



National Rural Fire Authority

9th Floor, AXA Centre, 80 The Terrace, Wellington
PO Box 2133, Wellington

28 February 2010

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NATIONAL RURAL FIRE AUTHORITY CIRCULAR 2010/04

Grant Assistance to Rural Fire Authorities 2010/11 FY: Remote Automatic Weather Stations (RAWS)

Set out below are the policies and procedures to follow when applying to the National Rural Fire Authority for Grant Assistance in the 2010/11 financial year. Available funding is subject to New Zealand Fire Service Commission final approval of the budget.

POLICY

The policy on grants to Fire Authorities made pursuant to section 14A(2)(i) of the Fire Service Act 1975 is:

1. Remote Automatic Weather Stations

Grants for subsidy may be made for:

- Establishment of new or replacement remote automatic weather stations (RAWS).
- Component upgrades.
- Annual calibration.

Refer to NRFA publications "Guidelines on the Installation, Use and Maintenance of RAWS" and "Calibration and Upgrade Policy" for further information (NRFA website under Equipment – RAWS). Also refer to NRFA Standards 2006 – weather observations.

Such grants are subject to the proposal being endorsed by the Regional Rural Fire Committee and the Rural Fire Authority accepting full ownership of the Remote Automatic Weather Stations and the National Rural Fire Authority having free and continued access to the station to allow daily monitoring of the fire danger throughout New Zealand.

APPLICATIONS

Fire Authorities seeking subsidy to purchase items as listed in this circular are required to complete and submit the attached Application Forms to the National Rural Fire Authority for approval.

Applications for Grant Assistance for the 2010/11 FY close on 31 May 2010.

Fire Authorities will be advised, in writing, of the outcome of their application by 31 August 2010.

REIMBURSEMENT OF SUBSIDY

1. Remote Automatic Weather Stations (RAWS)

Once equipment has been purchased:

- Rural Fire Authorities are encouraged to invoice the National Rural Fire Authority on a monthly basis as purchases are received, instead of sending one invoice at the end of the Grant Assistance year.
- Invoice the National Rural Fire Authority for the subsidised amount/s approved plus GST. (Cost of freight not included).
- Provide with the invoice:
 - A list of the items claimed, showing number of items, reimbursement amount and the GST content separately.
 - Copies of supplier/s invoices to the Rural Fire Authority as proof of purchase.
- Final invoices for RFA reimbursement must be received by the National Rural Fire Authority before 30 May 2011.

NB: The National Rural Fire Authority will not reimburse costs for:

- Installation, travel and associated costs of RAWS.
- Freight.

FURTHER INFORMATION

Further information on Grant Assistance is available from the National Rural Fire Authority at the New Zealand Fire Service National Office, Wellington or from the Manager Rural Fire at Auckland, Napier, Palmerston North, Christchurch and Dunedin.



Murray Dudfield
National Rural Fire Officer

2010/11 FY

REMOTE AUTOMATIC WEATHER STATIONS – CALIBRATION ONLY

Annual calibration (to a maximum subsidy of \$700 exclusive of gst per RAWS).

1. Calibrations must be completed prior to 1 October 2010.
2. Refer to Circular 2001/03 “Changes to Subsidies for Weather Stations”, and NRFA publications “Guidelines on the Installation, Use and Maintenance of RAWS” and “Calibration and Upgrade Policy” for further information. Available on the NRFA website.
3. Subsidies will not be paid until the RAWS is operating on the NRFA’s national network.

PLEASE COMPLETE FOR EACH WEATHER STATION:

Fire Authority:			
Station Name:			
Location of RAWS:			
Grid Reference NZMS 260/ NZTOPO 50:			
Fire Authority Responsible for Installation and Maintenance:			
Contact Name:			
Phone Number:		Fax Number:	
Email Address:			
Postal Address:			

Fire Authority:			
Station Name:			
Location of RAWS:			
Grid Reference NZMS 260:			
Fire Authority Responsible for Installation and Maintenance:			
Contact Name:			
Phone Number:		Fax Number:	
Email Address:			
Postal Address:			

2010/11 FY

REMOTE AUTOMATIC WEATHER STATIONS – NEW RAWS

New RAWS (to a maximum subsidy of \$16,000 exclusive of gst).

