

Community Waste Minimisation Fund 2024 Application Form

Before You Start

- Read the Community Fund Application Guide.
- Complete the Community Fund Application form according to the guide.
- Applications can only be submitted using this document.
- If you are unable to type into the form directly, please print a copy and complete by hand.
- We recommend that you keep a copy of your completed application for your own references.

Part 1 - Applicant Details

Full Name of Organisation:

Mailing Address:

Physical Address (If different from above):

Website (If available):

Legal Status of Organisation: (e.g. Charitable Trust, Limited Liability Company)

Charities commission or NZBN registration number: (If applicable)

Contact Person:

Position:

Phone:

Email:

Alternative Contact:

Position:

Phone:

Email:

Part 2 - Details of the Activity

Activity Name:

Date/s of the activity; or

Date the project is expected to be completed by:

Total estimated cost for this activity:

Funding amount requested from the Community Waste Fund (Note: value should be excluding GST):

Venue or facility where this activity/project will take place:

Please describe the activity by answering the questions below:

The Plan: Identify which of these strategic objectives your project will achieve:

- 1. Waste Reduction- Reducing waste at source and/or**
- 2. Waste Recovery – Diverting waste from landfill.**

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- Briefly summarise your project.** (Maximum 350 words)

Part 2 - Details of the Activity continued

• **Describe how your project will provide a solution to the waste challenge(s). Make sure you include:**

(Maximum 250 words)

- a. The expected project outcome
- b. The activities you will undertake to achieve the outcome(s)
- c. How you will measure the success of the outcome(s) and overall project?

How many people do you expect to take part in the activity? _____ Participants _____ Audience

Describe how your project encourages community participation and/or delivers tangible community benefit.

Describe how your project will create enduring change in behavior. (Maximum 250 words)

Part 3 - Activity Budget

(You may attach your forecasted budget to support the tables below)

Are you registered for GST? Yes - Do NOT include GST in your budget No - Include GST in your budget

If yes, please enter your GST number: _____

Please provide itemised costs for this activity:

Item	Detail	Amount \$
Total Costs		\$

Please provide income details including how your organisation will contribute financially to your activity if applicable (eg) participant fees, fundraising

Income	Detail	Amount \$
Total Income		\$
	Costs minus income	\$

Amount you are applying for

\$ _____



Part 3 - Activity Budget

Please list confirmed sources of other funding for the activity and amounts you have applied for and are awaiting confirmation

Funding Source	Confirmed Yes/No	Amount \$

If successful, when do you hope to have the funds available from Council? Date: _____

Have you previously received funding from WasteNet Community Waste Minimisation Fund? If so when and what for?

Date	Name of Fund applied to	Activity	Amount \$

How did you hear about the WasteNet Community Waste Minimisation Fund? (Please tick that all apply)

- Council Website
 Other Website
 Facebook
 Instagram
 Newspaper
 Radio
 Council Staff member
 Word of mouth
 Other (please detail) _____

Part 4 - Declaration

I/We agree,

- That the information supplied in this application is true and correct to the best of my/our knowledge.
- That I/We have the authority to commit our organisation to this funding application.
- That any funding received will be used only for the activity for which it is approved.
- To participate in any funding audit of the organisation as required by the Invercargill City Council.
- To complete the accountability requirements and provide receipts where requested.
- That I/We will provide a complete evaluation and/or report detailing the spending and outcome of the activity.
- That the details about our funding application may be released to the media or appear in publicity material.
- As Invercargill City Council is bound under Local Government Official Information Act 1987 and details entered in this application may be released under the act.
- To Invercargill City Council collecting the personal contact details provided on this form. This consent is given in accordance with the requirements of the Privacy Act 1994.

1. Name: _____

Position: _____

Signature: _____

Date: _____

2. Name: _____

Position: _____

Signature: _____

Date: _____