

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 *attached Folder w/ supporting docs*
- ☒ 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	BALD ANGELS CHARITABLE TRUST	Number of Members	
Postal Address	P.O BOX 578 KERIKERI	Post Code	0245
Physical Address	UNIT 7 - 6 FAIRWAY DRIVE KERIKERI	Post Code	0230
Contact Person	Therese Wickham	Position	
Phone Number	.	Mobile Number	027 446 8723
Email Address	tw@baldangels.org.nz		

Please briefly describe the purpose of the organisation.

Bald Angels will create positive change for our taitamānaki by leading & facilitating community collaboration

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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 RAINBOW RANGATAHI Date — 2022

Location BOI- Whangaroa rohe Time — 2022

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

If so, how much? N/A

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.

see attached folder with supporting documents

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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		
Advertising/Promotion	Refer to attached xcel doc	
Facilitator/Professional Fees ²		
Administration (incl. stationery/copying)		
Equipment Hire		
Equipment Purchase (describe)		
Utilities		
Hardware (e.g. cement, timber, nails, paint)		
Consumable materials (craft supplies, books)		
Refreshments		
Travel/Mileage		
Volunteer Expenses Reimbursement		
Wages/Salary		not applicable
Volunteer Value (\$20/hr)		not applicable
Other (describe)		
TOTALS		

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

(FNDC) BOI WHANGAROA COMMUNITY BOARD GRANT

RAINBOW RANGATAHI

A Bald Angels KiwiMANA Kaiārahi Community Collaboration

Placemaking and Community Forums

GST EXCLUSIVE	Item Price	Quantity	Amount requested	other funders	QUOTES	NOTES
VENUE HIRE INCLUDES						
EQUIPMENT HIRE						
STAGE 1						
ESTIMATES ONLY						
Turner Plaza- Community Forums x2		1,267.00	2.00	2,534.00		Sound/Light equipment Included
Storage unit lockUp (storage of marquess, beanbags tables etc)	\$75p/month (ex gst)			3,900.00		\$75pmonth Excl gst McCondach Storage
Advertising Promotion					300	\$100
Facilitator /Professional fees						
SPEAKERS			0.00		9000	3-4 Speakers for Community Forums
				Bald Angels has covered this to date		Email request to Warehouse Group to cover this going forward
Administration Stationery copying			0.00			included in Turner Plaza Quote
Equipment Hire			0.00			
		weekly hire 2hrs each= \$30 x 25 weeks (6 months trial)				SEE QUOTES FOLDER Youth Meeting space for social
Black Box Theatre p/hr hire	15 p/hr		750.00		Refer QUOTES FOLDER	and support -speakers and education
EQUIPMENT PURCHASE						
						Pop Up Drop In Safe Space and information centre (
Marquees 3x3 pop up		329	2	658		Refer QUOTES Folder TRADETESTED best value)
Beanbags		140	12	1680		Refer QUOTES Folder Online searches
Stickers for shop windows/ cars		2	300	0	600	Refer QUOTES Folder Local Business INCLUSIVITY - Koha \$2 per sticker
Rainbow flags 90x150		29	10	290		Refer QUOTES Folder For marquee and event use only-NOT street flags
Footpath decals 50x40cm		19	50	950		QUOTE Halvo signs
Street Banners 3000 x 6000 mm		1113	1	1113		QUOTE BannerBuzz Kerikeri Town
Freight for delivery of these goods				0	unknown	
Utilities				0		
Consumable Materials				0	unknown	
Refreshments				0	unknown	
TRAVEL/MILEAGE						
Return flights for Speakers (Wgt		561	2	1200		Air NZ Flights (online)
Volunteer expenses reimbursements				0	unknown	
Fuel, travel cost for Project general				0	unknown	
OTHER						
					REFER QUOTES	
Accommodation Speaker One: 2 r		370		1110	FOLDER: Stay Motels	Kerikeri
					REFER QUOTES	
Accommodation Speaker Two: 2 r		370		1110	FOLDER: Stay Motels	Kerikeri
					REFER QUOTES	
Accommodation Speaker Three: 2		370		1110	FOLDER: Stay Motels	Kerikeri

