

Round: 2017/2018 Rodney - Targeted Events Grant round Three 17/18 Rodney Targeted Events Grants application Application TE1816-102 From Mahurangi Winter Festival of Lights

Welcome / He mihi

Important information / Pārongo matua

Please check:

- Who is eligible to apply
- What we don't fund
- What information you will need to include in your application.

All applications must be completed and submitted using this online application form. Remember to save as you work.

Sections of the application form will be greyed out because they are not relevant to your project.

If you have limited computer access, you can [book a computer](#) or [librarian](#) for one hour in one of [Auckland's libraries](#). Ensure you take all the required documents saved on a memory stick so you can upload these in your application form.

Contact a grants advisor at NorthWest.Events@aucklandcouncil.govt.nz or phone 09 301 0101 if you need advice on your application. Please note there is no technical support after 5:00pm.

Documents you may need to complete this application form:

- audited accounts, financial statements
- annual report
- minutes or letter from chairperson showing decision to apply
- letters of support
- letter of agreement from school/s if your project is being delivered in a school
- any permits necessary if your project is on public land
- evidence of bank account number (must be one of the following):
 - blank pre printed deposit slip
 - certified bank statement or letter
 - online print screen image (must show bank's web address (URL))

Contact Details / Whakapā Kaitono

* indicates a required field

Applicant

Organisation/Individual name *

Mahurangi Winter Festival of Lights

Must match the name on the bank account information supplied

Address

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Physical Address

*

P O Box 3
Warkworth Auckland 0941
Must be a New Zealand postcode

Please click [here](#) for the postcode finder website

Is your postal address different from your physical address? *

Yes No

If yes, please complete below

Postal Address *

Warkworth Isite
1 Baxter Street
Warkworth Auckland 0910
Must be a New Zealand postcode

Please click [here](#) for the postcode finder website

Website

Website address

Facebook page

Contact details

Admin contact person *

Murray Chapman

Position held in organisation (if applying as an organisation) *

Chairman

Daytime phone number *

(02) 7496 6550

Mobile Phone Number

(02) 7496 6550

Project contact person (must be a different person from the admin contact and needs to be a signatory designated for the organisation or group. *

Peter Henderson

Position held in organisation (if applying as an organisation) *

Deputy Chairman

Daytime phone number

09 4250005

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Email address *

murray@onewarkworth.co.nz

Mobile phone number

(02) 7477 6519

Email address

octavius@xtra.co.nz

Applicant details

* indicates a required field

What is the legal status of your organisation/group? *

Incorporated Society Charitable Trust Limited Liability Company Other: not for profit community group

Other: can include not for profit community group, Māori trusts, e.g. putea trust, whanua trust, ahu whenua trust, whenua topu trust and/or kai tiaki trust.

What registration numbers apply to your organisation?

(Please provide all applicable numbers)

New Zealand Companies Office incorporated society number

Must be a number

Please click [here](#) to visit the Societies and Trusts website

Charities NZ Registration**New Zealand Charities Register Information**

Reg Number
Legal Name
Other Names
Reg Status
Charity's Street Address
Charity's Postal Address
Telephone
Fax
Email
Website
Reg Date

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NZ Companies Register

New Zealand Companies Register Information
NZBN
Entity Name
Registration Date
Entity Status
Entity Type
Registered Address
Physical Address

Organisation objectives / Ngā whaingā me te ripoata ā tau

What are the primary objectives of your organisation? *

To put on a mid winter event in the area around the Mahurangi including Warkworth, Snells Beach, Matakana and Leigh which will bring visitors into the region.

The aim is to get different towns to work together and to get all businesses to light up their premises and hopefully to bring a smile to peoples faces

Must be no more than 120 words

What activities or services does your organisation offer to achieve these objectives? *

Matakana will put on a big dinner, Warkworth will have an ice skating rink and around 6 truck loads of snow in Baxrer Street with food truck and a big laser show on the Sat night, Leigh is lighting up their wharf, still waiting to see what Snells beach and Omaha will do

Must be no more than 120 words

Are you affiliated with a nation or regional body? *

Yes No

If yes, you will be required to provide more information

Project Details / Ngā pārongo mahinga

* indicates a required field

Local board priorities

Choose the local board priority your event or activity aligns with: *

Our transport infrastructure keeps pace with the needs of our communities. Our growing townships have the same choices for quality public transport as the rest of Auckland. Communities have access to walkways, bridleways and cycle ways. Our roads are well maintained.

Our communities influence local decision-making. They are empowered and enabled to act and take the lead on community projects and in the planning for their areas. Community groups and residents partner with the council and others to identify and deliver what is best for them.

