



**SOUTH WAIRARAPA
DISTRICT COUNCIL**
Kia Reretahi Tātau

Economic Development Fund Grant Application Form

Am I eligible, does my project fit the criteria?

Before you begin an application, read all the information in the Economic Development Fund Guide on our website. This will help you in checking your eligibility, completing this application and preparing everything on time.

If you would you like to meet with our grants team before completing this form, please email grants@swdc.govt.nz and we will help you before you complete the form.

Does your project, activity or initiative deliver the following?

Supporting local economic development and enhancing South Wairarapa as a destination	
As a secondary criterion, celebrate our region's natural, built or cultural heritage	
No – sorry your project does not qualify for at this time.	

Are you?

An individual	
A business or collective	
Marae or Hapori	
Community group or club	
Incorporated Society or Charitable Trust	

If you have ticked one of the following and meet the fund criteria above that contributes to Council's economic priorities, congratulations you are eligible to apply!

There is one opportunity to apply this year the fund opens 3rd Feb and closes 2nd March please ensure your application is complete in full, with all your supporting documents in by 5pm.

Ready to submit an application, complete the following sections to apply for an EDF grant.

Applicant details

Primary Contact

Full name	
Organisation Name	
Organisation Type	
Position in group	
Organisation Address	
Town	
Phone	
Email address	

Secondary contact

Full name	
Position in group	
Email address	

Would you like to speak about your application? (please note only shortlisted candidates may be invited to present to the Economic Growth Committee)

Yes, I will present in person or online	
Yes, I will present a prerecorded video	
Not sure, I'd like some support please	

Tell us about your project

Event, initiative, or project title *This title will be made publicly available	
Tell us about your project or the activity you are seeking community investment for: The plan	

<p>Which criteria do you meet? How and why? The process</p>	
<p>Proposed start date:</p>	
<p>Estimated date of completion: Please note all project must be completed by 31 March 2027</p>	
<p>Where will the activity or project take place? The place</p>	
<p>How many people will work with you on the project and who are they? (include roles and names) The people</p>	
<p>How will your project, activity or initiative impact your audience, and our wider district? The process</p>	

Which communities will benefit from this? (tick as many as applicable)

Featherston	
Greytown	
Martinborough	
Rural and Coastal South Wairarapa	
The wider Wairarapa region	

Who is the target audience for your project? (tick as many as applicable)

Local residents and groups	<input type="checkbox"/>	Wider Wairarapa residents and groups	<input type="checkbox"/>
Wellington region visitors	<input type="checkbox"/>	National visitors	<input type="checkbox"/>
International visitors	<input type="checkbox"/>	Other _____	<input type="checkbox"/>

Project costs

What is the total cost of this project, activity or initiative?

\$ _____

How much are you applying for?

\$ _____

Please detail what items this grant will pay for?

You can add more rows to the table if you need to or attach a project budget, using this template.

Item	Amount	Quantity	Total
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
		Total	\$

Have you applied to other sources for funding?

Amount	Item	Organisation	Status
\$			Pending
\$			Approved
\$			Declined

How much has your organisation contributed so far?

Please share any fundraising activity or milestones you have achieved, including inkind support.

\$ _____

If successful, when would you need the funds by?

____/____/____

Please note: we may request additional supporting documents based on funding tiers in the EDF Guide. It is best practice to include quotes and project budgets in all your grant applications.

Which of our economic development outcomes does your project meet? (tick as many as applicable)

<input type="checkbox"/>	Increased income or turnover for ratepayers, local businesses, producers, or creatives
<input type="checkbox"/>	Enhanced destination experiences through events, activations, or place-based initiatives
<input type="checkbox"/>	Growth in local supply chains through the use of local suppliers, services, or contractors
<input type="checkbox"/>	Improved business capability, resilience, or collaboration within the district
<input type="checkbox"/>	Increased visitation (day visitors and/or overnight stays) / extended visitor dwell time or repeat visitation
<input type="checkbox"/>	Job creation (paid or voluntary), sustained employment (including casual, seasonal, or contract roles)
<input type="checkbox"/>	Greater awareness of South Wairarapa's unique heritage, food, wine, arts, or natural environment

Please detail how your project aligns with one or more of these outcomes?

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How will you know these outcomes have been met and measure success?

Consider tools like surveys, case studies, event attendance, average spend, imagery and news articles

In 300 words or less, can you sum up why this project is pivotal for Economic Development?

You're almost finished!

Declaration

Read this page carefully and don't forget to sign it

Are you GST registered?	
Yes _____ If yes, we require an invoice to be raised if you're successful.	
No - If no, please include your bank account details below	
Account Name	
Account Number	

Have you applied for SWDC funding before?

Yes – date __ / __ / __ outcome _____ and purpose _____	
No	

Do you agree to comply with requests from SWDC for additional information in relation to this application?

Yes	
No	

Supporting documents

- Attach your bank deposit slip, or bank account verification
- Attach your project plan and budget / forecast – if you require a template email grants@swdc.govt.nz
- If you have a regional or national affiliation attach your affiliation letter
- If you are an incorporated society, you must have re-registered under the 2022 Act
- If you have an outstanding accountability report for any of our grant funds, please ensure this is completed and submitted to the team at grants@swdc.govt.nz

Privacy Statement 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 and that I have the authority to make the application on behalf of the organisation.
- I confirm that we will complete a grant accountability form within the date stipulated in our approval letter and that all expenditure will be accounted for.
- The organisation will keep receipts/records of all expenditure for seven years.
- Any unspent funds will be returned to SWDC.

I/we have read and accept the SWDC Grants Policy and accept the terms and conditions.

Primary contact signature: _____ Date: _____

Secondary contact signature: _____ Date: _____