

FUNDING REQUEST FORM

Community Matching Fund (CMF)

The purpose of this fund is to bring people together to build strong communities, by providing resources for self-help projects which link to RLC's community outcomes. Projects **must demonstrate** the capacity to build social capital within the community/neighbourhood. **Please refer to the CMF Guidelines.**

BEFORE COMPLETING THIS FORM:

Please contact RLC, Business Support Advisor, **Mihi Morgan**, to discuss your project and assist with your application. Phone: (07) 348 4199 or email: communityfunding@rotorualc.nz

Assessment Criteria Checklist (Please tick ✓)

- Our group and our project are within the Rotorua District
- Our project provides local public benefit and is free and open to all members of the public
- Our project demonstrates building social capital
- Our project contributes to equitable opportunity, community safety and resilience
- We are not claiming for any expenditure already incurred by our group
- We are not applying for the purchase of land, maintenance or day-to-day operating expenses of our group

IMPORTANT:

Please do not alter the format of this application form. If you complete this form using a computer, make sure the questions and the responses are exactly as in the original.

1. YOUR GROUP

Name of Group: Kiwi Daddies	
Postal Address: 274 Pukehangi Road, Rotorua	
Phone: 021 0837 2560	Email: rotoruakdz@gmail.com
Address where the project will be undertaken: Zones 8 & 9, Rotorua Lakefront	
1st Contact Jack Bidois	
Role: Project Manager	
Address: 32 Mallard Drive, Rotorua	
Phone: 021 0837 2560	Email: rotoruakdz@gmail.com
2nd Contact John Gibbs	
Role: Coordinator/ Organiser	
Address: 82 Nelson Drive, Rotorua	
Phone: 021 245 1350	Email: j.gibbs@gmail.com

Purpose

Tell us about your Group. What is its purpose? Who are your members?

Kiwi Daddies is a group of men who work together for the common good of whanau and community and to support each other.

2. LEGAL STATUS (Please tick ✓)

Does your Group have legal status? Yes No

If **Yes**, please specify: Trust Incorporated Society Other: _____

OR: Name of organisation that will be umbrella, or act as fiscal sponsor:

GST Registration: Yes No

GST Registration No: 61-860-231

3. YOUR PROJECT [include additional sheets of paper if required]

Name of Project: Clean Earth Day – Lakefront Reserve

Start Date: 1 October 2016 (10.30 – 12.30)

End Date: 1 October 2016

A. Tell us about your project and how will it benefit the broader community or neighbourhood.

Our project is to work with the community to clean up Zones 8 & 9 at the Rotorua Lakefront. The objective is to connect people and to create a greater awareness of the environment, and to remove rubbish to help make this space more enjoyable for people to use. We expect ~ 80 people to attend on the day.

B. What RLC Community Outcome does your project align with? (you can tick more than one)

- KUA TŪHONOTIA, KUA PAKARI HOKI / CONNECTED AND RESILIENT
- NGĀ TAKE MAHI ME TE TAIŌHANGA / EMPLOYMENT & ECONOMY
- NGĀ MAHI TŪRUHI / TOURISM
- NGĀ TAKE WHARE / HOUSING
- NGĀ MAHI A TE RĒHIA / ACTIVE
- TE TAIAO / ENVIRONMENT – MAURI TAIAO
- HAUMARUTANGA / SAFETY
- NGĀ WAWATA O TE TANGATA WHENUA / MANA WHENUA ASPIRATIONS
- NGĀ MAHI TOI, AHUREA HOKI / ARTS AND CULTURE

C. What fund priority does your project achieve? (you can tick more than one)

- Bringing people together to collaborate on neighbourhood projects.
- Empowering people to enhance and strengthen their own neighbourhood.
- Contributing to whānau working, playing and talking together.
- Renewing and revitalising of places and spaces within neighbourhoods.
- Improving the quality of life in a specific community or neighbourhood.

