provincial Development Unit

The Provincial Development Unit may rely upon all statements made by any applicant in an application and in correspondence or negotiations with the Provincial Development Unit or its representatives. If an application is approved for funding, any such statements may be included in the contract.

Each applicant must ensure all information provided to the Provincial Development Unit is complete and accurate. The Provincial Development Unit is under no obligation to check any application for errors, omissions, or inaccuracies. Each applicant will notify the Provincial Development Unit promptly upon becoming aware of any errors, omissions, or inaccuracies in its application or in any additional information provided by the applicant.

Ownership and intellectual property

Ownership of the intellectual property rights in an application does not pass to the Provincial Development Unit. However, in submitting an application, each applicant grants the Provincial Development Unit a non-exclusive, transferable, perpetual licence to use and disclose its application for the purpose of assessing and decision making related to the PGF application process. Any hard copy application or documentation supplied by you to the Provincial Development Unit may not be returned to you.

By submitting an application, each applicant warrants that the provision of that information to the Provincial Development Unit, and the use of it by the Provincial Development Unit for the evaluation of the application and for any resulting negotiation, will not breach any third-party intellectual property rights.

Confidentiality

The Provincial Development Unit 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 the Provincial Development Unit intends to treat information in applications as confidential to ensure fairness for applicants during the assessment and decision making process, the information can be requested by third parties and the Provincial Development Unit must provide that information if required by law. If the Provincial Development Unit receives an OIA request that relates to information in this application, where possible, the Provincial Development Unit 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.

Use and disclosure of information

The Provincial Development Unit will require you to provide certain information, including personal information, on application forms if you wish to apply for funding. If you do not provide all of the information that is required on an application form, the Provincial Development Unit may be unable to process or otherwise progress your application.

MBIE will generally only use personal information provided in the application process for the purpose of administering the PGF which includes assessing an application you have submitted, contracting, monitoring compliance and reporting.

We may use personal information provided to us through the application for other reasons permitted under the Privacy Act (e.g. with your consent, for a directly related purpose, or where the law permits or requires it).

The Provincial Development Unit may disclose any application and any related documents or information provided by the applicant, to any person who is directly involved in the PGF application and assessment process on its behalf including the Independent Advisory Panel (“IAP”), officers, employees, consultants, contractors and professional advisors of the Provincial Development Unit or of any government agency. The disclosed information will only be used for the purpose of participating in the PGF application and assessment process, including assessment and ongoing monitoring, which will include carrying out due diligence. Due diligence may involve MBIE disclosing information to another MBIE business unit or relevant agency in order to assess the application and verify the information contained in the application and accompanying documents.

MBIE will generally not otherwise disclose personal information provided or collected through this application unless required or otherwise permitted by law. For example, we may seek your consent to undertake additional due diligence checks and request information from other relevant third parties. If an application is approved for funding, information provided in the application and any related documents may be used for the purpose of contracting.

In the interests of public transparency, if an application is approved for funding, the application (and any related documents) may be published by the Provincial Development Unit. Commercially sensitive and personal information will be redacted by reference to the provisions of the Official Information Act 1982.

Limitation of Advice

Any advice given by the Provincial Development Unit, any other government agency, their officers, employees, advisers, other representatives, or the IAP about the content of your application does not commit the decision maker (it may be Senior Regional Officials, Ministers or Cabinet depending on the level of funding requested and the nature of the project) to make a decision about your 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 the Provincial Development Unit and any applicant out of, or in relation to, the application and assessment process, until a formal written contract (if any) is signed by both the Provincial Development Unit and a successful applicant.

No process contract

The PGF application and assessment process does not legally oblige or otherwise commit the Provincial Development Unit to proceed with that process or to assess any particular applicant's application or enter into any negotiations or contractual arrangements with any applicant. For the avoidance of doubt, this application and assessment process does not give rise to a process contract.

Costs and expenses

The Provincial Development Unit is not responsible for any costs or expenses incurred by you in the preparation of an application.

Exclusion of liability

Neither the Provincial Development Unit 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 application and assessment process, including without limitation:

- a) the assessment process
- b) the preparation of any application
- c) any investigations of or by any applicant
- d) concluding any contract
- e) the acceptance or rejection of any application, or
- f) any information given or not given to any applicant(s).

