OCC Direct Group Funding Application Form

Guideline application amount $10,000 per annum

Group Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Primary Contact:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Secondary Contact: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Land line & Mobile No: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

What is your group’s status? *(please circle or state one of the options)*

Informal Inc Society Not For Profit Trust Company Other\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Do you require OCC to house the administration of finances? (Please circle) Y / N

Describe the purpose for your application. What will the funding be put towards?

|  |
| --- |
|  |

Is this a new or existing role for your group? *(Please circle)* NEW EXISTING

Please use the table below to show your budget for this funding.

Eg. Personnel costs per hour & planned hours per 12 month period

|  |  |  |  |
| --- | --- | --- | --- |
| OCC Fund to be used for: | Cost per hour | Amount p/a | Total |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

Describe what the expected outcomes will be if the above is granted.

Please provide a plan to outline how your group will demonstrate success if the application is approved (e.g. *number of events, increased catchment community engagement, engagement with experts, project work undertaken)*

|  |
| --- |
|  |

Does your group have funding from elsewhere that will also support your group to achieve the outcomes described above?

*If yes, please provide details:*

|  |
| --- |
|  |

## Funding Details

|  |  |  |
| --- | --- | --- |
|  | **Amount** | **Status** |
| OCC funds applying for |  | Applying |
| Group contribution (e.g. In kind, Subs or membership) |  |  |
| **Other funding** |  |  |
|  |  |
|  |  |
| Other |  |  |
| Total |  |  |

## Communications

Does your group use social media? Y / N

If yes, please provide an address or page name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Is your group receiving support from any other organisations? E.g. Beef & Lamb NZ, NZ Landcare Trust Y / N

If yes, please provide details\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Your signature below indicates that you understand the T&C for this funding. (see last page)

Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

OCC coordinators are available to discuss and support any ideas with catchment groups and help in the planning of applications.

Email: [anna.robinson@otagocatchments.co.nz](mailto:anna.robinson@otagocatchments.co.nz) or [sam.dixon@otagocatchments.co.nz](mailto:sam.dixon@otagocatchments.co.nz)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| OCC Direct Group Fund Description | | |  |  |
| Description | Criteria | Costs | Reporting | Approval |
| Contestable fund, amount dependent on funds available and committee discretion. Guideline application amount $10,000 per annum.    Annual Application windows  1. Open May 1; Close May 30  2. Open Nov 1; Close Nov 30  Possible re-application annually with co-funding preferred.  Potential for OCC to house funding on behalf of group. | Financing personnel for administration, group coordination, community engagement.  Work alongside and with support from OCC facilitators  Active community engagement of the group should be demonstrated.  Group’s application to align with OCC vision and to show benefit for all members.  Show why & how direct funding will benefit the group.  A group plan with measurable outcomes – e.g. numbers of events, or success with community.  How many hours will this funding cover? | Costs for personnel only – this could be external contractors - e.g. Website design/ communication plan  Copy of contractual agreement | Summary report (1-2 pages incl photos) of group achievements for the 12mth period  Recognition of OCC in communications etc  Stories and photos included in report  Invitations to OCC to attend events/workshops  Agreement for OCC to include group and achievements through our communications & reporting  Copy of financial reports or cashflow statements for the funding period | Approval at OCC committee level following recommendation from the OCC funding group |

# Terms & Conditions

* Funding is for a 12 month period and can be applied for once in one funding round per annum.
* The catchment or water care group applying ideally has their own vision and values which should align with the OCC objectives and vision (see above).
* All funding from OCC is GST exclusive.
* Successful applicant groups must be happy for OCC to promote their group & work
* All applications are assessed and ranked against the OCC funding criteria (outlined above)
* Grant funds will be transferred to recipients’ nominated bank account upon receipt of invoice
* Final funding decisions will be at the sole discretion of the OCC committee
* Any unspent funds will be reimbursed to OCC after 12 months of successful application for future OCC funding, unless another agreement is reached (at the discretion of OCC committee)
* Groups who are successful are to provide their best contact information to OCC, for ease of communications between the two parties.

OCC is funded by ORC & MPI

 