D. How many people will benefit?

500+ (Rotorua residents & visitors)

E. How will you know the project has been a success?

Collate & record feedback from volunteers

F. Project Plan

What steps are involved in your project? Who is involved in each step of the project? What will they be doing? [include additional sheets of paper if required]
Project should involve as many diverse groups and individuals as possible, to reflect your community.

Activity	Who is involved?	Completion date
Preparation & planning	6 members	6/9
Discussions with Council	3 members	7/9
Poster & advertising	1 member	16/9
Promotion through school visits	6 members	10 – 30 Sept
Event on day	80	1/10

4. COMMUNITY CONTRIBUTION**Volunteer Labour:**

Number of volunteers	Number of hours each	(No of volunteers x No of hours x \$15 p/hr)
80	2	\$2,400.00
TOTAL:		\$2,400.00(A)

Professional Services (specify type):

Total no of hours	(No of hours x \$65 p/hr)

TOTAL:	(B)

Donated Materials/ Supplies:		
Description	Donated By	Value (retail/hire price)
Poster design & printing	Andre	\$200
Gym passes	Anytime/Gold	\$1,000
BBQ trailer	Police	\$70
TOTAL:		\$1,270.00(C)

Any other resources towards project:		
Description	Donated By	Value (retail price)
TOTAL:		(D)

Cash:	
Donated/Sponsored By	Amount
TOTAL:	(E)

TOTAL COMMUNITY CONTRIBUTION: \$3,670.00
(A + B + C + D)

5. FUNDING REQUIRED

What do you require the funding for? [Please provide quotes or letters from supplier detailing costs] NB. We DO NOT pay for labour other than professional services, as 'volunteer labour' is the main part of your community contribution.

Description	Amount	Quote provided (Y/N)
Food	\$500.00	Y
Graffiti artist, canvas and materials	\$800.00	Y
Gloves, hand sanitiser, first aid kit	\$288.40	Y

TOTAL FUNDING REQUIRED: \$1,588.40

(Needs to be less than or equal to community contribution)

6. DECLARATION

We hereby declare that the information supplied here on behalf of our group is correct.

If the application is successful, our group agrees to:

- 1) Complete the Acceptance Grant Letter or Contract Agreement and return it in the stamped addressed envelope (which will be enclosed with the letter notifying you of the amount granted by the assessment committee).
- 2) Only spend the funding granted on the items it is granted for.
- 3) Complete the form telling the story of how our project went, the outcomes of the work and what we spent the money on. This will be done within the timeframe set in the Acceptance Letter or Contract Agreement.
- 4) Participate in any funding audit of our group conducted by the Rotorua Lakes Council.
- 5) Acknowledge Rotorua Lakes Council's contribution towards the activity / service in all promotional material.
- 6) Consider participating in a workshop to present information on the Community Matching grant and their project.

We consent to the **ROTORUA LAKES COUNCIL** collecting the details provided above, and retaining and using these details for the purpose of review of the **Community Matching Fund**. We acknowledge our right to have access to this information. This consent is given in accordance with the Privacy Act 1993.

Signature: _____

Full Name: Jack Bidois

Position in group: Project Manager

Date: 23 May 2024

Signature: _____

Full Name: John Gibbs

Position in group: Coordinator/ Organiser

Date: 23 May 2024

7. NOTICE TO THE APPLICANTS

CLOSING DATES FOR APPLICATIONS:

If you are applying for a Small CMF grant of up to \$5,000:

Applications will be accepted year round and we endeavour to process within one month (**except over December/ January holidays**).

If you are applying for a Large CMF grant of \$5,001 to \$20,000:

Applications will be accepted ONCE a year.

Dates for applications for the Large fund will be:

Opening Date: 05 August

Closing Date: 23 September

Notification of funding decision: 01 November

PLEASE RETURN COMPLETED APPLICATIONS TO:

Mihi Morgan
Business Support Advisor

Rotorua Lakes Council
1061 Haupapa Street

Private Bag 3029
Rotorua Mail Centre
ROTORUA 3046

or email application to:
communityfunding@rotorualc.nz



ROTORUA
LAKES COUNCIL
Te Kaunihera o ngā Roto o Rotorua