



# Motueka Community Board

tasman district council

## Motueka Community Board Discretionary Fund Application Form

<b>Name of organisation:</b>	
<b>Address:</b>	
<b>Contact Person:</b>	
<b>Phone:</b>	
<b>Email:</b>	
<b>Purpose of organisation:</b>	
<b>Amount applied for: (up to \$500)</b>	
<b>Details of project to be funded:</b>	
<b>Category of funding relating to this application (see guidelines)</b>	
<b>Who/What will benefit from the project in the Motueka community?</b>	
<b>Describe any voluntary time and any other funding contributions received for this project</b>	
<b>Who else have you asked for funding for this project?</b>	
<b>Bank Account Number</b>	



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## Motueka Community Board - Discretionary Fund Guidelines

- The maximum amount you can apply for is \$500.
- Where appropriate, written quotes for the project must be supplied.
- Applicants should provide appropriate financial statements eg a statement of financial position (balance sheet) and a statement of financial performance (profit and loss).
- The financial information is only available to Motueka Community Board members and relevant Council staff unless there is a request for information under the Local Government Official Information and Meetings Act.
- The Board considers funding on a quarterly basis – see [www.tasman.govt.nz](http://www.tasman.govt.nz) for dates.
- Applications are required three weeks before the Board meeting.
- Funds granted may be less than the amount applied for.
- Projects are to be complete within nine months.
- Successful applicants report on how the grant was used to the Motueka Community Board within nine months of receiving the funding.
- Exceptional and unique circumstances are considered.

You can apply online by using the online application form.

Alternatively you can complete a hard copy application and either post it to the Board Secretary, Motueka Community Board, C/- Tasman District Council, PO Box 123, Motueka 7143 or deliver it to the Tasman District Council office at 7 Hickmott Place, Motueka.

Applicants are required to speak to their application at the Community Board meeting.

### The Motueka Community Board grants funding relevant to three categories:

#### Category A: Projects

Funds will be available for community projects that benefit the Motueka community as a whole rather than individuals.

#### Category B: Board Activities

Funds will be available for Board-related activities that may include such items as attendance at conferences or training workshops, advertising and communication, undertaking community surveys/questionnaires and hosting functions.

#### Category C: Youth Development Fund

Funds will be available for youth-related activities. These may include events organised by youth for youth, or on behalf of youth. The fund may also assist individuals in youth-related activities.