

Ohai / Nightcaps Lions Club,
P.O. Box 6,
Nightcaps.

GRANT APPLICATION FORM

The funds available for distribution to the community have been raised from the profits from the gaming machines located at the Railway Hotel, Nightcaps.

Please support this hotel and the Ohai / Nightcaps Lions Club, without your help, these funds would not be available.

Applications received by the last day of the month will be considered at the Club's Directors Meeting, 2nd Wednesday of the following month.

BEFORE COMPLETING THIS FORM, PLEASE READ THE CONDITIONS ON THE WEB SITE
PLEASE ONLY RETURN THE FOUR PAGES 2 TO 5.

LIONS CLUB OF OHAI / NIGHTCAPS

APPLICATION FORM FOR FUNDING

Section One

Name of Organisation:

Postal Address
.....
.....
.....

Phone Number Fax Number

Contact People # 1..... # 2

Position in Organisation

Postal Address
.....
.....
.....

Phone Number

Fax Number

Email Address

Section Two: Organisation Status / Details

1. G.S.T. Registration YES / NO If Yes, G.S.T. Number / /

2. Legal Description (*Please Tick One*)

- Incorporated Society
- Registered Charitable Trust
- School Board of Trustees
- Other (*Please Specify*)

3. When was your organisation formed?

4. Total members / roll of your organisation?

5. What percentage of your members live in the Ohai / Nightcaps area ?

For definition of the area, please refer to Conditions.

Section Three: Project Description

Please describe fully - What your organisation wants money for ?
- Why is funding necessary ?

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Section Four: Project Benefit

Please describe fully - How your project will benefit the organisation or community ?
- How many people will benefit from the project ?

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Start Date of Project Finish Date of Project

Briefly describe any voluntary effort or donated materials provided for the project:

Voluntary effort (eg. number of hours)

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Donated materials (eg. approximate \$ value)

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Section Five: Finance

Cost of Project		Sources of Funding	
Expenditure	Amount	Raised to Date	Amount
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.....
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.....
.....
.....	Still to be Raised	Amount
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.....
	\$ _____		\$ _____

Amount Applying For \$ _____

If you have applied to any other organisation for funding for this project, please list the organisations, the amount of money you are applying for, and the anticipated hearing date.

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Section Six: Payment of Grant

Whenever possible all successful applications for grants will be paid by direct credit to the organisations bank account. This is in line with current banking procedures and Department of Internal Affairs guidelines.

Please enclose an encoded deposit slip with your application or complete the following details:

Name of Account: _____

Name of Bank and Branch: _____

Account Number: |_|_|_|_|_|_|_|_| - |_|_|_|_|_|_|_|_|_|_|_|_| - |_|_|_|_|_|
 Bank Branch Account Number Suffix

Details to Appear on Your Bank Statement:

Particulars: O/N Lions Club Code: Grant Reference: _____

Section Seven: Checklist

Have you completed all sections relevant on this form ?

The following information must be supplied for all applications over \$ 5,000.00

- Bank Statements Balance Sheet
- Quotations Letters of Support
- Copy of Constitution, Deeds, Rules, etc.

Section Eight: Declaration

We hereby declare that the above information is true and correct

Signed #1#2.....on behalf of the applicant/...../200..

Lions Use Only:

Application considered at the monthly Directors meeting held

Amount Granted \$....., Mvd 2nd

Applicant Advised/...../..... Cheque No:.....

Receipt / Accountability Form Received (date)/...../.....

Members present at meeting:

Declaration of interest: (if any)
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