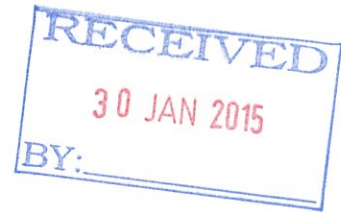


Appendix 1

Major District Initiatives Applications



Hokitika-Westland RSA
Proposed Facility

SCANNED

Community Funding Application Form

Community Grants

Donations

Sponsorships

Loans

Industry Support

Conferences and Events

Special Projects and Research

Major District Initiatives

CE	Mayor	GM PCE	GM DA	GM CS	EA	Derek Blight
✓		✓				✓ DB

1. APPLICATION FORM

BEFORE COMPLETING THIS FORM, PLEASE ENSURE YOU HAVE READ THE COMMUNITY FUNDING APPLICATION PROCESS AND GUIDELINE INFORMATION PROVIDED TO ASSIST YOU IN ASCERTAINING WHETHER YOUR PROJECT IS ELIGIBLE FOR FINANCIAL SUPPORT.

Full Name of Organisation:	Hokitika Westland Returned & Services Association		
	Incorporated Society <input checked="" type="checkbox"/>	Certificate of Incorporation attached <input checked="" type="checkbox"/>	
Organisation's Structure	Charitable Trust <input type="checkbox"/>	IRD Letter of Confirmation of Income Tax Exempt status attached <input type="checkbox"/>	
	Other – Please Specify <input type="checkbox"/>		
	Please describe why your organisation was set up and what its main activities are.		
Nature of the Organisation	RSA was set up for the care and welfare of Returned and Service members and their direct families		
	Please describe how your organisation approves, manages and controls its budgets and expenditure.		
Internal Financial Controls	All accounts passed for payment at monthly meetings. Two signatories on all accounts		
Are you GST Registered	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	GST No	<input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Bank Account Number	1 2 3 1 6 6 - 0 2 7 9 4 7 1 - 5 0		Bank Deposit Slip Attached <input checked="" type="checkbox"/>
Postal Address	PO Box 31 Hokitika		
Physical Address	36 Weld Street Hokitika		
Phone	03 755 6168	Fax	
Email	westlandrsa@gmail.com		
Organisation's Statistics	Number of Full Time Equivalent Employees (FTE's)	nil	
	Number of Volunteers	25	
	Number of Members/Clients	194	
	How long has your organisation been in operation	96 Years	

APPLICATION FORM - GENERAL

Key Contacts (1)	Name	Lyal Delore		
	Position in Organisation	President		
	Phone (day)	027 227 5380		
	Fax	/		
	Email	westlandrsa@gmail.com		
Key Contacts (2)	Name	Karen Burrows		
	Position in Organisation	Secretary		
	Phone (day)	021 047 8354		
	Fax	/		
	Email	karen.burrows@extra.co.nz		
Professional Service Contacts	Name	Address	Telephone	
Bank	ASB	Revell Street	03 756 9004	
Accountant				
Auditor	Shirley Gardiner	124 Kaiere Road	03 755 7041	
Insurer				
Solicitor	Alan Stobie	10 Hamilton St	03 755 8103	
Other				

Please describe in detail the nature of the assistance required from Development West Coast (please use an additional sheet if required).

Assistance Requested

To rebuild a condemned RSA headquarters and to incorporate a facility that can be used by the wider community

Project Impacts

Tick the boxes to describe the outcome to which this project will contribute:

- Promote sustainable regional economic growth ☐
- Promote sustainable regional employment opportunities..... ☐
- Ensure the West Coast becomes a learning centre..... ☐
- Facilitate social and community support..... ☒
- Build positive community attitudes ☒
- Promote environmental sustainability ☐
- Facilitate land and resource access and use ☐
- Promote a positive attitude to development and success on the West Coast..... ☐
- Infrastructure requirements are identified and progress supported..... ☐

APPLICATION FORM - GENERAL

Please describe how the project will contribute to the outcomes ticked. For sustainable regional economic growth, please complete the **Economic Impact Assessment** (pages 6-9).

Display area for memorabilia, a facility for functions for many groups

Project Impacts (cont)

Are there any negative effects from this project on other West Coast organisations?

None

Does this proposal have the support of (please include letters of support):

Support

Please see appendix 1 - Letters of support

Parent Body



Recognised Industry Body



Key Stakeholders



Other



All figures must be GST inclusive. Please only provide financial details specific to this project. Please provide quotations where applicable.

Expenditure

Plumbing + GST 4681.50
Electrical
Building

\$ 35 891.50

\$ 37 913.77

\$ 36 7985.00

\$

\$

Total Expenditure

\$ 441 790.27

Income

Funds on hand

\$ 102,695.00

User fees / subscriptions

\$

Sponsorship

\$

Loans

\$

Other Funding (as listed on page 5)

\$

Other

\$

\$

Total Income

\$ 102 695.00

What level of funding are you applying to Development West Coast For?

Donation

\$

Grant

\$ 292 500.00

Loan

\$

Sponsorship

\$

Total

\$ 292 500.00

Financial Details

APPLICATION FORM - GENERAL

	Funding Organisation	Amount Sought	Date of Decision	Approved (amount) or Declined
Other Funding Sources For all approved amounts you will need to supply a copy of the confirmation notification	WDC Reserves Subject to legal advice being sought Lotteries Commission	50,000-00	26 Feb.	
		? Depending on MDI will apply for deficit.		

Please give details why any funds that may be held by your organisation cannot be used for this project.

Funds from other accounts have been set aside for those purposes. Welfare funds must be used for welfare only (A National directive) Investment accounts help to keep general account in credit with interest.

Other Funding Sources (cont.)

Please describe any donated materials or sponsorship for this project.

To date we have no sponsorship or materials donated but discounts by suppliers and tradesman will be passed on to us.

Is there anything else in support of your application you would like to add?

Please see attached report by Jackie Gorden on previous building, the mentioned users will continue to use the new facility with the exception of Baptist Church.

Additional users such as LandSAR and Police have given indication they will use the facilities

A feasibility study is at present being carried out and at 30 January is incomplete.

Note: please use additional pages if required and attach to the application form.

DIRECT BENEFITS

Not applicable

Domestic
Visitor Bed
Nights

Number of People =

x \$150.00 (Spend) = \$

x Number of Nights

≡ \$

Domestic Visitors Attracted

Number of People =

x \$80.00 (Spend) = \$

x Number of Days

== \$

= Total Domestic Spend (A) \$

International
Visitor Bed
Nights

Number of People =

x \$290.00 (Spend) = \$

x Number of Nights

15 §

International Visitors Attracted

Number of People =

x \$30.00 (Spend) = \$

x Number of Days

= \$

= Total International Spend (B) \$

Any
Additional
Direct
Spend
(Project Spend, etc)

Comment

\$

§

\$

§

TOTAL DIRECT
SPEND:

Estimated Value (C) \$

TOTAL DIRECT SPEND (A + B + C) = \$

APPLICATION FORM – ECONOMIC IMPACT ASSESSMENT

Please tick the boxes to indicate which type of media will be arranged for this project and provide an explanation for each category:

	Detail/ Comment	Estimated Value
Media Exposure	TV Live, Domestic and/or International Market	\$
	TV Canned, Domestic and/or International Market	\$
	Local Print Media	\$
	National Print Media	\$
	International Print Media	\$
	Posters, Brochures (Distribution Details)	\$
	Other Publications (if any)	\$

Is this media exposure marketing the West Coast and/or promoting the event? Please explain:

Employment (Paid)	What number of people (if any) will be employed to work on this project (temporary for duration of project)?			
	Full Time Employment		Part Time Employment	
	No. of Employees		No. of Employees	
	Total Hours		Total Hours	
	What number of additional people (if any) will be employed after this project is completed (permanent ongoing)?			
	Full Time Employment		Part Time Employment	
	No. of Employees		No. of Employees	
	Total Hours		Total Hours	

Nil	volunteers
	As required and events dictate.

Nil

volunteers

As required and events dictate.

APPLICATION FORM – ECONOMIC IMPACT ASSESSMENT

FUTURE BENEFITS

Will this event/project, or other event/project as a consequence, occur again in future years?
(If YES, please explain)

YES ☐

NO ☒

What are the future potential economic benefits that may occur as a result of this project?
(Please explain)

Outcomes

\$

Economic Impact

OTHER BENEFITS

What businesses (other than hospitality) will benefit from this project, and to what extent?

facility could hold conferences.
Funerals and catering
Letters of support also indicate other users.

Are there other future potential employment benefits as a result of this project?

Yes part-time administration person to oversee bookings
and usage

What other economic benefits or potential benefits are there for West Coast residents and businesses as a result of this project?

The proposed facility is in central Ibbikitika and will
be a community facility.

What are the social, cultural and environmental benefits of this project?

At present no display area for rolls of honour for
WWII and Vietnam or the conflicts of Korea, East
Timor, Afghanistan and Bosnia.

APPLICATION FORM – ECONOMIC IMPACT ASSESSMENT

Any additional information that may help Development West Coast assess this application.

Source(s)
Of
Information

Please state the source of any statistical information provided.

3. DECLARATION AND PRIVACY ACT 1993 AUTHORISATION

- a) On behalf of the Ibkitika Westland RSA (the Organisation), we the undersigned agree to the following conditions if we are funded by Development West Coast.
- b) This authorisation relates to information in this application that Development West Coast may hold about our organisation now or in the future.
- c) We hereby declare that I am/we are authorised to submit this application and that any funding received will be used for the project for which it was approved and in accordance with any conditions imposed by Development West Coast in full.
- d) We authorise Development West Coast to use this information for the purposes of administration of this application.
- e) We authorise Development West Coast to seek such information as they may be required to complete the consideration of this application.
- f) We hereby declare that the information provided is correct.
- g) Should funds be granted, we declare that we will demonstrate to Development West Coast how the proposal has met the agreed KPI's
- h) We declare that any unspent Development West Coast funding will be returned to Development West Coast if not required or if the organisation winds up or goes into recess.
- i) We declare that we will keep accurate records of the expenditure related to Development West Coast funding and that any files and records of this funding will be made available if requested.
- j) We declare that we consent to Development West Coast collecting, retaining and using personal contact details of the persons listed in this application. We confirm we obtained the consent of the persons listed in this application to provide these details and we acknowledge your right to have access to this information. This consent is given in accordance with the Privacy Act 1993.
- k) We authorise Development West Coast to advertise or publish the name of our organisation and the amount of the grant approved if this application is successful.
- l) We acknowledge that any decision made by Development West Coast is final.

Full name of authorised representative

Signature

Date

Position Held

Lyall Delore
Lyall Delore
30 - 1 - 15
President

Full name of authorised representative

Signature

Date

Position Held

Karen Burrows
Karen Burrows
30 - 1 - 15
Secretary / Treasurer

4. CHECKLIST FOR SUPPORTING INFORMATION

Have you enclosed the following documentation to this application, where applicable?

