

### 1. About your Organisation

Full Name	<input type="text"/>		
Postal Address	<input type="text"/>		
	<input type="text"/>		
Contact Person	<input type="text"/>		
Address	<input type="text"/>		
	<input type="text"/>		
Contact Numbers	<input type="text"/>	<input type="text"/>	<input type="text"/>
	Phone	Mobile	Fax
Email	<input type="text"/>		

### 2. About your Project

Give a brief description of the project for which you are seeking financial assistance

Commencement Date of Project	<input type="text"/>
Completion Date (if applicable)	<input type="text"/>
Project Cost	<input type="text"/>

How much money have you raised?

a) Amount already spent on the project

b) Amount in hand for the project

**Total (a+b)**

The total is made up as follows:

Cash

Loans

Debentures

Mortgages

Bank Overdraft

If you obtained donated materials towards your project, please state what they are and their approximate value at market price

Give a brief description of how much voluntary effort (skilled or unskilled labour) has been put into your project

What will happen to the assets of the organisation in the event of it being wound up?

How much financial assistance do you wish to apply for from the Trust?

\$

Number of people who will benefit from the project?

### 3. Funding from other Parties

If you have received any other Government, National Lottery or Local Authority funds in the last 3 years, or if you have another application currently being considered by Government or the Lottery Authorities, please give details

Year	To whom applied	Project	Amount
<input style="width: 115px; height: 25px;" type="text"/>	<input style="width: 310px; height: 25px;" type="text"/>	<input style="width: 310px; height: 25px;" type="text"/>	<input style="width: 125px; height: 25px;" type="text"/>
<input style="width: 115px; height: 25px;" type="text"/>	<input style="width: 310px; height: 25px;" type="text"/>	<input style="width: 310px; height: 25px;" type="text"/>	<input style="width: 125px; height: 25px;" type="text"/>
<input style="width: 115px; height: 25px;" type="text"/>	<input style="width: 310px; height: 25px;" type="text"/>	<input style="width: 310px; height: 25px;" type="text"/>	<input style="width: 125px; height: 25px;" type="text"/>

### 4. Further Information

Please add any further information about your project or about your organisation which you think would help in the consideration of your application

## 5. Declaration and Consent

In making this funding application I/we declare that:

1. I am authorised to do so and to the best of my knowledge the information contained herein is true and correct.
2. Any funding received will be used for the project for which is was approved.
3. If the application is successful, on completion of our project, I agree to provide an accountability report to the Waitomo District Council.
4. I consent to the Waitomo District Council collecting, retaining and using the contact details of our organisation that have been listed in this application.
5. I agree to repay Waitomo District Council all funding that is not used for the purposes outlined in this application.
6. I will make provision for the continued community use of any facility assisted by the DC Tynan Trust in the event of our organisation winding up.

Name

Position

Signature

Date

## 6. Checklist

Please read the attached Guidelines for Funding and complete the following before submitting your application. If you would like help to complete this application, please contact a member of the Customer Services Team. Incomplete or late applications will not be accepted.

### Have you:

Office Use

Applicant Use

- |                       |                       |   |
|-----------------------|-----------------------|---|
| <input type="radio"/> | <input type="radio"/> | Completed ALL sections of the application?  |
| <input type="radio"/> | <input type="radio"/> | Checked all figures within the application?   |
| <input type="radio"/> | <input type="radio"/> | Attached a copy of your organisation's latest annual accounts?  |
| <input type="radio"/> | <input type="radio"/> | A detailed quote for the item/s for which you have applied funding for?   |
| <input type="radio"/> | <input type="radio"/> | Attached a Bank Deposit Slip (If a donation is approved, payment will be direct credited into your nominated account) |

### Please send completed applications to:

Waitomo District Council  
PO Box 404  
Te Kuiti 3941

Ph: 07 878 0800  
Fax: 07 878 7771

Schedule of grants allocated in the last 3 years

<b>Organisation</b>	<b>Amount</b>	<b>Funds Allocated For</b>
<b>2017</b>		
Kitty Korner Charitable Trust	\$250.05	Animal crates for foster homes
Friends of Hillview Trust Inc	\$1,800.00	Purchase of pressure point mattresses
Te Kuiti Playcentre	\$1,500.00	Playhouse for dramatic play area
Te Kuiti Croquet Club	\$500.00	Dawson international croquet balls
Brook Park Incorporated Society	\$3,500.00	Metal for new mountain bike track
<b>2017 Total</b>	<b>\$7,550.05</b>	
<b>2018</b>		
The Rotary Club	\$4,000.00	Purchase of items for clubrooms
Centennial Park Primary School	\$2,881.65	Core values signage for display around school
<b>2018 Total</b>	<b>\$6,881.65</b>	
<b>2019</b>		
Waitomo Indoor Sports Centre	\$7,194.28	Towards kitchen refurbishment
Te Kuiti Squash Racquets Club Inc	\$2,341.00	New LED lighting over courts
<b>2019 Total</b>	<b>\$9,535.28</b>	

The following guidelines are prepared to assist applicants in the preparation of their application. Please read carefully.

- Funding will be available for organisations within the Te Kuiti defined urban area only.
- The Trustees have absolute discretion to decide the allocation of funding within the terms of the bequest, which encompasses social, cultural, educational and recreational activities.
- Funds will not be available where a project either has commenced or has been completed prior to the advertised closing date.
- The Trustees generally receive many more applications than there are funds available and each application will be considered on its merits.
- Funds will not be allocated to those applicant organisations which have received funding from the Trust in the previous three years.
- Generally, funds will not be available for maintenance type activities or minor projects, which could be more appropriately met from the general funds of the organisation.
- Applicants will be encouraged to submit applications for capital-type items, which give benefit to a greater number of participants.
- The Trustees believe applicants should demonstrate their commitment to the project by providing evidence of provision of a substantial contribution towards the project. This contribution can be by way of monies, labour or assistance "in kind".
- Funding will generally be available to those applicant organisations where the project can be completed within the financial year of the allocation.
- If the funds are not uplifted within the financial period of the allocations then the amount allocated may be re-allocated, or re-invested to the capital fund.
- Applicant organisations which have been allocated funding will be required to provide evidence that any stipulated criteria has been met prior to the funds being made available.
- All successful applicant organisations will be required to complete a receipt form acknowledging the amount allocated has been received.
- All successful applicant organisations will be required to complete an Accountability Form providing details of exactly how the amount allocated has been spent.