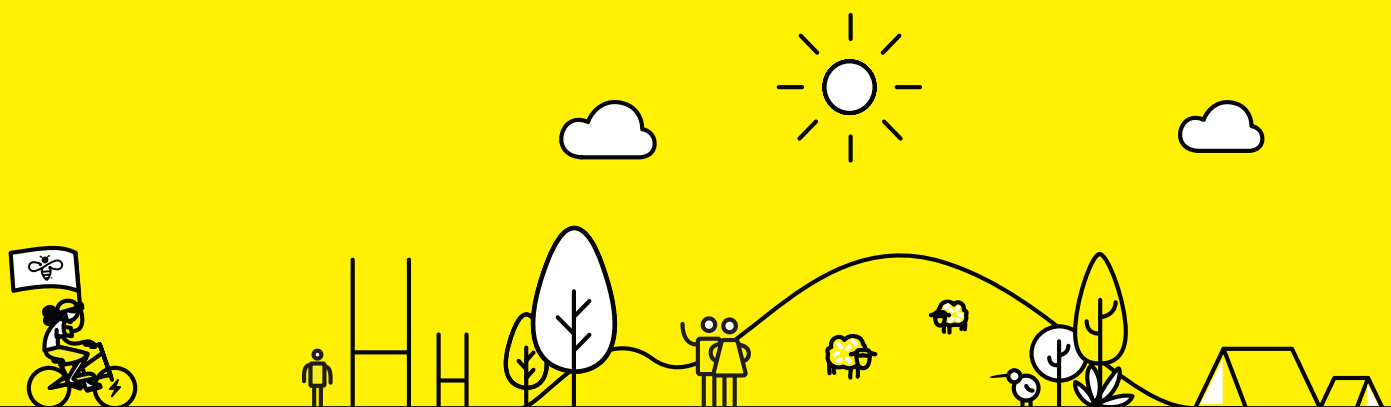


# THE ŌAMARU COMMUNITY FUND.

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We know this is a community where people get things done. Our team is spread throughout Aotearoa, and Ōamaru is home to many of our people.

To help support the community where many of our wonderful people live, work and play, we have created the Ōamaru Community Fund to support those who care for people, place and future.



Mercury 

## BEFORE YOU START.

Before you fill out the following application form, please take a minute to ensure your organisation is eligible for a grant by checking it against the following benchmarks:

- Is your community organisation based within the outlined area on the map below?
- Will your project expenses (applied for in this application) be incurred in New Zealand? Expenses applied for must be incurred within New Zealand, with the exception of items purchased overseas that are not available in New Zealand.
- Is your application future-focused? All grants need to be applied to specific and future-based purposes. No retrospective applications will be accepted e.g. deposits and purchases made prior to the approval of the grant.
- Could your application be considered a conflict of interest? There must be no conflict of interest existing between the applicant group and the provider of the goods and services.
- We will not consider applications that request funding for:
  - Individuals
  - Anything that is required to be carried-out as part of a government-funded contract.
- If funding is required towards general running costs (power, landline telephone, rates or building insurance) copies of invoices for the previous three months need to be supplied.
- Applications for existing salary positions must provide a signed employment contract clearly stating the term of the contract, employee's name and rate of pay, together with a position description.

## HOW IT WORKS.

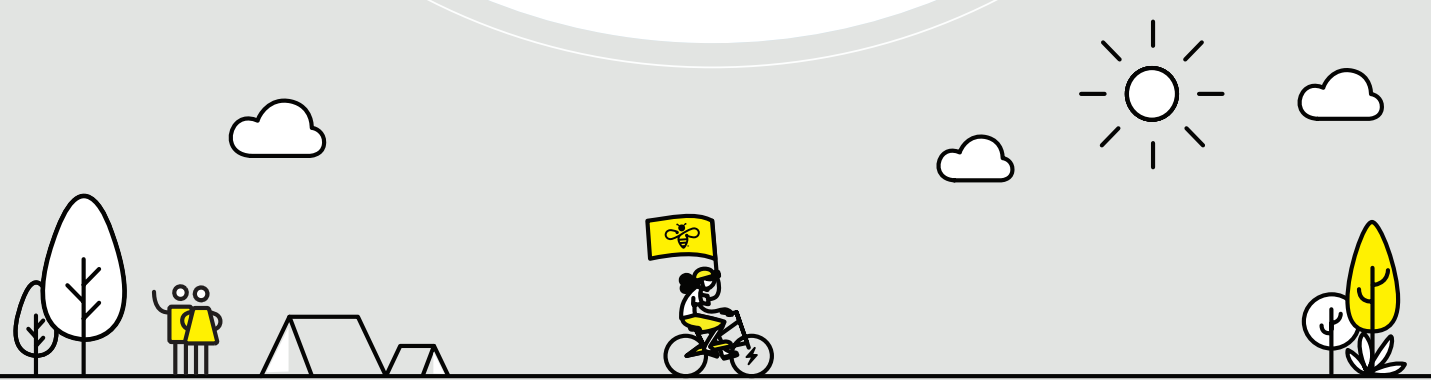
We take Ōamaru Community Fund applications from community organisations during three funding rounds per year, as per below:

