

# South Wairarapa District Council



## MARTINBOROUGH FEATHERSTON COMMUNITY BOARD GREYTOWN (circle one)

### APPLICATION FOR FINANCIAL ASSISTANCE

#### CRITERIA:

##### MARTINBOROUGH

To be eligible, applications must be from non-profit organisations for recreational, cultural, educational or sporting purposes, located or operating in the Martinborough Ward of the South Wairarapa District. Applications will be considered on a case by case basis with preference being given to projects of benefit to the wider community. Grants are considered throughout the year.

##### FEATHERSTON

To be eligible, applications must be from non-profit organisations for recreational, cultural, educational or sporting purposes, located or operating in the Featherston Ward of the South Wairarapa District. This includes the amateur arts, play games, hobbies, cultural activities and essential social services. Grants are considered throughout the year.

##### GREYTOWN

To be eligible, applications must be from non-profit organisations for an essential social service or a recreational, cultural, educational or sporting purpose located or operating in the Greytown Ward of the South Wairarapa District. Grants are considered throughout the year.

1. Applicants need not be incorporated bodies, but the Board must be satisfied that they are responsible organisations which will be fully accountable for any grants they receive, and have relevance to the Community, but do not qualify for SPARC Rural Travel Fund or Creative Communities New Zealand funding.
2. Successful applicants are required to expend grants received within six months of payment being made. A request must be made, should an extension of time be needed.
3. An accountability in report form, together with evidence of the expenditure of a grant received (copies of invoices or receipts) is required within three months of a grant being expended.
4. All questions must be completed.
5. **The maximum grant will be \$500 unless special circumstances are considered to exist. (GST will be added to grants approved for GST registered applicants).**
6. Applications must reach the Council not less than one week before the relevant Community Board is to consider an application.



## FINANCIAL DETAILS:

(All figures shown are to be exclusive of GST)

**Cost of project** \$  
=====

Breakdown of above figure  
.....  
.....  
.....

Other funding or grants received or being sought:  
Names of funders  
.....  
.....  
.....

\$  
=====

**Amount of grant sought** \$  
=====

**Registered for GST?** YES / NO

If you answered yes to the above question you will be asked for a tax invoice showing your GST number before the grant is paid.

## PERSONAL CONTACT DETAILS

Contact names of **two people** in your organisation to assist with further information if required.

One of these contacts **must** be the person who filled in the application form. Please note that consent must be obtained from the other person to provide these details as per the Privacy Act 1993.

First contact person: \_\_\_\_\_

Address \_\_\_\_\_

Phone (day) \_\_\_\_\_ Email \_\_\_\_\_

Second contact person \_\_\_\_\_

Address: \_\_\_\_\_

Phone (day) \_\_\_\_\_ Email \_\_\_\_\_

## DECLARATION

I hereby declare that the information supplied here on behalf of my organisation is correct.

Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Position in Organisation: \_\_\_\_\_

Date: \_\_\_\_\_

## CONSENT UNDER PRIVACY ACT 1993

I, \_\_\_\_\_(name) consent to the South Wairarapa District Council collecting the personal details provided above, retaining and using these details and I undertake that I have obtained the consent of the other contact person to provide these details. I acknowledge any right to have access to this information. This consent is given in accordance with the Privacy Act 1993.

Date: \_\_\_\_\_ Signature: \_\_\_\_\_

**Please return application to:**

**COMMITTEE SECRETARY  
SOUTH WAIRARAPA DISTRICT COUNCIL  
P.O. BOX 6, MARTINBOROUGH 5741  
PHONE 306-9611**

## CHECKLIST

- |  |   |
|--|---|
| Have you advised us the names of two contact people? | ? |
| Have you answered all relevant questions?            | ? |
| Have you supplied all information required?          | ? |
| Have you attached your latest financial statements?  | ? |