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- Our local parks and sports facilities cater to a wide range of sporting and recreational interests. They are easily accessible, connecting our towns, villages and growth areas. Our parks are enjoyable places to visit and relax or be active in.
- Our harbours and the rivers and streams that feed them are healthy and thriving natural marine environments. Our storm water and wastewater services are reliable, well maintained and environmentally friendly, minimising downstream environmental impacts. There is minimal sediment and silt flowing into our waterways from new developments and earthworks.
- Local facilities that are the heart of our communities. They are well used and cared for by the communities that manage them. The diverse range of activities run by our communities creates a rich and accessible arts and culture scene.

How will the priorities you have selected be supported by your event or activity? *

By encouraging each area to work together in an area where this doesn't happen, this will bring the communities together and enable them to look at issues from a regional perspective rather than just their town.

The goal is to build this event into one that runs over 1/2 weeks and to have people from each community supporting the events happening in the other towns.

The goal is to have in the future a wide range of community events that engage the local community and attract visitors in to the different parts of the Mahurangi.

We hope that over time this event can grow to be a one to two week event with numerous events taking place throughout the Mahurangi region.

There is nothing that happens over the winter months and visitor numbers dwindle, accomodation providers and cafes and in fact most businesses struggle over these months so the more we can do to encourage people to visit, stay, spend money the better it will be for the area.

Also because it is so quiet over the winter there is not a lot to smile about and the hope is that we can bring some joy back into the region.

We also hope over time that this will become the winter version of the Kowhai Festival which has been running for 49 years and will become something that people in Warkworth, Matakana, Leigh and Snells Beach will look forward to and that schools and community groups will want to be involved.

Must be at least 250 words.

Project title *

Mahurangi Winter Festival of Lights

Must be no more than 10 words

Project location *

Matakana, Warkworth, Snells Beach, Leigh

This means the building name, street address, location of event or venue where the project will happen.

To find what local board area your project is taking place in please visit the [local board finder tool](#).

Is your project on council owned property/land?

Yes No

Please describe your project in three to four sentences *

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Mahurangi Winter Festival of Lights, encouraging local businesses to light up their towns while putting in place events to encourage both local and out of town participation.
Must be no more than 120 words

When will your project take place?

Start date *

13/07/2018

End date *

15/07/2018

Project plan / Mahere mahinga

Please complete the table below

Tasks - what will you do?	By when (date)?	What will you achieve?
Apply for funding *	30/03/2017 *	Partial funding *
TMP	30/5/2018	Road closure approved
Sponsorship proposals done	25/04/2018	Further funding found

Community benefits

How have you established there is a need for this project? *

Yes, there is nothing that happens in this area over the winter
Must be no more than 120 words.

What are the community outcomes of your project? *

Making people proud of thier region, bringing visitors in to the area over a very slow time for businesses.

- 1: Having the majority of businesses in each town light themselves up
- 2: Bring visitors in to the area
- 3: Have people proud to see their towns up in lights

Must be no more than 200 words.

Describe three things you want the project to achieve in terms of benefits for participants and/or others

How will you measure these outcomes? *

We will measure this by the number of people attending and by feedback from locals.

- 1: More businesses wanting to be a part of it next year
- 2: More community organisations also wanting to be involved next year.
- 3: Each area wanting to enlarge on what they have done and more areas wanting to be included

Must be no more than 150 words.

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Describe three changes you will see if the expected outcomes of the project occur

How many people are directly involved in the delivery of this project? *

6

e.g. team members

What is the estimated number of people reached through this project? *

10,000

What expertise does your organisation have in delivering similar projects? *

Team members have involvement in other community and business based events such as Kowhai Festival, Warkworth Great Debate, Riverside Dinner

Lighting up their home over Christmas for public to enjoy

Must be no more than 120 words.

Must be no more than 120 words

Māori Outcomes

Is your organisation Māori or are you a Māori individual? *

Yes No

Auckland Council provides funding for Māori and wider organisations to uplift Māori well-being and achieve better outcomes with Māori.

Will your project/activity target Maori or Maori outcomes?

Yes No

Maori outcomes include Maori events, Maori sculpture and public art or protection of Maori cultural heritage eg waahi tapu. Improving Maori social, economic, and cultural well-being. Uses matauranga and tikanga Maori and works with mana whenua or Maori organisations to produce shared outcomes.

Smoke-free Auckland

Please tell us how you will promote smoke-free messages with your project

Dinner in Matakana will be smoke free, other events are outside, we are happy to display signage about being smoke free

Must be no more than 120 words.

Collaborating organisations or individuals

Will any other organisations or individuals be collaborating with you on this project, including volunteer groups? Please list them and their role.