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

Nothing contained or implied in or arising out of the PGF 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 the Provincial Development Unit or any other government agency in connection with this application and assessment process.

Governing law and jurisdiction

The PGF 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 application.

Public statements

The Provincial Development Unit and any other government agency, or any relevant Minister, may make public in whole or in part this application form including the following information:

- the name of the applicant(s)
- the application title
- a high-level description of the proposed project/activity
- the total amount of funding and the period of time for which funding has been approved
- the region and/or sector to which the project relates

The Provincial Development Unit asks applicants not to release any media statement or other information relating to the submission or approval of any application to any public medium without prior agreement of the Provincial Development Unit.

Electronic signature

You can only file documents and information with us using an electronic signature if you're the signatory, or have authority to act on behalf of the signatory, and are using software that complies with our standards, in particular keeping records of transactions where an electronic signature has been used. Once a document with your electronic signature has been filed with us, we consider the information:

- has been provided with your full knowledge and agreement
- is authentic and accurate
- wasn't amended after your electronic signature was added to the document, unless a change has been clearly marked on the document.

You're responsible for:

- safeguarding how and when your electronic signature and credentials are used on documents and information
- managing who has authority to use your electronic signature on your behalf, for example, a chartered accountant.

If your electronic signature on a document or information is filed with us, you won't be able to dispute having signed and approved the document or information. If we question the authenticity of an electronic signature or online transaction, you must be able to demonstrate on request the validity of the software used to apply your electronic signature to the document.

You must use electronic signature software that captures authentication, time and source details for any online transaction where a document with your electronic signature has been filed. These details must be held within the software itself, in the form of a file that:

- is maintained in its original form with no amendments, and
- can be provided to us, if requested, within a specified time.

The file must be treated as a record, as defined by the Companies Act 1993, and a business record as defined by the Evidence Act 2006.

Appendix 2 - Operational criteria for all tiers of the Fund

Link to Fund and government outcomes

- Demonstrate the ways in which the project will contribute to lifting the productivity potential of the region
- Demonstrate how the project contributes to the Fund's objectives of:
 - more permanent jobs
 - benefits to the community and different groups in the community
 - increased utilisation and returns for Māori from their asset base (where applicable)
 - sustainability of natural assets (e.g. water, soil integrity, the health and ecological functioning of natural habitats)
 - mitigating or adapting to climate change effects, including transitioning to a low emissions economy
- Clear evidence of public benefits (i.e. benefits other than increased profitability for the applicant)
- Are in a Government priority region or sector

Additionality

- Project is not already underway, does not involve maintenance of core infrastructure or assets (except for rail and transport resilience initiatives), and does not cover activities the applicant is already funded for (funding could be considered to increase the scale of existing projects or re-start stalled projects)
- Demonstrated benefit of central Government investment or support
- Detail of any supporting third party funding (and any funding sought unsuccessfully)
- Acts as a catalyst to unlock a region's productivity potential
- Demonstrated links to other tiers of the Fund and related projects, to maximise value of Government investment

Connected to regional stakeholders and frameworks

- Evidence of relevant regional and local support, either through existing regional development mechanisms, or through another relevant body such as a council, iwi or other representative group (or reasons for any lack of local support)
- Has been raised and discussed with the region's economic development governance group
- Alignment with, or support for the outcomes of, any relevant regional development plan, Māori development strategy or similar document (whether regional or national)
- Demonstrated improvement in regional connectedness (within and between regions)
- Leverage credible local and community input, funding, commercial and non-commercial partners
- Utilise existing local, regional or iwi/Māori governance mechanisms

Governance, risk management and project execution

- Evidence of robust project governance, risk identification/management and decision-making systems and an implementation plan appropriate to the size, scale and nature of the project
- Future ownership options for capital projects, including responsibility for maintenance, further development, and other relevant matters
- Benefits and risks clearly identified and quantified, depending on the scale of the initiative
- Evidence of potential exit gates and stop/go points, and a clear exit strategy
- Clearly identifies whole of life costs (capital and operating)
- Dependencies with other related projects are identified
- Evidence of sustainability after conclusion of PGF funding
- Adequacy of asset management capability (for capital projects)
- Compliance with international obligations (where relevant)