

# LINK Community Fund Application



## General Information

- Anyone can apply – individual, group, organisation, business, student, school (do not have to be a formal entity)
- Entries must be received by **5pm, Friday 23 March 2018**
- Successful applicants will be notified by email by Friday 29 March 2018
- Project to be completed by **December 1 2018**
- All project leaders must complete a report at the end of the project describing what was achieved and detailing expenses.

## Criteria for applying

- Applicants must be residents of the Upper Clutha area (Wanaka, Hawea, Makarora, Albert Town, Luggate, Queensberry, Cardrona, Tarras, Matukituki)
- Maximum amount for a single application is \$1,000
- Project must benefit the Upper Clutha community, not commercial in nature.
- Must involve people working together and/or collaboration with other groups, businesses or different parts of the community
- Must align with at least one of the top 5 themes from our 3Qs survey (see page 2)

## Example of expenses that could be covered:

- Coordination fee
- Venue and equipment hire
- Catering/food/drinks
- Materials e.g. building materials, tools
- Advertising and/or printing
- Contractor costs eg web design, graphic design, builders and other contractors

## Expenses that are unlikely to be covered:

- Alcohol
- Professional development
- Retrospective expenses
- Payments to contractors not located in the Upper Clutha region unless the project is bringing in expertise that does not exist in the Upper Clutha area.
- Operational costs (eg, rent, power)

## APPLICATION FORM: please complete all sections

Name of applicant	
Address	
Phone	
Email	
Name of organisation or group (if applicable)	

**WILL YOUR INITIATIVE CREATE MORE OF THE THINGS WE LOVE OR MAKE OUR COMMUNITY EVEN BETTER?  
(TICK OR HIGHLIGHT AS MANY AS ARE RELEVANT)**

**Top 5 things we love about our community\***

- 1. Natural environment
- 2. Friendliness
- 3. Supportiveness
- 4. Sense of community
- 5. Access to the outdoors

**Top 5 things that could be even better\***

- 1. Manage growth
- 2. Better infrastructure
- 3. More affordable
- 4. A more connected community
- 5. Protect the environment

\*From LINK 3 Questions survey – for more information please visit [www.link.org.nz](http://www.link.org.nz)

**1. WHAT?** Please briefly describe your initiative. What are you trying to achieve? (100-word limit)

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**2. HOW AND WHEN?** What steps will you take to complete your initiative? What is your estimated completion date? (100-word limit)

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<b>3. WHY?</b> Why is your initiative important for our community? What problem are you trying to solve or opportunity you are hoping to leverage? (100-word limit)	
<b>PROJECT BUDGET (EXPENSES)</b>	<b>Please provide estimate (\$)</b>
1. Staff costs	
2. Advertising and promotion	
3. Printing and stationery	
4. Travel costs	
5. Equipment (purchase or hire)	
6. Catering (food and beverage)	
7. Contractor costs	
8. Other expenses	
<b>TOTAL BUDGET (sum of 1 – 8 above)</b>	
Funding from other sources (if applicable)	
Own financial contribution (if applicable)	
<b>IN KIND CONTRIBUTIONS</b>	
Estimate of volunteer hours	
Donated goods and services (estimate of \$ value)	
<b>Funding requested from LINK (max \$1,000)</b>	

Keep a copy of this application and drop off the original to the LINK office at Community Networks Wanaka, 73 Brownston Street. Must be handed in BEFORE 5pm 23 March 2018. Questions? Email [kathy@link.org.nz](mailto:kathy@link.org.nz).