Collaborating organisation/individual	Contribution to project
One Warkworth Business Assoc	Supplying bank account for us to use
Lions/Rotary	Supplying members of the team

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Acknowledgement and promotion

Do you plan to promote/market/advertise your project? *

Yes No Don't know

If yes, please provide details on how

Event will be promoted through Matakana Coast Tourism, Mahurangi Matters, More FM Orewa, Facebook, posters, flyers and email

Must be no more than 120 words.

How will you publicly acknowledge the local board's contribution towards this project? *

Yes, they will be on all posters etc as a major sponsor, also acknowledged at the events and will be included in the laser light show

Must be no more than 120 words.

e.g. place logo on printed material, invite local board members to your event, signage, advertising materials etc.

Demographics

To help council and local boards better understand who will benefit from this project, please indicate below who this is targeted at. This is for internal use only.

Will your project be accessible to people with disabilities? *

Yes No

Long term disability is defined as lasting six months or more and stops people from doing everyday things other people can do.

Please explain how

Most of the events are held either on the road or in places with wheel chair access

Must be no more than 120 words.

Is your project targeted at people with a long term disability? *

Yes No

What proportion of your project is targeted at the following age groups?

If your project is not targeted to any specific age group please enter 100 in the 'All ages' box.

(Numbers only, "%" symbol is not needed)

0 - 5 years

6 - 14 years

15 - 24 years

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100
Must be a percentage

100
Must be a percentage

100
Must be a percentage

25 - 44 years

100
Must be a percentage

45 - 64 years

100
Must be a percentage

65+ years

100
Must be a percentage

All ages

100
Must be a percentage

Which ethnic group(s) is your project targeted at? Select any that apply: *

New Zealand European Other European Māori Pacific Peoples Chinese Korean Indian Other Asian Middle Eastern Latin American African All/everyone Other:

What proportion of your project is targeted at male/female participants?

If your project is not targeted to either gender group please enter 100 in the 'All' box.
(numbers only, " %" symbol is not needed)

Percentage of male

100
Must be a number.

Percentage of female

100
Must be a number.

All - not targeted at either male/female

100
Must be a number.

Rain date

Start date

13/07/2018

End date

15/07/2018

Is a Contractor/3rd Party/Producer helping to deliver the event/project?

Yes No

Project Budget / Te tahua

* indicates a required field

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What part of the project are you requesting funding for? *

TMP, Advertising, Cost of Ice skating rink, extra lights, the Laser Light Show

Must be no more than 100 words

Is there a cost of participation for this project? If so please state what the type of cost is, and how much it is i.e. tickets \$5 each, entry fee, entry by donation/koha *

*

No

Are you GST registered? *

Yes No

Table one: expenses/costs for the project

Please provide itemised costs of the project. Refer to the application guide for examples of what to include.

Please attach a quote or evidence such as screenshots of items or past invoices for a similar activity for each listed item over \$150.

If you or your group are GST registered, please **do not** include GST in the amounts.

If you or your group are **not** GST registered, please **do** include GST (were applicable) in the amounts.

Expenditure and description (e.g. Venue Hire: 9 hours @ \$20 p/h)	Total cost of item	Attach quote
Traffic Management Plan	\$2,500.00	<i>No files have been uploaded</i>
Ice Skating rink	\$5,000.00	<i>No files have been uploaded</i>
Advertising	\$3,500.00	<i>No files have been uploaded</i>
Laser Light Show	\$5,000.00	<i>No files have been uploaded</i>

Table two: project income / Pūtea tautoko mai roto

This section tells us about any income you estimate that you may get for your project. If your organisation charges participants to attend your project/event, how much do you charge the participants? e.g. membership, ticket sales, sale of artwork, donations, sponsorship, other fundraising etc. This also includes adult entry fee and programme registration.

Do not include funds requested from this application or applications made to other organisations.

Project income (e.g. 1100 tickets @ \$20 each, registration 20 people \$5.00 each, 35 volunteer hours @ \$20 per hour)

Project income (e.g. 1100 tickets @ \$20 each, registration 20 people \$5.00 each, 35 volunteer hours @ \$20 per hour)	Amount

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Please separate each cost out e.g. ticket sales one line and then art sales on the next

Table three: other funding sources for the project/activity / Pūtea tautoko mai waho

This section tells us about any other funding that you hope to receive for this project/activity, e.g. contestable funding from Foundation North, Department of Internal Affairs, Central Government contracts. Please include applications made to other local boards.

Funding organisation or individual	Amount	Pending / approved
Gull Matakana, Gull Snells Beach	\$5,000.00	Pending
Other sponsorship	\$2,500.00	Pending

Funding summary

Confirmed or approved as at the time of filling out this application.

