



South Wairarapa Community Boards

Application for Financial Assistance

Key eligibility and criteria

- Grants may be awarded to community groups and organisations for projects, services, events and other activities that benefit the local community.
- Applicants may be non-profit community organisations with a formal legal structure or a group of individuals who have come together for a common purpose but who do not have a legal structure.
- The applicant does not need to be based in the South Wairarapa or the ward from where the funds are being sought but the applicant must be able to demonstrate that the activity benefits the ward where the funds are being sought.
- Applicants may not be in receipt of any other Council or Council-administered grant for the same activity in the same financial year. Applicants are encouraged to apply for Community or Youth Grants where the activity benefits more than one ward or the wider South Wairarapa community.
- Preference will be given to applications that support the [board's strategic plan](#) (if applicable).

Applicants should review the full eligibility and grant criteria as outlined in the [Grants Policy](#) before making an application.

The **Featherston Community Board (FCB)** has a maximum limit of \$500 unless special circumstances are considered to exist. Grants are considered at every meeting throughout the year.

The **Greytown Community Board (GCB)** has a maximum limit of \$1,000 unless special circumstances are considered to exist. Grants are considered twice a year in September and March

The **Martinborough Community Board (MCB)** has a maximum limit equal to half the total available grant pool in each of its two rounds. Grants are considered twice a year in August and February.

GCB and MCB will consider grants at meetings outside their advertised funding rounds if exceptional circumstances are deemed to exist. Dispensation to apply should be sought from the chair of the board.

Refer to the [grants page](#) on the SWDC website for the timetable for 2021/22.

3. 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

_____ \$.....
 _____ \$.....
 _____ \$.....
 _____ \$.....

Outline any SWDC concessions you have received
 (e.g. building or property leases, reduction in hall hire fees)

Amount of grant sought in this application \$ _____

Funding history	
Have you applied to the Community Board or Council for funding before?	<input type="radio"/> Yes <input type="radio"/> No
If yes, to what funding body and how many times in the last 3 years?	
If yes, when, for what purpose and how much was granted?	

GST Registered

Yes No

Bank account details (required for non GST registered applications only)

Name of bank:

Account name:

Account No:

If you are successful, your grant will be deposited into this account.

GST registered organisations will be asked to supply a tax invoice and GST will be added to grants approved for GST registered organisations.

4. PERSONAL CONTACT DETAILS

Contact names of **two people** in your organisation or group 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

5. DECLARATIONS

Statement to comply with the Provisions of the Privacy Act 1993

The personal information above is collected and will be held by SWDC for the purpose of considering your application for financial assistance. You have the right of access to, and correction of, personal information about you, that we hold.

Authorisation

- I certify that the information provided in this application form is true and correct to the best of my knowledge
- I have the authority to make the application on behalf of the organisation
- I confirm that a completed accountability form will be returned to SWDC within 12 months of the date of the grant being paid out, or prior to any future grant application being made
- I agree that any unspent funds will be returned to SWDC within one year of receipt unless there is prior agreement to carry over such funds.

Name:

Designation:

Date:

Signature:

Checklist

- | | |
|--|-----------------------|
| • All questions have been answered | <input type="radio"/> |
| • The names of two contact people are provided | <input type="radio"/> |
| • Application form is signed | <input type="radio"/> |
| • Latest set of financial accounts (for applications over \$5,000) | <input type="radio"/> |

Please return the completed application form to:

Committee Advisor (Grants)
South Wairarapa District Council
PO Box 6
Martinborough 5741
Or email: grants@swdc.govt.nz

Applications must reach SWDC not less than ten days before the relevant Community Board is to consider an application.