1. A copy of your constitution/rules or Deed of Trust.
(If applying for a loan, please **highlight the relevant provision** within the document allowing your organisation to borrow money.) ☐
2. A copy of your audited financial statements.
(If applying for more than \$10,000, the financial statements must be audited by a Chartered Accountant.) ☒
3. A financial update if your financial statements are more than 6 months old. ☒
4. A copy of a bank generated deposit slip. ☒
5. A copy of the letter from Inland Revenue Department approving your organisation as an income tax exempt entity. ☐
6. A copy of your Certificate of Incorporation. ☒
7. Letters of support from parent body, key stakeholders, recognised industry body, etc) ☒

Appendix 1
8. A copy of the confirmation notification for any other approved funding. ☐

Building Fund

INCOME

Estate Mary Reeve	10,000.00
Donation	500.00

\$10,500.00

EXPENDITURE

Transfer to	10,000.00
-------------	-----------

\$10,000.00

Building Account Reconciliation

Opening Balance 01/01	\$0.00
Plus income	10,500.00
Total	\$10,500.00

Less Expenditure	10,000.00
------------------	-----------

<u>Closing Balance</u>	<u>\$500.00</u>
-------------------------------	------------------------

Year ending 31 January 2015

Income

102,695.00

Expenditure

nil

Letters of Support from:

Derek Nees, President Nelson-Marlborough –Westland District RSA

BJ Clark, National President RNZRSA

Brendon Breeze, Land Sar

Samuel Blight, Acting Chief Executive, Tai Poutini Polytechnic

Max Dowell, Chairman, Hokitika Ratepayers and Residents Association

Wayne Thompson, Managing Director, Thompson Funeral Directors

Julia Bradshaw, Museum Director, Hokitika Museum

Cheryl Sharplin, Sharp as Catering

Maxine Fraser

Alan Breeze

Hon Damien O'Connor, MP West Coast/Tasman

Rosemary Matthews, Director, Sobry Family Trust

Helen Kahl, President, Westland Creative Fibre

Tony Copping, President, Lions Club of Hokitika

Dr Anna Dyzel, Westland Medical Centre

Peg Ashby, President, Hokitika Art Group

Noeline Tainui, Secretary, Three Mile-Arahura Pa Women's Institute

JP Armstrong, Senior Constable, Hokitika Police

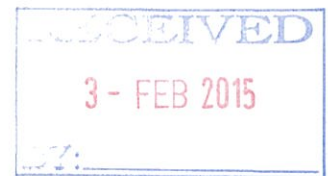
Shirley Gardiner, Treasurer, Hokitika Amateur Swimming Club

Christine Cuff, Hokitika Volunteer Cancer Support Services

Doug Stapleton, Hokitika Branch NZ Red Cross

Pip Meuli, Service Coordinator, CCS Disability Action

Cheryl Jackson, ACE Coordinator, WestREAP



DWCB

Kidstfirst Kindergarten at Franz Josef

SCANNED

Community Funding Application Form

Community Grants

Donations

Sponsorships

Loans

Industry Support

Conferences and Events

Special Projects and Research

Major District Initiatives

CE	Mayor	GM PCE	GM DA	GM CS	EA	Derek Blight
/						DB



1. APPLICATION FORM

BEFORE COMPLETING THIS FORM, PLEASE ENSURE YOU HAVE READ THE COMMUNITY FUNDING APPLICATION PROCESS AND GUIDELINE INFORMATION PROVIDED TO ASSIST YOU IN ASCERTAINING WHETHER YOUR PROJECT IS ELIGIBLE FOR FINANCIAL SUPPORT.

Full Name of Organisation:	Canterbury Westland Kindergarten Association Kidsfirst Kindergartens		
Organisation's Structure	Incorporated Society <input checked="" type="checkbox"/> Charitable Trust <input type="checkbox"/> Other – Please Specify <input type="checkbox"/>	Certificate of Incorporation attached <input checked="" type="checkbox"/> IRD Letter of Confirmation of Income Tax Exempt status attached <input checked="" type="checkbox"/>	
Nature of the Organisation	Please describe why your organisation was set up and what its main activities are. See page 1 - Information		
Internal Financial Controls	Please describe how your organisation approves, manages and controls its budgets and expenditure. See Kidsfirst Annual Report 2013 page 36 Financial Information		
Are you GST Registered	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	GST No	10-422-337
Bank Account Number	06-0831-0007158-00 Bank Deposit Slip Attached <input checked="" type="checkbox"/>		
Postal Address	P.O. Box 8089, Riccarton, Christchurch.		
Physical Address	43 Birmingham Dve Riccarton, Christchurch		
Phone	03 338 1303	Fax	03 338 1086
Email			
Organisation's Statistics	Number of Full Time Equivalent Employees (FTE's) 375 + Number of Volunteers 500 + Number of Members/Clients 3000 + enrolled How long has your organisation been in operation 100 + Years		

Development West Coast criteria**INFORMATION GATHERING:****A) From Associations, major clubs and other recreational organisations****Kidsfirst Kindergartens: Educating children in their early years.....****Teachers, whānau, neighbourhoods – children at the heart of amazing learning**

- ▶ 61 Early Childhood Education services (including 3 on the West Coast)
- ▶ 2 new centres on the way (Glacier Country and Diamond Harbour)
- ▶ 3000 children enrolled
- ▶ 375 staff
- ▶ More than 100 years of operation– here to stay
- ▶ Teaching staff 100% qualified and registered
- ▶ 100% New Zealand-owned
- ▶ Not-for-profit in a highly commercial, competitive sector
- ▶ Member of New Zealand Kindergartens

Who are we?

We are an incorporated society with an elected governance board. Our chief executive, Sherryll Wilson, carries out the directions of the board, assisted by our strategic leadership team: Education Delivery (Jo Rendall), Human Resources (Karyn Willets), Business Development (Jenny Pitama) and Support Services (Rebecca Nicholson).

What are we about?

In the 100 years plus since we started, Kidsfirst has evolved into a sophisticated organisation, with superb systems and processes, a robust operating and administrative structure and clear strategic focus.

Quality early childhood education (ECE) is essential for providing the foundations to life-long learning. It improves educational and social outcomes for children and families, and provides effective transition to school experiences. Education is our core business – it's what we do better than anyone else. We want children to experience the kind of childhood that we had at Kindy. Lots of experiences inside and out, making friends, learning while they play and explore and meet new challenges.

21st century learners are children who:

- are problem solvers,
- persist and don't give up,
- share and cooperate,
- communicate well with adults and other children,
- are resilient when things don't work out,
- are creative and curious,
- ask questions about their world, helping them to make sense of it.

Key Contacts (1)	Name	Jenny Pitama		
	Position in Organisation	Manager - Business Dev.		
	Phone (day)	027 707 8202		
	Fax	03 338 1806		
	Email	jenny.pitama@kidsfirst.org.nz		
Key Contacts (2)	Name	Sherrill Wilson		
	Position in Organisation	Chief Executive		
	Phone (day)	03 338 1303		
	Fax	03 338 1806		
	Email	sherrillw@kidsfirst.org.nz		
Professional Service Contacts		Name	Address	Telephone
Bank	ANZ	Level 6 1 Victoria St, Wellington	0800 269 296	
Accountant	BDO	30 Sir William Pictor's Pl Chch	03 379 5155	
Auditor	Ainger Tomlin	12 Sayers Cres, Chch	03 343 0046	
Insurer	Nikinson Brokers	49 Boulcott St, Wellington	04 499 0557	
Solicitor	Andrew Logan			
Other	Mortlock McCormack	Clarence St, Liccarton Chch	03 377 2900	
Assistance Requested	Please describe in detail the nature of the assistance required from Development West Coast (please use an additional sheet if required).			
	Kidsfirst Kindergartens is seeking \$300,000 from the DWC community funding as community contribution to the establishment of a purpose-built, licensed early childhood education facility at Franz Josef - Kidsfirst Glacier Country.			
Project Impacts	Tick the boxes to describe the outcome to which this project will contribute:			
	Promote sustainable regional economic growth	<input checked="" type="checkbox"/>		
	Promote sustainable regional employment opportunities.....	<input checked="" type="checkbox"/>		
	Ensure the West Coast becomes a learning centre.....	<input checked="" type="checkbox"/>		
	Facilitate social and community support.....	<input checked="" type="checkbox"/>		
	Build positive community attitudes	<input checked="" type="checkbox"/>		
	Promote environmental sustainability	<input checked="" type="checkbox"/>		
	Facilitate land and resource access and use	<input type="checkbox"/>		
	Promote a positive attitude to development and success on the West Coast.....	<input checked="" type="checkbox"/>		
	Infrastructure requirements are identified and progress supported.....	<input checked="" type="checkbox"/>		

Project Impacts (cont)	Please describe how the project will contribute to the outcomes ticked. For sustainable regional economic growth, please complete the Economic Impact Assessment (pages 6-9).	
	See Project Impacts page 16.	
	Are there any negative effects from this project on other West Coast organisations?	
	None at all.	
Support	Does this proposal have the support of (please include letters of support):	
	Parent Body <input checked="" type="checkbox"/> Key Stakeholders <input checked="" type="checkbox"/>	Recognised Industry Body <input checked="" type="checkbox"/> Other <input checked="" type="checkbox"/>
Financial Details	All figures must be GST inclusive. Please only provide financial details specific to this project. Please provide quotations where applicable.	
	Expenditure	
	Portacom Construction Costs	\$ 1,206,220
	Establishment Costs	\$ 265,237
		\$
		\$
		\$
	Total Expenditure	\$ 1,471,457.00
	Income	
		Funds on hand \$ 1,036,450.00
		User fees / subscriptions \$
		Sponsorship \$
		Loans \$
		Other Funding (as listed on page 5) \$ 135,000
		Other \$
		\$
	Total Income	\$ 1,171,457.00
	What level of funding are you applying to Development West Coast For?	
	Donation \$	
	Grant \$ 300,000.00	
	Loan \$	
	Sponsorship \$	
Total	\$ 300,000.00	

APPLICATION FORM - GENERAL

	Funding Organisation	Amount Sought	Date of Decision	Approved (amount) or Declined
Other Funding Sources For all approved amounts you will need to supply a copy of the confirmation notification	Ministry of Education	\$100,000	17.4.14	Approved
	Franz Josef Community Council	\$35,000	23.7.14	Approved.
Other Funding Sources (cont)	Please give details why any funds that may be held by your organisation cannot be used for this project.			
	The Kidsfirst Board has agreed to underwrite this project on the understanding that we will continue to seek community funding. We do not want to delay the project any further whilst we await for funding.			
	Please describe any donated materials or sponsorship for this project.			
	N/A			

Is there anything else in support of your application you would like to add?

Please refer to Additional Information.

2. ECONOMIC IMPACT ASSESSMENT

Note: please use additional pages if required and attach to the application form.

