

## **Point Chevalier Veterans Their Families and Community Trust**

### **APPLICATION GUIDANCE NOTES FOR ORGANISATIONS**

## About The Point Chevalier Veterans Their Families and Community Trust

### This Trust's key objectives are:

- To enhance the quality of life for NZ veterans and their dependents, in need
- To support Charitable organisations active in the Point Chevalier community
- To support other NZ veteran support organisations
- To advocate on behalf of past and present veterans where appropriate
- To cover the administrative costs of running the welfare and remembrance costs of the Point Chevalier Memorial RSA and its successors

## Grant Requests

### Size of Grants:

The maximum funding request is \$15,000.

### 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.

Please make sure you remove any GST (where applicable) when making your grant request, including from any budget you attach to your application. You will also need to make sure that your financial accountability is exclusive of GST.

## Accountability

Grant recipients will be required to provide a full report, including evidence that the funds have been used for the purpose granted, within 12 months from payment of grants (unless otherwise agreed).

Successful grant recipients will be required to acknowledge both Auckland Foundation and The Point Chevalier Veterans Their Families and Community Trust 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. Grants are also subject to the signing of a grant agreement.

Auckland Foundation employees or its representative may contact the Recipient to schedule visits. These visits are primarily a learning exercise for Auckland Foundation to capture success stories and undertake evaluation of impact of Project/Programmes.

## Enquiries

If you have any questions about The Point Chevalier Veterans Their Families and Community Trust, including any questions about the application process, please contact Auckland Foundation: [info@aucklandfoundation.org.nz](mailto:info@aucklandfoundation.org.nz)

## Grant Distributions – Eligibility

**Grant distributions will be assessed for eligibility against the following criteria:**

1. The project must be of a finite duration, with clear start and end dates within a calendar year;
2. The applicant has the capacity to deliver the project;
3. If the project has a physical and/or psychological remedial intent, it must be sanctioned by an accredited institution;
4. The project objectives are specific and realistic and clearly support the charitable purposes of the Sub-Fund;
5. The project will have noticeable impact and reach;
6. Where agreements for collaboration are required to ensure the successful delivery of the project, contributors have confirmed their participation;
7. The proposed budget is reasonable and sufficiently detailed, including where applicable:
  - professional fees;
  - administrative expenditures;
  - equipment and machinery rental expenditures;
  - facility rental expenditures (e.g. meeting rooms);
  - travel expenditures inherent to the success of the project; and
  - material development and distribution expenditures (e.g. print, translation, mail).

## Exclusions

**Applications will be deemed ineligible if the project or programme:**

1. Establishes a requirement for operational (core) funding on an ongoing basis;
2. Duplicates government or initiatives already supported by another Veteran's Support Organisation;
3. Creates a financial dependency;
4. Is of a commercial nature and allows the organisation to generate profits or increase its economic value;
5. Is completed before the application is submitted;
6. Has revenues that exceed expenditures;
7. Provides assistance to associate or affiliate members (with very limited exceptions at the discretion of the Advisory Committee) and will not include:
  - Payment of property taxes for veterans;
  - Expenses incurred at conventions;
8. Is for renovations to premises (with some exceptions at the discretion of the Advisory Committee);
9. Is a general or non-specific donation to charities where the criteria have not been met;
10. Purchases memorabilia;
11. Is for direct investment in a trading entity;
12. Is payment of credit card debt;
13. Is for personal air travel;
14. Is for design or assessment fees;
15. Is for construction expenditure;
16. Is for insurance expenditure;
17. Is for alcohol; or
18. Supports commercial operations.