



Community Facilities Fund

Please refer to the Community Funding Programme for criteria and details of this Fund. The maximum you can apply for is \$10,000.

Who you are	
Organisation name	
Incorporated Societies / Charities registration number	
Group's postal address	
Name of person completing this form	
Role within group	
Email	
Phone	
Name of chairperson	
Email	
Phone	
Name of who manages your venue bookings*	
Email	
Phone	

* Council will provide contact details for venue bookings to members of the public on request.

Evidence of being a multi-use community facility for hire

Provide comment and/or evidence to demonstrate that your facility is a multi-use community venue for hire.

A) Maintenance request – for necessary maintenance and repairs

Amount requested: \$

If applying for facility maintenance work, please state what you are seeking funding for. Include at least one quote.

B) Enhancements request – for non-maintenance work that will improve the usability of the space.

Amount requested: \$

If applying for facility enhancements work, please state what you are seeking funding for and why it is needed. Include at least one quote.

C) Running costs request – to support the running costs of the facility

Amount requested: \$

If applying for running costs, please state what you are seeking funding for and why it is needed. Include at least one quote or evidence of costs.

Total amount requested (A, B and C): \$

Documents required

- your latest AGM minutes including chairperson's and treasurer's reports
- your latest financial statements and evidence of income earned from venue hire if not specified in the financial statements
- quotes for items you are seeking funding for
- your trust deed or constitution showing the organisation's objects and purpose aligns with the Fund criteria (new applicants only)
- bank deposit slip or similar (new applicants only or if details have changed).

Disclosure of Interest

Please provide details of any councillor, council staff member, or immediate family member of a councillor or staff member, that has any interest or involvement in the project or activity you are seeking funding for.

Terms and Conditions

If the application is successful, I / we agree to:

- provide a tax invoice to Whangarei District Council for the grant amount within two months of being advised. I understand that grant payments will only be made to a bank account in the name of the applicant group.
- acknowledge Whangarei District Council in all publicity
- spend the grant on the purpose for which the application was made within 12 months of funding being approved
- return any unspent money to Whangarei District Council if the project is completed under budget
- meet any additional terms and conditions that may be set by Whangarei District Council
- keep all invoices and receipts accounting for the full amount of the grant or loan for 12 months and provide these if requested.
- return any monies granted should any breach of the above conditions occur.

Declaration

I declare that I have authority to make this application on behalf our organisation and that the information supplied here is true and correct.

I accept the Terms and Conditions above.

Signature:

Privacy statement

As part of the grant application process the Whangarei District Council collects information, including contact details, to assist in processing applications.

Information obtained as part of the grants process may be used by Council to communicate with applicants about future community funding opportunities, publicise the grants process and inform the community about successful grants.

The Privacy Act 2020 gives you rights to request access to and correction of any personal information we hold about you. Likewise, if you wish to opt out of receiving communication from Council please let us know.

Information held by Council may also be subject to the Local Government Official Information and Meetings Act 1987 and may need to be released where a formal request is received under that Act.

Submit your application

Deliver your completed application to one of our service centres or post to:

Attention: Community Funding
Whangarei District Council
Private Bag 9023
Whangarei 0148