

PARAPARAUMU/RAUMATI COMMUNITY BOARD INITIATIVES FUNDING GRANT – APPLICATION FORM

The Paraparaumu/Raumati Community Board was granted \$20,000 in the Long-term Plan for the year 2021/22 and \$20,000 for year 2022/23.

This Initiatives funding is additional to the discretionary funding the Community Board is allocated through the existing grant processes and is an opportunity for the Community Board to use in support to meet the Wellbeing and needs of our residents that Board Members are seeing in our communities.

General Principles

- The funding cannot generate an asset that belongs to the Council.
- All health and safety obligations under the Health and Safety at Work Act rest solely with the beneficiary of the funding issued.
- Funding cannot be issued directly to each Community Board or the Council.
- Unallocated funds cannot be carried over to the next financial year.
- The General criteria is to 'better enable local activities, engagements and communication with communities'.

The purpose of the Paraparaumu/Raumati Community Board's Initiatives Fund is to provide financial assistance for the Wellbeing of our communities and to better enable local projects, activities and engagement.

Criteria

- The applicant must be non-profit making.
- The applicant must use the funding for a project or activity that supports the Wellbeing of our communities in the Paraparaumu and Raumati Communities.
- Only one application will be considered by an individual or organisation for one project/activity.

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Accountability

Applicants are required to provide written confirmation or a verbal report that the money was spent for the purpose granted within 2 months of completion of the activity. Individuals are required to outline the benefits gained for them and community groups are required to furnish a written report outlining the benefits gained by the community. In normal circumstances applicants failing to meet accountability criteria will be excluded from any further applications for two years.

The Paraparaumu/Raumati Community Board requires all monies that are not used for the purpose applied for to be returned to the Initiatives Fund. Failure to do so may exclude the applicant from any further application.

Procedure for Applications

1. Applications must be made on the approved application form and must contain all supporting information. Failure to provide all of the required information will result in the application being returned to the applicant.

The above conditions and criteria do not preclude the Paraparaumu/Raumati Community Board from considering any application at its discretion.

Applications are to be addressed to:

Jayne Nock, Executive Secretary
Kāpiti Coast District Council
Private Bag 60601
Paraparaumu 5254

jayne.nock@kapiticoast.govt.nz

PLEASE NOTE:

Applications must be received by the Kāpiti Coast District Council at least 8 working days prior to the Paraparaumu/Raumati Community Board meeting date, in order to meet the reporting deadline.

Meetings of the Paraparaumu/Raumati Community Board are held every six weeks.

**PARAPARAUMU/RAUMATI COMMUNITY BOARD
INITIATIVES FUNDING GRANT – APPLICATION FORM**

Applicant Details

Name: _____

Organisation (if applicable): _____

Address: _____

Daytime Contact Phone _____

Email: _____

Why do you need this funding? (Please attach further information that will help your application)

When do you need it (start date)? _____

What are the expected benefits to you (the applicant)?

How can you demonstrate what benefits you can provide to the Paraparaumu/Raumati area as a result of providing you with this grant?

Costs (travel, accommodation etc)

Income (fundraising, grants, saving)

Total	\$	Total	\$

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How much are you applying for? Total \$ _____

Are you GST Registered? Yes / No

(If yes, and your application is successful, you will be required to provide a GST invoice before your grant can be paid)

What other funds have been sought for this project/activity? (Please list)?

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Please list any grants received from the Paraparaumu/Raumati Community Board in the past 3 years?

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Declaration

I certify that the information provided above is accurate:

Signature: Date:

Send application to: Jayne Nock, Executive Secretary
Kāpiti Coast District Council
Private Bag 60601
Paraparaumu 5254

Email address: jayne.nock@kapiticoast.govt.nz

For direct credit payment, if application is successful, please provide:

Bank Name:	
Bank Account Name:	
Bank Account Number:	