



Grant Application Form

1. Your application

Name of organisation applying for funds. (required)

Key contact person. (required)

Postal address for correspondence. (required)

Physical address of the organisation. (required)

Name of person submitting the application. (required)

Position in the organisation.

Contact phone number for applicant. (required)

Contact email. (required)

Website for the organisation.

Alternative contact person. (required)

Have you obtained permission from your organisation to apply for funds? (required)

yes

no

2. Your organisation

What are the aims of your organisation?

How long have you been in operation?

How many members do you have?

In less than 300 words provide a brief history of the work of your organisation. Links to websites are sufficient if this material exists elsewhere, but please ensure you link only to the specifically relevant page of your website.

In what way is your organisation associated with Glenorchy?

3. Your project

Please describe the project you are seeking funding for, in no more than 200 words? (required)

Grant amount applied for, for this project? (required)

Amount already raised by your organisation for this project? (required)

Please outline any other community funds already provided, or that you have applied for, to support this project?

Please give details of non-financial support for your project, e.g. volunteer hours, donated materials.

Please outline how you propose to cover any shortfall?

Briefly explain, in 150 words or less, how your project aligns with one or more of the Glenorchy Community Trust objectives. Refer to support notes for details of the Trust's aims and purposes, or our website www.glenorchycommunitytrust.co.nz.

4. Finances

Do you have an IRD number as an employer?

yes no

Are you registered for GST?

yes no

Are you a registered Charitable Trust?

yes no

Are you a non-profit making trading entity?

yes no

Please supply the bank account in to which the Glenorchy Community Trust will pay any funds if your application is successful. (required)

Please attach the following documents to accompany your application:

Copy of the resolution, or letter of agreement, from your group to apply for funds.
(required)

A budget for the project. (required)

An audited copy of your balance sheet. (if available)

An annual report. (if available)

GST number. (if applicable)

A copy of the governance structure of your organisation, e.g. a list of office bearers
and the constitution of the group.

Please supply a list of any previous grants from charities, government agencies or commercial
sponsors in the past three years.

Please either use the interactive text fields to fill out this form on your computer or print the
form and fill in the details, then save or scan the pdf and email it back to

secretary@glenorchycommunitytrust.co.nz