



Whanganui Community Foundation

Application for Grant

PURPOSE

The purpose of the Whanganui Community Foundation and its subsidiary charitable company is to provide charitable, cultural, philanthropic, educational, recreational and other community benefits to the community principally in the area comprising; Rangitikei, Waimarino, Wanganui, Waverley and Patea, through grants to community organisations.

REGION

Applications will be considered from groups and organisations carrying out their activities in the Wanganui, Rangitikei, Waimarino, Waverley and Patea areas.

WHO MAY APPLY

Groups and organisations performing a community service by:

- Contributing to community well being
- Promoting education and learning
- Providing services or activities for the benefit or enjoyment of the public
- Helping to alleviate social problems

These groups or organisations should be

- an incorporated society or
- a registered charitable trust or
- a body or club with an adopted constitution and rules and annual accounts and a report

The Foundation will not generally support the following:

- Applications where the grant will be passed on to another organisation
- Prizes or sponsorship for tournaments
- National organisations unless it is for a purpose that will confer specific benefit on the trust region
- Travel or clothing for competitive or recreational activity
- Individual research projects
- Activities or services which the trustees consider to be the responsibility of local or central government
- The promotion of a message rather than the provision of an activity or service

Projects that are not eligible include:

- Commercial ventures
- Endowments or a capital fund
- Completed or retrospective projects
- The promotion or benefit of an individual

CRITERIA USED BY THE TRUSTEES IN ASSESSING APPLICATIONS

- The extent to which the application is consistent with the purpose statement of the Foundation
- The extent to which the solution is effective and the organisation has the internal resources to deliver the project or programme effectively
- The extent to which the Foundation is prepared to commit to an expectation of ongoing funding
- The extent to which the organisation has a clear purpose and is able to articulate the manner in which the programme or project is consistent with overall strategy
- The extent to which the organisation has a commitment to working collaboratively and cooperatively with other organisations.
- The track record of the organisation.
- The number of people who will benefit. In general applications that will result in benefit to a greater number of people shall have a higher priority. The Foundation will also ensure that this criterion does not disadvantage those in rural regions or smaller communities. The Foundation will consider the degree of deprivation in conjunction with this criterion
- Length of time the community will benefit. In general applications for projects that will provide a lasting benefit to the community will have a higher priority. Particularly this includes projects or programmes that will have a lasting benefit through promoting long term systemic social change.
- The ability of the organisation to raise funds from other sources. Where an organisation has the ability to raise funds from other sources (eg. Internal fundraising, application to other funding providers etc.) the Foundation will take that availability into account in making its decision. Where government funding is available for the category of project but has been declined the Foundation will also decline. eg. Education buildings
- The degree to which those who will benefit are a disadvantaged group. In general disadvantaged will have a higher priority. In considering the degree of disadvantage the Foundation shall consider the access or lack of access to resources and facilities. Lack of access may be caused by there being limited resources or facilities or by a lack of knowledge or power to access those resources or facilities.

ADMINISTRATION

The Trust advises that

1. Applicants will be contacted within 3 months
2. Completion of an application form does not constitute approval of a grant
3. Generally only one application each 12 month period will be accepted
4. A list of successful recipient organisations will be published annually in the Wanganui Chronicle
5. Grants do not attract GST
6. Faxed applications will not be accepted

HOW TO APPLY

Please complete and return the application form to:

Whanganui Community Foundation
PO Box 365
WANGANUI

If you require additional information or assistance please telephone the office on (06) 348 8300

APPLICATION FOR GRANT

Information Needed About Your Organisation

- 1 Official Name of the Organisation _____
- 2 Postal Address _____
- 3 E mail address _____
- 4 Name of Contact person _____
- 5 Contact telephone numbers _____ day _____ evening
- 6 Names of Office holders _____
- 7 Charities Commission Registration number (if applicable) _____
- 8 GST Registered Yes / No
- 9 Companies Office number (if applicable) _____
- 10 What is the legal status of your organisation?
 Charitable Trust Incorporated Society
 School Structures under Te Ture Whenua Maori Act
 TLA Other Please state _____
- 11 Area or district your organisation serves _____
- 12 Number of unpaid workers _____ Number of paid workers _____
- 13 State briefly the aims and objectives of the organisation _____

Information Needed About Your Project Or Programme

- 14 Description of project or programme _____

- 15 How did your organisation decide on the project or programme(s)? (eg. Board decision, staff decision etc.) Please give references of any research used in making the decision _____

- 16 How will the community benefit? _____

- 17 Cost of the project (GST Inclusive) \$ _____
- 18 Funds already raised \$ _____
- 19 Amount requested from this Foundation \$ _____
- 20 How will any shortfall be raised _____
- 21 How will your organisation know if the project or programmes have been successful?

- 22 Please **attach your latest annual accounts and a blank deposit form**. Your application will not be considered unless these are enclosed

TAXATION STATUS OF YOUR ORGANISATION

23 Please indicate below which category your organisation falls into

- Tax exempt as a charitable organisation
- Tax exempt as an amateur game or sport promoter
- Tax exempt as a district improvement society
- Not tax exempt (all others)

APPLICANTS DECLARATION ON BEHALF OF THE ORGANISATION

I solemnly and sincerely declare that:

- I have read and understood the application form and supporting information
- This application has the formal approval of the above named organisation
- To the best of my knowledge the information in this application is true and correct
- The organisation will comply with the conditions of the Whanganui Community Foundation Inc. or the grant will be returned to the Foundation
- The organisation accepts that any decision made by the Trustees is final
- The funds will be spent for the benefit of the community within the Wanganui, Rangitikei, Waimarino, Waverley and Patea areas
- Privacy Act 1993. The applicant acknowledges that the information supplied in this application may be made available to other parties in the course of enquiries regarding applications or in publishing the results of applications approved. Personal information collected will be held by the Trustees for the purpose of assessing applications to the Whanganui Community Foundation Inc. and Whanganui Charitable Foundation Ltd

And I make this declaration conscientiously believing the same to be true and by virtue of the Oaths and Declarations Act 1957

Signed _____ Print Name _____

Declared this _____ day of _____ year _____

before me _____ Print Name _____

Solicitor/Justice of the Peace/Person authorised to take a statutory declaration

CONDITIONS

1. The Foundation expects an acknowledgement in your Annual Report
2. The project must be started within 12 months of the grant being approved
3. The grant must be used for the specific project applied for
4. The recipient organisation must agree to a project audit if requested

GENERAL INFORMATION

Checklist. Have you:

- Answered all the questions?
- Enclosed your latest annual accounts?
- Enclosed your deposit slip?
- Completed the statutory declaration?