



# Local Grant Application Form

## Instructions

Please read carefully:

- Read this application form in full before you start filling it in. It is easier to complete an application if you have the information you need at your fingertips.
- Please see Section 1 of the Community Grant Policy to ensure you are eligible.
- All applications are to be submitted 15 clear working days prior to the Community Board meeting where the application will be considered. Deadlines dates are on Council's website [www.fndc.govt.nz](http://www.fndc.govt.nz)
- **Incomplete, late, or non-complying** applications will not be accepted.
- Applicants who have failed to complete a Project Report for previous funding granted within the last five years are not eligible for funding.
- **If there's anything on this form you're not sure of**, please contact the Community Development team at freephone 0800 920 029, or [funding@fndc.govt.nz](mailto:funding@fndc.govt.nz) – we're happy to help.
- **Send your completed form** to [funding@fndc.govt.nz](mailto:funding@fndc.govt.nz) or to any Council service centre

The following **must** be submitted along with this application form:

- Quotes (or evidence of costs) for all items listed as total costs on pg 3
- Most recent bank statements and (signed) annual financial statements
- Programme/event/project outline
- A health and safety plan
- Your organisation's business plan (if applicable)
- If your event is taking place on Council land or road/s, evidence of permission to do so
- Signed declarations on pgs 5-6 of this form

## Applicant details

Organisation	FAR NORTH JOYFEST GROUP	Number of Members	20
Postal Address	40 1036 TAUPŌ BAY ROAD, RPI, MANGONUI	Post Code	0494
Physical Address		Post Code	
Contact Person	MARI BANS ANGELL KAUR	Position	CHAIR
Phone Number	021 570126	Mobile Number	021 570126
Email Address	haribans.angellkaur@hotmail.co.uk		

Please briefly describe the purpose of the organisation.

TO ORGANISE EVENTS / FESTIVALS WHICH INCREASE ACCESS AND FACILITATE PARTICIPATION IN HEALTH, WELLNESS AND CONSCIOUS LIVING



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## Project Details

Which Community Board is your organisation applying to (see map Schedule A)?

- Te Hiku       Kaikohe-Hokianga       Bay of Islands-Whangaroa

Clearly describe the project or event:

Name of Activity  Date

Location  Time

Will there be a charge for the public to attend or participate in the project or event?  Yes  No

If so, how much?

Outline your activity and the services it will provide. Tell us:

- Who will benefit from the activity and how; and
- How it will broaden the range of activities and experiences available to the community.

PLEASE SEE ATTACHED.

## **Who will benefit from the activity and how?**

Far North Joyfest is going to be a family friendly event which combines health and well-being with conscious living. It will take place at Butler Point, Hihi, in the Far North of New Zealand, on Saturday 29<sup>th</sup> and Sunday 30<sup>th</sup> January 2022. The mission of the festival is to help people to Live their Best Life in all senses of the word.

### Objectives of Joyfest

- 1) To increase the sense of joy of all participants.
- 2) To put the Far North on the festival map, enhancing the profile of the region and increasing economic prosperity not just for those facilitating workshops, running stalls or sharing their wisdom but for all local businesses too.
- 3) To be a festival that celebrates diversity whilst honouring the values of living in a conscious and respectful way. For example, this festival will feature plant-based food but also sustainable and respectful hunting and fishing practices.
- 4) To cultivate understanding so we may celebrate the diversity of local spiritual and cultural traditions.
- 5) To bring people together in community in a holistic and wholesome way that promotes personal and environmental well-being.

Once again, we are aiming this event at families with children as well as individuals interested in health and well-being, sustainability, caring for the earth, living with more awareness. We have tried various strategies for keeping costs low but ensuring costs are covered; the entry fee began at \$40 plus booking last year and then grew to \$60 plus booking. This year we have decided to do two days to see if we can increase attendance and financial support for our event; as well as making it easier for locals who work having two days makes it more attractive for people from outside the area. We have decided the best way to support low income/unemployed people to come along is to have a pay it forward scheme where other festival goers gift a ticket to someone – we would then advertise this and have a criteria for people to meet to be eligible. Children and teenagers are free to the age of 16 . We are targeting people aged 22-50 living in the Far North – Whangarei upwards but also further afield.

The event is once again being organised by a group of volunteers who have formed a not for profit group. This funding will enable the group to book the key marquees/toilets which have always required a payment pre event. and contribute to getting a marketing campaign off the ground. This is our third year of holding the event, we have already noticed more interest in it on our Facebook page and talking to local people. We feel many were put off by COVID last year and also the date meant a lot of locals were away or working as it's the key tourist season, by delaying the date slightly we hope to attract greater numbers of both locals and out of towners.

