

Community Building Projects Information and Instructions



The Expression of Interest (EOI) is the first stage in applying to Foundation North for support for your Community Building Project.

Expression of Interest

EOI Questions: The first part of the form asks questions about alignment to Foundation North's strategy, community collaboration, and community benefit and about project readiness.

For the first time, we are asking applicants to consider the manner in which your proposed facility considers inclusion and accessibility of all peoples, environmental impact, and social procurement.

Documents to Submit

It is best to gather all your documentation before you begin. The items in **bold** are mandatory documents. If you have the other documents, please include them. You should only need to upload documentation once in the EOI/ Application process.

Should you wish to update the documents in the application form go to the **DOCUMENTS SECTION** at the bottom of the form.

Mandatory

Financial Statements
Feasibility Study
Business Case
Utilisation Profile
Funding Plan

Optional

QS or Costings
Resource Consent
Building Consent
Construction insurance
Construction Contract
Project Manager agreement
Landowner Permission
Facility Design/Plans

Working in stages

The application form in Funding Hub can be saved as you go along and edited at a later date.

Time Frame

Expression of Interest - EOI

2 April 2024 - Accepting EOIs via the Funding Hub

21 June 2024 - EOI closing date (may include site visits in this period)

Late August 2024 - Trustee decision on which EOIs to move forward for a full application

Full Application

8 November 2024 - Full application deadline for capital building projects

Late March 2025 - Trustee funding decision

Alignment to Strategy

1. Select the focus area your application is most aligned with?
2. How does your project / service align to the “focus area” selected above?
3. What sector does your application primarily align?
4. What is the primary area (region) you will be working in when using this grant?
5. Which organisations do you work and collaborate with and how do you work with them?
6. How will the community benefit from this project? What needs will be met in the community, and what differences do you expect to see?

Universal Design

Demonstrate how people with a wide range of needs - body sizes and capabilities - have been considered in the design of the building, including how people will travel to and access the building?

7. How has social inclusion been considered in the design of spaces?
8. How have users, mana whenua, and the community been involved in the design process to ensure that diverse needs are met?
9. How has cultural appropriateness for people and place been considered, respected and reinforced during the design phase, and in the building design?

Sustainability – environmental / business

10. Demonstrate how the negative impact of the building design, construction and operations on the environment has been minimised with consideration to:

- * The natural ecosystem and biodiversity of the site
- * The use of potable water and sustainable use of water on site
- * Energy use and emissions
- * Materials selection and use
- * The quality and management of the indoor environment

11. Describe any additional innovations that contribute to high standards of environment sustainability that has been applied to the building design, such as the application of te Ao Māori design or other Indigenous principles or Living Building Challenge.

Social Procurement

12. What is your approach to social procurement during construction and beyond? For example, purchase of goods and services, labour, and employment.

Organisation: Financial information

13. What do you anticipate changing in your financial revenue streams that will enable you maintain the operations and maintenance of the building over time?

You will need to provide financial statements with your application.

Project: Description

14. What do you want funding for? Please describe the current or planned activity or project, timings, etc.

15. Is there anything else you would like to tell us about the region of delivery for this project?

16. What is the total cost of the project? (\$)

17. How much are you likely to request from Foundation North? (\$)

18. Construction Funding (complete the table)

Construction Funding (please include)				
· Preliminary costs				
· Confirmed funding for construction				
· Pending funding (anticipated decision date)				
Type of costs	Confirmed funding	Pending funding	Date approved (include future dates)	Funder name
1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
3	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
4	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="button" value="+"/>				

Project: Information

19. What is the current status of the project?

20. Has a Feasibility Study or any other form of needs assessments/background research been completed?

Upload Feasibility Study

21. Has a Business Case or a strategic plan been completed?

Upload Business Case

22. When using this grant, is there a cost to participate in or access your service?

23. Please give details of the cost to participants

24. Have you completed a utilisation projection/profile for this facility?

Upload Utilisation Profile

25. Do you have construction project QS or costings?

Upload a copy of the costing document(s)
Provide breakdown of construction, FFE, landscaping and contingency

26. Do you have a funding plan?

Upload Funding Plan

27. Do you have, or have you lodged Resource Consent?

Upload confirmation of Resource Consent

28. Do you have, or have you lodged Building Consent?

Upload confirmation of Building Consent

29. Do you have Construction Insurance in place?

Upload confirmation of Construction Insurance

30. Do you have a Construction Contract with pricing in place?

Upload confirmation of Construction Contract

31. Do you have a Project Manager construction agreement in place?

Upload confirmation of Project Manager agreement

32. Do you have confirmation of Landowner Permission?

Upload confirmation of Landowner Permission

33. Do you have Facility Design or Plans documentation?

Upload Facility Design/Plans

If you have any questions, or need help with your application:
Give us a call 09 360 0291 or 0800 272 878 – Mon-Fri 8:30am-5pm.