- March: opens 1 March, closes 31 March  
July: opens 1 July, closes 31 July  
November: opens 1 November, closes 30 November
- Applications for each funding round must be made using the official application form, and be received by 5pm on the last working day of that month.
- If applications are received outside of the funding round dates they will be included in the next funding round.
- Applications won't be considered unless the application form is fully completed and accompanied by all required supporting documentation.
- Only one application per community organisation will be accepted per funding round. (Eligible organisations are limited to two successful applications per calendar year).
- An evaluation panel made up of representatives from different teams and different roles at Mercury considers all applications and decides who receives funding. This panel will change from round to round.
- Applicants may have their funding approved in full or in part at the sole discretion of Mercury.
- Our grants team works hard to process applications as quickly as possible. We endeavour to respond to applicants (both successful and unsuccessful) during the month following each funding round.
- Successful applications may be posted on Mercury's website, social media pages and other communications.



**If you're unsure about anything, please email [oamarucommunityfund@mercury.co.nz](mailto:oamarucommunityfund@mercury.co.nz) to clarify your eligibility.**

# ŌAMARU COMMUNITY FUND ELIGIBILITY MAP.



Please note, only organisations that fall within the yellow area on the map can apply for the Ōamaru Community Fund.

# WHAT'S IMPORTANT TO US?

When making your application to the Mercury Ōamaru Community Fund, please consider how well your request fits with the criteria opposite.

These are the things important to us and our people, and it's what will be used to assess your application.

## MANAAKITANGA.

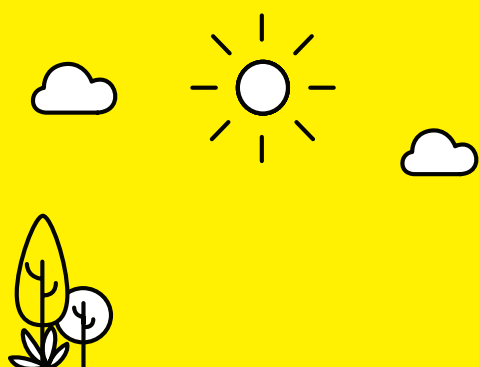
- **He Tāngata** - Putting people at the heart of the decision.
- **Tiaki** - Contributing to care for people and place.
- **Mana** - Acting with integrity and a moral compass.

## KAITIAKITANGA.

- Considering your role as kaitiaki (guardians) for the environment.
- Demonstrating a sustainable approach.
- Taking real action towards addressing climate change.

## A SUSTAINABLE FUTURE.

- **Kia Kaha** - Having the courage to create opportunities.
- **Mahi Tahī** - Collaborating to build something stronger.
- **Urutau** - Adapting, pivoting and changing to continue to provide what is needed.
- Adopting a digital mindset – looking for ways that technology can help, enhance and make positive change for the community.
- Automating processes so 'people power' can be better used to achieve more.
- Connecting communities through digital or innovative endeavours.
- Empowering learning and improvement.



# APPLICATION DETAILS.

## Your details

Full name of your community group/organisation:

(Use your legal name, that is, the name under which the organisation is Incorporated)

What type of organisation is it?

(E.g. incorporated society, community group, school, sports group, charitable trust.)

**Please provide your Charities Commission registration number OR Certificate of Incorporation as evidence.**

- If you are a sport and/or recreation group that does not have a Certificate of Incorporation you must provide proof of current affiliation to a national or regional body.
- If you are a school you must provide a letter of endorsement from the principal on school letterhead.
- Other organisations must provide proof of non-profit status or IRD 'charitable' certificate.

