

Auckland Foundation

THE CLINTON & JOY WHITLEY FUND

APPLICATION GUIDANCE NOTES

ABOUT THE CLINTON & JOY WHITLEY FUND

Having personally experienced the heartbreak of child cancer and the loss of her infant son Clinton, Joy Whitley wanted to create something to support families going through a similar experience.

Following Joy's passing in 2017, **The Clinton and Joy Whitley Fund** was established to ensure that Joy's final wishes were carried out.

The Clinton and Joy Whitley Fund awards funds to any trust, society, institution or organisation which can demonstrate charitable purposes under New Zealand law, and falls within the purposes for funding outlined below.

- Paediatric oncology, in support of children with cancer under 12 years old and their families.

Please note that support will not be given to individual children or families directly.

HOW TO APPLY

Applications should be received no later than **5pm, Friday 30 August 2019** using the online application form on the Auckland Foundation [website](#). You can save your progress at any time, as long as you are accessing the application from the same computer or device.

Any applications received by Auckland Foundation after the closing date will not be eligible for consideration, so make sure you send your application in plenty of time in case we have any questions.

Once you have submitted your application online, you will receive an acknowledgement email from Auckland Foundation. If you haven't received this email within 48 hours, please contact us.

Don't forget

1. Your application should clearly demonstrate:

- The need for your project or programme
- How your project is meeting this need
- What you hope to achieve from the project – and how you will measure the project's achievements

2. Make sure you submit all the requested information with your application, as any applications with missing information at the closing date will not be eligible for consideration. As well as any budgets, job descriptions etc that relate to the grant request, you will need to attach:

- PDF copy of your most recent financial statements
- PDF copy of a bank deposit slip
- A copy of your Charities Commission certificate or certificate of incorporation

FUNDING ROUND DATES

1 August 2019	Applications open at 9am
30 August 2019	Applications close at 5pm
September 2019	Review and decision-making
Early October 2019	Notification of decisions
Early November 2019	Grant payment (subject to signed grant agreement)

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.

GRANT REQUESTS

SIZE OF GRANTS

Requests for the 2019 funding round may be up to a maximum of **\$45,000**.

ELIGIBLE EXPENDITURE

Applications will be considered for purposes including, but not restricted to (in priority order):

- International paediatric oncology guest speaker tours to New Zealand
- Support or development of child cancer camps
- Paediatric oncology education, research and resources
- Seminars in support of families dealing with child cancer
- Academic and scientific research related to advances in the field of paediatric oncology
- Items of equipment or technology relating to the treatment of paediatric oncology

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:

- Individual children or families
- Loan & endowment funds
- Business or investment capital
- Venture capital initiatives
- Establishment of charities
- Retrospective applications

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

LENGTH OF GRANT AND RE-APPLICATION

Both one off and multi-year projects will be considered.

ACCOUNTABILITY

Grant recipients will be required to provide a full report, including evidence that the funds have been used for the purpose granted, **within 6 months** from payment of grants (unless otherwise agreed).

Successful grant recipients will be required to acknowledge both Auckland Foundation and The Clinton and Joy Whitley Fund for the grant received, and the purpose of that grant, in their newsletter, website, annual report and other relevant communications such as social media or events.

ENQUIRIES

If you have any questions about The Clinton and Joy Whitley Fund, including any questions about the application process, please contact Auckland Foundation:

Nicola Edwards – Communications Manager
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