Total Expenditure Amount	Total income amount	Total other funding sources	How much are you/ your organisation contributing? (Excludes income from 'Table three')
\$16,000.00	\$0.00	\$7,500.00	\$6,000.00 *
Total: \$16,000.00		Total: \$7,500.00	Total: \$6,000.00
Total of table one This number/amount is calculated.	Total of table two This number/amount is calculated.	Total of table three This number/amount is calculated.	Must be a dollar amount e.g. \$1,227.81

Total Amount Requested *

\$10,000.00

What is the total financial support you are requesting in this application?

If the local board(s) is unable to fund the full amount you request, would a smaller grant still be of assistance? *

Yes No

If only part of your project can be funded, which part would you prefer?

Ice skating rink at a cost of \$5000 for the two days, we are looking for other sponsorship but as this is a first time event it is hard to come by, also cost of TMP

Must be no more than 100 words.

Please explain and indicate an amount.

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Supporting documentation

* indicates a required field

Financial attachments

Please attach proof of bank account details / Pēke tiaki pūtea *

Filename: Winter Bank account.msg
File size: 70.0 kB

Applicant name must match the name on the bank account information supplied

Please attach proof of bank account details for the umbrella organisation / Pēke tiaki pūtea

Filename: Winter Bank account.msg
File size: 70.0 kB

Please attach a copy of your annual report, including financial statements *

Filename: Rodney Local Board29.docx
File size: 11.9 kB

Please upload minutes from your organisation or a letter from an officeholder authorising your application *

Filename: Rodney Local Board21.docx
File size: 11.9 kB

Supporting project documentation

Attach any supporting documents you feel might help us understand your project.

No files have been uploaded

Do you have any other information to support your application?

One Warkworth are setting up a separate bank account for money to be lodged, acc number 06-0483-0113551-03 this number is being finalised but it will run by KGA Accountants Warkworth,

Must be no more than 100 words

If you are working with schools or early childhood education providers you must attach a letter of acceptance/agreement from each provider.

No files have been uploaded

Please upload your council lease agreement if you are undertaking building works or maintenance.

No files have been uploaded

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Declaration and privacy

* indicates a required field

Note: Auckland Council reserves the right to subsequently decline an application or request a refund of a grant if any of the above information is found to be incorrect.

I/We certify that to the best of our/my knowledge the information contained in this application is correct *

Yes No

I/We confirm that any funds granted will only be used for the activity described in this application *

Yes No

I/We confirm that I/we will submit to the local board an accountability report and supporting paid invoices and receipts (GST exclusive) that applies to GST registered groups, within 60 days of the completion of my/our activity *

Yes No

I/We confirm that to the best of our/my knowledge I/we have no perceived , potential or actual conflict of interest in applying for or using any grant funding *

Yes No

For guidance on whether you have a perceived, potential or actual conflict as a result of applying for and using grant funding you should consider the following matters - if in doubt you should declare the conflict.

A conflict of interest could arise where you (the applicant) have a responsibility as a result of receiving council grant monies. This could affect another responsibility, duty or relationship you may also have.

For example

- If you are an Auckland Council employee/local board member or a councillor
- If your organisations committee or board member is an Auckland Council employee/ local board member.
- Personal or family relationships that you have
 - with council employees
 - with council contractors
 - organisations or persons that you will procure services from with the grant monies
- Financial relationships
 - e.g. investments that you have in entities that you will procure services from with the grant monies
- Employment relationships or membership of clubs
 - e.g. you intend to procure services with the grant monies from your employer or a club you are a member of - who will benefit financially from the arrangement.

If you have answered no to any of the above, please provide details below:

Must be no more than 100 words

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- I/We understand that Auckland Council is bound by the Local Government Official Information and Meetings Act 1987
- I/We understand that my/our name and brief details about the project may be released to the media or appear in publicity material
- I/We understand that I/we have the right to have access to this information
- I/We undertake that I/we have obtained the consent of all people involved to provide these details.

*

Accept Decline

Date:

29/03/2018

When your application is submitted you will receive an automatic confirmation email that the application has been received from Smartygrants. If you do not receive an email confirmation, please check to see if the email has been treated as "spam".

If you need assistance please contact the Community Grants Advisor at communityfunding@aucklandcouncil.govt.nz or phone 09 301 0101.

How did you find out about this fund?

- Applied previously Council staff member Poster/flyer Word-of-mouth
- Council website Local board member Radio Other:
- Council mail-out Local newspaper Social media

Privacy

Any personal information that you provide in this form will be held and protected by Auckland Council in accordance with our [privacy policy](#) and with the Privacy Act 1993. Our privacy policy explains how we may use and share your personal information in relation to any interaction you have with the council, and how you can access and correct that information. We recommend you familiarise yourself with this policy.