DIRECT BENEFITS

Domestic Visitors Attracted	Domestic Visitor Bed Nights	Number of People = _____ x \$150.00 (Spend) = \$ _____ x Number of Nights _____ = \$ _____
	Day Visits	Number of People = _____ x \$80.00 (Spend) = \$ _____ x Number of Days _____ = \$ _____
	= Total Domestic Spend (A) \$ _____	
	International Visitors Attracted	International Visitor Bed Nights
Day Visits		Number of People = _____ x \$30.00 (Spend) = \$ _____ x Number of Days _____ = \$ _____
= Total International Spend (B) \$ _____		
Any Additional Direct Spend (Project Spend, etc)		Comment
	\$ _____	
	\$ _____	
	\$ _____	
TOTAL DIRECT SPEND:		Estimated Value (C) \$ _____
TOTAL DIRECT SPEND (A + B + C) =		\$ _____

APPLICATION FORM – ECONOMIC IMPACT ASSESSMENT

Please tick the boxes to indicate which type of media will be arranged for this project and provide an explanation for each category:			
Detail/ Comment			Estimated Value
Media Exposure	TV Live, Domestic and/or International Market		\$
	TV Canned, Domestic and/or International Market		\$
	Local Print Media		\$ 4800.00
	National Print Media		\$
	International Print Media		\$
	Posters, Brochures (Distribution Details)		\$8100.00
	Other Publications (if any)	Web Page	\$2500.00
Is this media exposure marketing the West Coast and/or promoting the event? Please explain:			
Promoting the new early learning centre, attracting enrolments from tourists + local families.			
Employment (Paid)	What number of people (if any) will be employed to work on this project (temporary for duration of project)?		
	Full Time Employment		Part Time Employment
	No. of Employees		No. of Employees
	Total Hours		Total Hours
	What number of additional people (if any) will be employed after this project is completed (permanent ongoing)?		
	Full Time Employment *		Part Time Employment
	No. of Employees	2	No. of Employees
	Total Hours	80	Total Hours

* Will increase staff as we build numbers of enrolments, 6-7 at full capacity.

FUTURE BENEFITS

Will this event/project, or other event/project as a consequence, occur again in future years?
(If YES, please explain)

YES ☐NO ☒

This is a one-off build, but the early learning centre will operate permanently.

What are the future potential economic benefits that may occur as a result of this project?
(Please explain)

Outcomes

Economic Impact

\$

See additional
Information
page 18

OTHER BENEFITS

What businesses (other than hospitality) will benefit from this project, and to what extent?

Are there other future potential employment benefits as a result of this project?

What other economic benefits or potential benefits are there for West Coast residents and businesses as a result of this project?

What are the social, cultural and environmental benefits of this project?

See

Additional
Information
page 16

APPLICATION FORM – ECONOMIC IMPACT ASSESSMENT

Any additional information that may help Development West Coast assess this application.

See additional information

Source(s) Of Information	Please state the source of any statistical information provided.
	Statistics NZ
	Ministry of Education

3. DECLARATION AND PRIVACY ACT 1993 AUTHORISATION

- a) On behalf of Canterbury Westland Kindergarten Association (the Organisation), we the undersigned agree to the following conditions if we are funded by Development West Coast.
- b) This authorisation relates to information in this application that Development West Coast may hold about our organisation now or in the future.
- c) We hereby declare that I am/we are authorised to submit this application and that any funding received will be used for the project for which it was approved and in accordance with any conditions imposed by Development West Coast in full.
- d) We authorise Development West Coast to use this information for the purposes of administration of this application.
- e) We authorise Development West Coast to seek such information as they may be required to complete the consideration of this application.
- f) We hereby declare that the information provided is correct.
- g) Should funds be granted, we declare that we will demonstrate to Development West Coast how the proposal has met the agreed KPI's
- h) We declare that any unspent Development West Coast funding will be returned to Development West Coast if not required or if the organisation winds up or goes into recess.
- i) We declare that we will keep accurate records of the expenditure related to Development West Coast funding and that any files and records of this funding will be made available if requested.
- j) We declare that we consent to Development West Coast collecting, retaining and using personal contact details of the persons listed in this application. We confirm we obtained the consent of the persons listed in this application to provide these details and we acknowledge your right to have access to this information. This consent is given in accordance with the Privacy Act 1993.
- k) We authorise Development West Coast to advertise or publish the name of our organisation and the amount of the grant approved if this application is successful.
- l) We acknowledge that any decision made by Development West Coast is final.

Full name of authorised representative

Sherryl Christine Wilson

Signature

Wilson

Date

5. 12. 2014

Position Held

Chief Executive

Full name of authorised representative

Jennifer Helen Pitama

Signature

J Pitama

Date

5. 12. 14

Position Held

Manager - Business Development

4. CHECKLIST FOR SUPPORTING INFORMATION

Have you enclosed the following documentation to this application, where applicable?

1. A copy of your constitution/rules or Deed of Trust.
(If applying for a loan, please **highlight the relevant provision** within the document allowing your organisation to borrow money.) ☒
2. A copy of your audited financial statements.
(If applying for more than \$10,000, the financial statements must be audited by a Chartered Accountant.) ☒
3. A financial update if your financial statements are more than 6 months old. ☒
4. A copy of a bank generated deposit slip. ☒
5. A copy of the letter from Inland Revenue Department approving your organisation as an income tax exempt entity. ☒
6. A copy of your Certificate of Incorporation. ☒
7. Letters of support from parent body, key stakeholders, recognised industry body, etc) ☒
8. A copy of the confirmation notification for any other approved funding. ☒

Project impacts:

Promote sustainable regional growth

The establishment of an early childhood centre is essential to the long term economic development of the area. The need for an all-day early childhood education facility was identified in the Destination Management Plan compiled by Development West Coast in association with key stakeholders, as one of the five key priority areas required in the Glacier Region, to encourage and sustain a resident and seasonal workforce.

It is extremely difficult to recruit and retain trained staff with young families as there is no ECE facility available to support them. Such a facility is considered to be vital in helping build a more permanent resident workforce and therefore a 'balanced community' comprising of all age groups and family units. It also means that local businesses will be able to advertise the availability of the facility when recruiting staff and tourists may stay in the region longer if they are able to access a professionally run facility. Letters of support from local businesses all express a belief that such a facility would assist with staff retention and recruitment. Obviously a more stable workforce helps to promote the sustainability of local businesses.

We will also be working alongside tourism operators in Franz Josef to provide casual child care for the children of tourists. We expect that this initiative will boost customer numbers for the operators as it will allow adults to take part in activities restricted to older children and adults.

There is widespread support for this initiative throughout the Westland Region. Letters of support have been received from the major business operations and employers in the Franz Josef area, in particular, Scenic Circle Group, the Department of Conservation as well as adventure tourism operators, accommodation providers and retail business owners. *See Letters of Support*

Promote sustainable regional employment opportunities

Kidsfirst Kindergartens currently operates 61 ECE services with nearly 3000 children enrolled, employs 375 permanent staff and turns over in excess of \$21m per annum. Kidsfirst Kindergartens is a member of New Zealand kindergartens, along with 29 other kindergarten associations throughout New Zealand. We believe the Kidsfirst Glacier Country Early Learning Centre model is sustainable and we are committed long-term to the Glacier communities – providing employment for local teachers and auxiliary staff.

Ensure the West Coast becomes a learning centre

Kidsfirst brings together a powerful mix of twenty-first century education, kiwi values, and social entrepreneurship. Kidsfirst is known for outstanding educational outcomes. Many things contribute to that, including our highly qualified, experienced staff, our relentless commitment to quality, and the calibre of our professional development to ensure up-to-the-minute pedagogical approaches to teaching and learning.

Kidsfirst is highly regarded across the sector, from academics, and training institutions, to the Ministry of education, Education Review Office, and national, regional and local sector groups. The organisation is well respected by agencies and other organisations that support children and families. We already operate three very successful Kindergartens in

Greymouth and Hokitika, and we know what a difference those Kindergartens have made in the lives of thousands of children over the years – we want that for the children of the Glacier area.

Facilitate social and community support and build Positive community attitudes

Kindergarten has always been a hub for the kiwi way of life. A huge extended family of which we are immensely proud. We celebrate that, and we want to continue to share the enthusiasm and involvement that goes beyond the sandpit and past the centre gates. We're proud to be part of our communities, proud to play a role in the lives of so many people, all connected to us in so many different ways.

Our concept of Whānau and how we connect to the people who are important to us is an evolving and consultative process. We engage with our parents, play an active role in our neighbourhoods, welcome diversity and learn from each other.

Promote environmental sustainability

The notion of being sustainable and thinking about the world around us is nothing new to our association. Whether it's the way we plan a new Kindergarten, develop outdoor learning spaces which naturally reflect the surrounding environment, how we plant our gardens and share our produce, recycling and re-purposing, or how we use natural materials in our play to foster a tangible connection to the environment – one of our favourite colours is green. Please refer to our "Colour us Green" newsletter.

Promote a positive attitude to development and success on the West Coast

In early childhood settings, each moment that teachers and children interact with one another is an opportunity to develop positive relationships. At Kidsfirst we believe that those opportunities extend out past the gates and into the community. Success is all about developing and maintaining good relationships.

Infrastructure requirements are identified and progress supported

Teaching and Learning: Our Education Services Team has developed a set of quality evaluation indicators which are used to critically assess teaching practice so that teaching teams can plan for continuing improvement. The evaluation underpins the work of the head teacher in his/her role as pedagogical leader and ensures that wise practice and a culture of improvement are sustained over time, regardless of staff changes. See Areas of Practice and Quality Evaluation Indicators booklet.

Property Management: The Association is responsible for the maintenance of 61 kindergartens and the Association Office. The responsibility incorporates the development of a regular maintenance programme and undertaking strengthening work to ensure ongoing compliance. Efficient property management systems contribute to the high standard of maintenance achieved in kindergartens.

Finance and Administration: Six full time employees are presently employed to assist the Chief Executive with the Association's administration and financial operations. BDO Spicers (Christchurch) are employed on a contract basis by the Association to provide professional accounting services. Ainger Tomlin, Chartered Accountants, acts as Auditors for the Association and its 62 kindergartens. Andrew Logan, McCormack Law, provides legal advice to the Association.

Future Benefits:

The future economic benefits will be to our new employees through salary, to the retail outlets through expenditure of that salary, and through the purchase of consumables and resources for the new centre. Local businesses state that they will be able to attract permanent employees with the child care we will provide, and that will also boost economic benefits to those businesses. Tourism operators will gain from taking adults who, without casual child care at our centre, would not participate in activities.

Other Benefits:

These are explained in project impacts (page 16), and in additional information below.

Letters of Support from

Adam Haugh, Treasurer, Franz Josef Community Council

Chris Auchinvole, past MP

Hon Damien O'Connor, MP, West Coast Tasman

Maureen Pugh, Past Mayor, Westland District Council

Corrina Gestro-Best, Manager, Westland District Council

Alexander Tschampel, General Manager, Scenic Hotel, Franz Josef Glacier

Oscar Morgan, Rainforest Retreat

Richard Bungereoth, General Manager, Te Waonui Forest Retreat

Cushla Jones and Chris Roy, owner/operators, Franz Josef Supermarket

Marcel Fekkes, past Chairperson, Franz Josef Inc

Rosie Shanks, Human Resource Coordinator, Scenic Hotels

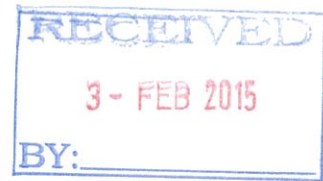
Adam Haugh, Manager, Bella Vista Motel

Andrea Meldrum, Franz Josef Playgroup

Sherryll Wilson, Chief Executive, Kidsfirst Kindergartens



DWC 6



Ross Community Hall Enhancement

SCANNED

Community Funding Application Form

Community Grants

Donations

Sponsorships

Loans

Industry Support

Conferences and Events

Special Projects and Research

Major District Initiatives

CE	Mayor	GM PCE	GM DA	GM CS	EA	Derek Blight
						OK

1. APPLICATION FORM

BEFORE COMPLETING THIS FORM, PLEASE ENSURE YOU HAVE READ THE COMMUNITY FUNDING APPLICATION PROCESS AND GUIDELINE INFORMATION PROVIDED TO ASSIST YOU IN ASCERTAINING WHETHER YOUR PROJECT IS ELIGIBLE FOR FINANCIAL SUPPORT.

