

1 | Tell us about your organisation.

Organisation name: _____

If your organisation has applied to ECT before, please skip straight to question two.

Postal address: _____ Post code: _____

Physical address: _____

Website address: _____

Main contact for this application:

Title in the organisation: _____

Phone: _____ Mobile: _____

Email: _____

What is your legal status? _____

Society Company Registration Number: _____ N/A

Charitable Services CC Number: _____

Other (church, marae etc) _____

Is your organisation registered for GST: Yes No IRD Number: _____

2 | Tell us about your project.

What do you want to do and why is it important? _____

How long will it take to complete? _____

What is the total cost of the project? (ex GST if you are registered) _____

How much money are you asking ECT for? (ex GST if you are registered) _____

If over \$30,000, you should apply to the Economic Growth fund.

3 | Declaration.

It is important that you disclose any information which may have a bearing on the application. Read the application and declaration carefully. Ensure it is completed by someone with the authority to do so.

I declare that:

- I am authorised to submit this application.
- Any distribution received will be used for the project for which it was approved.
- The information provided is correct and true to the best of my knowledge.
- This organisation will complete all documentation required by the Trust regarding this application.
- This organisation is acting within the rules of its constitution and that this activity complies.

I authorise Eastland Community Trust to:

- Use this information for the administration of this application.
- Use this information for the promotion of the grant, should it be approved.
- Seek such information as they may require to complete the consideration of this application.
- This may include speaking to others to assist with the assessment of the application.

I agree with the declaration stated above, for and on behalf of the organisation.

Name: _____

Position in the organisation: _____

Signature: _____

4 | Attachments Checklist.

Please include the following documents with your application (if applicable).

- A four-page synopsis of your application including:
 - Organisational overview.
 - What you want to achieve with your broader project.
 - What the funding is for – the scope of your testing / feasibility and how it links to the bigger picture.
 - How the project aligns with our funding objectives.
 - Key parties involved.
 - Other funding and investment – proposed and committed.
- Annual report for three years including notes; and review/audit report if applicable.
- Year to Date management reports, since the last Annual Report.
- Project budget.
- Relevant quote/s.
- Pre-coded bank deposit slip or a bank verified document.
- Written resolution approving the submission of this application, signed by two office holders.