



for a living planet®



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# Environmental Education Action Fund

Information for applicants



WWF-New Zealand wants to help you inspire learners to protect the environment.

Through our Environmental Education Action Fund (EEAF), we give schools and community groups funding for projects where action for the environment is part of the learning.

At WWF we know that people learn the value of protecting the environment when they take action for themselves. By cleaning up a local stream, or tending plants in an organic garden, people get a first-hand learning experience – one that can inspire a lifetime of sustainable living.

So if you have a bright idea for a project to teach learners – young or old – through taking action for the environment, we want to hear from you.

You bring the ideas. We'll bring the funding. Together, we can make a world of difference.

Projects that receive funding are those where learners...

...learn through experience and participation

...decide on why and how to get involved

...make meaningful contributions to improving their local environment

...involve people in their community

...gain skills they can use in everyday life

In addition to this, projects must have sound planning and evaluation processes with clearly identifiable learning outcomes.

## Partners:

The Environmental Education Action Fund is funded primarily by The Tindall Foundation. Additional funding is received from Victoria Park New World for sustainable gardening projects that promote healthy food, healthy planet, healthy people.



Applications will be assessed according to the following criteria:

### Section one: environmental education significance:

- the project has identified a specific environmental issue that will be addressed through education
- the project has defined clear learning outcomes and ways to measure them
- the project enables people to take action for the environment
- schools only: the project is part of a whole school approach to environmental education
- organic garden projects only: the project promotes the concept of healthy food – healthy planet – healthy people.

### Section two: project management

- learners are involved in decision making
- the budget and timeframes are realistic
- measures are in place to secure long term financial sustainability
- applicants have shown they have the skills and experience to implement the project.

### Section three: community support

- the project has received appropriate endorsement and support from tangata whenua
- the project has support from the wider community in the form of voluntary labour, donations, effective partnerships, letters of support etc.

## How to apply

To ensure WWF-New Zealand receives everything needed to assess your application please check you have provided information in three parts as outlined below.

Applications should be submitted on A4 with one staple in the top left-hand corner (applications are photocopied and posted across the country – so please don't send applications in any other format eg. CD Rom, folder etc as they will not be considered by the panel!).

## Important information about how the EEAF distributes funding:

- there are two funding rounds per year. The deadlines are 1 April and 1 September, with a total annual disbursement of \$50,000. Applications are assessed by a panel appointed by WWF-New Zealand's board of trustees. Applicants will be notified of decisions within six weeks of the closing date
- as this fund is all about taking action, funding will not be made available for awareness, landscaping/ground maintenance, eco/enviro centre buildings, overseas travel, research projects, large capital items or government authorities
- successful applicants will be required to sign a contract agreeing to conditions set by WWF and its funders
- applications must be submitted as per the guidelines and be received by WWF no later than 5pm on the closing date of a funding round.

### Part one: covering page

Please provide the following details as a covering page:

- name of school or community group
- contact person (name and position)
- contact details (address, phone, fax, email, website)
- project title and brief description
- amount requested and what for
- legal structure (evidence of IRD charitable status)
- details of previous applications to WWF.

### Part two: project details

Please provide full answers to the following questions:

Section one: environmental education significance

1. What is the environmental issue that the project aims to address and how was it identified?
2. What are the learning outcomes for the project and how will you know when they have been achieved?
3. How does the project enable learners to take action for the environment?
4. Schools only: How is the project integrated throughout the school? Eg. how many classes are involved? How does it influence school operations?



5. Sustainable organic gardening projects only: How does the project promote the concept of healthy food, healthy planet, healthy people?

### Section two: project management

6. Describe the planning process used. How are decisions made and by who? Schools only: How are the *Guidelines for Environmental Education in New Zealand Schools* used?
7. Describe how the project will be funded. What is the overall budget of the project? What other funds have been raised? Has money come from the school budget? Is further funding required? How will this be secured? How will the project be financially viable over the long term?

8. Describe the project's overall timeframe. Include background planning, current status and future directions.
9. Who are the key people involved? Describe their skills and experience relevant to the project.

Section three: wider support

10. How have tangata whenua been consulted and/or involved?
11. What other support has been secured for the project? Eg. voluntary labour, donated materials, partnerships.

**Part three: additional information**

To support your application please include:

- a breakdown of how and when the grant will be spent
- names and contact details of two referees who are familiar with the project and your organisation
- schools only: planning documents that demonstrate how the project will be integrated with classroom programmes and how it reflects the aims, concepts and dimensions of environmental education as outlined in *Guidelines for Environmental Education for New Zealand Schools*
- any other relevant information to support your application.

Please post or email applications to:

Environmental Education Action Fund  
WWF-New Zealand  
PO Box 6237  
Wellington

Email: [wbarry@wwf.org.nz](mailto:wbarry@wwf.org.nz)

If you have any queries about your application or the fund, please contact the team at WWF-New Zealand on 04 499 2930.

For more information about WWF-New Zealand's conservation campaigns in New Zealand visit [www.wwf.org.nz](http://www.wwf.org.nz)

