

Community Events Fund

Waitomo District Council's Community Events Fund supports community events that create opportunities to build and celebrate community pride and for the community to connect and celebrate.

Priority for funding will be given to community organisations that wish to partner with WDC for the delivery of district events, such as the Waitomo District Christmas Parade and the Great NZ Muster.

Consideration will also be given to community-led events or cultural celebrations open to the wider community participation.

Who can apply?

Non-profit incorporated organisations (e.g. Incorporated Society, Charitable Trust)

When can I apply?

Calls for Registrations of Interest will be made in July

How do I apply?

- Complete the Registration of Interest form in full
- Attach all required supporting documentation
- Submit your registration prior to the closing date

Ineligible, incomplete or late applications will not be considered for funding.

When will I know?

Applicants will be advised by September of each year

What will be funded?

Costs relating to the delivery of community events, where the event is to take place within the Waitomo District.

What will not be considered for funding?

- Capital Costs
- Loan / Debt Repayment
- Applications for events that have already taken place

What are the requirements that will have to be met?

A grant agreement between WDC and the successful applicant will be in place. Conditions of the grant will be outlined in the agreement and will include health and safety requirements.

1. About your Organisation

Organisation Name

Contact Name

Postal Address

Contact Numbers

Phone

Mobile

Email

Term of Operation

Legal Status (Non-profit incorporated organisation. Please attach proof of legal status.)

Charitable Trust

Incorporated Society

Maori Trust Board

Trust

2. Your Organisation's Purpose

What is the organisations main purpose and objectives?

3. Community Outcomes

The basis of the Community and Partnerships Fund is to ensure recipients are undertaking projects that align with, and make a positive contribution to achieving Council's strategic community outcomes. Please identify which outcomes your project will contribute to.

A prosperous district

We will continue to enable a thriving and sustainable economy.

A district for people

We welcome all to a district that is accessible, safe, affordable, and inclusive. We promote health, wellbeing and participation.

A district that cares for its environment

We plan for the wise use and management of all land and resources, now and for future generations.

A district that works with you

We work with you to collectively focus on the right things at the right time for the greater benefit of the District.

4. Vibrant Safe Waitomo

Vibrant Safe Waitomo provides a framework for a cross disciplinary approach to delivering with a shared focus of increased safety and positive outcomes for those that live and work within our communities. Please identify which outcomes your project will contribute to.

- Whanau/Families**
To support and foster a caring and safe place to live for every resident.
- Mahi/Workplaces**
To support and enable economic development with a clear agenda on health and safety.
- Hakinakina/Recreation**
To foster community connection through providing safe and stimulating environments.
- Kotahitanga/Connected Leadership**
To provide stewardship to manage meaningful partnerships within the community.

5. Partnering with Waitomo District Council

Which District Event are you interested in partnering with Waitomo District Council?

- Waitomo District Christmas Parade**
- The Great NZ Muster**

Describe how you will partner with Waitomo District Council

6. New Event - About your Event

Event Focus - Is your event focused within the Waitomo District?

- Yes
- No

Describe your Event (Please attach a Project Plan)

Community Benefit - How will the community benefit from your event?

7. Funding for this Event

- Expenditure - Please list separate costs, not just a total figure (attach supporting documents).
- Income - Please list confirmed income. Income that is not yet secured, please indicate with an asterisk (e.g. *ticket sales).
- Please round all figures to the nearest dollar.

Expenditure	\$
Cost of the Event	
A Total Cost of Event	

Income	\$
How do you plan to fund the Event	
B Funds for the Event	

Total Amount Applied for (A - B)	\$
---	----

8. Funding from other Parties for this Event

Have you applied to, or do you intend to apply to, or will you receive funding from any other group for the event?

Yes

No

If Yes, please detail below:

Name of Group	\$

9. Financial Accounts

Please supply a copy of your organisations last Annual Financial Report, or, in the absence of the Financial Report, a Statement of Income and Expenditure for the past 12 months. If neither of these documents is available, please explain why below and attach a copy of your organisations latest bank statement/s.

10. Further Information

Please add any further information you may wish to provide. This could include details of voluntary input towards the event or what the impact would be on the community if the event is not held. Letters of support from other members or organisations within the community would assist with defining the level of community benefit.

11. Documents Supplied

Have you:

- Completed **ALL** sections of the application?
- Checked **ALL** figures within the application?
- Attached proof of Legal Status?
- Attached a Event Plan (including marketing and promotion)?
- Attached a Health and Safety Plan?
- Attached a copy of the organisations's last Financial Report/Accounts/Statement of Income and Expenditure?
- Attached the organisation's bank details (to be verified by the Bank)?
- Attached any further information you may wish to add to support your application?

12. Declaration

This declaration must be signed by two people from your organisation who are 18 years of age or older with the authority to sign on behalf of the organisation.

On behalf of: (full name of organisation)

We, the undersigned, declare the following in submitting this application:

1. We are authorised to do so and to the best of our knowledge the information contained herein is true and correct.
2. We have read the Community and Partnerships Fund Policy and understand the requirements that will have to be met in receiving a Grant.
3. We consent to the Waitomo District Council collecting, retaining, disclosing and using the information and contact details of our organisation, provided in this application.
4. We consent to the Waitomo District Council obtaining information relating to this application and Grant from any other government department, person or organisation.

Signatory One

Name

Position

Signature

Date

Signatory Two

Name

Position

Signature

Date