Full Name of Organisation:	<i>Ross Community Society, Incorporated</i>		
Organisation's Structure	Incorporated Society	<input checked="" type="checkbox"/>	<i>Certificate of Incorporation attached</i> <input checked="" type="checkbox"/>
	Charitable Trust	<input type="checkbox"/>	<i>IRD Letter of Confirmation of Income Tax Exempt status attached</i> <input checked="" type="checkbox"/>
	Other – Please Specify	<input type="checkbox"/>	
Nature of the Organisation	Please describe why your organisation was set up and what its main activities are.		
	<i>Community Charitable Trust</i> <i>To engage in such activities that promote, grow and benefit the entire Ross Community.</i>		
Internal Financial Controls	Please describe how your organisation approves, manages and controls its budgets and expenditure.		
	<i>The society holds monthly meetings at which topics are discussed. Matters arising</i> <i>Are discussed in detail, motions put to adopt are seconded with a verbal vote taken.</i> <i>If motions are passed by a majority they are adopted. Our budgets are project-</i> <i>orientated with funds acquired, itemised & approved specific to each project with accounts</i> <i>audited annually.</i>		
Are you GST Registered	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	GST No <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Bank Account Number	<i>12-3166-0220162-02</i>		<i>Bank Deposit Slip Attached</i> <input checked="" type="checkbox"/>
Postal Address	<i>C/o RCS Treasurer, Julie Madigan</i>		
Physical Address	<i>40 Aylmer Street</i>		
	<i>Ross 7812</i>		
Phone	<i>03-755-4017</i>	Fax	<i>-</i>
Email	<i>pandjmadigan@bigpond.com</i>		
Organisation's Statistics	Number of Full Time Equivalent Employees (FTE's)		<i>0</i>
	Number of Volunteers		<i>4</i>
	Number of Members/Clients		<i>297 in Ross itself + approx.. 80 in the surrounding district (Totara Valley to Waitaha Valley)</i>

APPLICATION FORM – ECONOMIC IMPACT ASSESSMENT

How long has your organisation been in operation:

26 Years

APPLICATION FORM – ECONOMIC IMPACT ASSESSMENT

Key Contacts (1)	Name	Charlie McBeath	
	Position in Organisation	President	
	Phone (day)	03-755-4009	
	Fax		
	Email	mcbeathsturm@vodafone.co.nz	
Key Contacts (2)	Name	Julie Madigan	
	Position in Organisation	Treasurer	
	Phone (day)	03-744-4017	
	Fax		
	Email	pandjmadigan@bigpond.com	
Professional Service Contacts	Name	Address	Telephone
Bank	ASB	99 Revell Street, Hokitika	03-756-9004
Accountant	-		
Auditor	Rusty Donnell	58 Moorhouse Street, Ross 7812	03-755-4991
Insurer	Westland District Council	36 Weld Street, Hokitika 7842	03-756-9010
Solicitor	-		
Other	-		
Assistance Requested	<p>Please describe in detail the nature of the assistance required from Development West Coast (please use an additional sheet if required).</p> <p><i>Funding is urgently requested to allow the Ross Community Society to restore the Ross Centennial Hall to a sound, safe, healthy, sustainable community amenity, incl. urgent repairs to the roof (which leaks continually and is deteriorating), strengthen the structure to earthquake standards (as per OPUS assessment) and to upgrade / replace the original kitchen, making it vermin proof, while helping to ensure and maintain hygienic standards. In addition, the RCS would like to replace the concertina wood panel doors between the supper room and stage, allowing more light from one area into the other.</i></p> <p><i>Each of these upgrades / repairs will allow the Centennial Hall to be better utilised as -</i></p> <p><i>A Civil Defence Emergency Shelter (for locals and travellers)</i></p> <p><i>A dry facility for good food preparation * weather proof.</i></p> <p><i>A central community-based facility for social and educational use</i></p>		
Project Impacts	<p>Tick the boxes to describe the outcome to which this project will contribute:</p> <p>Promote sustainable regional economic growth</p> <p>Promote sustainable regional employment opportunities.....X</p> <p>Ensure the West Coast becomes a learning centreX</p> <p>Facilitate social and community support.....X</p> <p>Build positive community attitudesX</p> <p>Promote environmental sustainabilityX</p> <p>Facilitate land and resource access and useX</p>		

APPLICATION FORM – ECONOMIC IMPACT ASSESSMENT

Promote a positive attitude to development and success on the West Coast.....X

Infrastructure requirements are identified and progress supported.....X

Please describe how the project will contribute to the outcomes ticked. For sustainable regional economic growth, please complete the **Economic Impact Assessment** (pages 6-9).

- Civil Defence Emergency Shelter (for locals and travellers)

- A weather-proof facility for meetings, social activities, weddings, funerals, elderly residents' afternoon tea gatherings, sports & recreation facility, creating further community support.

- A central community-based facility for social and educational use, incl. building positive community attitudes (morale)

Project Impacts (cont)

Are there any negative effects from this project on other West Coast organisations?

No.

Does this proposal have the support of (please include letters of support):

Support

Parent Body ☐

Recognised Industry Body ☐

Key Stakeholders X

Other ☐

All figures must be GST inclusive. Please only provide financial details specific to this project. Please provide quotations where applicable.

Expenditure – Ross Centennial Hall

Roofing, Spouting, Trusses, Purlins & Scaffolding \$47,723.00

New Kitchen (incl. Replacement Folding Doors) \$26,860.00

Contingency \$\$ to Ensure the Meeting of Fire Regulations \$ 5,000.00

Earthquake Strengthening \$ 2,300.00

Labour \$38,000.00

Financial Details

Total Expenditure **\$119,883.00**

Income

Funds on hand (to be completely sourced from the Ross Endowment Fund, which does not include any of the \$27,000 in the Ross Reserves Fund) \$45,764.45

User fees / subscriptions \$0

Sponsorship \$0

Loans \$0

Other Funding (as listed on page 5) \$0

APPLICATION FORM – ECONOMIC IMPACT ASSESSMENT

	Other	\$0
		\$
Total Income		\$45,764.45

What level of funding are you applying to Development West Coast For?

Donation	\$
Grant	\$72,000.00
Loan	\$
Sponsorship	\$
Total	\$72,000.00

	Funding Organisation	Amount Sought	Date of Decision	Approved (amount) or Declined
Other Funding Sources For all approved amounts you will need to supply a copy of the confirmation notification	Ross Reserves Fund *	\$27,000	02/14	\$27,000

Please give details why any funds that may be held by your organisation cannot be used for this project.

* Designated for use on other Ross Projects, specific to those on Reserve Land

Other Funding Sources
(cont)

Please describe any donated materials or sponsorship for this project.

The WDC holds endowment money from the sale of property in and around Ross. If any extra finances are required to complete the Ross Centennial Hall upgrade, we (the Ross Community Society) have consulted the community for the right to have the WDC release that endowment money so we can use it to complete the Hall upgrade. (See lists of names / signatures on the attached agreement)

Is there anything else in support of your application you would like to add?

Historically, Ross has never applied for, nor been granted any funding for the improvement of facilities around the Township. Previously, any projects, upgrades, etc. have been fund-raised throughout our community and / or have been built / completed from volunteer labour and donated equipment and materials.

2. ECONOMIC IMPACT ASSESSMENT

Note: please use additional pages if required and attach to the application form.

DIRECT BENEFITS

		Number of People =	
	Domestic Visitor Bed Nights	× \$150.00 (Spend) =	\$
		× Number of Nights	
		=	<u>\$N/A</u>
Domestic Visitors Attracted		Number of People =	
		× \$80.00 (Spend) =	\$
	Day Visits	× Number of Days	
		=	<u>\$N/A</u>
		= Total Domestic Spend (A)	<u>\$N/A</u>
		Number of People =	
	International Visitor Bed Nights	× \$290.00 (Spend) =	\$
		× Number of Nights	
		=	<u>\$N/A</u>
International Visitors Attracted		Number of People =	
		× \$30.00 (Spend) =	\$
	Day Visits	× Number of Days	
		=	<u>\$</u>
		= Total International Spend (B)	<u>\$N/A</u>
			\$
Any Additional Direct Spend (Project Spend, etc)	Comment		\$
			\$
			\$
			\$
TOTAL DIRECT SPEND:		Estimated Value (C)	<u>\$119,883.00</u>
		TOTAL DIRECT SPEND (A + B + C) =	<u>\$119,883.00</u>

APPLICATION FORM – ECONOMIC IMPACT ASSESSMENT

Please tick the boxes to indicate which type of media will be arranged for this project and provide an explanation for each category:

	Detail/ Comment	Estimated Value
Media Exposure	TV Live, Domestic and/or International Market	\$
	TV Canned, Domestic and/or International Market	\$
	Local Print Media	\$
	National Print Media	\$
	International Print Media	\$
	Posters, Brochures (Distribution Details)	\$
	Other Publications (if any)	\$

The Hokitika Guardian, Greymouth Star & Messenger would be notified of the exciting news that Ross had been granted MDI Funding to repair / upgrade the Ross Centennial Hall, as well as being advised of the commencement and completion of that work. Articles & photos would be taken / supplied – before & after if appropriate. All newspapers take a good general interest in the Ross community, with The Guardian featuring a “Ross” news page every month.

Is this media exposure marketing the West Coast and/or promoting the event? Please explain:

This would be a ‘feel-good’ story – the Ross Centennial Hall has a significant local history to the people of Ross, all of whom would be delighted to see the halt to deterioration of the central meeting place and social backbone of our Community.

APPLICATION FORM – ECONOMIC IMPACT ASSESSMENT

What number of people (if any) will be employed to work on this project (temporary for duration of project)?

	Full Time Employment	Part Time Employment
Employment (Paid)	No. of Employees	Seven (7) full-time equivalents for a month
	No. of Employees	
	Total Hours	1,120
	What number of additional people (if any) will be employed after this project is completed (permanent ongoing)?	
	Full Time Employment	Part Time Employment
	No. of Employees	0 – run by volunteers
	No. of Employees	0 – run by volunteers
	Total Hours	Total Hours

FUTURE BENEFITS

Will this event / project, or other event/project as a consequence, occur again in future years? YES NO **X**
(If YES, please explain)

What are the future potential economic benefits that may occur as a result of this project?
(Please explain)

Increased Hall Hire and use through a modernised and refurbished facility that could then be used for partnership opportunities with local groups. These would include new tourism advantages via the Chinese Miner's Heritage Trail, the Osmers' Trail and the West Coast Wilderness Trail, on top of the well-established Miner's Heritage Walkway and Museum / Information Centre in Ross.

