



**SPORT HAWKE'S BAY  
FUNDING GUIDE**

## INTRODUCTION

Many sports organisations depend on the income from grants and fundraisers, and the support of their sponsors; many could not survive without this type of partnership. And it works both ways.

Having a **planned** and **organised** approach to generating revenue can make all the difference when approaching potential sponsors, gaming trusts or running a fundraising event. Allocate some time to enable you to capitalise on potential opportunities.

Having the right people in the right place can make all the difference when raising funds for your club. It is useful to appoint a dedicated person to run a fundraising portfolio, or establish a committee that can determine the priorities and identify potential sources of funds. Successful sponsorship, fundraising and grant applications take time, so allowing an adequate lead in to plan and prepare may give your club the advantage you need.

Many sports organisations depend on the income from grants and fundraisers, and the support of their sponsors; many could not survive without this type of partnership. And it works both ways. Businesses like to be associated with sports clubs and players. It helps to build their reputation within the community, generates goodwill and can be considered as a cost-effective alternative to traditional advertising.

### Plan

Determine what purpose the funds are being raised for and develop a fundraising plan which prioritises and identifies the potential source of the funds.

### Prepare

The more information you can provide the better. If people know who you are and understand what you do, then they are more likely to listen and give the support required. Prepare a one-page document that creates a good first impression about how you engage with your stakeholders and the community. People give to people; ensure your potential donors know the faces behind the names, understand your cause, and can relate to the purpose of your project.

### Research

Understand and find out as much as you can about your sponsor, target group or gaming trust requirements. The more you know about your sponsor the easier it is to identify benefits you can offer to them. When running a fundraiser, think about your target audience; don't continually ask your membership as there may be other potential opportunities by targeting the wider community.

### Communicate

How you communicate with sponsors, stakeholders and trusts is vital to your success. Establish a communications and promotions plan that is targeted and specific to each opportunity. Most businesses like to feel involved and to be kept informed about what's happening with their sponsorship deal and the club's activities.

## Acknowledge

Acknowledge donors in numerous ways such as honour boards, annual reports, invites to events, certificates of appreciation, newsletters, social media, phone calls and letters from your members.

Finally, don't do it at the last minute. Give the club and your potential event, application and sponsor plenty of time. The assessment, negotiation and planning involved in raising funds can take a while. Allow plenty of lead-in and planning time.

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## CLASS 4 FUNDING

- A Gaming Trust provides funds to financially support not-for-profit clubs and organisations, covering a raft of purposes.
- The majority of funds available from Trusts and Foundations are generated through Gaming Machines.
- A Gaming Trust receives funds from gaming machines from a range of venues and as a general rule, funds are usually distributed in the particular area that the Trust venues are located (lists of these venues are usually found on Gaming Trusts websites).
- If venues are not in your club or organisations catchment area you may still apply if your project covers beyond your local area and/or your project could influence other areas.
- Often Gaming Trusts have specific rules regarding the number of applications per year, what can be applied for and who can apply. This information is usually available on Gaming Trusts websites but the most current information can be found on application forms.
- Gaming Trusts are required to disclose where funds have previously been distributed which can help your club or organisation to gain an understanding of what projects have been supported by the particular Gaming Trust.
- It is important to recognise that some Gaming Trusts may operate seasonally when making grants; i.e. this means a winter code applying for funding over autumn – winter will most likely gain priority over a summer code who, on the other hand is better to apply in the spring and summer months; this ensures fairness and opportunity to all codes.
- There are continuous changes with Gaming Trusts as Trusts build their venues, locations are gained and lost over time and so it is important to remain up-to-date with any changes within Gaming Trusts when making applications.
- Trust criteria for applying for grants, will change from time to time and so it is important to keep up to date. The current information/criteria are generally on Trust websites and application forms.
- The Department of Internal Affairs (DIA) is the governing body which works with Gaming Trust Societies in the distribution of funds across the community.

