

Community History Fund Application

Organisation name _____

Organisation status (e.g. community group/trust/incorporated society)

Contact person name _____

Contact person email _____

Contact person phone number _____

Alternative contact person email _____

Alternative contact person phone number _____

Please describe your community group/trust/incorporated society purpose and goals.

Please describe what you need financial support for and why (the “project”).

(The “project” could refer to general organisation costs; or a specific project/event/initiative. For this application, the “project” is what you need financial support for.

Which of the four outcomes will this project contribute to?

- ☐ Protect and promote Selwyn’s history
- ☐ Provide Selwyn residents and visitors access to Selwyn’s history
- ☐ Assist Selwyn residents and visitors learn about and better understand the unique stories and places which are Selwyn’s Taonga
- ☐ Celebrate the unique stories and places which are Selwyn’s Taonga

How will the project achieve these outcomes?

Community History Fund Application

What benefits do you expect from this project for the Selwyn district and wider community?

Estimated total number of people benefiting from the project. Date of the project.

Location of the project.

Please state how much you are applying to the Selwyn Community History Fund for (GST exclusive).

\$ _____

What will this amount be used for? Please be specific.

Please provide detail — e.g. \$200 will be used for marketing

Have you applied to or received funding or sponsorship from Selwyn District Council or any other external organisation for this project? If so, please detail.

Use the following structure: Funder — amount received/applied for — purpose of funding. Please also ensure this is shown in your budget.

Has your organisation received any funding through the Selwyn Community History Fund in the past three years? If so, please detail.

Please include date, amount, project.

Please attach a full budget for this project including income and expenditure.
Please attach a copy of your annual budget and/or your latest audited accounts.

Declaration*

I hereby declare that the above information is correct. If the application is successful, my organisation agrees to provide an Accountability Report.

Accountability reports are due as soon as funds are spent or within 12 months of receiving funding. Accountability report templates will be sent once application success is confirmed or is available online. The accountability report will include information such as, but not limited to;

1. Details of how the grant was spent with receipts
2. A description of you used the funds, the activities that took place or the equipment that was purchased. Include photographs, receipts and other evidence where relevant.
3. Provide a description of the benefits that have been achieved with the use of funds.
4. Provide feedback from participants, evaluation details or reflections from, your organisation. Include photos, videos, newspaper articles.

Bank Account Details

If your funding application is approved, the grant amount will be deposited into your bank account by Selwyn District Council.

Name on bank account _____

Postal address _____

Contact name _____

Phone number (day) _____

Email address _____

Bank account number

Please write your 15 digit bank account number below.

Please attach a proof of bank account otherwise no payments can be made

I/we declare that the information provided in this application is correct.

Name _____ Date _____