



Community Grants

Application Form

2009/10

Post your application to:

Community Grants
Thames-Coromandel District Council
Private Bag
THAMES

Applications close at 4.00pm on Friday 31st July 2009



Community Grants

Guidelines for Applicants

1. Community grants will only be available for local organisations whose main function and/or activity is of a community or charitable nature.
2. Community grants will only be available for a specific project or for the maintenance of a facility which is of benefit to the community.
3. Only one grant per organisation will be available in any financial year.
4. Community grants will not be available to:
 - Top up operational funds.
 - Subsidise subscriptions.
 - Pay rent.
 - Reduce debt load.
 - Assist with payment of rates.
 - Organisations receiving other funding from the Community Board.
5. No grant will exceed half of the project or maintenance costs.
6. Only applications made on the Community Grants application form will be considered.
7. Applications must be accompanied by a Budget projection for the next 12 months together with a statement of Income and Expenditure for the previous financial year.
8. Grants will be awarded to organisations for activities that contribute to the achievement of community outcomes.
9. Successful applicants must acknowledge the support of the Thames-Coromandel District Council and relevant Community Board in any correspondence, advertising or other publicity material associated with the project.
10. Late applications will NOT be considered or carried forward.

11. Emergency management grants and Information Centres are funded by the District Council through the Long-Term Council Community Plan.
12. Any Community Grant funds not spent on the project for which the funds were applied for by the close of the Council's financial year must be returned to the Thames-Coromandel District Council unless written approval to retain the funds is obtained from the relevant Community Board.

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Application for Community Grant

Community Board:

Name of Organisation:.....

Contact Person.....Phone No.....

Postal Address.....

.....

Is your organisation a legally constituted incorporated society?.....Yes/No

What are the goals of your organisation?

.....

.....

Describe the specific purpose the community grant funding is required for:

.....

.....

Please detail the complete cost of the project:

..... \$.....

..... \$.....

..... \$.....

Total Cost: \$.....

How much are you applying for (noting that this must be half or less of the total project cost) \$.....

Please specify where the remaining funding will come from:

.....

.....

.....

Have you received any funding from any Government agency in the past three years?
If so please detail below:

.....
.....

Please advise if your organisation is under the umbrella of a national organisation:

.....

Please outline how your project will benefit the community:

.....
.....

Please add any further information you consider may assist with your application:

.....
.....

Please enclose your latest Budget projection for the next 12 months and Statement of
Income and Expenditure for the previous financial year.

If your organisation is registered for GST, please supply your GST number below:

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Declaration:

I declare the above information is correct. If our application is successful, we agree to
complete the attached Expenditure Declaration stating how the Community Grant has
been expended before the end of this financial year being 30 June 2010.

Signed: Designation:

Date:

Please send your completed application to:

Community Grants
Thames-Coromandel District Council
Private Bag
Thames

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Community Grant

Expenditure Declaration

I advise that the amount of \$..... received under the Community Board's Community Grants account for the 2009/10 financial year (*tick one box*):

- Has been expended in full for the purpose for which it was originally applied for (*copies of invoices/receipts attached*).
- Has been partially expended for the purpose for which it was originally applied for and written approval from the Community Board has been obtained to retain funds (*copies of invoices/receipts attached*), namely:
 - State the project
 - Amount spent \$.....
 - Amount remaining \$.....
 - Reason why grant not fully expended:.....
.....
.....
- Has been partially expended for the purpose for which it was originally applied for (*copies of invoices/receipts attached*) and the remaining funding of \$..... is enclosed.

Name of Organisation:

Signatories:
(President)

.....
(Secretary)

Date:

Please complete and return to:
Community Grants
Thames-Coromandel District Council
Private Bag
Thames

by 30 June 2010