# FUNDING PROVIDERS

AS OF SEPTEMBER 2016

## PUB CHARITY LIMITED

### VENUES:

#### NAPIER

##### The Bay View Hotel

47 PETANE ROAD, BAY VIEW,  
NAPIER 4151

##### The Duke of Gloucester

389 GLOUCESTER STREET,  
TARADALE, NAPIER 4001

##### The Union

3 WAGHORNE STREET, AHURIRI,  
NAPIER 4110

##### The Station

154 STATION STREET, MAREWA,  
NAPIER 4001

##### Sideline Bar

110 TARADALE ROAD, ONEKAWA,  
NAPIER 4001

#### CENTRAL HAWKE'S BAY

##### The Farriers Arms

17 NORTHUMBERLAND STREET,  
WAIPUKURAU, HAWKE'S BAY  
4200

### CRITERIA

1. You can't apply for things that have already occurred
2. You need to be applying for a non-profit organisation, which has a constitution and keeps financial records;
3. Applications need to be for costs/events within New Zealand;
4. Applications must be for the benefit of the applicant organisation
5. Donation must be used for the purpose(s) stated in your application (Receipts are required)
6. If you receive other funds for the same purpose(s) you apply for, you must return any leftover money;
7. If your organisation is GST registered you should apply for goods and/or services exclusive of GST.
8. Applications must be for charitable purposes and will need to be within one of the following donation distribution groups:
  - a. Community, culture and arts
  - b. Education (including pre-school, kindergartens, playgroups, Kohanga Reo)
  - c. Fire brigade, ambulance, life saving
  - d. Health, and health-related purposes
  - e. Youth
  - f. Sport, recreation, leisure



### CONTACT:

**Postal Address:**  
Pub Charity Limited  
PO Box 27 009  
Wellington

**Phone:**  
0800 42 64 64  
(04) 385 6100

**Fax:**  
(04) 384 1630

**Email:**  
info@pubcharitylimited.org.nz

**Website:**  
www.pubcharitylimited.org.nz

## NZ COMMUNITY TRUST

### VENUES:

#### NAPIER

##### The Water Bar

10 WEST QUAY, AHURIRI, NAPIER  
4110

#### HASTINGS

##### Bollywood Stars Indian Restaurant

102-106 HERETAUNGA STREET,  
HASTINGS CENTRAL, HAWKE'S  
BAY 4201

##### Clive Hotel

193 MAIN ROAD, CLIVE, HAWKES  
BAY 4152

### CRITERIA

- Applicants must be a non-profit group incorporated as a charitable organisation
- Applications will not be considered for expenditure already incurred.
- Funds must be spent specifically for the purpose/s approved by NZCT
- NZCT's main criteria for approval of sporting grants are:
  - a. Is the item funded necessary to play the sport (not just a nice to have)?
  - b. Will funding help achieve participation in, and development of, the sport?
- Travel outside New Zealand will only be considered if the submitted by the organisation's national body
- Application for wages and salaries may be considered providing that the



### CONTACT:

**Postal Address:**  
PO Box 10857  
The Terrace  
Wellington 6143

**Phone:**  
0800 44 69 28

**Fax:**  
04 473 0007

**Email:**  
info@nzct.org.nz

**Website:**  
www.nzct.org.nz

**Turks Bar**

5 NAPIER ROAD, HAVELOCK  
NORTH, HAWKES BAY 4201

**Gravity 101**

101 Karamu Road South,  
HASTINGS CENTRAL, HAWKE'S  
BAY 4201

**Aladdin's Tavern**

342 WEST HERETAUNGA STREET,  
HASTINGS CENTRAL, HASTINGS

payment of a wage is necessary to  
achieve an authorised purpose.

- Grants for advertising will be considered provided the activity or event to be promoted is entirely non-commercial and benefits the wider community.
- Grants for essential, safety-related or sporting equipment for educational or training organisations, including kindergartens, play centres and schools

**INFINITY FOUNDATION***VENUES:***NAPIER****Westshore Hotel**

85 MEEANEE QUAY, WESTSHORE,  
NAPIER 4001

**Guffle Bar**

29A HASTINGS STREET, NAPIER  
CITY, NAPIER

**CENTRAL HAWKE'S BAY****Commercial Hotel (Waipawa)**

2 HIGH STREET, WAIPAWA,  
HAWKES BAY 4170

**Leopard Hotel**

RUATANIWHA STREET, WAIPUKU-  
RAU, HAWKES BAY 4176

*CRITERIA*

Funds available for distribution will be  
applied to:

- a. Any amateur sports teams or clubs which are open to the general public and which are affiliated to a recognised or national body and which compete in recognised leagues.
  - b. The promoting, controlling or conducting of race meetings under the Racing Act 2003 including the payment of stakes.
  - c. Any charitable or cultural purpose or any purpose that is beneficial to the community or a section of it.
- Authorised purposes must benefit the community and not result in commercial or personal gain.