It would also benefit the elderly where a proposed "Enliven Programme" has been mooted.

The hall is central to our social cohesion and therefore the economic and social sustainability of the community! However, you cannot put a dollar figure on the contribution of the hall to the social wellbeing of the community.

OTHER BENEFITS

What businesses (other than hospitality) will benefit from this project, and to what extent?

As the Hall is part of the essential infrastructure of Ross, the following businesses will benefit from the upgrade of our hall - The Possum People, The Ross Store, The Ross Art Studio & Gallery, Ross Motors, Keywest Computers, the two (2) Pounamu & Bone Carvers, the Ross Goldfields & Heritage Information, Birchfield Ross Mining, West Coast Farmers' Lime Co., the numerous B&B, Back-Packers, The Wilderness Cycle Shuttle.

APPLICATION FORM – ECONOMIC IMPACT ASSESSMENT

To the extent that it will maintain people and families in the township / district and keep it a vibrant, happy and healthy community.

Are there other future potential employment benefits as a result of this project?

Yes – via the “Enliven Programme”, whose Services include day- activity programmes for frail, older people and those with memory loss. There is also counselling, social work, group education, falls prevention programmes & supporting grand-parents as parents programmes.

What other economic benefits or potential benefits are there for West Coast residents and businesses as a result of this project?

Refer above.

What are the social, cultural and environmental benefits of this project?

The Ross Centennial Hall has been an essential hub of the community since the mid-1960's, being used routinely for many different cultural, social & sports activities, such as weddings, funerals, caberets / dances, indoor bowls, badminton, Market Days, school productions & prize-giving, and community fund-raisers / auctions – to name just a few.

As well as that, the hall is ear-marked as a Civil Defence Rally Point (safety and emergency), a School Sports, Cultural and Social activity venue. Other uses in the future include adult education, computer & technology classes, and first-aid courses.

Any additional information that may help Development West Coast assess this application.

Ross is now and always has been a passionate, self-sufficient, pro-active and motivated community that works tirelessly towards completing projects once identified. As mentioned above, Ross has never applied for nor been granted any MDI funding to finance district initiatives.

Please state the source of any statistical information provided.

Source(s)
Of
Information

2013 Census

3. DECLARATION AND PRIVACY ACT 1993 AUTHORISATION

- a) On behalf of Ross Community Society (the Organisation), we the undersigned agree to the following conditions if we are funded by Development West Coast.
- b) This authorisation relates to information in this application that Development West Coast may hold about our organisation now or in the future.
- c) We hereby declare that I am/we are authorised to submit this application and that any funding received will be used for the project for which it was approved and in accordance with any conditions imposed by Development West Coast in full.
- d) We authorise Development West Coast to use this information for the purposes of administration of this application.
- e) We authorise Development West Coast to seek such information as they may be required to complete the consideration of this application.
- f) We hereby declare that the information provided is correct.
- g) Should funds be granted, we declare that we will demonstrate to Development West Coast how the proposal has met the agreed KPI's
- h) We declare that any unspent Development West Coast funding will be returned to Development West Coast if not required or if the organisation winds up or goes into recess.
- i) We declare that we will keep accurate records of the expenditure related to Development West Coast funding and that any files and records of this funding will be made available if requested.
- j) We declare that we consent to Development West Coast collecting, retaining and using personal contact details of the persons listed in this application. We confirm we obtained the consent of the persons listed in this application to provide these details and we acknowledge your right to have access to this information. This consent is given in accordance with the Privacy Act 1993.
- k) We authorise Development West Coast to advertise or publish the name of our organisation and the amount of the grant approved if this application is successful.
- l) We acknowledge that any decision made by Development West Coast is final.

Full name of authorised representative

Signature

Date

Position Held

Charlie McBeath

C McBeath

29/1/15

Chairman

Full name of authorised representative

Signature

Date

Position Held

Julie Madigan

J Madigan

29 January 2015

Treasurer

4. CHECKLIST FOR SUPPORTING INFORMATION

Have you enclosed the following documentation to this application, where applicable?

- | | | |
|----|---|---|
| 1. | A copy of your constitution/rules or Deed of Trust.
(If applying for a loan, please highlight the relevant provision within the document allowing your organisation to borrow money.) | X |
| 2. | A copy of your audited financial statements.
(If applying for more than \$10,000, the financial statements must be audited by a Chartered Accountant.) | X |
| 3. | A financial update if your financial statements are more than 6 months old. | X |
| 4. | A copy of a bank generated deposit slip. | X |
| 5. | A copy of the letter from Inland Revenue Department approving your organisation as an income tax exempt entity. | X |
| 6. | A copy of your Certificate of Incorporation. | X |
| 7. | Letters of support from parent body, key stakeholders, recognised industry body, etc) | X |
| 8. | A copy of the confirmation notification for any other approved funding. | X |

We, the undersigned Ross residents agree to the use of part of the Endowment Fund towards the Upgrade of the Ross Hall as our contribution for the MDI funding application

135 signatures

Letters of Support from

John Woodward, Ross Police

Mike Keenan, Community Development Officer for both Ross and Kumara towns

Pat and Trevor Lister

Kath Maitland, Ross Goldfields Information and Heritage Centre

Anna Pryde, Ross Playgroup Secretary

Steve Maitland, Vice Chairperson, WRENIS

Wayne Thompson, Funeral Directors, Hokitika

Shane Baillie, Principal, Ross School

Corrina Gestro-Best, Manager, WestREAP

Jackie Girvan, Regional Manager, Presbyterian Support



St John

first to care

DWC 2

**Development West Coast
Major District Initiative Fund (MDI) Application**

5 February 2015

CE	Mayor	GM PCE	GM DA	GM CS	EA	Derek Blight
✓		✓				OB

Prepared by
Bronwyn Hardaker
Grant Advisor
St John South Island Region

Documentation Included

1. Cover letter
2. Application
3. Proposal
4. Supporting letters- West Coast DHB & Hon Damien O'Connor
5. South Island Regional Trust Board Resolution
6. St John South Island Structure

Financial and Legal Information

7. Trust Deed
8. Financial Statement FY 13-14 St John South Westland
9. Financial update St John South Westland
10. Consolidated Audited Financial Statement St South Island Region FY 13-14
11. IRD confirmation of Income Tax Exemption
12. Certificate of Incorporation

3 February 2015



St John

first to care

Derek Blight
Community Development Advisor
Westland District Council
Private Bag 704
Hokitika 7842

Dear Derek

MDI Project Application St John Haast station

We sincerely appreciate the opportunity to submit a full project application to the Westland District Council.

As demand on these essential community services continues to increase year on year on the West Coast, St John is committed to improve the health outcomes for the community, and visitors passing through. Our vision is a clinically and fiscally sustainable health service in the Haast District, focussed on keeping people well and providing access to high quality services as close to the area of greatest need as possible. The Haast Station is a very important facility for St John, the communities, and travellers on the West Coast. With the support of the Westland District Council we can make the Haast Station a reality.

St John is requesting a grant from the Westland District in order to progress this project so we can deliver this important community and emergency services, and ultimately improve the quality of people's lives on the West Coast.

You will note accompanying this application are details about St John's organisational structure in the South Island and how St John South Island supports area committees by the provision of resources into their operational areas. This application represents proposals for the benefit of the West Coast community and has the full support from St John both regionally and nationally.

At the time of application we have two matters outstanding in relation to this project.

- 1) The requirement for St John to engage and consult with the West Coast Community in regards to the allocation of Council land on Marks Road at Haast Village.
- 2) To cement commitment by the West Coast District Health Board by the time of your Council meeting on the 26 February 2015. As indicated by this letter accompanying this application they are keen to engage in further conversations about the possibility in collaborating with us but what form their eventual support will be is unknown at this stage.

In the meantime in regards to costings we have included in this application the following options:

- 1) Financial details with the West Coast District Health Board support and based on their needs and a shared space
- 2) Financial details if St John will be proceeding independently from the DHB

Summary of Proposal

Haast station collaboration with St John and West Coast DHB

Total area 231.45m2 Rate per m2 \$2,465.33		Excl GST	Incl GST
DHB Own use	78.83	\$194,342	\$223,493
DHB Proportion of shared use	34.92	\$86,089	\$99,003
DHB Total		\$280,431	\$322,496
Funding required for St John's space	82.78	\$204,080	\$234,692
Funding required for St John's shared space with DHB space	34.92	\$86,089	\$99,003
St John Total		\$290,169	\$333,695
TOTAL		\$570,601	\$656,191
Application to Development West Coast 65% of St John's costs		\$188,610	\$216,902

Haast station St John only option

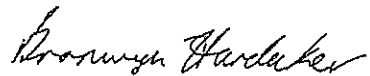
Total area 143m2 Rate per m2 \$2,710	Own use m2	Excl GST	Incl GST
Funding required for St John's space	143	\$387,530	\$445,660
Funding to come from St John and anticipated fundraising activities		\$135,636	\$155,981
Application to Development West Coast 65% of costs		\$251,895	\$289,679
TOTAL		\$387,530	\$445,660

St John is deeply appreciative of your consideration of this application and your patience in allowing us the time and flexibility to present as many of the facts as we can for your consideration.

We hope you will look favourably on this request to assist us in improving the health facilities and emergency services on the West Coast.

If you need any additional information or have any questions regarding this application, please do not hesitate to contact me.

Yours sincerely

A handwritten signature in black ink, reading 'Bronwyn Hardaker' in a cursive script.

Bronwyn Hardaker

Grant Coordinator

South Island Region

T 03 353 7110 Ext: 3238

E bronwyn.hardaker@stjohn.org.nz



Community Funding Application Form

Community Grants

Donations

Sponsorships

Loans

Industry Support

Conferences and Events

Special Projects and Research

Major District Initiatives

1. APPLICATION FORM

BEFORE COMPLETING THIS FORM, PLEASE ENSURE YOU HAVE READ THE COMMUNITY FUNDING APPLICATION PROCESS AND GUIDELINE INFORMATION PROVIDED TO ASSIST YOU IN ASCERTAINING WHETHER YOUR PROJECT IS ELIGIBLE FOR FINANCIAL SUPPORT.

