



Reserve Contributions Fund

Application for projects exceeding \$20,000

Please indicate which community catchment this application relates to (refer to Reserve Contributions (use of) Policy map).

Dargaville and surrounds

Maungaturoto, Paparoa, Tinopai and surrounds

Mangawhai and surrounds

Kaiwaka and surrounds

1 Name of Organisation

2 Postal address of Organisation

Postcode

3 Organisation Contact Person

Name

Position

Telephone

Email

4 Organisation Purpose

5a Is your organisation a Registered Incorporated Society?

Yes

No

If yes, please supply your registration number

5b Is your organisation registered with the Charities Commission?

Yes

No

If yes, please supply your registration number

If you have answered 'No' to questions 5a and 5b, is your organisation under an umbrella of another organisation that is a Registered Incorporated Society or registered with the Charities Commission?

Please provide the following umbrella organisation details:

Name

Address

Registered Incorporated Society number

Charities Commission number

6 Is your organisation GST registered?

Yes

No

If yes, please supply GST number

7 Describe the project you require funding for *(please attach additional sheets if necessary)*

Name of project

Address/location of project

Project description

8 What support do you have in the community for your project? *(please describe how your project came about, who you have talked with about it and what response you have had. If you have undertaken any surveys or petitions, then please include these)*

9 How does the project meet the eligibility criteria in the Reserve Contributions (use of) Policy? The Policy is available on the Council's website and a hardcopy on request.

10 Provide a detailed Business Plan *(Appendix 1 – Business Plan template)*

11a How much will your project cost? *(please provide **all** costs and **all** sources of income for the project you are planning. Please provide a breakdown on how you will spend the funding.*

Item	*Cost \$	Funding source/in kind
TOTAL		

*Please provide at least two quotes for each item. If your organisation is GST registered, please use GST exclusive pricing. If your organisation is not GST registered, please use GST inclusive pricing.

11b What is the amount you are applying for in this funding application?

Item	*Cost \$
TOTAL	

*Please provide at least two quotes for each item. If your organisation is GST registered, please use GST exclusive pricing. If your organisation is not GST registered, please use GST inclusive pricing.

12 Does anyone in your organisation have a conflict of interest with any of the contractors providing the quotes? If yes, please complete the table below.

Name of person in your organisation and his/her role	Contractor	Relationship

13 Does your project require a resource consent? Yes No
 If yes, how will this be funded?

14 Do you receive any funding from a central government agency? Yes No
 If yes, which Agency(ies) and how much?

15 What other sources of funding have you gained and what funding do you intend to apply for in order to complete your project? (include any current funding applications for Council grants i.e. MELA, Community Grants)

16 Will ongoing funding be required for your project?

Yes No

If yes, how will this funding be obtained?

17 What part of this project will be undertaken by volunteers?

18 What part of this project has donated materials?

Please include the following information to support your expression of interest:

- Constitution, Rules or Trust Deed
- Meeting minutes/stand-alone resolution (*if applicable*)
- Reviewed or audited financial statement for the previous year
- Project plan
- Quotes
- Budget
- Maintenance plan (if applicable)
- Any other supporting documents

Contact person

Position in organisation

Address

Contact telephone (home) (work) (mobile)

Email:

Signature of contact person

Name of person completing this application

Position in organisation

Contact telephone (home) (work) (mobile)

Email

Signature *(if different to contact person)*

Date