*CONTACT:*

**Postal Address:**  
PO BOX 2349  
Stortford Lodge  
Hastings 4153

**Phone:**  
873 5015

**Website:**  
[www.infinityfoundation.co.nz](http://www.infinityfoundation.co.nz)

**LION FOUNDATION***VENUES:***NAPIER****Masonic Hotel**

CORNER TENNYSON STREET AND  
MARINE PARADE, BLUFF HILL,  
NAPIER

**The Horse And Harvest**

270 GLOUCESTER STREET,  
TARADALE, NAPIER 4001

**HASTINGS****Horse and Hound Hastings**

1012 KARAMU ROAD, HASTINGS  
CENTRAL, HAWKES BAY 4201

**Stortford Lodge**

103 STORTFORD STREET, HAST-  
INGS CENTRAL, HAWKES BAY  
4201

*CRITERIA*

- Funds are available for any charitable, philanthropic or cultural purpose that benefits the local community - both large and small.
- All grants must be used for goods and services within New Zealand
- Generally only fund events or projects that will take place during the next six months. We cannot fund any retrospective activities or transactions already incurred

**CENTRAL HAWKE'S BAY****Crossroads**

131 RUATANIWHA STREET,  
WAIPUKURAU, HAWKES BAY 4176

*CONTACT:*

**Postal Address:**  
The Lion Foundation  
Private Bag 102 920, NSMC  
Auckland 0745

**Phone:**  
0800 802 908

**Email:**  
[info@lionfoundation.org.nz](mailto:info@lionfoundation.org.nz)

**Website:**  
[www.lionfoundation.org.nz](http://www.lionfoundation.org.nz)

## FIRST LIGHT

### VENUES:

#### HASTINGS

##### The Storry Bar

1014 HERETAUNGA STREET WEST,  
HASTINGS CENTRAL, HAWKE'S  
BAY 4201

##### Zabeels Sports Bar

115 KING STREET, HASTINGS CEN-  
TRAL, HAWKE'S BAY 4201

#### WAIROA

##### Clyde Hotel

MARINE PARADE, WAIROA,  
HAWKES BAY 4192

##### Ferry Hotel

CAROLL STREET, WAIROA,  
HAWKES BAY 4192

##### Sunset Point Tavern

CORNER RATAU AND NEWCAS-  
TLE STREETS, MAHIA BEACH,  
HAWKE'S BAY 4192

### CRITERIA

First Light Community Foundation may make grants for authorised purposes as follows:

- any charitable purpose;
- any non-commercial purpose that is beneficial to the whole or a section of the community; and
- promoting, controlling, and conducting race meetings under the Racing Act 2003, but excluding the payment of racing stakes.



### CONTACT:

**Postal Address:**  
PO BOX 316  
Hastings 4156

**Phone:**  
06 876 7293

**Fax:**  
06 876 7295

**Email:**  
info@firstlightfoundation.co.nz

**Website:**  
www.firstlightfoundation.co.nz

## TRUST HOUSE

### VENUES:

#### HASTINGS

##### Flaxmere Tavern

SWANSEA ROAD, FLAXMERE  
EAST, HAWKE'S BAY 4201

### CRITERIA

Organisations, or branches of National organisations, that have an association or communal interest with the communities in which Trust House has an association. These communities are: Flaxmere, Feilding, Pahiatua, Eketahuna, Masterton, Carterton, Greytown, Featherston, Martinborough, Rimutaka and Central/South Wellington. Applications from organisations outside these areas will be declined, except where applicants can demonstrate that they provide a substantial benefit to one or more of these areas.



