

JBS Dudding 2024 Contestable Application Form

Form Preview

JBS Dudding Trust - 2024 Contestable (General, Impact Community Development Grants)

Funding Eligibility - essential reading

Your organisation must be:

- Registered with Charities Services or;
- A registered incorporated society or;
- A school registered with the Ministry of Education
- Based in or supporting people within the Rangitikei District [Rangitikei District Council map](#)

PLEASE NOTE:

Grants will be grouped in categories being:

- 1) General Grants,
- 2) Impact Grants or
- 3) Community Development Grants.

All funding is GST exclusive. (PLEASE NOTE: ensure your category selection is within the correct funding range, any application outside of the selected funding range will not be considered).

If your application is relative to a Rural Hall please refer to the Rural Halls application process: [JBS Dudding Trust 2024 Rural Hall Maintenance grant round](#)

Any applicant requesting funding for outdoor projects or events must provide quotes for these projects. These quotes must also outline clear Terms & Conditions which may apply in the event of cancellation due to adverse environment or weather events.

General Grant - only towards equipment purchases, equipment replacements, operating expenses and non-operating expenses that support the Rangitikei Region. General grants will range between \$5,000 and \$20,000. Please ensure your funding request is GST excl and is within this range. (PLEASE NOTE: Funding requests outside of this range will not be considered).

Impact Grant - only towards a salary or salaries, projects or programmes supporting the Rangitikei Region. Impact grants will range between \$5,000 and \$50,000. Please ensure your funding request is GST excl and is within this range. (PLEASE NOTE: Funding requests outside of this range will not be considered)

Community Development Grant - only towards a capital project that will facilitate and enable the delivery of new, or the expansion/preservation of existing, community and environmental assets in the Rangitikei Region. Community Development grants will range between \$50,000 and \$300,000. Please ensure your funding request is within this range. (PLEASE NOTE: Funding requests outside of this range will not be considered)

Any applications with the following circumstances will not be considered.

- Incomplete or late applications.
- Requests for retrospective funding.

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- Accountability Receipt requirements from 2023: any applicant who received funding in the 2023 grant round that has not uploaded a receipt for the grant to the SmartyGrants database will not be considered. (Or who had not made alternate arrangements with the Public Trust, as Trustee.)
- Accountability Report requirements from 2023 (this applied to specific organisations only): any applicant who received funding in the 2023 grant round that was required to submit an Accountability Report or Reports and that has not uploaded that Report, or those Reports, to the SmartyGrants database by the referred date will not be considered. (Or who had not made alternate arrangements with the Public Trust, as Trustee.)
- Applications from individuals, sports organisations and service clubs. (Sports organisations and service clubs includes those that have membership fees or who focus on social activities).
- Applications requesting funding for overseas projects.
- Applications not based in or supporting people within the Rangitikei Region. ([Rangitikei District Council map](#))
- Financial Statements that do not comply with the Reporting Standards set by Department of Internal Affairs - Charities Services. You must attach the same completed financial statements you used with your latest Charities Services filing return.
- Applications that are not within the three specified funding categories.

Are you eligible to apply for funding?

* indicates a required field

Before you answer the questions below please check the JBS Dudding Trust funding region and read the [Trust's Eligibility for Funding Criteria](#).

If you answer **no** to any of the questions in the Eligibility Criteria, you are **not eligible to apply** to the Trust for funding. **PLEASE DO NOT SUBMIT AN APPLICATION AS IT WILL NOT BE CONSIDERED BY THE JBS DUDDING TRUST.**

Is your organisation registered with Charities Services, an incorporated society or a school registered with the Ministry of Education? *

☐ Yes

Only organisations registered with Charities Services, an incorporated society or a school registered with the Ministry of Education are eligible to apply.

Is your organisation operating in or providing a service to the community within the JBS Dudding Trust funding region (within the boundaries of the Rangitikei District Council)? *

☐ Yes

Only organisations operating in or providing a service to the community within the JBS Dudding Trust funding region (within the boundaries of the Rangitikei District Council) are eligible to apply.

Have you read and understood the first part of this Application Form entitled: 'Funding Eligibility - essential reading'? *

☐ Yes

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If your organisation is not eligible to apply and your organisation is still looking for funding you may like to visit the Public Trust website [Public Trust Charities](#) or Generosity NZ website [Generosity NZ](#) to search for other grant making organisations.

Applicant details

* indicates a required field

Organisation / school details

Name of your organisation / school *

Organisation Name

If your organisation/school is a branch of a national body please enter the name in the following format 'ABC Group - Wellington'.

Please enter and lookup your Charities Services registration number, (example format: CC12345)

The Charity Registration Number provided will be used to look up the following information. Click Lookup above to check that you have entered the Charity Registration Number correctly.

