

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.

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:

The project is about bringing the Te Araroa aerodrome to a standard where-by it can be promulgated on the relevant Aviation Information Publications (AIP) and available for recreational and commercial operations.

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

Legal Name:	Te Rimu Ahu Whenua Trust c/- Eastland Group Limited
Entity Type:	Company
Registered Offices / Place of Business:	37 Gladstone Road, Gisborne
Identifying Number:	
Organisation's Website:	www.eastland.nz

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

Contact Name and Role:	Alice Pettigrew		
Email Address:	Privacy of natural persons	Telephone:	Privacy of natural persons

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

Eastland Group Limited is applying for funding on behalf of Te Rimu Ahu Whenua Trust to fund the upgrade of the Te Araroa airstrips. Eastland Group have been asked by the Trusts to seek funding and project manage the deliverables of the project.

Te Rimu Ahu Whenua Trust is a Te Araroa Maori trust that undertakes primarily farming activities and has made available the land for the Te Araroa aerodrome.

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.

It has been informally discussed with the local SRO.

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 Q11.

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

Source of Funding: [please indicate where all other funding is sourced from, noting who the funder is]	\$ (excluding GST)	Status / Commentary [i.e. received / confirmed / in principle]
Provincial Growth Fund Funding (through this application)	\$99,775	
Te Rimu Trust – Provision of land and labour	Commercial Information	Confirmed - Use of

		land in perpetuity forgoing grazing opportunities
Commercial Information development of Te Araroa Aerodrome	Initial	Received
Total:		

Part B: Project Description

12. This application is: "a stand-alone activity" or "in support of a wider project/programme"

13. 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.

[Insert your commentary here]

14. 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.

The feasibility of the project has been based it will enable a number of regional initiatives based and strong community benefits:

- Providing fixed wing air access to help develop and support tourism related activities in and around the East Cape.
- To allow quicker access to and from main centers to the East Cape for business activities.
- To provide emergency fixed wing air access in times of civil emergency when road transport options may be unusable.
- To enhance the ability to use air transport for medical emergencies
- To provide an aerodrome for general aviation aircraft flying around the East Coast (currently nothing on coast between Gisborne and Opotiki a distance of 260kms).
- To support air training activities out of Gisborne

15. Please provide a detailed description of this project for which funding is being applied:

[Note: please describe what the funding is for, why it is required, what the project will do and how it links to other projects or activities. A description of the benefits is asked elsewhere.]

The funding is required for the following activities:

Te Araroa Aerodrome	Quantity	Rate	Cost
Runway marker boards	Commercial Information		
Windsock			
CAA signage			
Displaced threshold marker			
Taxiway signage			
Runway signage			
Prepare AD plate for AIP			
No entry sign			
Gates			
Container 20' secure storage			
Security fencing main road access			
Fencing New Main Aera (m)			
Project Management (external - onsite)			
Legal / Insurance / CAA review			



16. 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 project is about creating enabling infrastructure that will support business and recreational activities in the region.

The area around the East Coast between Gisborne and Opotiki is relatively isolated, the roads are winding and prone to slips.

The need for fixed wing air transport options to the East Coast is not new, however the development of these facilities was never going to be a commercial proposition, however the organisations that use them may well be.

The region has already committed a significant amount to the project.

- The landowner has committed land to the project and **Commercial Information**
Commercial Information They have also provided their own labour at no charge to the project. They recognise that there is a strong community good element to this project.
- **Commercial Information**
- Ongoing administration of the aerodrome will be dealt with under the management framework of **Commercial Information**

17. 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]

As discussed above the development of the two aerodromes has been achieved by a number of regional groups working together.