Full Name of Organisation:	St John South Westland Area Committee		
Organisation's Structure	Incorporated Society	<input checked="" type="checkbox"/>	Certificate of Incorporation attached <input checked="" type="checkbox"/>
	Charitable Trust	<input checked="" type="checkbox"/>	IRD Letter of Confirmation of Income Tax Exempt status attached <input checked="" type="checkbox"/>
	Other – Please Specify	<input type="checkbox"/>	
Nature of the Organisation	Please describe why your organisation was set up and what its main activities are.		
	St John has a professional structure, nationally, and regionally, It is recognised as the main provider of ambulance, and first aid training in New Zealand. It provides research, and advice for government. It delivers training to other services, such as NZ Fire Service, and Police. It has a dedicated national planning group.		
	St John South Westland is one of the 52 area committees that form The Order of St John South Island Region Trust Board. While the area committees audited accounts are consolidated with the South Island Region's accounts, each area committee has its own financial report. All ambulance stations are held in the name of St John South Island Region but St John area committees administer the facilitates jointly with the local operations team and the area committee.		
	St John believes it's important to develop strong communities to help people live independent, get the social connections they need and to improve their wellbeing. This is achieved with the energy and generosity of volunteers and supporters. Providing an effective, modern and up to date ambulance service is central to develop strong communities and is a key role in communities.		
Internal Financial Controls	Please describe how your organisation approves, manages and controls its budgets and expenditure.		
	St John's budgeting process uses a specialised budgetary software tool that is populated based on historical data, amended by budget holders, scrutinised by high-level management and approved by each Trust Board before final signoff at Priory Trust Board level. Budget holders are an integral part of the budgeting process and subsequent Monthly Reporting which focusses on variances that are reported to the Board. At least two amended Forecast exercises are undertaken during the financial year.		
Are you GST Registered	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	GST No 72-236-707	
Bank Account Number	Bank acct # 12 3166 0121957 00	Bank Deposit Slip Attached	<input type="checkbox"/>
Postal Address	PO Box 141, Fox Glacier		
Physical Address	Cook Flat Rd, Fox Glacier		
Phone	03 755 5393 027 344 6926	Fax	03 353 7112

APPLICATION FORM - GENERAL

Email	jypsies@hotmail.com			
Organisation's Statistics	Number of Full Time Equivalent Employees (FTE's)	1		
	Number of Volunteers	40		
	Number of Members/Clients	87		
	How long has your organisation been in operation	130	Years	
Key Contacts (1)	Name	Des McEnaney		
	Position in Organisation	Chair		
	Phone (day)	03 755 5393 027 344 6926		
	Fax	03 353 7112		
	Email	jypsies@hotmail.com		
Key Contacts (2)	Name	Bronwyn Hardaker		
	Position in Organisation	Grant Coordinator		
	Phone (day)	03 353 7110 ext 3238		
	Fax	03 353 7112		
	Email	bronwyn.hardaker@stjohn.org.nz		
Professional Service Contacts	Name	Address	Telephone	
	Bank	ASB		
	Accountant	Dorothy Couch	PO Box 1443 Christchurch	03 353 7110 ext 3266
	Auditor	Deloitte		
	Insurer	Willis NZ		
	Solicitor	Buddle Findlay		
	Other			
Assistance Requested	<p>Please describe in detail the nature of the assistance required from Development West Coast (please use an additional sheet if required).</p> <p>The South Westland Area Committee is seeking support for a new Haast Ambulance Station. Ambulance service delivery in the Haast district is seriously substandard. Its current location, and lack of facilities, means it is unable to meet national standards. There is a significant patient risk.</p> <p>The garage housing the current Haast ambulance is not fit for purpose due not only to its poor condition, but also the current location does not fit the needs of the community due to a population shift. In addition the lack of modern facilities effects recruitment, training, and retention. The existing facility provides none of the basic need of a modern ambulance station.</p> <p>St John runs ongoing reviews nationally and regionally to plan for population, and industry trends, and we have planned accordingly for the development of the Haast station.</p> <p>Our aim is to provide a modern integrated service positioned near the area of greatest need.</p>			

Project Impacts

Tick the boxes to describe the outcome to which this project will contribute:

Promote sustainable regional economic growth√

Promote sustainable regional employment opportunities.....√

Ensure the West Coast becomes a learning centre√

Facilitate social and community support.....√

Build positive community attitudes√

Promote environmental sustainability ☐

Facilitate land and resource access and use..... ☐

Promote a positive attitude to development and success on the West Coast.....√

Infrastructure requirements are identified and progress supported.....√

Please describe how the project will contribute to the outcomes ticked. For sustainable regional economic growth, please complete the **Economic Impact Assessment** (pages 6-9).

Promote sustainable regional economic growth - A key question of people or business seeking to reside and work in rural communities is the standard of health care /emergency response available. The Haast station will give a level of comfort to families and businesses who wish to move into the area that there is a modern emergency service available.

Promote sustainable regional employment opportunities- Encouraging businesses into the area and having emergency facilities for tourist will increase the local economy and therefore employment.

Ensure the West Coast becomes a learning centre- the new facility will have rooms to deliver first aid training to the public.

Build positive community attitudes- a new modern station will bring a sense of pride to the community and they will feel valued and less isolated.

Project Impacts (cont)

Promote a positive attitude to development and success on the West Coast- with the general economic decline in the West Coast it would boost morale and the community will feel more positive about the future.

Infrastructure requirements are identified and progress supported- there is strong support from the community for this community health hub. The facility will be an important part of supporting the health and wellbeing of the community and visitors to the Region.

Are there any negative effects from this project on other West Coast organisations?

No

ST JOHN -WEST COAST DHB OPTION APPLICATION FORM - GENERAL

Support	Does this proposal have the support of (please include letters of support):			
	Parent Body	✓	Recognised Industry Body	<input type="checkbox"/>
	Key Stakeholders	✓	Other	✓
Financial Details	All figures must be GST inclusive. Please only provide financial details specific to this project. Please provide quotations where applicable.			
	Expenditure			
	Haast station 143 sq m @ \$2,710 per sqm		\$	
	Total Expenditure		\$	\$656,190
	Income			
	Funds on hand		\$	\$0
	User fees / subscriptions		\$	\$0
	Sponsorship		\$	\$0
	Loans		\$	\$0
	Other Funding (as listed on page 5)		\$	\$439,288
	Other		\$	\$0
	Total Income		\$	\$439,288
	What level of funding are you applying to Development West Coast For?		\$	\$216,902
	St John contribution and fundraising Donation		\$	\$106,792
	Blackadder Trust support yet to be confirmed Grant		\$	\$10,000
	Loan		\$	\$0
	DHB contribution- Own use \$223,493 Shared 99,003		\$	\$322,496
	Total		\$	\$439,288
Other Funding Sources For all approved amounts you will need to supply a copy of the confirmation notification	Funding Organisation	Amount Sought	Date of Decision	Approved (amount) or Declined
Other Funding Sources (cont)	Please give details why any funds that may be held by your organisation cannot be used for this project.			
	Like most organisations St John holds funds which are set aside for investment. These include long-term capital investment, capital requirements and to offset extraordinary operational costs. Being a charity and a core provider of emergency services to the community St John is committed to holding funds to ensure long term prudent financial management.			
	Please describe any donated materials or sponsorship for this project.			
	The Board of the DHB are meeting in February to discuss the level of support they can provide. In principle they are very interested in supporting the project but can't commit at this stage before a full discussion of the Board.			
Is there anything else in support of your application you would like to add?				
Please see attached information.				

2. ECONOMIC IMPACT ASSESSMENT

Note: please use additional pages if required and attach to the application form.

DIRECT BENEFITS			
Domestic Visitors Attracted	Domestic Visitor Bed Nights	Number of People =	
		x \$150.00 (Spend) =	\$
		x Number of Nights	
		=	\$
	Day Visits	Number of People =	
x \$80.00 (Spend) =		\$	
x Number of Days			
=		\$	
= Total Domestic Spend (A)		\$ Unknown	
International Visitors Attracted	International Visitor Bed Nights	Number of People =	
		x \$290.00 (Spend) =	\$
		x Number of Nights	
		=	\$
	Day Visits	Number of People =	
x \$30.00 (Spend) =		\$	
x Number of Days			
=		\$	
= Total International Spend (B)		\$ Unknown	
Any Additional Direct Spend (Project Spend, etc)	Comment	The impact of this project will mean there will be ongoing operational costs of \$25,000 per annum spent in the community.	
		The Project Spend is as per the financial details and depending on the contributions of the West Coast DHB and final costings.	
TOTAL DIRECT SPEND:	Estimated Value (C)		\$656,191 or \$445,660
	TOTAL DIRECT SPEND (A + B + C) =		\$656,191 or \$445,660

APPLICATION FORM – ECONOMIC IMPACT ASSESSMENT

Please tick the boxes to indicate which type of media will be arranged for this project and provide an explanation for each category:

	Detail/ Comment	Estimated Value	
Media Exposure	TV Live, Domestic and/or International Market	\$	
	TV Canned, Domestic and/or International Market	\$	
	Local Print Media	Media releases	\$
	National Print Media	Media releases	\$
	International Print Media		\$
	Posters, Brochures (Distribution Details)	N/A	\$
	<ul style="list-style-type: none"> Publish articles in the St John Forum newsletter (circulation approximately 2,800 in the South Island); an internal publication for St John members Acknowledgement in the St John National and St John South Island Annual Reports the St John internal hub and and external website at www.stjohn.org.nz Signage 	\$	
Is this media exposure marketing the West Coast and/or promoting the event? Please explain:			
Employment (Paid)	What number of people (if any) will be employed to work on this project (temporary for duration of project)?		

APPLICATION FORM – ECONOMIC IMPACT ASSESSMENT

Full Time Employment		Part Time Employment	
No. of Employees	0	No. of Employees	0
Total Hours	0	Total Hours	0
What number of additional people (if any) will be employed after this project is completed (permanent ongoing)?			
Full Time Employment		Part Time Employment	
No. of Employees	0	No. of Employees	0
Total Hours	0	Total Hours	0

FUTURE BENEFITS

Will this event/project, or other event/project as a consequence, occur again in future years? YES ☐ NO ☐
 (If YES, please explain)
 N/A

What are the future potential economic benefits that may occur as a result of this project?
 (Please explain)

Outcomes	St John is a key provider nationally and locally for people with diabetes, older people, all ethnicities, parents and small children. We not only provide for emergency services but also medical alarms, caring caller service, First Aid training and the St John Youth programme. The job numbers for the West Coast is now over 2,800 per annum.
Economic Impact	<p>The proposed facility has the ability to host events and attract visitors to the area. A key question of people or business seeking to reside and work in a rural community is the standard of healthcare/emergency response availability. In addition there is a planned space to host seminars, presentations and to hold training events.</p> <p>Emergency response coverage on a key section of the Region's major tourist route is important to the tourism industry and Councils region wide.</p>

OTHER BENEFITS

What businesses (other than hospitality) will benefit from this project, and to what extent?

There has been a steady increase in demand for emergency services driven by an increase in tourism. Tourism operators in particular will be confident in that a modern facility will meet the needs of their clients.

Are there other future potential employment benefits as a result of this project?

If businesses expand or locate to the West Coast because of the improvement in the services St John offers, this will encourage a growth in employment.

What other economic benefits or potential benefits are there for West Coast residents and businesses as a result of this project?

The proposed facility has the potential to service the West coast Region as well as local areas as emergency response coverage on a key section of the region's major tourist route is important to the tourism industry and Councils region wide.

APPLICATION FORM – ECONOMIC IMPACT ASSESSMENT

What are the social, cultural and environmental benefits of this project?

By providing facilities to base our wider activities in, we can introduce these into the community. Our experience has been where we provide new facilities we improve public awareness and participation, and we can expand our services. E.g Franz Josef

St John provides coverage, and training to events, sports bodies, and care in the community. Our ability to deliver hinges on our ability to recruit, train, and retain people. Providing facilities for this is key.

Any additional information that may help Development West Coast assess this application.

As attached

Source(s)
Of
Information

Please state the source of any statistical information provided.