What is the main purpose of your organisation?  
(Provide a brief overview of what your organisation exists to do. 'Extra notes' space available at end of this document).

Name

Position/title

Organisation address

Postcode

Phone No.(s)

Email address

Is your organisation GST registered?

Yes, our GST number is  No

Has your company received funding previously from the Ōamaru Community Fund or from Mercury?

Yes  No  Not sure

When?

## About the project

What project does your organisation need the grant for?  
(Provide a brief overview of the project your community organisation is requesting this money for. 'Extra notes' space available at end).

What is the total cost of this project?

How much are you asking the Ōamaru Community Fund for? (Fund grants typically range from \$200 - \$2,000)

What specific items will the grant help you purchase?

PURCHASE ITEM	COST \$	EVIDENCE ATTACHED*	
		Y	N
<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
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<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>

\* Please attach a quote from a supplier for each item. Quotes must be less than three months old and on supplier's letterhead.

## SUPPORTING SOCIETY.

Referring to our 'What's important to us' criteria, please explain how your work aligns with and supports people, place and a sustainable future. Fill out all sections that apply. If more space is required please use the 'extra notes' space at the end of this application form.



**Manaakitanga** – caring for our communities and people, and putting people at the heart of the decision. Please explain how your work contributes to care for people.

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**Kaitiakitanga** – taking up the role of guardian and protector of our environment, for future generations. Please explain how your work contributes to the role of kaitiaki and addressing environmental change.

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**A Sustainable Future** – improving, growing, trying new ways and learning to make change work for us. We do it together and we do it smartly. Please explain how your work contributes to working together to change, learn, adopt, adapt, automate and connect.

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## EXPECTATIONS OF SUCCESSFUL APPLICANTS.

We might want to celebrate our work with you. Therefore: You agree to participate in any publicity generated by Mercury (or Mercury's marketing partners), and to the use of the applicant's name, project that the grant has been awarded for and photos of the finished product for promotional purposes.

We would like to hear about how your project has gone and we may reach out after funding has been distributed to find out more about how the project went and how it made a positive difference to the community and we'd love to see photos (if appropriate).

Data privacy is important. This is what you need to know: We may collect any personal information included in this application form, or provided by you in relation to your application or project, in order to assess your application, apply funding if you are successful, monitor the project and promote the story of your funding.

You can access or correct any such personal information by contacting us at [oamarucommunityfund@mercury.co.nz](mailto:oamarucommunityfund@mercury.co.nz)

## PAYMENT & AUTHORISATION.

If your application is successful, funds will be direct credited. Please provide your organisations bank details below:

Bank account name

Bank account number

I've attached evidence of this bank account to this application (e.g. a bank deposit form or screengrab from internet banking which shows both the account name and account number.

I certify that the information concerning this application is true and correct, and in-line with the application guidelines.

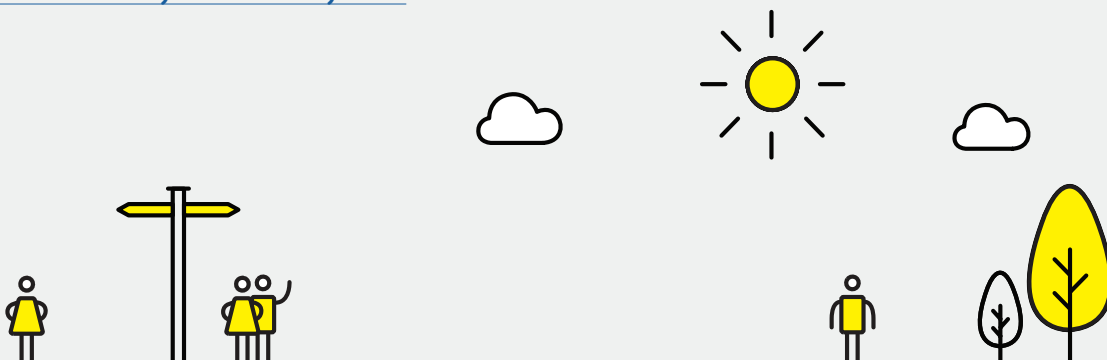
Name

Signature

Position (Community Organisation) Date

## SUBMIT YOUR APPLICATION.

Please fill in this application form and email to: [oamarucommunityfund@mercury.co.nz](mailto:oamarucommunityfund@mercury.co.nz)



# EXTRA NOTES.

