



Community Fund

Please read the Community Funding Programme guide for the closing date and criteria of this Fund, and tips on completing this application.

The Community Fund is our flagship fund. It supports a wide variety of amenities, services and activities for the benefit of the Whangarei community, including festivals, workshops, programmes, facility improvements, minor purchases, and operating costs.

The emphasis is on providing a positive impact on the Whangarei community.

The maximum amount applicants can request is \$20,000, although most grants allocated range between \$3,000 and \$7,000.

Organisation name	
Type of eligible organisation Please select which type of organisation you are and include your registration number where applicable.	<input type="checkbox"/> Incorporated society – Register number: <input type="checkbox"/> Charitable trust – Register number: <input type="checkbox"/> Reserve board (Dept of Conservation) <input type="checkbox"/> Other – please describe below:
Contact name	
Position in group	
Email	
Phone	
GST number (if applicable)	
Umbrella organisation If you are applying on behalf of another organisation, please state who that organisation is:	

Your proposal

Tell us in detail what you are seeking funding for. Your proposal should include:

- What you want to do and why
- When and where it will take place
- Who in the community it will benefit, how many, and how they will benefit
- How you will deliver it
- The people or groups involved to make it happen
- What success looks like
- Any specific part of the project or costs in your budget that you are applying for.

At the end of this application you can attach documents to support your proposal if you wish.

Amount requested

Enter the amount are you requesting from us: \$

Project costs

Provide a breakdown of your project costs (such as marketing, venue hire, equipment purchase) and total it up.

If your project is detailed, you can attach a budget at the end of this application. You will also need to attach quotes where possible.

Total of project costs: \$

Project funding

Provide a breakdown of how your project will be funded (such as ticket sales, own contribution, other grants confirmed or unconfirmed) and total it up.

If your project is detailed, you can attach a budget at the end of this application. You will also need to attach quotes where possible.

Total of project funding: \$

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
- submit a Funding Report within two months of the completion of the project
- 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:

Documents required:

- Latest financial statements
- Bank deposit slip or similar (new applicants only)
- Quotes for expenses where appropriate
- Any supporting information you think relevant to your application.

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