**TRUST HOUSE**  
COMMUNITY ENTERPRISE

### CONTACT:

**Postal Address:**  
PO Box 135  
Masterton

**Phone:**  
06 370 0520

**Fax:**  
06 378 8324

**Email:**  
info@trusthouse.co.nz

**Website**  
www.trusthouse.co.nz

## THE NORTH SOUTH TRUST

### VENUES:

#### NAPIER

##### Golden Chance

6 BLEDISLOE ROAD, MARAENUI,  
NAPIER 4001

##### Meeanee Hotel

340 MEEANEE ROAD, MEEANEE,  
NAPIER 4001

### CRITERIA:

The Authorised Purpose of The North and South Trust Limited is:

1. The promotion and development of amateur rugby union football through direct support of the Auckland Rugby Referees' Association, the Auckland Primary Schools' Rugby Union, the Auckland Secondary Schools' Rugby Union, and rugby clubs affiliated to,



### CONTACT:

**Postal Address:**  
PO BOX 56 228  
Dominion Road  
Auckland Central  
AUCKLAND

**Phone:**  
0800 678 510

**HASTINGS****Magpies**

116 KING STREET NORTH, HASTINGS  
CENTRAL, HAWKE'S BAY 4122

and sub-unions of, the Auckland Rugby Football Union Incorporated and deemed to have subscribed to and be bound by the constitution and rules of Auckland Rugby Football Union Incorporated and the constitution and rules of the New Zealand Rugby Football Union Incorporated.

2. The promotion and development of any amateur sports playing in recognised leagues or competitions, including but not limited to the provision of ground hire or maintenance fees, buildings and facilities, equipment and uniforms, travel and accommodation costs, tournament fees, referees and educational programmes.
3. To assist and benefit any charitable, educational, cultural or philanthropic purpose or any other purpose that is

**Email:**  
grantaudit@nstl.co.nz  
OR  
grants@nstl.co.nz

**Website:**  
www.nstl.co.nz

**FIRST SOVEREIGN***VENUES:***NAPIER****Taradale Tavern**

367 GLOUCESTER STREET,  
TARADALE, NAPIER 4001

*CRITERIA:*

The Following are Authorised Purposes for which Net Proceeds can be Distributed.

**CLUBS SPORTS TEAMS**

- Donations to amateur sport teams and clubs competing in recognised leagues and tournaments.
- Provision of actual and reasonable travel expenses for groups participating in tournaments with kindred groups.
- Sports Equipment.
- Playing uniforms.
- Ground Hire.

**COMMUNITY**

To provide for the maintenance, refurbishment and well being of local marae.

- Programs that support youth at risk.
- Support services for drug, alcohol and gambling.
- Recognised cultural and community organisations to further the objects of those groups.
- Schools and other educational institutes for equipment and student amenities for educational advancement not covered by government funding.

*CONTACT:*

**Postal Address:**  
PO BOX 1629  
Rotorua Central  
Rotorua

**Phone:**  
07 345 7070

**Email:**  
fstlgrants@firstsovereign.co.nz

**Website:**  
www.fst.net.nz

**GRASSROOTS TRUST***VENUES:***NAPIER****Bev Ridges on York**

1 DURHAM AVENUE, TAMATEA,  
NAPIER 4001

*CRITERIA:*

Grassroots Trust Limited is authorised to operate gaming machines to raise money for the following authorised purpose:

- Any charitable purpose;
- Any non-commercial purpose that is

*CONTACT:*

**Postal Address:**  
PO Box 9019  
Hamilton 3240

**HASTINGS****Cru Bar**

303 EASTBOURNE STREET EAST,  
HASTINGS CENTRAL, HAWKE'S  
BAY 4201

**Jupiters Dance Bar**

303 EASTBOURNE STREET EAST,  
HASTINGS CENTRAL, HAWKE'S  
BAY 4201

beneficial to the whole or a section of the community.

The above authorised purpose includes (but are not limited to):

- The promotion and development of amateur rugby union football, within rugby provincial unions and clubs affiliated to the New Zealand Rugby Football Union Incorporated deemed to have subscribed to and be bound by the constitution and rules of the New Zealand Rugby Football Union Incorporated.
- The promotion and development of any other amateur sport through direct support of amateur sporting bodies.
- Grants only issued to sports bodies which are formally established and/or legally constituted.
- Promotion and development of community organisations which are established for charitable purposes or cultural purposes beneficial to the community or a section of it or any other purpose beneficial to the community or a section of it.

**Phone:**  
0800 957 960

**Email:**  
info@grassrootstrust.co.nz

**Website:**  
www.grassrootstrust.co.nz

**YOUTHTOWN FUNDING****VENUES:****AUCKLAND**

110 MOUNT EDEN ROAD,  
MOUNT EDEN, AUCKLAND

Youthtown is a non-profit organisation that EMPOWERS young New Zealanders to be the best they can be.