- **Commercial Information**
- **Commercial Information**
- **Commercial Information**
- **Commercial Information**
- **Commercial Information**
- **Commercial Information**

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	✓	An aerodrome, up to standard, promulgated with Civil Aviation Authority and ^{Commercial Information} to the northern East Cape region will provide a cost-effective travel option for tourist, service industry, Central and Local Govt and many other users.
2. Enhance utilisation of and/or returns for Māori assets	✓	Many of the northern East Cape farms are multiple owned Maori Land. A centrally located aerodrome with the capability to handle larger planes will result in a reduced cost to aerial top dressing of the farms. Commercial Information
3. Increase productivity and growth	✓	The closest CAA registered aerodrome north of Te Araroa is Opotiki 2.5 hr by road and south of Te Araroa is Gisborne 2.5 hr by road. Flying time between either aerodrome is about 40 minutes. Having the aerodrome at Te Araroa will increase productivity and efficiency by flying in people for business, services, tourist etc.
4. Increase local employment and wages (in general and for Maori)	✓	Potential to produce high value exports from the region that require air freight to link up with international freight airlines (Auckland). Commercial Information Commercial Information
5. Increase local employment, education and/or training opportunities for youth (in general and for Māori)	✓	Airfreighting fresh produce to international and national markets broadens the opportunity to develop industry, therefore increase local employment. Enabling a future for these industries and products, besides more jobs it would enable improved use of Maori assets.
6. Improve digital communications, within and/or between regions	<input type="checkbox"/>	[Insert your relevant commentary here]
7. Improve resilience and sustainability of transport infrastructure, within and/or between regions	✓	Provides better accessibility to the region for light aircraft. In our remote network land transport is at risk of failures during storm events (slips causing road closures are frequent), the airstrip enables access alternative to road. It also allows for quicker access to the East Coast for business or tourism activities including the transportation of high value products quickly to market.
8. Contribute to mitigating or adapting to climate change	<input type="checkbox"/>	[Insert your relevant commentary here]
9. Increase the sustainable use of and benefit from natural assets	<input type="checkbox"/>	[Insert your relevant commentary here]
10. Enhance wellbeing, within and/or between regions	✓	Job creation in the northern half of the East Coast, a low socioeconomic area with high unemployment and high health needs, would benefit the wider community from Potaka and Wharekahika (Hicks Bay) and south to Tikitiki, Ruatoria and beyond. The aerodrome will also provide security in an emergency should supplies and personal need to be flown in or out of Te Araroa.

Total number of outcomes project contributes to	7/10	
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18. 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]

Te Araroa has historically had an aerodrome immediately between the town and the coast however this became compromised and unsafe due to its length being shortened and the inability to fence it off from the general public.

In early 2018 some of the local aviation fraternity held discussions with the Te Rumu Trust representatives to determine if a new strip that was safer and more suitable was able to be developed.

The landowners agreed to provide the land and significant labour while **Commercial Information**
Commercial Information

The initial development of the aerodrome was undertaken and the aerodrome was recently opened and blessed with 80 people in attendance.

19. Has any customer demand analysis been undertaken?

Yes:

No:

- If yes, please provide a description of the analysis and its outcomes:

- If no, please describe why, and how you are sure of the need for the asset:

[insert your commentary here]

We know from talking to stakeholder/interest groups that there is both a current and growing need for air transport options into the East Coast. We have identified the following:

- Tourism
- Supporting local business operations, farming, forestry, honey
- Flight training
- Medical transportation
- Recreational aviation activities
- Utilities (electricity network)
- Civil emergencies

20. 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]

As above the land is owned by the trust who are willingly making it available for these facilities.

21. 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?

[Insert your commentary here]

The land is owned by the applicant.

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

Yes:

No:

If no, how and when will this be addressed?

[insert your commentary here]

Commercial Information

A key part of the project is bringing the aerodrome up to a standard that they can be placed in Aviation Information Publications, that is the documents and maps that pilot use to locate and use a aerodrome. This will include liaising with the Civil Aviation Authority and Commercial Information. It is intended to use management resource within Commercial Information to assist with this.

Part C: Project Delivery

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

23. 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?
- What involvement is required by the Provincial Development Unit?
- What other partners are required for successful delivery? (demonstrating this with diagrams where possible)
- What project management practices will be in place?
- Who are the key personnel within the organisation relating to this project?
- Please include bio's and provide an organisational/project structure where possible
- Please attach a copy of your health and safety policy that will apply for this project].

The project will be managed by Eastland Group Limited and **Commercial Information** working in conjunction with the landowner.

Eastland Group currently operates and manages \$ **Commercial Information** of regional infrastructure assets including **Commercial Information**

Eastland Group will work in conjunction with the landowner to safety and efficiently deliver the project. This is the approach that was used in the initial development of Te Araroa Aerodrome.