New Zealand Charities Register Information	
Charity Registration	
Number	
Organisation Name	
Other Names	
Status	
Street Address	
Postal Address	
Telephone	
Fax	
Email	
Website	
Date Registered	

Please enter the number in upper case, with no space between the letters and digits. If you have entered the number correctly the fields in the grey box will populate.

Postal address *

Address

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Suburb Town/
City Postcode

Must be a New Zealand post code

Website

Must be a URL

Is your organisation GST registered? *

☐ Yes

☐ No

All funding is GST exclusive. If your application is successful for a grant the amount will need to be recorded as a donation in your financial records.

IRD/GST Number

Must be at least 11 characters, format: 012-345-678.

Head of organisation *

Title First Name Last Name

Position held *

Email *

Must be an email address

Contact for this application *

Title First Name Last Name

Position held *

Contact phone number *

Please provide a daytime contact phone number, including the area code.

Contact person's email *

Must be an email address.

Tell us about your organisation / school

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* indicates a required field

What does your organisation do / what is your school's character?

Tell us briefly about your organisation / school? *

Word count:

Must be no more than 100 words.

Please limit your answer to 100 words or less.

How many people does your organisation / school assist per year? *

How many paid staff does your organisation / school have? *

Please show the number of Full Time Employees

How many volunteers does your organisation / school have? *

Please show the number of volunteers

What is your organisation / school applying for?

Funding request title *

Word count:

In 10 words or less – if you had to give a brief statement to describe your funding request what would you say? e.g. General Grants: equipment purchases / replacement, operating expenses and non-operating expenses that support the Rangitikei Region or Impact Grants: salary or salaries, projects or programmes supporting the Rangitikei community or Community Development Grants: capital project that will facilitate and enable the delivery of new, or the expansion/preservation of existing, community and environmental assets in the Rangitikei Region; etc.

Please indicate under which category group are you applying for; *

☐ General Grant – for funding only towards equipment purchase / replacement, operating expenses and non-operating expenses that support the Rangitikei Region. General grants will range between \$5,000 and \$20,000. Please ensure your funding request is within this range and your request is GST exclusive.

☐ Impact Grant – for funding only towards a salary or salaries, projects or programmes supporting the Rangitikei community. Impact grants will range between \$5,000 and \$50,000. Please ensure your funding request is within this range and your request is GST exclusive.

☐ Community Development Grant – for funding only towards a capital project that will facilitate and enable the delivery of new, or the expansion/preservation of existing, community and environmental assets in the Rangitikei Region. Community Development grants will range between \$50,000 and \$300,000. Please ensure your funding request is within this range and your request is GST exclusive.

You may only choose one group

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How much funding is your organisation / school requesting? *

\$

Funding requests must be within the above Category Ranges. Please round to the nearest \$. If you are GST registered the amount requested must EXCLUDE GST.

Please provide more detail of what your organisation / school would like funding for. *

Word count:

Must be no more than 100 words.

In 100 words or less please provide details of your organisation /school project or programme, the expense you wish to be paid for or item you wish to purchase.

What are the expected outcomes of the funding and who will benefit? *

Word count:

Must be no more than 50 words.

In 50 words or less - what specific issue or need do you want to address with this funding? What are your aims and objectives? Who will your organisation / school be assisting?

Approximately how many people does your organisation / school expect to benefit from the funding? *

Approximate figure is sufficient

What is the total expected overall cost of your organisation / school project or programme or expense? *

\$

Must be a dollar amount.

Any applicant requesting funding for outdoor projects or events must provide quotes for these projects. These quotes must also outline clear Terms & Conditions which may apply in the event of cancellation due to adverse environment or weather events. Please confirm that you have read and understood this statement. *

☐ Yes

Tell us how your organisation / school will fund the remaining balance required? (In the event that only partial funding can be provided for the project) Include details of other funding applications you have made. Please provide an outline of any fundraising efforts already undertaken toward this project. *

Word count:

Must be no more than 150 words.

This is specifically related to the purpose of the application. If you are seeking other grants how much of your funding is confirmed?

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Does your organisation / school have any unspent funding from the JBS Dudding Trust from any previous year? If so please provide us with an overview of this including the value, why it has not been spent and when does your organisation / school expect to spend it?

Word count:

Must be no more than 100 words.

Budgets and quotes

Funding requests for General grants must be for a minimum of \$5,000 and a maximum of \$20,000.

Funding requests for Impact grants must be for a minimum of \$5,000 and a maximum of \$50,000.

Funding requests for Community Development grants must be for a minimum of \$50,000 and a maximum of \$300,000.