1. Refer to Circular 2001/03 “Changes to Subsidies for Weather Stations”, and NRFA publications “Guidelines on the Installation, Use and Maintenance of RAWS” and “Calibration and Upgrade Policy” for further information. Available on the NRFA website.
2. Subsidy is for material costs only. Subsidy does not include installation and associated costs.
3. It is the responsibility of the Rural Fire Authority to purchase the equipment and arrange for the installation of the RAWS.
4. Subsidies will not be paid until the RAWS is operating on the NRFA’s national network.

PLEASE COMPLETE FOR EACH WEATHER STATION:

Fire Authority:			
Station Name:			
Location of RAWS Station:			
Grid Reference NZMS 260:			
Elevation:			
Fire Authority Responsible for Installation and Maintenance			
Contact Name:			
Phone Number:		Fax Number:	
Email Address:			
Postal Address:			
Station Make:		Station Model:	
Station Ph. Number:		Installation Date:	
Communications Link: (Please circle)	Landline	Radio	Cellphone
	Other (Please State)		
Additional Communications Parameter:			
Climate Zone Analysis Completed:	Yes	No	

★Application must be approved by your National Rural Fire Authority, Manager Rural Fire and your Regional Rural Fire Committee

Date approved by RRFC:
(Attach copy of meeting minutes if available.)

National Rural Fire Authority, Manager Rural Fire:
(Signature)

★Details and cost breakdown must be attached to this application form.

2010/11 FY

REMOTE AUTOMATIC WEATHER STATIONS – REPLACEMENT RAWS

Replacement RAWS (to a maximum subsidy of \$16,000 exclusive of gst)

1. Refer to Circular 2001/03 “Changes to Subsidies for Weather Stations”, and NRFA publications “Guidelines on the Installation, Use and Maintenance of RAWS” and “Calibration and Upgrade Policy” for further information. Available on the NRFA website.
2. Subsidy is for material costs only. Subsidy does not include installation and associated costs.
3. It is the responsibility of the Rural Fire Authority to purchase the equipment and arrange for the installation.
4. Subsidies will not be paid until the RAWS is operating on the NRFA’s national network.

PLEASE COMPLETE FOR EACH WEATHER STATION:

Fire Authority:			
Station Name:			
Location of RAWS Station:			
Grid Reference NZMS 260/ NZTOPO 50:			
Elevation:			
Fire Authority Responsible for Installation and Maintenance			
Contact Name:			
Phone Number:		Fax Number:	
Email Address:			
Postal Address:			
Station Make:		Station Model:	
Station Ph. Number:		Installation Date:	
Communications Link: (Please circle)	Landline	Radio	Cellphone
	Other (Please State)		
Additional Communications Parameter:			
Climate Zone Analysis Completed:	Yes	No	

★Application must be approved by your National Rural Fire Authority, Manager Rural Fire and your Regional Rural Fire Committee

Date approved by RRFC:
(Attach copy of meeting minutes if available.)

National Rural Fire Authority, Manager Rural Fire:
(Signature)

★Details and cost breakdown must be attached to this application form.

2010/11 FY

REMOTE AUTOMATIC WEATHER STATIONS – COMPONENT UPGRADE

Component Upgrade (to a maximum subsidy of 75% for components (over \$300) only).

1. Refer to Circular 2001/03 “Changes to Subsidies for Weather Stations”, and NRFA publications “Guidelines on the Installation, Use and Maintenance of RAWs” and “Calibration and Upgrade Policy” for further information. Available on the NRFA website.
2. Subsidy is for material costs only. Subsidy does not include installation and associated costs.
3. It is the responsibility of the Rural Fire Authority to purchase the equipment and arrange for the installation.
4. Subsidies will not be paid until the RAWs is operating on the NRFA’s national network.

PLEASE COMPLETE FOR EACH WEATHER STATION:

Fire Authority:			
Station Name:			
Location of RAWs Station:			
Grid Reference NZMS 260:			
Elevation:			
Fire Authority Responsible for Installation and Maintenance			
Contact Name:			
Phone Number:		Fax Number:	
Email Address:			
Postal Address:			
Station Make:		Station Model:	
Station Ph. Number:		Installation Date:	
Communications Link: (Please circle)	Landline	Radio	Cellphone
	Other (Please State)		
Additional Communications Parameter:			
Climate Zone Analysis Completed:	Yes	No	

★ Application must be approved by your National Rural Fire Authority, Manager Rural Fire

National Rural Fire Authority, Manager Rural Fire:
(Signature)

★ Details and cost breakdown must be attached to this application form.