



RUAPEHU DISTRICT COUNCIL

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For Council Use

Empty box for Council Use

Community Development and Pride of Place Fund Application Form

Applicant Details - Organisation

Organisation:

Postal Address:

1st Contact Person

2nd Contact Person

Daytime Phone:

Fax or Email:

Are you GST registered? Yes No

If yes, GST Number:

Is your organisation: An Incorporated Body An Unincorporated Body
 A Charitable Trust Other (please specify) ...

Where is your organisation based?

Project Details

Describe in detail the initiative, event, community hall, marae, or project, and the purpose for which funding is sought. Attach a separate sheet if necessary.

Large empty area for project details with horizontal lines for writing.

What area of the Ruapehu District is your project located? (i.e. Geographic area, ward, community.)

Start date of project: Finish date of your project:

Have you sought advice or assistance in planning the project? Yes No

If yes, please provide details of agency and/or contact person.

Financial Details

List the full income and costs of your project (List each part of the budget, not just a total figure).
If registered for GST, do not include GST in the budget.

Income	\$	Costs	\$
Cash in hand towards project
Cash sponsoring
Other grants
Intended fundraising
Other (specify)

Your Contribution is **Total Cost of Project is:**

How much funding are you applying for in this application?
 (Project Costs less Project Income) \$

List any other organisation you have applied to (or intend applying to) for funding this project:

Organisation	Amount Applied For	Approved / Declined / Pending

Non-Financial Contributions

Give details of any donated materials/services (e.g. professional services, paint, timber, lighting, etc.)

What is the estimated number of volunteers hours involved in this project?

Declaration

I/We confirm that all details contained in this application are true and correct and that I/we am/are authorised to make this declaration. I/We further understand that, if this application is successful, I/we must complete a Certificate of Expenditure form upon completion of the project.

I/We agree to conform to any regulations which Council notifies us of.

(Note: the persons signing here on behalf of an organisation should be the same contact persons as on page 1 of this application).

1st Contact Person

2nd Contact Person

Name (Individual/Organisation):

Signature:

Position Held:

Date:

Checklist

Please Check:

- Are all questions answered?
- Do your figures add up?
- Have you attached any additional information that may assist your application?
- Have you kept a copy of this application for your future reference?

Items which must be attached to this application:

- Certificate of Incorporation or other similar certificates for your organisation.
- Deposit slip for bank account details.
- Letters of endorsement from relevant stakeholders. For example, Iwi, hapu, other community groups or users of public spaces.