



Southland Regional Heritage Fund

PURPOSE

The purpose of this fund is to provide grants for projects and initiatives which preserve, communicate and promote Southland's heritage AND ARE SIGNIFICANT IN A **REGIONAL** CONTEXT.

ALLOCATION PROCESS

The Southland Regional Heritage Committee will make the decisions on allocation of grants. This Committee is a joint committee of the Invercargill City, Southland District and Gore District Councils.

Applications for grants will be considered twice a year with applications closing on 31 March and 30 September.

APPLICATIONS

- Applications MUST be made on the standard application form attached.
- Supporting pages may be attached.
- A total budget for the project must be supplied.

GUIDELINES FOR PREPARING APPLICATIONS

The Committee when considering applications will take the following guidelines into account.

1. Grants will normally be limited to a maximum of \$10,000 to provide seeding funds for heritage projects of regional significance. Amounts above this limit may be considered for large projects of outstanding merit.
 - Grants will not be provided for on-going administration or maintenance costs.
 - Grants will not be made retrospectively.

Consideration will be given to:

- Projects submitted by museums and organisations with a commitment to heritage.
- Projects which involve a unique aspect of Southland's heritage, have regional significance and are identified in The Story of Murihiku/Southland.
- Projects are welcome from Individuals or organisations.
- Projects that demonstrate local and regional benefit.
- Projects that are complementary in nature to other initiatives relating to heritage in communicating the Southland Heritage story to residents and visitors.

2. Types of projects suitable for funding consideration.

- **Events**

The Committee may consider extraordinary significant heritage events - particularly one off events.

- **Regionally Significant Information Capture**

This encompasses books and research projects and other information capture systems. The information is to be regionally important and from a reputable source. It does not necessarily include all books.

- **Planning/Feasibility Studies**

Particularly for "Story of Murihiku/Southland" priorities.

- **Building/Restoration**

Normally this would be for professional reports and advice.

- **Interpretation/Displays**

Grants can be made under this category for existing upgrades and new projects of regional significance.

- **Collection Support**

Grants can be made under this category for items or collections of relevance to local and regional heritage requiring cataloguing, preservation, and curation or for the display of items or collections.

Applications close: 31 March 30 September Late applications will not be considered	Post to: Southland Regional Heritage Fund Great South PO Box 1306 Invercargill 9840
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Application Form

1. Your Details

Name / Name of organisation _____

Postal address _____

Physical address _____

Purpose or main activity of the organisation (If applicable) _____

Contact Names

If an Organisation:
 Please give the names of two people authorised by your organisation whom we can contact if we need more information. The first contact must be the person who filled out the form. Under the Privacy Act (2020) consent from these people must be given before their details are recorded here (Please refer to Section F).

1. Name _____ Phone (day) _____ (evng) _____

2. Name _____ Phone (day) _____ (evng) _____

Bank Account Number to Direct Credit grant payment if application successful:

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Please provide a proof of bank account.

If an Organisation:
 How many members belong to your club/organisation? _____

Legal Status of Organisation: (e.g. Charitable Trust, Limited Liability Company)

Charities Commission or NZBN registration number: (If applicable)

2. Project Name _____

Please describe fully; (continue on a separate sheet if necessary)

Project description

3. Heritage Related Benefits

The local and regional benefits

4. Project Budget

How much money are you applying for? \$ _____

When you are expecting to spend this money or estimated finish date of the project?

Please provide itemised costs for this activity:

<i>Item</i>	<i>Detail</i>	<i>Amount \$</i>
Total Costs		\$

Please Provide Income details including how you / your organisation will contribute financially to this activity (eg) participants fee, fund raising

<i>Income</i>	<i>Detail</i>	<i>Amount \$</i>
Total Costs		\$
	Cost minus income	\$

If you have applied to any other organisation for funding or sponsorship for this project, please list the organisation/s, the amount of money you are applying for and when you will know the result of your application.

<i>Organisation</i>	<i>\$ Requested</i>	<i>Result Date</i>

Have you previously received funding from Southland Regional Heritage Committee? If so when and what for?

<i>Date</i>	<i>Activity/Project</i>	<i>Amount received \$</i>

5. Declaration

(please provide two signatures if an organisation apply for funding, if an individual person applying for funding only one signature)

I / We hereby declare that the information supplied is correct.

I / We consent to the Southland Regional Heritage Committee collecting the personal contact details provided in this application and retaining and using these details. This consent is given in accordance with the Privacy Act2020.

Name: _____

Position in organisation: _____

Signature: _____ Date: _____

Name: _____

Position in organisation: _____

Signature: _____ Date: _____

Please return your application to the:

**Southland Regional Heritage Fund
Great South
PO Box 1306
Invercargill 9840**

Late applications will not be accepted.

Checklist

- Have you answered every question? ()
- If an Organisation: Have you advised us the names of two contact people? ()

Appendices

- Have you attached a detailed summary of the project (Maximum 5 pages and it should not exceed 1 MB if you are providing a digital file.) ()
- Have you attached an evidence of Legal status of Organisation (ex: NSBN Number) ()
- You can attached any other relevant information with in the limit of Maximum 5 pages and it should not exceed 1 MB if you are providing a digital file. ()