Contract Services				
				Awaiting Hāpu decision re any fees or costs.
				Application for design: To be used as decals and other applications to celebrate our te Ao Maori- possibly also art on one stripe of the airport crossing
Kowhaiwhai Design by Hapu	0.00	Not Known yet		
Installation of Street Banner	0.00	Not known yet		Communicating with Rotray and Lions Clubs for support
		Bald Angels has covered this to date		
Management, Administration	0.00	Bald Angels has covered this to date		Further funding required
Volunteer coordination and support	0.00			Further funding required
TOTAL REQUESTED	16,405.00			

More research and Community engagement is required for Rainbow crossings and Bench seats therefore these below are NOT included in this fund request May 2022, but may be included in future requests INDICA

Contract Services				ESTIMATED COSTS	
Airport footpath crossing QUO	5500	1	0	5500 Coastine Markers	
Rainbow crossing x6 towns: Kerikeri, Kaeo, Kawakawa, Paihia, Russell, Paihia	9115	6	0	QUOTE: Roadmarking- Nothland 54690 Roadmarkers	NO QUOTE. EST from Northland Roadmarkers
Hardware- Paint supplies (Kerkeri bench Seat painting x 3) Bench Seats x10 (other towns)			0	200 Refer QUOTES Folder tape.	Paid for by a volunteer Keshama :Approx \$100 paint, \$70 for graffiti guard, \$30 for brushes and
Hardware- Paint supplies (Kerkeri bench Seat painting x 3) Bench Seats x10 (other towns)			0	1000 Refer QUOTES Folder	Will Apply in Stage two Paid for by a volunteer Keshama :Approx \$100 paint, \$70 for graffiti guard, \$30 for brushes and
				200 Refer QUOTES Folder tape.	
				1000 Refer QUOTES Folder	Will Apply in Stage two

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Financial Information

Is your organisation registered for GST? ☐ Yes ☐ No GST Number 114 - 203 - 084

How much money does your organisation currently have?

\$ 177k

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
Emergency Funds	\$50k
Mullet Funds (Mentoring Kaiārahi)	\$30k
Christmas, kai, gifts, keep our kids warm	\$50k
Wages	\$30k
TOTAL	160k.

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

Funding Source	Amount	Approved
Applications have not yet been lodged		Yes / Pending
Tendall EMBACE		Yes / Pending
Creative Communities	amounts not determined at this time.	Yes / Pending
Tallion Fdn.		Yes / Pending
Foundation North		Yes / Pending
COAS		

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

Purpose	Amount	Date	Project Report Submitted
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)

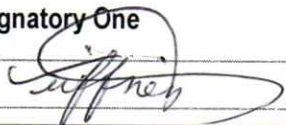
BALD ANGELS CHARITABLE TRUST

We, the undersigned, declare the following:

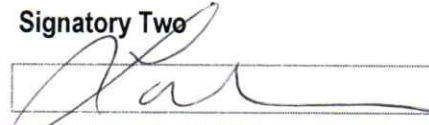
In submitting this application:

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 TIFFNEY GEE Position TRUSTEE

Postal Address 100 KEMP ROAD, KERIKERI Post Code 0230

Phone Number Mobile Number 021 371 580

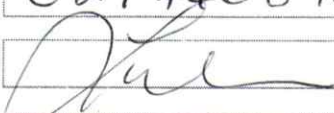
Signature  Date 2/03/2022

Signatory Two

Name THERÈSE WICKBOM Position

Postal Address P.O BOX 578 KERIKERI Post Code 0245

Phone Number 027 4468723 Mobile Number

Signature  Date 2/03/2022

Funding Application from Rainbow Rangitahi

Schedule of Supporting Documentation

Document	Title
1	Project Details
2	Management Reports
3	Bank Statement
4	Banner Quote
5	Bean Bag Quotes
6	Flights and Accommodation quote
7	Sidewalk Decals Quote
8	Storage Quote
9	Letters of Support