

APPLICATION GUIDELINES

IMPORTANT: Please read these Application Guidelines carefully prior to completing the online Application Form. It will help you understand the application process and your responsibilities if granted funding.

ABOUT THE FUNDS (see our website for further details)

TECT funding schemes are:

Community Facilities: build of a new facility, or purchase/upgrade of an existing facility. Includes buildings, playgrounds, field lighting, Sports grounds. Smaller applications may be accepted out of main funding rounds, please contact our office.

Community Development: programmes, operating costs, vehicle expenses, equipment purchases, environmental sustainability projects and technology purchases for Schools (separate policy applies, please contact our office)

Community Events: public events held by community groups.

ARE YOU ELIGIBLE TO APPLY?

Your organisation must be a Public Benefit entity (Charitable Trust/Incorporated Society/Amateur Sports Organisation/School), be situated generally in the Tauranga or Western BOP district and be able to demonstrate a benefit to TECT beneficiaries. Organisations cannot re-apply within 12 months of an approved application, regardless of which fund they are applying to. TECT will not grant funding where spending has already been incurred.

FUNDING ROUNDS

The cut off dates are:

Community Facilities: 1st April, 1st September

Community Events: 1st of every month

Community Development: 1st of every month

Applications will be considered by trustees at their meeting the month following the cutoff date.

Applications should be submitted **at least 3 months before the organisation requires a decision.**

YOUR RESPONSIBILITIES

You must use approved TECT funding for the purpose it was given and meet any conditions trustees decide on. Funds are generally non-transferable to other events/projects.

TECT reserves the right to terminate any funding where it considers the terms of the Funding Agreement have been seriously breached. In this event, part or all of the funds may have to be repaid to TECT.

You must provide us with all information requested in the Application Form.

GST & TAXATION

Organisations who are GST registered will receive payment based on GST exclusive amounts, otherwise GST inclusive amounts will be paid.

THE APPLICATION PROCESS

Applications are processed as received and you can generally expect a response within 7 weeks from the cut-off date. If your application is incomplete we will contact you for further information.

As part of the assessment process, one of our team may visit you to discuss your application in more detail. Applications are assessed on individual merits and the final number of successful applications are determined by the funds available.

Successful applicants will receive a formal Funding Offer and Agreement outlining the conditions of funding. Payment will be made once the conditions within the agreement are met. Organisations generally have 12 months to uplift the approved funding.

SUBMIT YOUR APPLICATION

If you have any queries about your application call us on 07-578-5094 or email us at info@tect.org.nz.