# The Tindall Foundation Grant Application Form

## Organisation Details

### \* All boxes are expanding text boxes. If you require a printable version contact Sushila 095260331.

Organisation Name:

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Postal address:

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Post code: Phone number

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Organisation email:

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Organisation website:

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## Main contact person/applicant for this application:

First name and surname:

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Email address:

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Alternative phone number:

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## Organisation registration details

Select one of the following categories that best describes your organisations legal status?

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A registered charitable Trust

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A member church of the Baptist Union of New Zealand

If a registered trust, which Baptist church are you affiliated with?

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Please provide your charities commission number:

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Project geographic location. Please tell us the suburbs or towns you are working in:

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Your organisations bank account:

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## Organisation Information

What is the main aim or purpose of your organisation and what are your key activities: Who is your organisation mostly trying to help or support?

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The Tindall Foundation is aiming to promote diversity and inclusion of gender and culture.

Does your organisation, through its work, structure and/or internal policies promote diversity and inclusion? Tell us how your organisation does this.

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## Initiative

What is the title of your initiative? (less than 500 words)

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Tell us about your initiative; Why there is a need, who will benefit, what you are intentionally doing through this initiative and plans you have in place? (less than 500 words)

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Tell us about the key people, organisations and networks involved in this initiative. (less than 500 words)

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Initiative start date:

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| --- |
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Initiative finish date:

What are you requesting the donation for? Mark all that apply:

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Administration and operational expenses, e.g. wages, salaries, rent, etc.

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Materials, equipment, consumables and supplies.

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Project/programme costs.

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Promotional expenses and materials

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Volunteer expenses and supplies.

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Other - specify

The Tindall Foundation priorities particular ways of working. Tell us how your initiative fits within the priority of family/whanau listed in the above notes. (less than 500 words)

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## Outcomes

We understand you wish to carry out this initiative to make a difference. Please specify UP TO FIVE defined outcomes you aim to achieve and the initiative, including numbers of clients or participants and the indicators you will use to track your progress. If funding is approved, you will be asked to report upon achievement of these outcomes.

Be sure to think about these outcomes carefully. Initial approval of funding and subsequent monitoring of the effectiveness of your initiative will be based on what you state here. Other conditions may also apply.

Tell us what you are trying to achieve through this initiative: (less than 50 words per achievement)

|  |  |  |
| --- | --- | --- |
|  | What are you trying to achieve for participants/communities? | How will you measure your achievements? |
| 1. |  |  |
| 2. |  |  |
| 3. |  |  |
| 4. |  |  |
| 5. |  |  |

Please give us examples of the impact and changes for participants/communities that will result from your initiative. (less than 500 words)

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Ten months after you received funds you will be asked to report back on what you’ve achieved.

Funding request details

The amount of funding requested from us per annum (excluding GST)

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| --- |
| **$** |

Please complete the budget balance sheet below by entering the expected cost and income items of your initiative. *Note that donations do not include GST and beneficiaries of a donation do not need to account for a donation from The Tindall Foundation in their GST returns to the IRD.*

|  |  |
| --- | --- |
| Expense description | Amount in NZ $ |
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|  |  |
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|  |  |
| --- | --- |
| Income sources | Amount in NZ $ |
| *Amount requested from The Tindall Foundation* | *$* |
|  |  |
|  |  |
|  |  |
|  |  |
| *TOTAL* |  |

Have you received government funding for this initiative in the last three years? If yes, please provide details.

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How will this initiative be funded after this donation has ended?

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Have there been any changes to your financial situation since your last annual accounts? If yes, please provide details.

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Do you anticipate any material changes to your current funding and/or expenditure? If yes, please provide details.

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*Please note we may contact you for further information to proceed with your request.*

## Declaration

In making this funding application I declare that:

*I am the Chairperson/Senior Pastor of the organisation and to the best of my knowledge the information*

*contained here is true and correct. Any funding received will be used for the project for which it was*

*approved. In the event that we cannot comply with the conditions of the donation within the specified time, we will advise the Baptist Churches of New Zealand of the surrounding circumstances to enable a review of the donation to take place. The organisation will comply with any reasonable request from the Baptist Churches of New Zealand to monitor performance and accountability. The organisation acknowledges that any decision made by The Tindall Foundation and the Baptist Churches of New Zealand is final and no correspondence will be entered into. The organisation authorises Baptist Churches of New Zealand or its agents to make any enquiries of any third party or undertake audits of our organisation in connection with this application. This application and details of the Trustees decision may be recorded on The Tindall Foundation website which is publicly available.*

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Applicants Full Name:

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Applicants position:

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Date:

## Documents you need to send us

For your application to be considered for funding, the following items MUST be included:

* Annual accounts. These must be no more than 15 months old when you submit your application and

be signed by two office holders. If your constitution, rules or trust deed stipulate that your organisation

must have audited accounts, you will need to supply audited accounts and the audit report with your

application. If funds are tagged for specific purposes, please identify the amounts and purposes.

* Additional information e.g. project plan, detailed budget, business case, sustainability plan, research or

evidence to support the application, etc.

* Bank deposit slip.
* Three written references. These must be no more than 6 months old and be for the organisation or

project, NOT for personnel employed by the organisation. One of these references must be from the

senior pastor of the church.

If you are applying for funding for wages/salaries the following MUST be included also:

* Copy of job description.
* Current employment contract.