3. DECLARATION AND PRIVACY ACT 1993 AUTHORISATION

- a) On behalf of **St John South Westland Area Committee** (the Organisation), we the undersigned agree to the following conditions if we are funded by Development West Coast.
- b) This authorisation relates to information in this application that Development West Coast may hold about our organisation now or in the future.
- c) We hereby declare that I am/we are authorised to submit this application and that any funding received will be used for the project for which it was approved and in accordance with any conditions imposed by Development West Coast in full.
- d) We authorise Development West Coast to use this information for the purposes of administration of this application.
- e) We authorise Development West Coast to seek such information as they may be required to complete the consideration of this application.
- f) We hereby declare that the information provided is correct.
- g) Should funds be granted, we declare that we will demonstrate to Development West Coast how the proposal has met the agreed KPI's
- h) We declare that any unspent Development West Coast funding will be returned to Development West Coast if not required or if the organisation winds up or goes into recess.
- i) We declare that we will keep accurate records of the expenditure related to Development West Coast funding and that any files and records of this funding will be made available if requested.
- j) We declare that we consent to Development West Coast collecting, retaining and using personal contact details of the persons listed in this application. We confirm we obtained the consent of the persons listed in this application to provide these details and we acknowledge your right to have access to this information. This consent is given in accordance with the Privacy Act 1993.
- k) We authorise Development West Coast to advertise or publish the name of our organisation and the amount of the grant approved if this application is successful.
- l) We acknowledge that any decision made by Development West Coast is final.

Full name of authorised representative Des McEnaney

Signature

Date

5/2/15

Position Held

Chair St John South Westland

Full name of authorised representative

Bronwyn Hardaker

Signature

Date

5/2/15

Position Held

Grant Advisor St John South Island Region

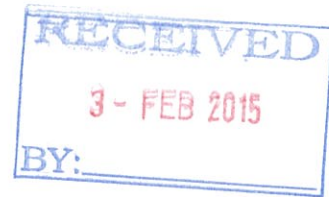
4. CHECKLIST FOR SUPPORTING INFORMATION

Have you enclosed the following documentation to this application, where applicable?

- | | | |
|----|---|-----------------|
| 1. | A copy of your constitution/rules or Deed of Trust.
<i>(If applying for a loan, please highlight the relevant provision within the document allowing your organisation to borrow money.)</i> | ✓ |
| 2. | A copy of your audited financial statements.
<i>(If applying for more than \$10,000, the financial statements must be audited by a Chartered Accountant.)</i> | ✓ |
| 3. | A financial update if your financial statements are more than 6 months old. | ✓ |
| 4. | A copy of a bank generated deposit slip. | To be provided |
| 5. | A copy of the letter from Inland Revenue Department approving your organisation as an income tax exempt entity. | ✓ |
| 6. | A copy of your Certificate of Incorporation. | ✓ |
| 7. | Letters of support from parent body, key stakeholders, recognised industry body, etc) | ✓ |
| 8. | A copy of the confirmation notification for any other approved funding. | To be confirmed |



~~DWB~~ DWCB



Westland High School Gym Upgrade

SCANNED

Community Funding Application Form

Community Grants

Donations

Sponsorships

Loans

Industry Support

Conferences and Events

Special Projects and Research

Major District Initiatives

CE	Mayor	GM PCE	GM DA	GM CS	EA	Derek Blight
/						/
						DB

1. APPLICATION FORM

BEFORE COMPLETING THIS FORM, PLEASE ENSURE YOU HAVE READ THE COMMUNITY FUNDING APPLICATION PROCESS AND GUIDELINE INFORMATION PROVIDED TO ASSIST YOU IN ASCERTAINING WHETHER YOUR PROJECT IS ELIGIBLE FOR FINANCIAL SUPPORT.

Full Name of Organisation:	WESTLAND HIGH SCHOOL		
Organisation's Structure	Incorporated Society <input type="checkbox"/> Charitable Trust <input type="checkbox"/> Other – Please Specify <input checked="" type="checkbox"/>	Certificate of Incorporation attached <input type="checkbox"/> IRD Letter of Confirmation of Income Tax Exempt status attached <input checked="" type="checkbox"/> <i>Crown Entity as specified in the Crown Entities Act 2004 and a school as described in the Education Act 1989.</i>	
Nature of the Organisation	Please describe why your organisation was set up and what its main activities are. A school as described in the Education Act 1989 Only Secondary School in Hokitika providing education for students Yr 7 to 14.		
Internal Financial Controls	Please describe how your organisation approves, manages and controls its budgets and expenditure. Financial Management Policy. attached Reviewed annually.		
Are you GST Registered	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	GST No	15-032-260
Bank Account Number	12-3166-0276983-00		
	Bank Deposit Slip Attached <input checked="" type="checkbox"/>		
Postal Address	P O Box 154 Hokitika 7842		
Physical Address	140 Hampden Street Hokitika		
Phone	03 7556169	Fax	03 755 6269
Email	carolmartin@westlandhigh.school.nz		
Organisation's Statistics	Number of Full Time Equivalent Employees (FTE's) <input type="text" value="45"/> Number of Volunteers <input type="text" value="700"/> Number of Members/Clients <input type="text" value="380 ± students"/> How long has your organisation been in operation <input type="text" value="100+"/> Years		

APPLICATION FORM - GENERAL

Key Contacts (1)	Name	Carol Martin		
	Position in Organisation	Chairperson BOT		
	Phone (day)	03 7569004 ASB		
	Fax	03 7558277 ASB		
	Email	carolmartin@westlandhigh.school.nz		
Key Contacts (2)	Name	Trevor Jones		
	Position in Organisation	Principal WHS		
	Phone (day)	03 7556169		
	Fax	03 7556269		
	Email	trevorjones@westlandhigh.school.nz		
Professional Service Contacts	Name	Address	Telephone	
Bank	ASB Bank	PO Box 52 Hokitika	03 7569004	
Accountant	CES	PO Box 414 Christchurch	03 3384444	
Auditor	BDO Christchurch	PO Box 246 Christchurch	03 3795153	
Insurer	Crombie Lockwood	PO Box 3020 Christchurch	03 3353060	
Solicitor	NZSTA New Zealand School Trustees Assn	PO Box 5123 Wellington	04 47314955	
Other				
Assistance Requested	Please describe in detail the nature of the assistance required from Development West Coast (please use an additional sheet if required).			
	To provide funding to facilitate the progress of the development of a first class multipurpose sports complex to meet local and international standards expected to host tournament competitions and venues that will attract high performing players and quality coaches and supporters. Brief and Plans attached. To be staged			
Project Impacts	Tick the boxes to describe the outcome to which this project will contribute:			
	Promote sustainable regional economic growth	<input checked="" type="checkbox"/>		
	Promote sustainable regional employment opportunities.....	<input checked="" type="checkbox"/>		
	Ensure the West Coast becomes a learning centre.....	<input checked="" type="checkbox"/>		
	Facilitate social and community support.....	<input checked="" type="checkbox"/>		
	Build positive community attitudes	<input checked="" type="checkbox"/>		
	Promote environmental sustainability	<input checked="" type="checkbox"/>		
	Facilitate land and resource access and use	<input checked="" type="checkbox"/>		
	Promote a positive attitude to development and success on the West Coast.....	<input checked="" type="checkbox"/>		
Infrastructure requirements are identified and progress supported.....	<input checked="" type="checkbox"/>			

Project Impacts (cont)	<p>Please describe how the project will contribute to the outcomes ticked. For sustainable regional economic growth, please complete the Economic Impact Assessment (pages 6-9).</p> <p>All of these outcomes are identified within the concept plans, community feedback and letters of support for the project to date. More local and visitor participation, recognised facilities to attract long term employment and families</p> <p>Are there any negative effects from this project on other West Coast organisations?</p> <p>Not seen to date. Comparable Westford Bay Brigade Stadium is not of competition standard and as we have found from community feedback it is difficult to book.</p>																																													
Support	<p>Does this proposal have the support of (please include letters of support):</p> <p>Parent Body <input checked="" type="checkbox"/> Recognised Industry Body <input checked="" type="checkbox"/></p> <p>Key Stakeholders <input checked="" type="checkbox"/> Other <input checked="" type="checkbox"/></p>																																													
Financial Details	<p>All figures must be GST inclusive. Please only provide financial details specific to this project. Please provide quotations where applicable.</p> <table border="1"> <tr> <td colspan="2">Expenditure</td> </tr> <tr><td></td><td>\$</td></tr> <tr><td></td><td>\$</td></tr> <tr><td></td><td>\$</td></tr> <tr><td></td><td>\$</td></tr> <tr><td></td><td>\$</td></tr> <tr> <td>Total Expenditure</td> <td>\$ 11 000 000</td> </tr> <tr> <td colspan="2">Income</td> </tr> <tr> <td>Funds on hand</td> <td>\$ 400 000</td> </tr> <tr> <td>User fees / subscriptions</td> <td>\$</td> </tr> <tr> <td>Sponsorship</td> <td>\$</td> </tr> <tr> <td>Loans</td> <td>\$</td> </tr> <tr> <td>Other Funding (as listed on page 5)</td> <td>\$ 8 000 000</td> </tr> <tr> <td>Other</td> <td>\$ 600 000</td> </tr> <tr> <td></td> <td>\$</td> </tr> <tr> <td>Total Income</td> <td>\$ 11 000 000</td> </tr> <tr> <td colspan="2">What level of funding are you applying to Development West Coast For?</td> </tr> <tr> <td>Donation</td> <td>\$</td> </tr> <tr> <td>Grant</td> <td>\$ 200 000</td> </tr> <tr> <td>Loan</td> <td>\$</td> </tr> <tr> <td>Sponsorship</td> <td>\$</td> </tr> <tr> <td>Total</td> <td>\$ 200 000</td> </tr> </table>		Expenditure			\$		\$		\$		\$		\$	Total Expenditure	\$ 11 000 000	Income		Funds on hand	\$ 400 000	User fees / subscriptions	\$	Sponsorship	\$	Loans	\$	Other Funding (as listed on page 5)	\$ 8 000 000	Other	\$ 600 000		\$	Total Income	\$ 11 000 000	What level of funding are you applying to Development West Coast For?		Donation	\$	Grant	\$ 200 000	Loan	\$	Sponsorship	\$	Total	\$ 200 000
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Grant	\$ 200 000																																													
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Total	\$ 200 000																																													

Support letters on file from:

John Crone, Regional Property Advisor, Ministry of Education

Rosie McGrath, Coordinator, Active West Coast

Maureen Pugh, past Mayor, Westland District Council

Rebecca Pearson, Coordinator, Hokitika Junior Tennis

Addie Keast, President, Hokitika Netball

Emma Cornish, South Westland Netball Club

Peter McDonnell, President, Westland Basketball Assn

Jane Churchwell, Westland Leisure Marching Team

Hon Damien O'Connor, MP, West Coast/Tasman

Jon Armstrong, Community Constable, Hokitika

	Funding Organisation	Amount Sought	Date of Decision	Approved (amount) or Declined
Other Funding Sources For all approved amounts you will need to supply a copy of the confirmation notification	Community Funding to progress if initial MBI application is progressed further * Options attached			
Other Funding Sources (cont)	<p>Please give details why any funds that may be held by your organisation cannot be used for this project. Discretionary Funding only can be used..</p> <p>The BOT must show it has met all its obligations for running the school and maintaining the school property. This is our business as usual. This application is an opportunity for the community to benefit, utilizing an established site and facilities</p> <p>Please describe any donated materials or sponsorship for this project.</p> <p>* As attached.</p>			

Is there anything else in support of your application you would like to add?

