

Application for Funding from the Saddle Hill Community Board

Date: _____

Name of Group Applying for Funds: _____

Contact person: _____ Position Held: _____

Phone Number: _____ Email: _____

Address: _____

_____ Post Code _____

***** Please note: the above fields are compulsory**

If the person responsible for the project differs from the contact, please provide details including name, contact phone number and email address.

Details of the project you are seeking funding for: _____

Please attach any additional information including any quotations which may be useful in explaining the project. ***Clubs and other groups should include a copy of their last financial statement with their application.***

Amount sought from the Saddle Hill Community Board: \$ _____

Total cost of project: \$ _____

Amount already raised: \$ _____

How will the rest of the project cost be funded including any funding sought from any other Dunedin City Council source?

Project completion date: _____

The funding must be used within one year of the grant application or it must be returned to the Board unless you have provided a report and request for an extension of time.

Is the project a one-off / annual/ biennial / other event? If other, please detail:

Detail the benefits to your organisation and/or the wider community which will result from this project:

Has your group made an application to the Board for funding support within the last five years? Yes ☐ No ☐

If yes, how much was granted, and what was that money used for? _____

All approved funding is subject to the following:

The organisation/group must report back to the Board within six months of the project completion or six monthly until the project is completed.

Do you agree to provide a report back on the project should you have funding approved: Yes ☐ No ☐

You may either use the form attached or provide your own written report, however it must include the points covered on the form.

**** *Any funds approved MUST be paid directly into the organisation's bank account, please supply a copy of the bank account name and number separately.* ****

- Applicants are encouraged to attend the Community Board meeting to speak to their application and answer any questions the Board may have.
- Applications will be considered on their own merits.

If you would like to attend a Board meeting to speak to your application, please contact Governance Support on 477-4000

The application form is also available on www.dunedin.govt.nz and should be returned to Governance Support, Dunedin City Council, P O Box 5045, Dunedin 9058 or governance.support@dcc.govt.nz

Please contact either Paul Weir (Chairperson) or one of the other Community Board members with any queries you may have.

GUIDELINES FOR ALLOCATIONS FROM THE BOARD'S DISCRETIONARY FUND

Each of Dunedin's six community boards has a discretionary fund of \$10,000 per annum, funded from the general rate.

The Saddle Hill Community Board will make allocations from its fund based on the priorities set in its Community Plan, and may make allocations in accordance with the following criteria:

Category A: Community Initiated Projects

A pool of **\$5,000 p.a.** will be available for community initiated projects.¹ Non profit making groups and/or organisations wishing to apply for funds from Category A will be required to complete the *Application for Funding from the Saddle Hill Community Board* form. Applications must be lodged no less than one calendar month before the community board meeting at which it is to be considered.

Category B: Board Initiated Projects

A pool of **\$3,000 p.a.** will be available for Board initiated community projects. Some previous examples of such projects are allocations which were made to the Fairfield Beautification Project and the Kaikorai Estuary – Installation of Post and Chain Project. The Board will make allocations under Category B as the need arises.

Category C: Board Activities

A pool of **\$2000 p.a.** will be available for Board related activities, which may include such items as attendance at conferences or training workshops, advertising and communication, producing newsletters, undertaking community surveys/questionnaires, and hosting functions. The Board will make allocations under Category C as the need arises.

Note:

All allocations from the discretionary fund will be supported by a resolution passed at a formal meeting of the Board.