



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
- **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 – we're happy to help.
- **Send your completed form to 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	<u>Kerikeri Vert Jam.</u>	Number of Members	<input type="text"/>
Postal Address	<u>PO. Box 564, Kerikeri</u>	Post Code	<u>0245</u>
Physical Address	<u>53 Mahinepua Rd, Kaero</u>	Post Code	<u>0478</u>
Contact Person	<u>DAVID CRABB</u>	Position	<input type="text"/>
Phone Number	<u>021 804 889</u>	Mobile Number	<u>021 405034</u>
Email Address	<u>Info@circledconstruction.co.nz</u>		

Please briefly describe the purpose of the organisation.

To promote skateboarding as a fun, healthy & inclusive activity in Northland & to showcase the great new facility in Kerikeri.



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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 Vert & Bowlijam Skateboard event Date 8/9/10th Feb 23
 Location Kerikeri Skate Park Time 4pm.
 Will there be a charge for the public to attend or participate in the project or event? Yes No
 If so, how much? Nil.

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.

Our event is designed to showcase Kerikeri's new skate facility, by bringing top skateboarders & 2024 Olympic hopefuls from around New Zealand & some International Riders.

We are asking for funding for this event as we would like to provide bleachers for spectator seating so whanau & tamariki can enjoy watching the event & be inspired.

With funding help we are also planning a free learn to Skate workshop on Wednesday Afternoon with skateboard coaches

Please see Attached page for more info.

Event Information

Event Name:

Kerikeri Vertjam 2023

Event genre: (eg. Sport, cultural, arts, other - please specify)

Sports/ Skateboarding.

Event frequency: (annual, biennial, one-off)

Annual

Event date(s):

8, 9, 10th February 2023

Event start/finish times:

8th 3.30-5.30, 9th 3.30-8pm, 10th 3.30-8.30pm

Event Location:

Kerikeri Skatepark, Kerikeri Domain, Kerikeri

Current event status (new or existing): (If existing please explain when and where it was held and how many people attended)

Existing, it has been held at the old skatepark in past years

& at the partially completed Skatepark last year.

it yea



Event concept: (200 word summary about what attendees can expect to experience)

An exciting Vert Skateboarding contest at the Kerikeri Ramp, attracting national & international skaters on Friday night with Bleachers for better audience viewing. In combination with a bowljam contest again attracting International & National Skaters from all over NZ on Thursday afternoon/evening, & a free learn to skate community class on Wednesday. We are involved in the organisation of the Mangawhai Bowl Bash skate event, & by holding this event 4 days after the Mangawhai event, it gives both events a much more significant reach, as international & national competitors want to be able to go to 2 or more events to make the trip over (& up to Northland) worthwhile. By having these events held days apart it keeps visitors in Northland moving between Mangawhai & Kerikeri. This event will be shared widely on social media & we have confirmed interest of skaters from Japan & Australia & families travelling to Northland for this. The event now needs scaffold/seating to be able provide better viewing.

Audience profile: (Who will attend the event, who is your primary target market and why)

We believe watching short format skateboarding events is exciting & accessible for all. Especially if the calibre of Skateboarding is at a great level, which it is when attendees are nationally & internationally based & traveling to events. These events usually grow year on year (reference Mangawhai). We currently have confirmed National Skaters from all over NZ (many of NZ's Olympic hopefuls) & international skaters. Most of these attendees come with families & friends who rent accommodation etc. locally. We anticipate that with better seating areas & the change of date/proximity to the Mangawhai contest we will be able to keep more skaters in Northland & attending both events. The audience profile at these events is usually very varied, from families traveling whose children are learning to skate / wanting to skate. Along with many groups who have been to a good skateboard contest in the past & travel to them. If we have the budget Manual magazine will provide a photographer that gets the Kerikeri Skatepark in National media.



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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	N/A.	
Advertising/Promotion	1,285	384
Facilitator/Professional Fees ²		
Administration (incl. stationery/copying)		
Equipment Hire	3,664	3,650
Equipment Purchase (describe)		
Utilities		
Hardware (e.g. cement, timber, nails, paint)		
Consumable materials (craft supplies, books)		
Refreshments		
Travel/Mileage		judges & tutors inc. travel
Volunteer Expenses Reimbursement	2,400	1,400
Wages/Salary		not applicable
Volunteer Value (\$20/hr)		not applicable
Other (describe) Prize Money	4,000	
TOTALS	11,349	5,435

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



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Financial Information

Is your organisation registered for GST? Yes No GST Number

How much money does your organisation currently have?

Ⓟ \$1260 in product sponsor's
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
Prize money	4000
PA. Hire.	564
TOTAL	4564

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

Funding Source	Amount	Approved
Circle D Construction	3000	Yes / Pending
Placemaker's Kerikeri	1500	Yes / Pending
Mahalo Transport.	1000	Yes / Pending
Kerikeri Cabwets	Product	Yes / Pending
Vans shoe's / Inom	Product.	Yes / Pending

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

Purpose	Amount	Date	Project Report Submitted
Nil	N/A	N/A.	Y / N
			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)

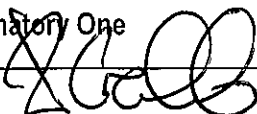
Kerikeri Vest Jam

We, the undersigned, declare the following:

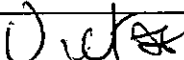
In submitting this application:

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



Signatory Two





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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 Position

Postal Address Post Code

Phone Number Mobile Number

Signature Date

Signatory Two

Name Position

Postal Address Post Code

Phone Number Mobile Number

Signature Date

Schedule of Supporting Documentation

CIRCLE D CONSTRUCTION

(Kerikeri Vert Jam 2023)