The key point of contact in Eastland Group will be Alice Pettigrew their Business Development Manager.

24. Have you have independent verification of the project approach / plan? Yes: No:

If yes, who verified the project and when?

[insert your commentary here]

We have has the activities and costs of the delivering them checked by a local aviation advisors. The project is relatively small in size and the activities are easily quantifiable.

25. 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]

#	Project Activity	Responsible:	Date / Period:
1	Project Management	Eastland Group	Work can be completed over Commercial Information post funding being approved
2	Te Araroa works	Eastland Group & Landowner	
	Liaising with CAA	Eastland Group	

26. 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 Q11. 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]

Cost Description:	\$ (excluding GST)
Project Management – external onsite support	\$ Commercial Inform
Te Araroa works	\$ Commercial Inform
Total	\$99,775

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

[Please use the following table, consider what deliverables there will be, when, and whether there are any payments associated with them and against what criteria payment should be made. If it is a single deliverable with single payment, please just use one line]

#	Description	Payment criteria:	Invoice Value \$ (Exc. GST)	%	Invoice Date:
2	Te Araroa works	- Completion of all works necessary to get aerodrome on AIP	\$99,775	100	Commercial Information

28. 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)]

This is community enabling infrastructure that will help benefit the East Coast in a number of ways. There is no economic business case to fund this project and sources of local funding have already been used.

29. 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 project will be managed by Eastland Group Limited and **Commercial Information**

Eastland Group routinely undertakes significant capital projects and has the systems and process to make sure that they are appropriately managed and governed.

30. Please explain the Governance arrangements for this project

[We would like to know about 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 will be overseen by Eastland Group Limited and Commercial Information

Eastland Group routinely undertakes significant capital projects and has the systems and process to make sure that they are appropriately managed and governed.

31. What procurement process has been undertaken (i.e. selection of a provider), or will be undertaken, and how will that be managed?

[We wish to understand how you will approach the market effectively and ensure value for money 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]

Eastland Group, and Commercial Information as well as the landowner are providing their labour to the project at no cost.

This resource has the necessary skills and experience to scope and deliver the project.

Individual activities and items have been scoped and priced.

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

#	Risk	Mitigation approach	Rating
1	Cost overruns	Good project management and tight controls	Low
2	Not meeting CAA standards	Using skills and experience of Commercial Information and local aviation experts to appropriately scope what is required.	Low

33. Will the applicant own the asset on delivery? Yes: No:

If no, please describe who will own the asset.

[insert your commentary here]

34. 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.]

The landowner has agreed to undertake normal maintenance such as mowing the aerodromes and checking on fences and facilities.

Commercial Information will take on the administration role to make sure that the aerodromes are compliant with CAA requirements.

Ongoing maintenance costs are not seen as significant.

35. 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.

Where possible, please provide us with the following:

- Growth forecasts / projections post project completion.
- 2 years of financial accounts.
- Current banking arrangements.
- Details of any borrowings (including lender, loan values and loan maturity dates).
- Current level of debt and equity and financial Ratios (i.e. Debt to Equity, Debt to Revenue, and Current Ratio).
- Insurance provider.]

The project will not have an impact on the applicants financial accounts **Commercial Information**
Commercial Information

Financial accounts have not been provided for the applicants as this is not a commercial initiative.

Part D: Declarations

- 36. Has this activity ever been declined Crown Funding in the past? Yes: No:
- 37. Is the applicant or the contracting entity insolvent or subject to any insolvency action, administration or other legal proceedings? Yes: No:
- 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 Yes: No:
- 39. Is any individual involved in the application, the proposed contracting entity or the project, an undischarged bankrupt? Yes: No:
- 40. Is any individual under investigation for, or has any individual been convicted of, any offence that has a bearing on the operation of the project? Yes: No:
- 41. 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 of the above, please provide a description below:

By completing the details below, the applicant makes the following declaration 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 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.

Full name:	Privacy of natural persons	
Title / position:	Privacy of natural persons	
Signature:	Privacy of natural persons	Date:
.....	Commercial Information

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 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.

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, which will include carrying out due diligence. 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.

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)