

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 - 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 *

Opononi Omapere Ratepayers and Residents Association

Postal Address *

Physical Address *

Applicant Primary Website

Must be a URL.

Facebook page

Contact details

Contact Person One:

Applicant Project Contact *

Ms Sandy-lee Bell

Position *

secretary

Phone Number

Mobile Number

Email *

Must be an email address.

Contact Person Two:

Applicant Admin Contact *

Mr Roger Brand

Position *

vice chair person

Phone Number

Mobile Number

Applicant Admin Contact Primary Email

Must be an email address.

Purpose of organisation

Please briefly describe the purpose of the organisation *

The Opononi/Omapere Ratepayers' and Residents' Association (OORRA) was incorporated in 2003 and since has provided a voice for our local community primarily with respect to the municipal infrastructure that is owned and managed by the District Council and paid for through our annual rates; this includes, but not limited to the reticulated freshwater, wastewater and stormwater, roading and footpaths, inland and beachside reserves and parks (plus toilets), pensioner housing, the Opononi Hall, refuse and recycling, animal and pest control and civil defence. Our Association also oversees and submits on strategic plans and applications for resource consents that are publicly notified by Council. We hold public meetings once a month at the Opononi Hall with a committee comprising a Chair, Deputy Chair, Secretary and Treasurer, who are elected at the Annual General Meeting each year in August. Agenda and minutes are provided through email to an extended list of some seventy current and past members.

Number of Members *

70 +

Project Details

*** indicates a required field**

Project Details

Kaikohe-Hokianga Community Board July 2023 - June 2024
Local Grant Application Form
Application No. KHCB00017 From Opononi Omapere Ratepayers and Residents Association

Form Submitted 12 Nov 2023, 1:52PM NZDT

Clearly describe the project or event:

Name of Activity *

Room Hire, Printing, Mileage, Advertising.

Location *

Opononi Hall

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 *

09/01/2024

Must be a date.

End Date *

08/12/2026

Must be a date.

Time

6pm - 8pm

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:

Project Outline -

Who will benefit from the activity and how; and

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

Opononi Omapere Ratepayers and Residents Association (OORRA) meetings are held every month, usually on a Tuesday evening at the Opononi Hall and are open to the public.

We see these monthly meetings as highly important in order to provide continuity for members to come together to promote and enhance our local area.

OORRA strives to enhance quality of life and make the community a better place to live. In doing this, it acts as a voice and liaison between residents and local council. We meet to develop and improve the local environment, infrastructure, welfare and safety needs alongside promoting the unique features of the Hokianga.

In addition to hearing from our Hokianga Community Board representatives, occasionally we will invite guest speakers to talk at our meetings, and these are notified by placing adverts in the local paper.

The Opononi Hall charges rental for the use of the meeting room @ \$25 per month. Larger public meetings require the main hall and the use of the kitchen for accompanying food.

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We are seeking funding for the Room Rental for a 3 year period (36 months) and associated printing costs for each meeting, guest speaker mileage and advertisements for the Northern News.

Project Cost

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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

Expenditure	Total Cost	Amount Requested	Quotes
	Must be a dollar amount Must be a dollar amount.	Must be a dollar amount Must be a dollar amount.	
Rent/Venue Hire	\$900.00	\$900.00	Filename: SHWMHC Hall Hire Quotation.pdf File size: 33.1 kB
Advertising/Promotion	\$185.46	\$185.46	Filename: northern news quote.pdf File size: 126.2 kB
Administration	\$144.00	\$144.00	Filename: Printing costs.pdf File size: 76.5 kB
Travel/Mileage	\$399.00	\$399.00	No files have been uploaded
Volunteer Expenses Reimbursements	\$8,100.00	\$0.00	No files have been uploaded

Other (describe)	\$9,728.46	\$1,628.46	No files have been uploaded
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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? *

\$9,728

Must be a dollar amount.

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

\$1,628

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? *

\$1,339.14

Must be a dollar amount.

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

\$300.00

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.
Large hall hire and food - public event	\$300.00
	\$
	\$
	\$

	\$
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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.	
	\$	
	\$	

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.

On behalf of: (full name of organisation)

opononi/omapere residents and ratepayers association

New Section

Kaikohe-Hokianga Community Board July 2023 - June 2024

Local Grant Application Form

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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.
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

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accounted for (such as change in contact details, office holders, financial situation, intention to wind up or cease operations, or any other significant event).

10To 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

Sandy-lee Bell

Position

secretary

Postal Address**Phone Number****Mobile Number**

Must be a Ne

Date

10/11/1923

Must be a date.

Signatory Two

Name

Roger Brand

Position

vice chair person

Postal Address**Phone Number****Mobile Number****New Question**

10/11/1923

Must be a date.