

The Sunrise Foundation Vision and Mission

Our Vision Local giving for local needs
Our Mission To connect people who care with causes that matter, to strengthen our local community forever

Funding criteria

The Sunrise Foundation supports charities and community organisations whose operations are focused on the Gisborne/Tairāwhiti region (area covered by the Gisborne District Council).

Current policy allows for consideration of funding of community groups that deliver in the following areas – Community; Health; Education; Environmental; Sports; Arts and Heritage.

Organisations which receive funding are required to provide a report outlining the use of the funds.

For further details and to download the Sunrise Foundation Funding Policy please visit www.sunrisefoundation.org.nz/grants.

GST

Donations do not include GST. You do not need to account for a donation from Sunrise in your GST return.

Timing of applications and notifications

Applications are now open
Applications close 18 August 2017
Applicants notified 31 October 2017
Funds Distributed November 2017

Donation payment

Approved donations will be paid directly to your bank account, be sure to attach a deposit slip.

How often can we apply and for how long?

Sunrise has a general policy of providing support for the realistic duration of each initiative/project/service up to a maximum of three years.

How to apply

Please complete and return this application form to:

glenda@sunrisefoundation.org.nz or Glenda Stokes
Sunrise Foundation
PO Box 1068
Gisborne 4040

Name of initiative/project/service:			
Funding amount requested:			
Name of organisation:		Date:	
Legal Status:		Charities Commission Registration #	
Postal Address:			
Street Address:			
Contact Person:		Position:	
Phone:		Mobile:	
Email:		Website:	

1. Tell us about your organisation

2. Describe the initiative/project/service for which you are requesting a donation and what the donation would be spent on

3. What is your organisation's mission statement? (what are you all about)

4. What are your organisation's long-term goals for the area in which you operate?

5. How will you measure your success in these areas? What data are you collecting to tell you that?

6. Give details of all costs associated with this initiative/project/service (include quotes from suppliers if you have them)

Item / Activity	Amount (excl GST)
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
Total Cost	\$

7. List all proposed funding for this initiative/project/service. If you are applying for operating costs, please include any Government contract funding that you receive.

Source	Amount	Confirmed Y/N
	\$	
	\$	
	\$	
	\$	
	\$	

Funding Application Form 2017

8. List the resources that your organisation is supplying to this initiative/project/service (cash and non-cash e.g. staff time).

Resource	Amount (\$ / hours)

Information about your organisation

9. How long has your organisation been operating?

10. How many paid staff do you have? How many FTE hours are worked in total each week?

11. How many volunteer hours are provided to your organisation in an average week?

12. Where do you operate (e.g. Gisborne City, East Coast, etc)

13. Names, qualifications and experience of the key people who will implement this initiative/project/service

14. Organisations and networks with which you have regular contact and the links you have with the community you serve.

15. Supporting information checklist

Your application should include the following supporting information:

- We have included our Charities Commission Registration Number. If you are **NOT** registered with the Charities Commission you need to provide proof a copy of your constitution.
- We have included a list of current governing body officers' names
- We have included a copy of our latest annual accounts (audited if possible)
- We have included a printed bank deposit slip

Please include anything else you think we should know about your organisation or project. You may wish to give details about your history and the people involved, and some of your major achievements. Please include letters of support if you think these would be useful in assessing your application.

16. Applicant's declaration

- This application has the formal approval of our controlling Board/Committee/Authority.
- To the best of our knowledge the information provided in this application is true and correct.
- It is acknowledged that any decision made by Sunrise is final and we accept that no reasons for such a decision may be given, nor any correspondence entered into.
- We agree that any donation made will be used for the purposes specified in our application or as directed by Sunrise. In the event that we cannot comply with the conditions of the donations within the specified time, we will advise Sunrise of the surrounding circumstances to enable a review of the donation to take place.
- We authorise Sunrise or its agents to make any enquiries of any third parties, (even though that may involve disclosing information contained in the application) or undertake audits of our organisation in connection with this application. This may include requiring a Police Check on any staff member or Trustee if requested.
- We acknowledge that this application and details of the Trustees' decision may be shared with other funders and made publicly available.
- We agree to immediately inform Sunrise should the initiative/project/service depart from that agreed.

For and on behalf of: This application needs to be signed by **two authorised members** of your organisation.

Organisation name: _____

1. Name (print): _____ Signature: _____

Position: _____ Date: _____

2. Name (print): _____ Signature: _____

Position: _____ Date: _____