



Waitaki

DISTRICT COUNCIL
TE KAUNIHERA Ā ROHE O WAITAKI

Waitaki Heritage Fund

Application for Assistance

Send to:
Waitaki District Council
Private Bag 50058
OAMARU

1. Contact Details

Name and address of property *(for which assistance is sought)*

Owner _____

Address _____

Telephone Work _____ Home _____

Email _____

2. Project

Proposed Work, please fully describe project *(Please supply plans and specifications)*

3. Architect/Consultant (or other professional advisor)

Name _____

Address _____

4. Total cost of project \$ _____
(See Section 7)

Your Contribution \$ _____

Other Funding \$ _____

Amount requested \$ _____

5. Finance

Other sources of finance available for this project
(e.g. Government Department, Local Authority, Charitable Trust)

Amount	Source
_____	_____
_____	_____
_____	_____

6. Security for Loan \$ _____

7. Declaration

I (full name) _____ hereby apply for a loan/grant towards the cost of the works described above. I/We are unable to meet the full cost but I/we would be prepared to make a maximum contribution from my/our own resources of \$ _____.

I/We enclose a copy of our audited annual accounts for the last financial year (in the case of an incorporated society).

8. Accountability requirements

- Funds must be used only for the purpose for which they were sought and /or approved and in accordance with any terms or conditions imposed by the Committee
- The recipient is required to inform the Committee immediately if any difficulties and /or potential difficulties arise which may compromise the project
- A complaint must be laid with the Police if any funds received through this scheme are stolen or misappropriated. The Committee must be notified of all such complaints to the Police
- The recipient must allow an audit on the use of the funds should the Waitaki District Council wish to undertake such an audit
- The recipient must recognise the support of the Waitaki Heritage Fund in all publicity material, annual reports and similar publications
- The recipient must provide an accountability report to the Committee outlining the use and benefits of the fund no later than 12 months after the funds have been uplifted
- An extension to the accountability timeline may be negotiated by contacting the scheme administrator at Council offices.

I/We hereby declare that the information supplied in this application is correct. If the application is successful, I/we agree to provide an accountability report (which will be sent to me/us with my/our grant) stating that the funding received has been spent on the project as stated in this application. I/we also agree to participate in any funding audit of my/our organisation conducted by the Waitaki District Council.

Signature _____

Position held _____
(owner, authorised agent)

Date _____