

NAME OF APPLICANT ORGANISATION:

**INCORPORATED SOCIETY OR
CHARITABLE TRUST NUMBER**

Not an incorporated society or charitable trust? That's okay, if your group has strong, established systems and governance structure, like:

- a list of your officeholders (secretary, president, etc) and structure
- financial account keeping systems
- bank account (in the name of your not-for-profit group) with multiple signatories
- regular meetings with minutes

Groups with incorporated society or charitable trust status may apply for over \$5,000. If your group does not have this status, but have the structure and systems listed above, you may apply for up to \$5,000.

NAME OF CONTACT:

POSITION TITLE:

(IF NOT THE PRESIDENT OR CHAIR, MUST BE CO-SIGNED ON FINAL PAGE)

EMAIL:

PHONE:

POSTAL ADDRESS:

NAME OF PROJECT:

THE KIWISPORT FUNDING IS AWARDED TO PROJECTS THAT ADDRESS ONE OR MORE OF THE NATIONAL AND REGIONAL PRIORITIES

Tick all the ones that your project addresses

- Increase the number of 5-18 year-olds participating in quality organised sport experiences
- Increase the availability and accessibility of sport opportunities for 5-18 year-olds
- Support 5-18 year-olds to develop skills that enable them to participate confidently in sport or active recreation
- Increase the quality of community sport experiences (i.e. play, active and outdoor recreation, and organised sport)
- Up-skilling Volunteers
- Prioritise our region's natural surroundings (e.g.) water/nature-based activities
- Projects that increase participation in priority communities (Māori, East Coast, Rural, Disabilities, Young Women and Girls, and Secondary School-aged Youth)

TELL US ABOUT YOUR PROJECT.

How is your project going to achieve the above priorities that you ticked?

ALIGNING TO OUR WAYS OF WORKING

This fund prioritises projects that can show alignment to Sport Gisborne Tairāwhiti's vision and ways of working.

VISION OF SPORT GISBORNE TAIRĀWHITI

"an active, healthy, connected Tairāwhiti"
(i.e.) Does your project create some or all of this vision?

HOW WE PRIORITISE OUR WORK

LOCALLY LED

We believe that communities know best when it comes to their aspirations and who/where their assets are.

(i.e.) Is your project what the community want?

YOUTH VOICE

We believe youth know best when it comes to what makes for a quality experience, and therefore young people should be encouraged to contribute to the decision-making process.

(i.e.) Have young people been involved in designing this project?

DEPRIVATION BARRIERS

We believe in working to reduce barriers faced by communities with higher deprivation.

DOES THE APPLICATION ALIGN WITH SPORT GISBORNE TAIRĀWHITI'S PRIORITY WAYS OF WORKING?

Tick the ways this project align with our way of working

- Demonstrates a locally-led way of working
 - Work in Collaboration
 - Enable Leadership
 - Understand you Community
 - Focus on Strengths & Assets
 - Learn as you Go

- Young people were engaged in developing this initiative?

- Aims to reduce barriers to participation?

TELL US ABOUT YOUR PROJECT.

How do the above ways of working come through in your project or helped you create your project?

TERMS AND CONDITIONS

WHAT KIWISPORT CAN FUND

KiwiSport supports **essential costs**, such as:

- equipment purchase
- travel costs
- coach, official upskilling
- athlete skill development
- venue hire
- wages to deliver sessions

When considering "essential costs," think of this new project as existing separate from the core business of your group (e.g.) competitions/programs you're already running, communities in which your volunteers or paid supporters already work, etc.

WHAT KIWISPORT CAN NOT FUND

KiwiSport aims to support sustainable growth of community sports, therefore it does not fund:

- one-off events
- for-profit groups
- operational or business-as-usual costs for not-for-profit groups (e.g. overheads, rent, insurance and other non-essential costs like apparel and trophies)

CHILD SAFETY

All providers of KiwiSport projects **must** have a child protection policy that adheres to the Vulnerable Children's Act 2014. If you do not have a Child Protection Policy, please ask SGT for resources to develop these.

ACCOUNTABILITY REQUIREMENTS

If your project is successful, you will be required to:

- report back participation numbers, including gender split and primary/secondary split of all participants over all sessions
- invite an SGT representative to attend a session in action (to see delivery firsthand and capture successes to date, which will serve as the mid-term report), and troubleshoot any challenges or barriers to quality delivery
- deliver a short (5 min) presentation to the panel and other KiwiSport recipients after the completion of the delivery period. The aim is to share successes and challenges that could be relevant to other sport deliverers. This method of reporting functions as a way to strengthen the overall sport and activity system.

TERMS AND CONDITIONS CONTINUED

CHECKLIST

For funding requests **under** \$5,000

- A completed KiwiSport application form (including project budget)
- Quotes that support cost of purchases
- You **MAY** be asked to provide additional information as stated on page 1

For funding requests **over** \$5,000

- A completed KiwiSport application form (including project budget)
- Quotes that support cost of purchases
- Letters of support from **each** project partner organisation which outlines their level of contribution (financial or in-kind donations)
- Letters of support from **each** school if your project relies on school endorsement or support
- You **MAY** be asked to provide additional information as stated on page 1

DECLARATION

1. I hereby certify that I have been authorised to provide information for this project. The information contained herein is, to the best of my knowledge, true and correct.
2. I may be asked to provide minutes from our organisation to show a resolution was passed at the governance level to apply to KiwiSport funding for the project outlined in this application.
3. I have informed all relevant Regional Sports Organisations and/or National Sports Organisations of this project.
4. The organisation will comply with any reasonable request from Sport Gisborne Tairāwhiti to monitor performance and accountability.
5. Any funding received will be used for the project for which it was approved within the agreed time frame.
6. This application has been signed by the executive/board chair.

PRIVACY ACT

1. Any personal information about individuals you provide in this application will be used only to assist with the administration and assessment of your application and in publishing the results of approved investment.
2. Organisations, groups, and individuals have the right to check and correct any personal information held by Sport Gisborne Tairāwhiti.
3. I agree that the project information can be shared with other organisations for development of KiwiSport projects.

SIGNATURES

Applicant Name

Board Chair or President if different from applicant


Signature

Signature

Position

BUDGET

ESSENTIAL COSTS TO RUN YOUR PROJECT

	ITEMISE ONE COST PER LINE	COST
<i>e.g. venue hire</i>		
<i>petrol* for travel from Ruatoria to Gisborne x10</i>		
<i>rackets x 10</i>		
<i>accommodation for coach developer</i>		
<i>delivery** of sessions x 10</i>		
<i>* travel reimbursement = \$.76 per km</i>		
<i>** max wage is \$20 p/hr</i>		
	KIWISPORT FUND REQUEST	

IN-KIND DELIVERY / DONATIONS / SWEAT EQUITY

We realise that community groups get projects over the line by the work that volunteers put in. The decision-making panel want to understand the extent of this contribution, by your group or partners, that will happen on top of the KiwiSport funding.

Please qualify all new contributions, donated goods or services to the success of this project. These contributions must extend beyond your core delivery ("business-as-usual") and the value of assets, items, or venues you already own.

	ITEMISE ONE CONTRIBUTION PER LINE	COST
<i>e.g. admin wages x 10</i>		
<i>Volunteer Delivery</i>		
<i>donated catering for coaching clinic</i>		
<i>Itemise any partner contributions</i>		
<i>e.g. school van use</i>		
<i>Participation fees or other sponsorship/grants</i>		
<i>use of "KiwiSport Direct Fund" (schools only)</i>		