

APPLICATION FORM



Eastern & Central
COMMUNITY
TRUST

Helping fund a better community

Section 1

Office Use
Please leave free

App. No.	
Req. No.	
Region	
Category	
Type	
Month	

Registered or Full Name of Organisation

.....

Street Address of Organisation:

Postal Address of Organisation:

Name of Contact Persons

1) Position:

(Mr/Mrs/Miss/Ms)

Position:

Daytime Ph:

Fax:

Email:

2) Position:

(Mr/Mrs/Miss/Ms)

Position:

Daytime Ph:

Fax:

Email:

Section 2

Briefly describe the aims of your organisation:

.....

.....

When was your organisation formed? In which district do you operate?

Total members/roll of your organisation: How many people did you help last year? (if applicable)

Is your organisation incorporated? Yes No

Is your organisation registered for GST? Yes No

Does your organisation have a letter from IRD approving exemption from income tax? Yes No

Please provide a copy of this letter. (*This is not a Resident Withholding Tax Certificate - IR15C*).

If no, refer to notes on the back of this form.

Section 3(a) DETAILS OF THE PROJECT

Briefly describe what you want the donation for:

.....

.....

.....

.....

.....

.....

How many people will benefit from the project?:

Section 3(b) COST OF THE PROJECT

What is the total cost of the project? \$

Please provide a copy of your preferred quote(s), if applicable

Does this price include GST? Yes No

Section 3(c) FUNDING PLAN FOR THIS PROJECT

Amount available from own funds \$

Detail amounts **already** raised from other sources

Source Amount \$

..... \$

..... \$

TOTAL AVAILABLE \$

Funds **still** to be raised for this project

Other sources \$

..... \$

..... \$

TOTAL STILL TO BE RAISED \$

(Do not include this request)

Section 3(e) HOW MUCH DO YOU SEEK FROM THE EASTERN AND CENTRAL COMMUNITY TRUST

\$

Section 4 DETAILS OF FINANCIAL POSITION

Do you anticipate any material change in your organisation's financial circumstances in the next 12 months? YES / NO If yes, please explain:

Are any of your funds tagged for other projects? YES / NO If yes, please explain:

If you have been operating for less than 12 months, please complete the following.

How many months have you been operating?

Commencing / / Ending / /

Please provide income and expenditure accounts for the months of operation and a copy of your inaugural minutes.

OFFICE USE. PLEASE LEAVE FREE.

Income

Assets

Expenses

Liabilities

Balance

Accumulated Funds

CRITERIA FOR ASSESSING DONATIONS

Organisations qualifying for donations will be those which:

- Provide services for those who may be denied a quality of life enjoyed by the majority.
- Offer services for the benefit or enjoyment of the public and contribute to community wellbeing or promote education and learning.
- Give time and resources to alleviating social problems.

and in particular organisations which provide:

- Welfare and Social Services - including services for the physically and intellectually challenged.
- Community Support - including care of the young and aged.
- Youth and Education - including support of school projects. Applications from schools should be made by the Board of Trustees.
- Cultural activities and Recreation - including performance and promotion of music, the arts and other activities that are beneficial to the community.

Donations will NOT generally be given to:

- Individuals.
- Commercial organisations.
- Organisations for prizes.
- Payments of ongoing salaries or wages.
- National organisations except where the funds are intended for the region covered by the Trust.
- Organisations for the purpose of redistributing to others who could make an application to the Trust in their own right.

In particular, donations will NOT be made to organisations of a political or ideological nature. Religious organisations will NOT receive donations for the direct support of evangelising but will be considered if the purpose otherwise qualifies. Organisations are discouraged from becoming dependent on Trust donations for ongoing operating expenses.

From time to time the Trust will make larger donations for projects which will provide a long term benefit to a substantial community of interest. Applicants will need to demonstrate significant local support and a commitment to fundraising. Organisations interested in submitting such applications should contact the Trust office for further information.

APPLICANTS WILL ONLY BE ELIGIBLE TO RECEIVE ONE DONATION PER YEAR.

CHECK LIST – ITEMS WHICH MUST BE INCLUDED WITH THIS APPLICATION

Annual Accounts – Statement of Financial Performance	<input type="checkbox"/>
– Statement of Financial Position	<input type="checkbox"/>
– Quotes (if applicable)	<input type="checkbox"/>
Bank Coded Deposit Slip	<input type="checkbox"/>
Income Tax Exemption Letter from IRD (not IR15C)	<input type="checkbox"/>

POST APPLICATION TO

The Trust Manager, Eastern and Central Community Trust, PO Box 1058, Hastings
Freephone 0800 878 720 • Phone 06 878 7200 • Fax 06 878 9550 • Email enquiry@ecct.org.nz

The Eastern & Central Community Trust acknowledges receipt of your application.

You will be advised of the outcome by the following date:

If you have any questions, please ask for and quote this number

Please advise us if your contact person or postal address changes while this application is being processed.

About Eastern & Central Community Trust

To manage, invest and distribute funds for the benefit of our community.

The Eastern & Central Community Trust is an independent, charitable trust, and is open and accountable to its community.

The Trust regularly donates money to community groups within its area; donations amount to around \$5 million per annum.

The aim is to help these groups achieve the things they believe will make their communities a better place for all who live there.

Donations are for charitable, cultural, philanthropic and recreational projects or services. If a community group identifies a special need and shows a commitment to helping itself, it will receive consideration.

Requests for funding always significantly exceed the funds available. This means that the Trust may not always be able to find all the money you need.

TRUSTEES

There are 12 Trustees, appointed by the Minister of Finance. They are selected for their professional or community-based experience and must live within the Trust's region.

The Trustees are responsible for managing funds of more than \$100 million and distributing income for the benefit of the communities from Poverty Bay through to Wairarapa, and across the lower North Island to Manawatu and Horowhenua.

GROUPS WHO MAY QUALIFY

Community groups which show real commitment and drive to help themselves to achieve their goals are likely to receive favourable consideration.

They are discouraged from becoming dependent on Trust donations for ongoing operating expenses. Requests must be made on behalf of an organisation, not from an individual.

EXEMPTION FROM INCOME TAX

The trust prefers applicants to have charitable or income tax exempt status.

If you need more information about charitable or tax exempt status, contact the Trust or refer to the IRD booklet IR255 which can be obtained from the IRD or downloaded from their website www.ird.govt.nz. If you are affiliated to a national organisation and they have charitable status, please provide a copy of their letter.

For closing dates and other useful information check the web site www.ecct.org.nz or ring the office 0800 878 7200