**CRITERIA:**

Youthtown Funds the following:

- Development and operation of Youthtown programmes and facilities
- Encouragement and development of amateur youth sport and facilities in established and legally constituted sporting organizations
- Financial support for community based organisations that provide direct or indirect benefit to youth

- The Grants Subcommittee meets monthly except for January (eleven times per year)
- The Grants meeting is generally held on the last Wednesday of the month.
- The deadline for receiving submitted on-line grant applications is the 15th of the month prior to the next grants meeting.

**CONTACT:****Postal Address:**

PO Box 5899

Wellesley Street

Auckland 1141

ATTN: Youthtown CEO

**Phone:**  
0800 333 673

**Website:**  
www.youthtownfunding.org.nz



## COMMUNITY FUNDING

A Charitable Trust enables an individual or group to leave a lasting legacy and is specifically set up to hold and protect assets for charitable purposes. It allows the opportunity for the individual or group to support people and things they believe in which can make a difference for lasting generations. A Community Trust such as the Eastern and Central Community Trust is an independent grant-making charity which funds and supports targeted initiatives in the local community.

Charitable and Community Trusts often have close off dates for grants and may set a limit on the number of applications that can be made by clubs or organisations each year. It is important to note these dates and conditions in order to get the most out of your application and ensure it does not miss any deadlines.

When applying to Charitable and Community Trusts, similar steps can be taken to those applied when seeking funding from Gaming Trusts. Provide your club or organisations 'about us' information sheet, current strategic plan, and cover letter outlining your reason for applying for funds.

Charitable and Community Trusts will also have their own websites and application forms and may require further details and documentation - ensure you read the application form carefully and provide all information that is required.

## FUNDING PROVIDERS

AS OF SEPTEMBER 2016

### EASTERN AND CENTRAL COMMUNITY TRUST



#### CRITERIA

Criteria for assessing applications include:

- Services for those who may otherwise have some difficulty achieving a reasonable quality of life.
- Services that promote education and learning for community wellbeing.
- Projects or organisations working to alleviate social problems. Welfare and social services for the physically and intellectually challenged.
- Community support, including care of the young or aged. Youth and education, including school projects.
- Cultural activities and recreation including music, the arts and sport.
- Donations will not generally be given to commercial organisations or to individuals.
- The Trust will consider funding operating costs but not more than \$4,000 on an ongoing basis.
- Contributions to salaries and wages may be considered on a case by case basis.

#### CONTACT:

**Postal Address:**  
PO Box 1058  
Hastings 4156

**Phone:**  
0800 878 720

**Website:**  
[www.eect.org.nz](http://www.eect.org.nz)

## KIWISPORT

*CRITERIA*

The KiwiSport regional partnership fund is designed to encourage schools, clubs, community organisations and local businesses to collaborate to meet the three KiwiSport Aims:

1. Increasing the number of school-aged children participating in organized sport
2. Increasing the availability and accessibility of sport opportunities for all school-aged children
3. Supporting children in developing skills that will enable them to participate effectively in sport at both primary and secondary level

The regional partnership fund is funded through Sport NZ to regional sports trusts (RSTs). RSTs will allocate funding to projects which can ensure new or increased opportunities for school-aged children to participate in organised sport at a community/regional level.

*CONTACT:*

**Postal Address:**  
Sport Hawke's Bay  
PO Box 7537  
Taradale  
Napier 4141

**Phone:**  
06 845 9333

**Email**  
active@sporthb.net.nz

**Website**  
www.sporthb.net.nz

## STARS FUNDING

*CRITERIA*

This fund provides grants to support athletes' travel costs after being selected in New Zealand teams and competing in international events or competitions.

*Application Process:*

- Applications for assistance must be made by the Regional Association, Club or School to which the intended recipient belongs.
- The intended recipient must be an active financial member of the Regional Association, Club or School making the application.
- Recipients must be officially representing New Zealand (and be able to provide evidence to support this).
- Funding will be available to qualifying Individuals to cover costs as specified by the sport represented.
- Recipients must be between the age of 15 and 22 (u23) years of age at the first day of the competition/event.
- Recipients must be individuals who have been selected via trials or similar competition by their National or Regional Association.
- Funding will be capped at \$1000.00 and will only be allocated when funds are available in the STARS Fund.
- The recipient can only receive funding once in a 12 month period.

