

# Kaikohe-Hokianga Community Board July 2023 - June 2024

## Local Grant Application Form

Application No. KHCB00001 From Mr Jinu Jose

Form Submitted 12 Jul 2023, 1:23PM NZST

## Applicant Details

**\* indicates a required field**

### Instructions

#### Please read carefully:

- Read this application 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. Deadline dates are on the Council's website.
- Incomplete, late or non-complying applications will not be considered.
- 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.

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

- Two quote for purchases where practicable, **or** evidence of expected purchases
- Business plan (including project costs)
- Details of all other funding secured or pending approval for this project (minimum 50%)
- Programme outline (if applying for operating costs)
- A health and safety plan.

## Applicant details

### Applicant \*

### Postal Address \*

Address Line 1, Suburb/Town, State/Province, Postcode, and Country are required. Country must be New Zealand

### Physical Address \*

Address Line 1, Suburb/Town, State/Province, Postcode, and Country are required. Country must be New Zealand

### Applicant Primary Website

Must be a URL.

### Facebook page

## Contact details

## Purpose of organisation

**Please briefly describe the purpose of the organisation \***

Myself Jinu Jose live in Kaikohe since 2012, and we are a small south Indian (Kerala state) community consist of around 15 families with nearly 50 members includes children. In Kerala we celebrate a festival every year called Onam. Onam is a harvesting festival (festival of food/Kai) and it also marks the beginning of the Malayalam New year (like our Matariki) which is celebrated in the southernmost state of India. Onam, which symbolises homecoming of demon king Mahabali, is one of the most famous and biggest festival of Kerala and is celebrated across the state. Onam is an important part of our culture which has lot of cultural activities for both kids and adults which we play and act only during Onam. Onam is one of the occasions we consider as chance to share our traditional and cultural values to our children. This year we celebrate Onam on August 29th. During my life in Kaikohe over 11 years I have seen nearly at least 75 families moved out from our small town to bigger towns where they can celebrate Onam and access other cultural and traditional activities. I would like to take this opportunity to give a start and give members of my community to have a feeling of satisfaction by observing activities important to them without moving out of our small town.

**Number of Members \***

50

## Project Details

**\* indicates a required field**

# Kaikohe-Hokianga Community Board July 2023 - June 2024

## Local Grant Application Form

Application No. KHCB00001 From Mr Jinu Jose

Form Submitted 12 Jul 2023, 1:23PM NZST

### Project Details

Clearly describe the project or event:

**Name of Activity \***

Kaikohe Onam Celebration 2023

**Location \***

Kaikohe

**Will there be a charge for the public to attend or participate in the project or event?**

Yes

No

**If so, how much?**

**Start Date \***

29/08/2023

Must be a date.

**End Date \***

29/08/2023

Must be a date.

**Time**

Midday till 11pm

**Project Outline:**

**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.**

**Project Outline:**

Kaikohe Onam celebration 2023, the celebration of food and harvest which marks the beginning of Malayalam New Year (like our Matariki). Ther Onam celebration is a 10-day long celebration in Kerala. The festival spread the message of sharing, peace and solidarity. One of the very symbolic of Onam festival is "Pookkalam" - the typical design and patterns made with flowers on the ground by all the members of the community. The group involved is Kerala Indian community which consist of 50 members includes children in Kaikohe - Kerikeri area. The celebration includes traditional food which consist of nearly 18 dishes, traditional costumes, traditional games which includes tug of war. Onam is one of the occasions we consider as chance to share our tradition and cultural values to our Tamariki.

### Project Cost

**\* indicates a required field**

# Kaikohe-Hokianga Community Board July 2023 - June 2024

## Local Grant Application Form

Application No. KHCB00001 From Mr Jinu Jose

Form Submitted 12 Jul 2023, 1:23PM NZST

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 (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
- If you are applying for operating costs of a programme, please attach a programme outline

## Budge

<b>Expenditure</b>	<b>Total Cost</b>	<b>Amount Requested</b>	<b>Quotes</b>
	Must be a dollar amount Must be a dollar amount.	Must be a dollar amount Must be a dollar amount.	
Rent/Venue Hire	\$400.00	\$400.00	<i>No files have been uploaded</i>
Advertising/Promotion	\$	\$	<i>No files have been uploaded</i>
Facilitation/Professional Fees	\$	\$	<i>No files have been uploaded</i>
Administration	\$	\$	<i>No files have been uploaded</i>
Equipment Hire	\$60.00	\$60.00	<i>No files have been uploaded</i>
Equipment Purchase	\$	\$	<i>No files have been uploaded</i>
Utilities	\$40.00	\$40.00	<i>No files have been uploaded</i>
Hardware (e.g cement, timber)	\$	\$	<i>No files have been uploaded</i>
Consumable materials	\$650.00	\$600.00	<i>No files have been uploaded</i>
Refreshments	\$250.00	\$200.00	<i>No files have been uploaded</i>
Travel/Mileage	\$100.00	\$100.00	<i>No files have been uploaded</i>
Volunteer Expenses Reimbursements	\$250.00	\$	<i>No files have been uploaded</i>

# Kaikohe-Hokianga Community Board July 2023 - June 2024

## Local Grant Application Form

Application No. KHCB00001 From Mr Jinu Jose

Form Submitted 12 Jul 2023, 1:23PM NZST

Other (describe)	\$300.00	\$250.00	No files have been uploaded
Other (describe)	\$750.00	\$	No files have been uploaded
Other (describe)	\$	\$	No files have been uploaded

### Funding Request Amount

Please enter the total cost of your project (the sum of the items you have listed in the Total Cost column above) and the total amount you are requesting from the Board (the sum of the items you have listed in the Amount Requested column above).

**What is the total cost of your project? \***

\$2,750

Must be a dollar amount.

**What is the amount you are requesting from the Board? \***

\$1,650

Must be a dollar amount.

### Financial Information

**\* indicates a required field**

**Is your organisation registered for GST? \***

Yes  No

### Current Funding

**How much money does your organisation currently have? \***

\$0.00

Must be a dollar amount.

**How much of this money is already committed to a specific purpose? \***

\$0.00

Must be a dollar amount.

### Tagged Funds

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

Purpose	Amount
	Must be a dollar amount.
	\$

# Kaikohe-Hokianga Community Board July 2023 - June 2024

## Local Grant Application Form

Application No. KHCB00001 From Mr Jinu Jose

Form Submitted 12 Jul 2023, 1:23PM NZST

	\$
	\$
	\$
	\$

### Total Tagged Funds

#### Total Expenditure Amount

\$0.00

This number/amount is calculated.

### Other Funding

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

Funding Source	Amount	Decision
	Must be a dollar amount.	
	\$0.00	
	\$	

### Previous Funding from FNDC

Have you previously received funding from FNDC? \*

Yes  No

## Declaration

### 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 of 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.*

# Kaikohe-Hokianga Community Board July 2023 - June 2024

## Local Grant Application Form

Application No. KHCB00001 From Mr Jinu Jose

Form Submitted 12 Jul 2023, 1:23PM NZST

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

Kaikohe Malayali Community

## New Section

### 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 organisations 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

### 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 of 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 the Far North District Council unless written approval for a change of purpose(s) is obtained **an 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 the Funding Team 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.

# Kaikohe-Hokianga Community Board July 2023 - June 2024

## Local Grant Application Form

Application No. KHCB00001 From Mr Jinu Jose

Form Submitted 12 Jul 2023, 1:23PM NZST

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

### Signatory Two

**Name**

**Position**

**Postal Address**

**Phone Number**

**Mobile Number**

**New Question**