The event will directly benefit all participants. The event will provide information on new ways of living which are more in tune with the world around us. We will have people talking about their experience of building more sustainable homes, of reducing waste, of using natures resources in a way that preserves and protects the

environment, honouring and respecting where resources come from. Every decision we take has an impact on someone or something else, this event aims at increasing our awareness of this so we can make decisions which are more compassionate to the earth and to others.

The event will nourish people's souls connecting them with a higher sense of themselves as well as rooting them firmly on the earth. Our physical and mental bodies give us the ability to change the way we think and feel; they are a gateway to more subtle sensations providing us with stronger connection to who we are. Previous memories, painful pasts are stored at a cellular level, as we begin to move our bodies physically, we can start to let go and release the past. Science has shown that exercise realises endorphins which increases our sense of well-being. All of the dance and yoga that will be on offer will give people an experience of this.

The event will benefit families and the wider community. People returning home will have an increased sense of joy which will ripple out to those around them. When we are balanced and happy within ourselves, we are much more able to create strong and happy families.

Stallholders, musicians and workshop facilitators will benefit in that more people will become aware of the services and products they offer. We are one of the few festivals which has a real focus on local producers/facilitators. They will also benefit financially as a result of selling their services/products which in turn helps to increase the economic abundance within the local community.

Local restaurants and accommodation providers will benefit from people coming to the Far North for the event. Promoting the area and increasing prosperity for all.

How will it broaden the range of activities and experiences available to the community?

Every year we offer a different line up, this allows for the creation of a growing audience, spreads out the opportunity and makes it interesting year on year for people who attend regularly. Often festivals have the same presenters all the time and it becomes a little frustrating for new people who wish to share their offerings. Workshops are very varied.

Healthy, nutritious food will be on sale giving people the opportunity to try new food combinations, maybe inspiring them to change the way they eat. We are promoting healthy lifestyles at every level.





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## Project Cost

Provide a detailed costs estimate for the activity. Funding requested may not exceed 50% of the total cost.

Total Cost - provide the **total** amount of the estimated quoted cost against the appropriate item.

Amount Requested - provide (against the item) the amount the Board is being requested to contribute.

**Please Note:**

- You need to provide quotes (or evidence of costs) for everything listed in the total costs column
- If your organisation is GST registered, all requested amounts must be GST exclusive.
- Do not enter cents – round the values up or down to the nearest dollar
- Do not use the dollar sign (\$) – just enter the dollar value
- If you are applying for operating costs of a programme, please attach a programme outline

Expenditure	Total Cost	Amount Requested
Rent/Venue Hire	2000	
Advertising/Promotion	190	
Facilitator/Professional Fees <sup>2</sup>	<del>2100</del> <del>1000</del>	
Administration (incl. stationery/copying)	200	
Equipment Hire	7238	3000
Equipment Purchase (describe)		
Utilities		
Hardware (e.g. cement, timber, nails, paint)		
Consumable materials (craft supplies, books)	500	
Refreshments		
Travel/Mileage	200	
Volunteer Expenses Reimbursement	300	
Wages/Salary	7900	not applicable
Volunteer Value (\$20/hr)	514 x 20 = \$10,280	not applicable
Other (describe) PUBLIC LIABILITY ST JOHNS.	1144	
<b>TOTALS</b>	<del>XXXXXX</del> 29,852	3000

<sup>2</sup> If the application is for professional or facilitator fees, a job description or scope of work must be attached.



# Financial Grant Application Form



## Financial Information

Is your organisation registered for GST?  Yes  No GST Number

How much money does your organisation currently have?

How much of this money is already committed to specific purposes?

List the purpose and the amounts of money already tagged or committed (if any):

Purpose	Amount
PAYING BACK 50% OF SEED FUNDING FROM 2021 ↳ (awaiting invoice)	\$ 250
<b>TOTAL</b>	

Please list details of all other funding secured or pending approval for this project (minimum 50%):

Funding Source	Amount	Approved
		Yes / Pending
		Yes / Pending
		Yes / Pending
		Yes / Pending
		Yes / Pending

Please state any previous funding the organisation has received from Council over the last five years:

Purpose	Amount	Date	Project Report Submitted
FAR NORTH JOYFEST 2021	3,000	25th AUG 2020	(Y) / N
FAR NORTH JOYFEST 2020	3,000	20th AUG 2019	(Y) / N
			Y / N
			Y / N





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## Privacy Information

The information you have provided on this form is required so that your application for funding can be processed. Once this application is lodged with the Council it becomes public information and may be made available on the Council's website. **If there is sensitive information in the proposal or personal details you wish to be withheld, please advise.** These details are collected to inform the general public and community groups about all funding applications which have been submitted to the Far North District Council.

