



# Whārangi Tono Pūtea o te Hōro Taiwhenua Rural Hall Grant Fund Application Form

## Purpose of the Rural Hall Grant

The purpose of the Rural Hall Grant is to assist with essential operating costs such as insurance, maintenance and the improvement of facilities.

Successful applicants will be required to provide written confirmation that funds were used for the approved purpose.

*Please note decisions are based on the eligibility of your expenditure and the amount of funding available. If the total funds requested exceeds the amount of funds available, you may not receive the amount you have requested.*

## Change of Contact Details

Please ensure if your Hall Committee has a change of contact details to inform the Community Funding Advisor as soon as possible so these details can be updated for future notifications and applications.

## Attachment Details

Please make sure you have attached the following information:

- A copy of your most recent annual financial statement including income and expenditure
- Bank deposit slip (only if your bank details have changed)
- Quotes for your project costs (if applicable)

**If you are unable to provide any of the above, please give an explanation below (use a separate sheet if needed).**

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# Section 1 – Applicant Details

Hall name: .....

Location: .....

Name of Owner Group: .....

Email Contact: .....

*Note: all correspondence relating to your application will be sent to this email address in the first instance*

What is the legal status of your group?  Trust  Informal Community Committee  
 Incorporated Society  
 Other (please state) .....

Are you GST registered?  Yes, GST Number .....  No

How many members does your group currently have? .....

Contact details (please provide two contacts for your group)

	Contact One	Contact Two
Name	.....	.....
Position	.....	.....
Email	.....	.....
Address	.....	.....
	.....	.....

# Section 2 – Hall Use

How many times a year is your hall used?  1 – 15  16 – 30  
 31 – 45  46 – 60  
 Over 60

Please list the regular users of your Hall

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## Section 3 – Project Details

Grant Amount Requested: .....

**Insurance Costs**

*Please state your annual insurance charges*

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**Maintenance**

*Please describe the work and the estimate total costs*

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**Improvements**

*Please provide details and the estimated total cost*

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## Section 4 – Privacy Statement

The South Taranaki District Council (the Council) wishes to collect personal information from you, which includes your name and contact details. The Council is collecting your personal information to contact you and follow up with you regarding your application for funding.

Providing contact information is optional. If you choose not to provide your contact details, we are unable to follow up with you (if required), and this application form will be deemed incomplete.

The information will be archived until the fund ceases and following that, will be disposed of securely.

You have the right, under the Privacy Act 2020, to ask for a copy of any personal information we hold about you and to ask for it to be corrected if you think it is wrong. If you'd like to ask for a copy of your information, or to have it corrected, please contact us at [privacyofficer@stdc.govt.nz](mailto:privacyofficer@stdc.govt.nz), or 0800 111 323.

To view the Council's Privacy Policy, please visit the website: [www.southtaranaki.com](http://www.southtaranaki.com).

## Section 5 - Declaration

- I/we declare that we are a not-for-profit group (*A not-for-profit does not earn profits for its members. All of the money raised or donated is used in pursuing the group's objectives*)
- I/we declare that the information supplied in this application is true and correct.
- I/we undertake that that I/we have obtained the consent of all people involved to provide these details.
- I/we understand that my/our organisation name and brief details about the project may be released to the media or appear in publicity material.
- I/we understand that the South Taranaki District Council is bound by the Local Government Official Information and Meetings Act 1987.

### If this application is successful, I/we agree to:

- Use funding received through the Rural Halls Fund solely for the project or purposes disclosed in our application.
- Provide any receipts or invoices which may be requested by the funding administrators.
- Promote or acknowledge the support of the South Taranaki District Council at every opportunity.
- Return funds to the Rural Halls Fund for future allocations, should funding no longer be required, or is surplus or unspent from the agreed funded project.
- Fill in and provide Accountability Form by 30 June the following year.

### Please provide two members signatures

Name: .....

Signature: .....

Position in group: .....

Date: .....

## Closing date

Applications must be received by no later than 30 September each year.

Accountability forms and proof of expenditure must be completed and returned by no later than 30 June.

For further details please visit:  
[www.southtaranaki.co.nz](http://www.southtaranaki.co.nz)

**Post:** Community Funding Advisor  
South Taranaki District Council  
Private Bag 902  
Hāwera, 4640

**Email:** [funding@stdc.govt.nz](mailto:funding@stdc.govt.nz)

### **INCOMPLETE APPLICATIONS WILL BE RETURNED TO APPLICANT FOR COMPLETION**

*(please be aware this could delay the consideration/outcome of your application)*

### **LATE APPLICATIONS WILL NOT BE CONSIDERED**