

Note: This is a preview form. Applications must be submitted via the Rotorua Trust Grants Portal

Organisation Details

Grant Application to Rotorua Trust

Organisation Primary Contact

Title

First name

- Select One -

Last name

Position

Office Address

Suburb

Postcode

Phone

Mobile

Email

Organisation Details

Organisation name

Legal name (if different from above)

Trading Name (if different from above)

Street address

Suburb

Postcode

Postal (PO Box) address

(If different to street address)

Suburb

Postcode

Email (generic email address)

Website

Name of Chairperson

Name of Treasurer

How many years has your organisation been providing services to Rotorua?

If your organisation is new, and has been operating for less than a year, enter 0 here.

How many people are involved in running your organisation?

Full-time paid staff

Part-time paid staff

Volunteer hours average per week

Organisation Status

Is your organisation:

An incorporated society?

A registered charitable trust (registered with the Charities Commission)?

If yes, what is your Charities Commission registration number?

Neither of the above?

If neither, please describe your organisation's operational status

Is your organisation registered for GST?

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Is your organisation liable for Income Tax?

Please provide your New Zealand Business Number (NZBN).

You can find this by clicking [here](#).

If your organisation does not have a New Zealand Business Number, enter "none" into this field

If your organisation is affiliated to, or part of, any national organisation please enter details here

Organisation Purpose

Please state briefly the type of work your organisation does in Rotorua

If you have a strategic and/or business plan for the future please attach a copy.

Financials

Please upload copies of the following documents:

1. Most recent annual FINANCIAL STATEMENTS

Please upload your organisation's **Most recent annual** financial statement

2. BALANCE SHEET ATTACHMENT

Please upload your organisation's current balance sheet

3. Most recent PROFIT AND LOSS STATEMENT

Please upload your organisation's current profit and loss statement

Request Details

Application Primary Contact

Please tick this box if the Application Primary Contact is the same as the Organisation Primary Contact

No

Title

First name

- Select One -

Last name

Position

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Address

Suburb

Postcode

Phone

Mobile Phone

Email

Project Details

Project title

Project description

Detailed Project Description (What are you seeking funding for? Please explain the nature and timing of your project and detail the costs you are looking to have funded)

Which of the following Rotorua Trust funding priority areas does this project align with?

How does your work and this funding request align with Rotorua Trust's priority funding areas?
Please directly reference one or more of the priority areas in your response.

Why does this work need to be done?

(What is the issue or opportunity do you want to address? What change do you want to see as a result of this work?)

What will you do?

(What specifically will take place, among whom, where and when?)

Who will benefit and how?

(How do you know whether what you propose is important to the people or place you seek to benefit?)

Are any other groups providing a similar service/project in Rotorua to the one you're proposing here?
If so, please provide details

How does your project differ from that provided by other services in Rotorua?

Outcomes

Outcomes

What outcomes are you looking to achieve from the project? Please complete at least one Outcome

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and description of measures to be used.

Note that you will be expected to report against these outcomes in progress and/or final reports as part of the acquittal of this grant.

Outcome 1

How will you measure the achievement of this outcome?

Outcome 2

How will you measure the achievement of this outcome?

Outcome 3

How will you measure the achievement of this outcome?

Additional Outcomes

How will you measure the achievement of these outcomes?

Project Financials

Project Costs and Funding

What is the total cost of your project?

What amount are you seeking from Rotorua Trust?

What is the anticipated start date of this project?

When do you require funding from Rotorua Trust?

Funding from other sources

Please provide the name of other sources of funding you have approached, the amount of funding sought from each, and what the status of that funding request in each case. For confirmed funding, please enter the amount.

Funding Source	Amount requested	Status
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Amount confirmed

Amount Requested

Amount Requested

Amount Requested

Amount Requested

Total

0.00

0.00

How do you plan to fund any balance remaining (if any)?

Complete this section if the total of amount requested from Rotorua Trust plus the total confirmed funding from other sources is less than the cost of your project.

Bank Account Details

Please enter your bank account details

Bank name

Bank account number

Bank account name

Please upload an original bank deposit slip.

Additional Information

The following information is required to support your application:

1. A copy of a signed meeting resolution, or meeting minutes, resolving to apply for funding

2. If this funding is towards the purchase of specific items or services, please provide two quotations below (or explanation as to why only one quote has been supplied).

Quote 1

Quote 2

Explanation for providing only one quote.

3. Any letters of support that relate to the project for which funding has been requested can be attached here.

Support Letter 1

Support Letter 2

Declaration

Privacy Act

Any personal information about individuals you provide in this application will be used only to assist with the administration and assessment of your application and in publishing results of approved funding.

If your application is successful, the grantee organisation consents to the use of non-personal data for the promotion of the Rotorua Trust's work in the community.

The information you provide is restricted to the Rotorua Energy Charitable Trust's Board and Staff, other parties that may need to be consulted, officers of, and people contracted to act on behalf of, the Rotorua Energy Charitable Trust.

Declaration

In making this funding application I declare that:

- I am authorised to do so and to the best of my knowledge the information contained herein is true and correct.
- The organisation will comply with any reasonable request from the Rotorua Trust to monitor performance and accountability.
- The organisation acknowledges that any decision made by the Rotorua Trust is final. We accept that no reasons for such decision will be given, nor will any correspondence be entered into.

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I certify that either the PRESIDENT or CHAIRPERSON of my organisation, whose name appears below, has authorised this grant application

Full name of President or Chairperson

Position

Person completing this application for and on behalf of the organisation

Full name

Position

Date