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

1	Quote for Scaffolding – x 1 page
2	Quote for T-Shirt Advertising – x 1 page
3	Quote for PA System – x 1 page
4	Quote for Poster Design – x 1 page

Kaitaia Hire
 30 Mathews Avenue
 PO Box 471
 Kaitaia
 Phone : 09 408 0004
 Fax : 09 408 2004



Onsite Access
 30 Mathews Avenue
 PO Box 471
 Kaitaia
 Phone : 09 408 0004
 Fax : 09 408 2004
 Email : accounts@kaitaiahire.co.nz

Quote

Quote # : 14739

Circle D Construction
 PO Box 564
 Kerikeri 0440

Date : 06/10/2022
 Order No :
 Account : 1785
 Reference :
 Sales Rep :
 Quote Expires 05/11/2022
 Page No. : 1
 Job Number :

Code	Description	Quantity	Rate	Discount	Total
Kerikeri Skate Park					
To provide scaffolding for event seating.					
SED	To Supply, Erect & Dismantle Scaffolding	1.00	1962.000		1962.00
RWS	Weekly Rent for Scaffolding (Minimum One Week)	1.00	200.000		200.00

We appreciate the opportunity to present this Quote.

Please Note: All prices are PLUS GST

Any instructions received by Onsite Access from the Client for the hiring of Equipment and/or the Client's acceptance of Equipment supplied by Onsite Access shall constitute acceptance of the terms and conditions available on our website, www.kaitaiahire.co.nz

This quote is also prepared with the expectation that the site is as described by the customer. this includes ground condition, access etc. IF this is not the case then the quoted price may be re-negotiated .

Rounding

0.00

FUNCTION LTD

CLOTHING-DIRECT / Blankteeshirts / altabeanbags / beany2u

Function Ltd

GST #70-982-544
Customs code #400 253 02B
Po Box 128-236, Remuera
Auckland 1541
New Zealand

Tax Invoice

Invoice# 21602

Balance Due
\$1,191.98

Invoice to

Circle D Construction
Circle D Construction Ltd
PO Box 564
Kerikeri
0230

Invoice Date : 12 Jan 2023

Terms : Due on Receipt

Due Date : 12 Jan 2023

Item & Description	Qty	Price	Amount
BT Apparel 5001 - Staple Tee White S x 6 M x 18 L x 16 XL x 10	50	10.15	507.50
BT Branding Supacolour Setup (One off fee)	1	50.00	50.00
BT Branding Supacolour Per Garment BACK - A4 size - 210mm x 289mm	50	9.58	479.00
		Sub Total	1,036.50
		GST (15%)	155.48
		Total	\$1,191.98
		Balance Due	\$1,191.98

Notes

Thank you for the opportunity.

PAYMENTS: By Direct Credit To Account No 060257-0131268-00 / By Credit Card Call: 0800 100 565 - Use invoice # for reference.

Terms & Conditions

PAYMENTS: By Direct Credit, Account No 060257-0131268-00 / By Credit Card Call 0800 100 565.

TERMS: Strictly Payment on order being approved for non account holder, unless otherwise arranged. Use invoice number for reference.

Payment: 20th of the following month for account holders.

Heather Tyson

T: 021 882 636

E: heathertyson@outlook.co.nz

2 Domain Crescent, Muriwai, 0881

✳	Brand design
✂✂	Digital design
≡	Print design

INVOICE NO. 00311

05/12/2022

BILL TO

CIRCLE D CONSTRUCTION

Phone 021 804 899

Email info@circledconstruction.co.nz

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL HOURS
1	Freelance design work for poster	\$50 per hour	2.00

SUBTOTAL \$100.00

TOTAL DUE BY DATE \$100.00

BANK ACCOUNT Name - A W & H L Tyson

BANK ACCOUNT Number - 38-9022-0473635-01

Thank you for your business!



TAX INVOICE

Dave

Invoice Date 19 Mar 2022
Invoice Number INV-0964
Reference Skateboard contest
GST Number 109-422-103

AV Northland Limited
Trading As The Music
Workshop
5 Waipapa Road
Kerikeri 0230
NEW ZEALAND
Phone Number:
09-4077860
Mobile Number:
021-583986
musicwks@outlook.co
m

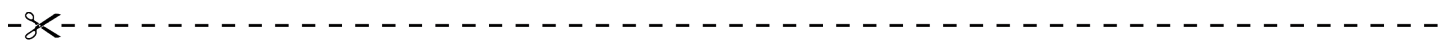
Description	Quantity	Unit Price	Amount NZD
Vantec sound system with speaker stand	2.00	85.00	170.00
Radio Microphone	1.00	75.00	75.00
sponsorship	1.00	(50.00)	(50.00)
		Subtotal	195.00
		TOTAL GST 15%	29.25
		TOTAL NZD	224.25

Due Date: 26 Mar 2022

Direct Debit A/C
AV Northland Ltd
12-3091-0238375-00

Terms and condition as stated on the

<https://www.avnorthland.co.nz/terms-and-conditions>



PAYMENT ADVICE

To: AV Northland Limited Trading As The Music Workshop
5 Waipapa Road
Kerikeri 0230
NEW ZEALAND
Phone Number: 09-4077860
Mobile Number: 021-583986
musicwks@outlook.com

Customer Dave
Invoice Number INV-0964
Amount Due 224.25
Due Date 26 Mar 2022
Amount Enclosed

Enter the amount you are paying above