



APPLICATION FOR FINANCIAL ASSISTANCE From Major Community Project Fund 2010

(For Office Use Only)
Application No. _____

A. GENERAL DETAILS

Please answer all the questions, if you require assistance please contact the Council. If you have NOT returned an accountability form from previous applications you may not be eligible for funding.

Please list two contact people who know about this application, the first contact being the person who completed the application form. Consent must be obtained from the contacts to provide these details pursuant to the Privacy Act 1993.

B. CONTACT DETAILS

Name of organisation: _____

Address of organisation: _____

First contact person: _____

Address: _____

Phone (day): _____ Phone (evening): _____

Email _____

Second contact person: _____

Address: _____

Phone (day): _____ Phone (evening): _____

Email _____

**Have you checked the criteria to ensure that
your project is eligible...**

1. The Council will make provision in its annual budget for the disbursement of funds to qualifying organisations to assist major projects of significance to the district.
2. Qualifying organisations will be charitable trusts or incorporated societies -
 - Whose object or principal objects are in keeping with section 601(5) of the Local Government Act 1974, ie providing recreation, enjoyment, education or instruction of the public, or promoting any form of culture.
 - That operate primarily in the Ashburton district
 - That provide or will provide a facility that is available or accessible to all of the residents of the district
 - That are not for profit organisations.
3. The purpose of the fund will be to assist or facilitate major projects which will be of significance to the recreational or cultural wellbeing of the residents of the district or which will bring wider recognition of the district while promoting the interests of its residents.
4. The fund is intended to assist major projects of significance to the district and may be initiated by a qualifying organisation or by the Council.
5. When considering applications, Council will take the following matters into account -
 - i. fundraising undertaken by the applicant
 - ii. ability of the applicant to manage the project
 - iii. benefits to the community
 - iv. other avenues of funding available to the applicant and
 - v. other grants already received by the applicant from this fund.
6. No upper or lower limit is imposed, however Council will generally observe a guideline of contributing not more than 15% of the total cost of the project.
7. The fund may accumulate for up to two years but will not at any time exceed \$200,000. Applications will be considered by any meeting of the Finance and Community Services Committee which will make an appropriate recommendation to Council.
8. Applications will be called for annually by way of newspaper advertisement. Such advertisement shall be placed at least one month prior to closing date which shall be the same date as the close of submissions to the draft Annual Plan.

C. PROJECT DETAILS

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

Use separate documentation.

Details of the project will be specific and will include why the project is necessary (providing submissions in support if available), a full description of work to be carried out (including plans), an overall cost and a timeline for completions of each stage.

How does the proposed project contribute to recreational or cultural wellbeing of the district?

OR

How will the project bring wider recognition of the district while promoting the interests of its residents?

Start Date of Project _____ Finish Date of Project _____

**Where applicant is an organisation:

What is the current (latest) balance of:

(i) Current Account \$ _____

(ii) Term Deposits/Investments \$ _____

Attach a copy of last annual statement of accounts and balance sheet of your organisation.

What is your main source of funds? _____

What fundraising projects have been undertaken in the past 2 years?
(Show amounts raised from each).

If you have applied to [or will apply to] any other body for financial assistance for this project, please specify to whom and how much applied for.

Organisation/s (including other councils)	\$ Requested	Result Date
		/ /
		/ /
		/ /
		/ /
		/ /
		/ /

If you have received any financial assistance from any other body or any Government Department, Lottery Board, Arts Council of New Zealand, Trust or Society in the last two years please give details:

YEAR	FROM WHOM RECEIVED	AMOUNT
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____

D. FINANCE DETAILS

Please provide the following financial information:

Project Costs <i>List all the costs eligible for this project</i>	\$	Income <i>How will you or your group contribute financially to the project?</i>	\$
		Sponsorship	
		Fees/subs	
		Fundraising	
		Loan/mortgage/debenture	
		Cash savings	
		Other	
		Major Community Project grant*	
(A) Total cost of the project is		(B) Your contribution is	

How much money are you applying for? \$ _____

* To find out how much money you should apply for, calculate 15% of the **total cost of the project (A)**.

Describe any voluntary input into the project.

Please add anything else you wish that may aid your case for assistance.

E. DECLARATION AND CONSENT UNDER PRIVACY ACT 1993

13. **This must be signed by the person who is listed as the applicant or as the contact for an organisation on the first page of this application form.**

I hereby declare that the information supplied here (on behalf of our organisation) is correct.

I consent to the Ashburton District Council collecting the personal contact details provided above, retaining and using these details for the purpose of review of the Council Grants Schemes. I acknowledge my right to have access to this information. This consent is given in accordance with the Privacy Act 1993.

Name: _____ Signature: _____

Position in organisation: _____ Date: _____

APPLICATIONS CLOSE FRIDAY, 23 April 2010

Please return application to

Manager Democracy & Community Services
Ashburton District Council
P O Box 94
Ashburton

Please contact the Ashburton District Council if you have questions about this application form:

Phone (03) 307 7700
Fax (03) 308-1836

CHECKLIST

- | | | |
|----|--|--------------------------|
| 1. | Have you advised us the names of a contact person? | <input type="checkbox"/> |
| 2. | Have you answered all the questions? | <input type="checkbox"/> |
| 3. | Have you attached your latest audited accounts? (organisations only) | <input type="checkbox"/> |
| 4. | Does your application meet the Council's policy criteria? | <input type="checkbox"/> |
| 5. | Have you returned any previous accountability forms? | <input type="checkbox"/> |