

Auckland Foundation

NORTH SHORE FUND 2018

APPLICATION GUIDANCE NOTES

ABOUT THE NORTH SHORE FUND

The North Shore Fund awards funds to registered charities, and prioritises small organisations (annual turnover of under \$300,000) with high voluntary content, rather than larger externally-funded service providers. An umbrella organisation can apply for funds on behalf of an unregistered organisation.

Funds are allocated for the purpose of addressing social disadvantage, promoting general health and wellbeing, and/or strengthening community networks.

Projects **must be within one or more of the four North Shore local boards**, or be for the benefit of the community within the area(s) of:

- Devonport-Takapuna
- Kaipātiki
- Upper Harbour
- Hibiscus and Bays

Preference will be given to projects that are community-led and build a community's own capacity to lead change.

HOW TO APPLY

Applications must be submitted no later than **5pm, Tuesday 30 April 2018** using the online application form on the Auckland Foundation website.

Once you submit your application, you will receive an acknowledgement email from Auckland Foundation.

If you haven't received an acknowledgement email from us before the deadline, please contact us for confirmation that we have received your application.

3 April 2018	Applications open at 9am
30 April 2018	Applications close at 5pm
May/early June 2018	Review and decision-making <i>Please note that Auckland Foundation may request to visit your organisation as part of the decision-making process if you have not received funding from Auckland Foundation before.</i>
June 2018	Notification of decisions
July 2018	Grant payment upon completion of grant agreement

ENQUIRIES

Please address enquiries to Auckland Foundation:
Nicola Edwards – Grants and Communications Associate
09 366 1523
nicola@aucklandfoundation.org.nz

GRANT REQUESTS

ELIGIBLE EXPENDITURE

Applications will be considered for the following grants:

- Capital items and equipment up to a maximum of \$2,000
- Programme costs, including salaries directly applicable to programme delivery

GST

The grant will not attract GST by your organisation.

If your organisation is GST registered, the grant will not cover the GST component of any purchase of goods or services. Applicants are requested to exclude GST from the budget when completing the application form.

EXCLUSIONS

Grants cannot be awarded for the following:

- Projects outside the North Shore region
- Loan & endowment funds
- Social enterprise
- Business or investment capital
- Venture capital initiatives
- Establishment of charities
- Individuals
- Retrospective applications (i.e. if you are seeking funding for an event or purchase that will be made before July 2018 then it will not be eligible)
- Overseas travel, expenses or exchange programmes

If you are unsure of your eligibility, please contact Auckland Foundation.

SIZE OF GRANTS

Funding requests can be made up to \$5,000.

LENGTH OF GRANT AND RE-APPLICATION

Grants will be provided as one-off support (1 year).

Recipients may re-apply to consecutive granting rounds. Funding beyond 3 years will only be considered if:

- The initiative is demonstrating continued effectiveness and/or development with those in the community that have the greatest need;
- There are no other providers offering this project or programme and it is filling a significant gap, and;
- The initiative cannot be provided with funding from other sources.

ACCOUNTABILITY

Grant recipients will be expected to provide a financial accountability report no later than 12 months from payment of grants, and will be invited to take part in a roundtable reporting session. There will also be an option for written accountability reporting.

If a grant recipient is planning to re-apply the following year, a 6-month interim report will be required.