The future partnership management structure may need review and recommendation

MDI Forum Wednesday 3 December 2014

"Other sources of funding for this project"

- NZ Community Trust
- COGS
- Wilderness trail – spa/massage facility (???)
- Formula for funding from sport/community codes involved (initially)
- "Fundview" go to library and key in facility funding, will bring up all organisations that grant for that purpose
- Shift the swimming pool to WHS
- Commercial leases – coffee bar/wine bar, office space, storage
- Community shares, gold/silver/bronze sponsors
- User pays for naming rights – advertising
- Westpower
- Westroads
- Lotteries commission
- WC rugby union
- Rugby club eg Wests
- Primary schools
- Sport Canterbury/WC
- NZ Cricket Association
- NZRU
- Development WC
- Similar to RSA, buy a plank instead of buy a brick
- Membership drive
- Pay for a key
- Pub charities
- Lions foundation
- Kiwi sport
- Hire a consultant to oversee funding applications from various organisations
- New mining company – MDAM
- Sponsorship – WMP, supermarket, transport companies
- There are some fantastic parents who know exactly how to do funding applications
- WCCT (WC community trust) up to \$15K
- WDC Three mile hall reserves fund

"How could your sporting association contribute?"

- Sailing – nil
- Buy a key
- This could be too early to ask, you need a 'make this campaign' to sell the idea and then people will come forward to offer help, once momentum has built
- * - Netball – we could contribute some money towards the new facility within reason
- Local sports teams could contribute towards the construction
- Maintenance and cleaning of the facility
- Share knowledge – secretary/treasurer

2. ECONOMIC IMPACT ASSESSMENT

Note: please use additional pages if required and attach to the application form.

DIRECT BENEFITS

Domestic Visitors Attracted	Domestic Visitor Bed Nights	Basketball 2 Tournaments Badminton Gymnastics Netball 2 Kapa Haka	Number of People =	750
			x \$150.00 (Spend) =	\$ 112 500
			x Number of Nights	13
			=	\$ 146 250
			Number of People =	200
Day Visits		+	x \$80.00 (Spend) =	\$ 16 000
			x Number of Days	
			=	\$
			= Total Domestic Spend (A)	\$ 614 000
International Visitors Attracted	International Visitor Bed Nights	The future Tournaments	Number of People =	
			x \$290.00 (Spend) =	\$
			x Number of Nights	
			=	\$
			Number of People =	
Day Visits			x \$30.00 (Spend) =	\$
			x Number of Days	
			=	\$
			= Total International Spend (B)	\$?
Any Additional Direct Spend (Project Spend, etc)	Comment			\$
				\$
				\$
				\$
TOTAL DIRECT SPEND:			Estimated Value (C)	\$
			TOTAL DIRECT SPEND (A + B + C) =	\$ 1 526 500

APPLICATION FORM – ECONOMIC IMPACT ASSESSMENT

Please tick the boxes to indicate which type of media will be arranged for this project and provide an explanation for each category:

	Detail/ Comment	Estimated Value
Media Exposure	TV Live, Domestic and/or International Market	\$
	TV Canned, Domestic and/or International Market	\$
	Local Print Media	\$ Unknown
	National Print Media	\$
	International Print Media	\$
	Posters, Brochures (Distribution Details)	Future promotions
Other Publications (if any)	Westland High School Prospects	\$

Is this media exposure marketing the West Coast and/or promoting the event? Please explain:

It would be, to promote Westland District and the contribution of DWC the widest possible exposure

What number of people (if any) will be employed to work on this project (temporary for duration of project)?

Employment (Paid)	Full Time Employment	Contracted Trades	Part Time Employment	Fundraisers
	No. of Employees	?	No. of Employees	1
	Total Hours	?	Total Hours	500

What number of additional people (if any) will be employed after this project is completed (permanent ongoing)?

Full Time Employment	Part Time Employment
No. of Employees	3 Cleaners
Total Hours	40
	60

FUTURE BENEFITS

Will this event/project, or other event/project as a consequence, occur again in future years?
(If YES, please explain)

YES ☒ NO ☐

Possible hockey turf, swimming pool relocation

What are the future potential economic benefits that may occur as a result of this project?
(Please explain)

Outcomes

Improved long term facilities for Westland Residents
Increased visitors numbers staying longer for major events
More people attracted to the area for employment
knowing the school is progressive and supported by the
community for their school age teenagers
\$ Unlimited

Economic Impact

OTHER BENEFITS

What businesses (other than hospitality) will benefit from this project, and to what extent?

Initially construction firms, plumbers, electricians, stone masons,
graphic designers, fitness instructors, cleaners, event coordinators
consultants

Are there other future potential employment benefits as a result of this project?

Attracting employees
to Westland Milk Products and other businesses as they expand
knowing sporting & recreational facilities are top of the line.

What other economic benefits or potential benefits are there for West Coast residents and businesses as a result of this project?

Direct benefits from construction & maintenance, advertising,
access to protected from weather leisure pursuits and physical activity
healthier & more active community

What are the social, cultural and environmental benefits of this project?

Intention to utilize energy efficient and solar generation, and the
natural vistas available from the location. More active and
excited & engaged community. Increased participation from
minority users

APPLICATION FORM – ECONOMIC IMPACT ASSESSMENT

Any additional information that may help Development West Coast assess this application.

Reference to WDC Review of Recreation & Entertainment Facilities July 06
Stage 2 Report October 07
Territorial Authority/School Facilities Partnerships Guide

Please state the source of any statistical information provided.

Source(s)
Of
Information

Local users of facilities - absolute minimum.

3. DECLARATION AND PRIVACY ACT 1993 AUTHORISATION

- a) On behalf of Westland High School (the Organisation), we the undersigned agree to the following conditions if we are funded by Development West Coast.
- b) This authorisation relates to information in this application that Development West Coast may hold about our organisation now or in the future.
- c) We hereby declare that I am/we are authorised to submit this application and that any funding received will be used for the project for which it was approved and in accordance with any conditions imposed by Development West Coast in full.
- d) We authorise Development West Coast to use this information for the purposes of administration of this application.
- e) We authorise Development West Coast to seek such information as they may be required to complete the consideration of this application.
- f) We hereby declare that the information provided is correct.
- g) Should funds be granted, we declare that we will demonstrate to Development West Coast how the proposal has met the agreed KPI's
- h) We declare that any unspent Development West Coast funding will be returned to Development West Coast if not required or if the organisation winds up or goes into recess.
- i) We declare that we will keep accurate records of the expenditure related to Development West Coast funding and that any files and records of this funding will be made available if requested.
- j) We declare that we consent to Development West Coast collecting, retaining and using personal contact details of the persons listed in this application. We confirm we obtained the consent of the persons listed in this application to provide these details and we acknowledge your right to have access to this information. This consent is given in accordance with the Privacy Act 1993.
- k) We authorise Development West Coast to advertise or publish the name of our organisation and the amount of the grant approved if this application is successful.
- l) We acknowledge that any decision made by Development West Coast is final.

Full name of authorised representative

Carol Martin

Signature

C Martin

Date

30/1/15

Position Held

Chairperson WHS Board of Trustees

Full name of authorised representative

TREVOR WILLIAM JONES

Signature

T Jones

Date

30/1/15

Position Held

PRINCIPAL

4. CHECKLIST FOR SUPPORTING INFORMATION

Have you enclosed the following documentation to this application, where applicable?

- | | | | |
|----|---|-----|-------------------------------------|
| 1. | A copy of your constitution/rules or Deed of Trust.
(If applying for a loan, please highlight the relevant provision within the document allowing your organisation to borrow money.) | N/A | <input type="checkbox"/> |
| 2. | A copy of your audited financial statements.
(If applying for more than \$10,000, the financial statements must be audited by a Chartered Accountant.) | | <input checked="" type="checkbox"/> |
| 3. | A financial update if your financial statements are more than 6 months old. | | <input checked="" type="checkbox"/> |
| 4. | A copy of a bank generated deposit slip. | | <input checked="" type="checkbox"/> |
| 5. | A copy of the letter from Inland Revenue Department approving your organisation as an income tax exempt entity. | | <input checked="" type="checkbox"/> |
| 6. | A copy of your Certificate of Incorporation. | N/A | <input type="checkbox"/> |
| 7. | Letters of support from parent body, key stakeholders, recognised industry body, etc) | | <input checked="" type="checkbox"/> |
| 8. | A copy of the confirmation notification for any other approved funding. | INP | <input type="checkbox"/> |



Westland District Council
C/ Derek Blight

30 January 2015

WESTLAND HAS A DREAM

Westland High School has initiated community interest in the future vision for sport and recreation in Hokitika and the surrounding Westland district.

Following the submission of an expression of interest to the Westland District Council (prompted by the WDC) and supported by the Westland High School Board of Trustees, a public invitation was extended to all interested parties to contribute to the vision of what the community wants and needs (ATTACHED) From this meeting on 3 December 2014 a mandate was received, from a diverse range of sporting, recreational and health providers, to pursue an application for funding for a major redevelopment of existing and new facilities located at Westland High School.

An architect, MSH Architects Ltd (Mark Hall) was commissioned and provided with a brief, the week prior to Christmas, 18 December 2014 (ATTACHED) Mark spent time at the Westland High School venue in discussion with Board of Trustee members and representatives from the initial community meeting. NB Mark has previously worked for Westland District Council with the Hokitika Centennial Pool redevelopment proposals.

We received draft concept plans 21 January 2014 and during the past week have circulated and displayed these plans for consideration to diverse community contacts. The feedback has been totally positive.

The completed project cost will be significant but the project itself is a significant investment in the future of Westland District - a community recreation and sports centre that is providing flexible and high quality facilities, with provision for future development. This will have immediate benefit to the residents of Westland district, providing greater choice of activity options to cater for a range of age groups and specific needs, will benefit physical wellbeing, enhance community connectedness and benefit economic activity. The completed project also recognizes that weather conditions in Westland can be detrimental to regular outdoor physical activity and recreational options for a large number of residents and visitors and, the separate spaces will be available to use as a venue for community response, in the event of a civil emergency.

STAGE TWO:

Construct the Change Pod and storage area at the end of the existing gymnasium.

STAGE 3:

Construct new regulation size gymnasium.

STAGE 4:

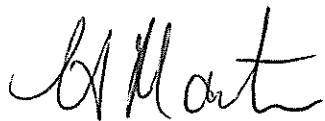
Construct the first floor Pods on the existing gymnasium

STAGE 5:

Erect the floating roof – The Verandah over the three conceptual Pods.

With an exciting, high quality and functional facility Westland will be in a position to promote the benefits of our region and bring new visitor numbers to our 'Last Best Place' by hosting larger tournaments, coaching clinics and work shops. As well as enhancing the facilities available to our residents we will be meeting community expectations and demonstrate value and quality.

We can proudly promote, protect and enhance our historic, environmental and natural resource base to enhance the lifestyle and opportunity for future generations.

A handwritten signature in black ink, appearing to read "B. Mart". The signature is fluid and cursive, with the first letter "B" being large and stylized.