

ECONOMIC RESILIENCE FUND - APPLICATION FORM

The Economic Resilience Fund is targeted to support individuals and groups to deliver commercially oriented activities which stimulate the economy or increase economic resilience.

- If you need more space, attach information to the back of this application form. Please include the section headings to help assessors.
- We recommend that you keep a copy of your completed application for your own reference.
- If you need advice on your application contact the **Economic Resilience Fund Co-ordinator Gerard Quinn**
Email: supportandstimulus@waitaki.govt.nz

Before submitting your application, complete this checklist: (mark with an X)

- | | |
|--|--------------------------|
| My initiative/ project has a economic resilience focus | <input type="checkbox"/> |
| My project takes place in the Waitaki district | <input type="checkbox"/> |
| I have answered all of the questions in this form | <input type="checkbox"/> |
| I have provided quotes and other financial details | <input type="checkbox"/> |
| I have provided other supporting documentation | <input type="checkbox"/> |
| I have read and signed the declaration | <input type="checkbox"/> |
| I have made a copy of this application for my records | <input type="checkbox"/> |

APPLICANT DETAILS

Full name of individual or organisation, including legal status if an organisation

Working title for project: _____

Street address/PO Box: _____

Suburb: _____ Town/City: _____

Postcode: _____ Country: NEW ZEALAND

Email: _____

Telephone (day): _____

All correspondence will be sent to the above email or postal address

Name on bank account: _____ GST number: _____

Bank account number: _____

If you are successful your grant will be deposited into this account

BRIEF PROJECT OVERVIEW

Project name: _____

Brief description of project:

Project location and timing

Venue and suburb or town: _____

Commencement date: _____ Completion date: _____

Project details

Please attach additional pages as required

1. The idea - what do you want to do?

2. The process - how will the project happen?

3. The people - Tell us about the key people and/or groups involved.

4. The Criteria - Describe how the pandemic has caused or exacerbated the challenge to be addressed or the opportunity to be capitalised upon. Include relevant statistics or primary data to prove and quantify the need;

5. The Budget

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

Project Costs - Write down all the major costs of your project and include the details, eg; the materials, promotion, equipment hire and personnel costs.

Item eg; hall hire	Detail eg; 3 days' hire at \$100 per day	Amount eg' \$300
Total Costs		\$

Amount you are requesting from the Economic Fund \$ _____

Other financial information - tell us about any other funding you have applied for for this project

Date applied	Funding requested from	How much	Confirmed/unconfirmed

6. Outcomes delivered by the project, in as specific and measurable terms as possible. Include the number of people who will benefit from the application and whether or not the benefits will be seen in a specific location or across the district; and specifically

- The number of jobs created or sustained delivering the project
- The number of jobs maintained after the project
- The scope for follow-on benefits if the project is successful

The **methodology** that you will use to **evaluate success**;

The degree of alignment with other **national or Council plans, policies, strategies and projects**;

7. Capability - Describe your capability to deliver the **outcomes, including key personnel involved**;

Indicate to what extent **local suppliers** will be used;

Explain how any **legal or compliance considerations** will be addressed;

Identify any **risks with corresponding mitigation measures**;

Indicate the degree of **collaboration** with, and proof of **support gained** from Government or community organisations or commercial partners;

Indicate the level of any previous **support you have received from Council**.

You must read and sign the following. Please place an X in each box to show that you have read the information and agree to each section.

I/We declare that the details contained in this application are correct and that I/we have authority to commit to the following conditions.

If this application is successful, I/we agree to:

complete the project as outlined in this application (or request permission in writing from the Administrator for any significant change to the project).

complete the project within the timescale for which funding has been approved.

complete and return a project report form (this will be sent with the grant approval letter) within two months after the project is completed.

return any unspent funds.

keep receipts and a record of all expenditure for seven years.

participate in any funding audit of the project if required by the Council.

I understand that the Waitaki District Council maybe bound to release information if required under the Local Government Official Information and Meetings Act 1987

I/we consent to Waitaki District Council recording the personal contact details provided in this application, retaining and using these details, for the purpose of progressing this application.

I/we understand that my/our name and brief details about the project may be released to the media or appear in publicity material.

I/we undertake that I/we have obtained the consent of all people involved to provide these details. I/we understand that I/we have the right to have access to this information. This consent is given in accordance with the Privacy Act 1993

By checking this checkbox, I, _____ declare that I understand and agree with the Declaration, and that I am authorised to sign this form on behalf of the applicant.

Date: _____

For office use:

Date application received:

Entered into Fund Record database by:



Phone 03 433 0300

Email supportandstimulus@waitaki.govt.nz

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