PLEASE NOTE:

- All grants - provide a quote if your application is for a specific item/s.
- All grants - provide a project/programme budget if your application is not for a specific item/s.
- All grants - any applicant requesting funding for outdoor projects or events must provide quotes for these projects. These quotes must also outline clear Terms & Conditions which may apply in the event of cancellation due to adverse environment or weather events.
- For Community Development grants only - provide quotes, project/programme budget and a business plan.

Please attach supporting quotes, budgets, business plans etc here *

Attach a file:

More than one document can be uploaded, if required.

CANCELLATION OR REFUND CHECK: Please confirm your organisation has received clear and acceptable terms and conditions of deposit payment in the event of cancellation for each quote and these are uploaded with this application. *

- ☐ Yes
- ☐ Not applicable

Please upload any documents relative to the terms and conditions if a deposit is required for your project.

Attach a file:

Your Organisation / School financial details

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* indicates a required field

Please attach a copy of your organisation / school most recent Financial Statement *

Attach a file:

Financial Statement / balance sheet - balance date *

Note that financial statements must comply with the reporting standards set by Department of Internal Affairs - Charities Services. You must attach the same completed financial statements you used with your latest Charities Services filing return

Income Expenditure

In the questions below please provide financial details using your most recent financial statement filed with Charities Services

Total Income *

Total Expenditure *

Net Surplus/Deficit *

Assets liabilities

Current Assets *

E.g. bank accounts, debtors, stock, term deposits maturing within 12 months.

Non-Current Assets *

E.g. Property, investments, equipment & other assets.

Total Assets *

Current Liabilities *

E.g. Overdrafts, creditors, unused donations with conditions etc.

Non-Current Liabilities *

E.g. Loans, mortgages etc.

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Total Liabilities *

Working Capital (Current Assets less Current Liabilities) *

Sources of Funding

Please list your organisation / school top 10 sources of external funding (such as grants, government contracts & foundation income) for the next 12 months. For unconfirmed sources of funding you may write 'unconfirmed' next to it in brackets. Eg: ABC grant (unconfirmed)

PLEASE NOTE: if you do not have any other funding sources please enter "none" and "0" on the first entry, to enable you to progress further through the application.

Funding Source/ Organisation	Amount	Funding End Date
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	Must be a dollar amount.	

Final information declaration

* indicates a required field

Is there any other supporting information you would like to upload? Please limit to 2 documents.

Attach a file:

A maximum of 2 files may be attached.

E.g. Supporting research, letters of support etc.

Attachments must be either PDF, Excel, Word or JPG.

Supporting materials cannot exceed 25MB in size, as files exceeding this will not upload.

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How did you hear about the JBS Dudding Trust? *

- ☐ I have applied to the JBS Dudding Trust in the past.
- ☐ Word of mouth or recommendation.
- ☐ Internet (Public Trust website).
- ☐ Internet (Facebook).
- ☐ Internet (search engine or other funding websites)
- ☐ Newspaper Media
- ☐ Radio adverts

At least 1 choice must be selected.

Please name the internet pages, newspapers, or radio stations where you would like to hear about future grant rounds opening

Word count:

Must be no more than 20 words.

Declaration Privacy Statement

In submitting this application form I certify that:

- I am authorised by my organisation or school to complete and submit this application;
- I am authorised to provide and upload the personal information of our employees in accordance with the Privacy Act 2020, if applicable;
- to the best of my knowledge, all details supplied in this application and any attached documents are true and correct.

I agree that I will contact Public Trust Charities Team immediately if any information provided in this application changes or is incorrect.

I understand that if the Trust approves a grant, my organisation or school will be required to comply with any terms and conditions applying to the grant, including those set out on Public Trust's website, and be bound by the content of my application to apply the funding for the purpose for which it was requested. My organisation or school may also be required to comply with the Trust's accountability requirements, and may be asked to publicly acknowledge the donation from the Trust.

I acknowledge that the information contained in this application is stored in the SmartyGrants database and will be held by Public Trust for the purpose of assessing the application submitted by me on behalf of my organisation or school to the J B S Dudding Trust and/or any other conjoint Trust/s.

I understand the information may be made available to other parties such as the Advisory Board Members, Independent Auditors in the course of enquiries regarding applications and third party suppliers for related purposes.

I acknowledge that if I do not provide all of the information requested, Public Trust may not be able to assess this application.

My organisation or school gives consent for Public Trust to hold this information for no longer than is required in order to assess this application and to meet their legal requirements.

My organisation or school acknowledges that individuals may ask for access to personal information held about them and, if they believe the information is incorrect, they are able to request correction of that information.

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I have read and understood the Declaration Privacy Statement *

☐ Yes

Name *

☐ Individual

☐ Organisation

Organisation Name

First Name

Last Name

Date *

Must be a date.