*CONTACT:*

**Postal Address:**  
Sport Hawke's Bay  
PO Box 7537  
Taradale  
Napier 4141

**Phone:**  
06 845 9333

**Email**  
active@sporthb.net.nz

**Website**  
www.sporthb.net.nz

- Preference will be given to those applicants who have raised funds via their own initiative and who have contributed to their community.
- All applications must be received at least two weeks prior to event.
- Applications can be made at any time of the year.
- The assessment committee will meet periodically to consider current applications, but please allow up to one month before payments.
- The applications committee has absolute discretion to determine the allocation of grants and their decision is not contestable
- Sport Hawke's Bay's CEO has overall discretion on all decisions.

## HAWKE'S BAY FOUNDATION



### CRITERIA

#### Who Can Apply

- Community organisations can apply for any charitable purpose within the Hawke's Bay region, as defined by the area within the jurisdiction of the Hawke's Bay Regional Council - this includes Hastings District, Napier City, Wairoa District and Central Hawkes Bay.
- Individuals cannot apply.
- If you are unsure if you can apply please email us.

#### Philosophy

Our philosophy is to provide assistance to heal problems rather than manage them – that is to give “a hand up not a hand out”. The trustees have preferences for initiatives that assist groups and communities that are working towards meeting their own needs and have sustainability when the Foundation funding ceases.

**CONTACT:**  
**Postal Address:**  
 PO Box 11014  
 Hastings 4158

**Phone:**  
 06 870 4648

**Fax:**  
 06 870 8711

**Email:**  
[info@hawkesbayfoundation.org.nz](mailto:info@hawkesbayfoundation.org.nz)

**Website:**  
[www.hawkesbayfoundation.org.nz](http://www.hawkesbayfoundation.org.nz)

## OTHER

Napier City Council and Hastings District Council also have a number of community funding opportunities available. Please visit their respective websites for more information.



## USEFUL WEBSITES

The following resource has been created to provide you an insight into funding opportunities and resources that are available in the community. For more information you should refer to the specific agency.

### GENEROSITY NEW ZEALAND

[GENEROSITY.ORG.NZ](http://GENEROSITY.ORG.NZ)



*Generosity New Zealand (formally Fundview) is an information database of all funding agencies in NZ. You must subscribe to have access to this site. Alternatively access is available at the Department of Internal Affairs office (06) 834 1274 or the Disability Information HB Trust at the Napier Community House, 62 Raffles Street, Napier (06) 835 0781.*

### SPORT NZ WEBSITE DIRECTORY OF POTENTIAL FUNDING SOURCES

[SPORTNZ.ORG.NZ](http://SPORTNZ.ORG.NZ)



*This easy to use resource has been developed in conjunction with the Funding Information Service. The user enters in information about their group and what the funding is for and all the possible funding agencies are displayed.*

### THE DIA (DEPARTMENT OF INTERNATIONAL AFFAIRS)



[COMMUNITYMATTERS.GOV.TZ](http://COMMUNITYMATTERS.GOV.TZ)



*This is a very informative website which provides loads of information regarding lottery grants, community grant schemes and trusts community organisations can apply for. Included on this website is information regarding the Community Organisation Grant Scheme (COGS) which provides essential support to not-for-profit, voluntary and community organisations.*

### COMMUNITY NET AOTEROA

[COMMUNITY.NET.NZ](http://COMMUNITY.NET.NZ)



*This is an information sharing resource for NZ community and voluntary groups. Here you'll find guides, news and tools for and by clubs, groups, charities, trusts, hapu & iwi.*

### SPORTSLINK

[SPORTSLINK.ORG.NZ](http://SPORTSLINK.ORG.NZ)



*SportsLink is a Hawkes Bay based, non for profit organisation that offers its services to sports club to aid in funding, financial management, communication and much more.*

For more information, contact Matthew Witheford at [mattheww@sphthb.net.nz](mailto:mattheww@sphthb.net.nz) or Ryan Hambleton at [ryanh@sphthb.net.nz](mailto:ryanh@sphthb.net.nz)