



MINISTRY OF EDUCATION

Te Tāhuhu o te Mātauranga

DETAILED ENGINEERING EVALUATION ECE GRANT APPLICATION

Name of ECE Service:

Unique #

Date of
application:

Physical Address:

Contact Person:

Contact Phone:

Service Bank Account
Number

Name of Chartered Professional Engineer Firm on Invoice:

Address of Engineering
Firm:

Engineer's name:

Contact Phone:

Application Amount

\$

I attest that the ECE building referred to in the attached DEE invoice is owned by the ECE service named above.

**Licensee / Service Provider
Contact Person Name:**

Signature:

For Ministry of Education Use Only
ECE Manager Approved
Recommendation: **Yes / No**

Signature:

Date:

Amount Approved

\$

**Processed for payment
Name:**

Date:



DEE ECE GRANT APPLICATION

Background

The Canterbury Earthquake Recovery Authority (CERA) is requiring all owners of non-residential buildings in Christchurch, Selwyn and Waimakariri to undertake detailed engineering evaluations (DEEs) on their properties. This requirement under Section 29 of the Canterbury Earthquake Recovery Act (CER Act) includes early childhood education (ECE) services except Homebased.

A DEE is more detailed than the structural checks that have been undertaken up to now and involves a review of the building design, construction, and how the building has performed in recent earthquakes. The DEE includes a desk-top review of the existing documentation for the building including geotechnical information, and follow-up site investigations where required. These assessments must be undertaken by a Chartered Professional Engineer and follow prescribed guidelines. **It is the responsibility of the building owner of the early childhood service to undertake the evaluation.**

ECE DEE Grant – Maximum \$2000.00

The Ministry of Education is offering a contribution of up to \$2000.00 towards the cost of the DEE report.

Eligibility

- 1. This grant is available only to licensed ECE services who are also the owners of the building.**
- 2. Services applying must be situated in Christchurch City, or Selwyn or Waimakariri districts.**

Payment of Grant

The grant is payable to the ECE Service on receipt of:

1. a copy of the invoice for services from a Chartered Professional Engineer
2. a signed application form
3. A dated, GST invoice for the application amount from the ECE service to include an invoice number and bank account details.
4. A copy of a deposit slip

Eligible Services should expect the payment to take 4 – 6 weeks. Payment will be made into the ECE service account.

Applications

Eligible ECE Services should send their documentation to:

Julie Gibbons
ECE Adviser – Licensing and Certification
Ministry of Education
P O Box 2522
CHRISTCHURCH 8140