## Applicant Declaration

*This declaration must be signed by two people from your organisation who are 18 years of age or older with the authority to sign on behalf of the organisation. Signatories cannot be an undischarged bankrupt, cannot be immediately related, cannot be partners, and cannot live at the same address. They must have a daytime contact phone number and be contactable during normal business hours.*

**On behalf of: (full name of organisation)**

FAR NORTH JOYFEST GROUP

**We, the undersigned, declare the following:**

In submitting this application:

1. We have the authority to commit our organisation to this application and we have been duly authorised by our governing body.
2. We acknowledge and agree that the Far North District Council may disclose or obtain information related to the funding of the organisation from any other government department or agenda, private person, or organisation.
3. We have attached our organisation's most recent statement of income and expenditure, annual accounts, or other financial documents that demonstrate its ability to manage a grant.
4. Individuals associated with our organisation will not receive a salary or any other pecuniary gain from the proceeds of any grant money arising from this application.
5. The details given in all sections of this application are true and correct to the best of our knowledge, and reasonable evidence has been provided to support our application.
6. We have the following set of internal controls in place:
  - Two signatories to all bank accounts (if applicable)
  - A regularly maintained and current cashbook or electronic equivalent
  - A person responsible for keeping the financial records of the organisation
  - A regularly maintained tax record (if applicable)
  - A regularly maintained PAYE record (if applicable)
  - The funding and its expenditure shown as separate entries in the cash book or as a note to the accounts
  - Tracking of different funding, e.g. through a spreadsheet or journal entry
  - Regular financial reporting to every full meeting of the governing body

**Signatory One**

Hui Sue Ansell

**Signatory Two**

M. Hooper





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## We agree to the following conditions if we are funded by Local Community Grant Funding:

1. To uplift any funding granted within 3 months of the date on the letter of agreement. Failure to do so will result in loss of the grant money.
2. To spend the funding within 12 months of the date of grant approval unless written approval for an extension is obtained from Council before that 12 month period ends.
3. To spend the funding only for the purpose(s) approved by Far North District Council unless written approval for a change of purpose(s) is obtained **in advance** from the Community Board.
4. To return to the Far North District Council any portion of the funding that we do not spend. If our payment includes GST we will return the GST component of the amount to be returned.
5. To acknowledge the receipt of Community Board funds as a separate entry in our accounts, or in a note to our accounts, in our organisation's annual report.
6. To acknowledge any financial contribution from Far North District Council on signage and in any publicity relating to the project. Contact Governance Support for digital imagery.
7. To make available any files or records that relate to the expenditure of this funding for inspection if requested by the Far North District Council or its auditors.
8. To complete and return a Project Report within **two months** of the end of the project, or, if the activity is ongoing, within two months of the funding being spent. Applicants who fail to provide a project report within this timeframe will not be considered for funding for stand-down period of five years.
9. To inform the Far North District Council of significant changes in our organisation before this application has been considered, or the funding has been fully used and accounted for (such as change in contact details, office holders, financial situation, intention to wind up or cease operations, or any other significant event).
10. To lay a complaint with the Police and notify the Far North District Council immediately if any of the funding is stolen or misappropriated.

### Signatory One

Name	MARI BANS ANGELL KAUR	Position	CHAIR
Postal Address	1036 TAUPŌ BAY ROAD, RŌDĪ, MANGŌWĪ	Post Code	0494
Phone Number		Mobile Number	021 570126
Signature	<i>Mari Bans Angell Kaur</i>	Date	27/7/2021

### \* Signatory Two

Name	Toyah Coogan	Position	SECRETARY
Postal Address	30 Stratford Drive Cable Bay, Northland	Post Code	0420
Phone Number	021 1274124	Mobile Number	
Signature	<i>Toyah Coogan</i>	Date	27/7/21



## **Schedule of Supporting Documentation**

### **FAR NORTH JOYFEST GROUP**

**(2022)**

The following supporting documentation has been provided in support of the grant application and is emailed under separate cover.

<b>1</b>	<b>ANZ Bank statements 16.04.2021 – 16.06.2021 x 2 pages</b>
<b>2</b>	<b>Income and Expenditure budget for event x 1 page</b>
<b>3</b>	<b>Background of event x 2 pages</b>
<b>4</b>	<b>Health &amp; Safety Plan x 34 pages</b>