

Mayoral Relief Fund Application Form

Criteria and application form for the fund established to assist people most severely affected by the Westland District December Weather Event 2019.

Application close 31st January 2020

Applicants will be advised of funding determinations by 20th February 2020

How to apply

Complete the online applications form or fill in the application below and email to: MayoralReliefFund@westlanddc.govt.nz, bring it to the customer service desk in Hokitika, or post it to us at: Westland District Council, Private Bag 704, Hokitika 7842, clearly marked with your name and "Mayoral Relief Fund - Attn. Vern Morris"

Please note only one application will be considered per business or household.

The fund can only assist once in a 12-month period, unless exceptional circumstances apply.

Background

A modest fund is available through the Mayoral Relief Fund which is able to be applied for.

This is to provide financial relief to Westland District residents, ratepayers, business owners, and not-for-profit organisations who have suffered financial or emotional hardship as a result of the weather event that occurred over the period commencing 2nd December 2019 through until the 6th December 2019.

What is the purpose of the fund?

The fund provides assistance on a one-off basis for extraordinary circumstances, where real need can be shown.

The fund is a last resort measure when people have exhausted other appropriate sources such as Work and Income New Zealand (WINZ), the Rural Support Trust, EQC, and other government agencies.

The fund will provide for, with priority given to:

- Essential items/essentials of daily life (e.g. food, accommodation, utilities) not covered by insurance or other fund (such as WINZ, EQC);
- Extra financial burden (including significant loss of income) / costs due to the December weather event not covered by insurance or other fund; and
- Family or personal crises, support for which is not covered by insurance, another agency or fund (such as MSD);

It is intended that these grants go some way towards helping alleviate the emotional and financial stress experienced by individuals and families due to the December 2019 weather event.

What can the grant be used for?

When the grant is awarded it may be used for any purpose related to the December 2019 weather event.

However, there is no guarantee of funding.

What will happen to any money left over?

In the event that there is money left over, the Council will identify projects that will benefit the community in the areas most affected by the December 2019 weather event. Any remaining funds will be put towards those projects or be held for another incident or weather event.

Who administers the fund?

A Mayoral Relief Fund Committee comprising of the Mayor, Deputy Mayor, Council CEO and the Recovery Manager, will administer the fund.

Privacy

The application form requires you to provide personal information in order to process your application. The Council will meet its legislative obligations under the Privacy Act 1993 with regard to any personal information held.

Criteria

- In order to be considered for this fund the following criteria must have been met:
- Applicants must have or be experiencing hardship as a result of this particular weather event at the time of their application;
- Priority will be given to those who are or were a permanent resident (owner or occupier), ratepayer, or owner of a business located in Westland District at the time of the early December 2019 weather event;
- Applicants must not be eligible for or have received funding or assistance from any other source or government organisation for the same matters, property or item(s).

The following criteria apply:

- The applicant must be able to demonstrate a significant drop in income caused directly attributable to the December weather event.
- In the case of a business the applicant must demonstrate that the business was viable before the event and can recover successfully.
- The applicant must also demonstrate that the business is the primary source of income to the business owner, pays staff a wage and that those staff were not laid off as a result of the weather event.
- The business must be located in or provides services within the Westland District.
- Applications will be considered by a panel comprising of the CEO Westland District Council, the Mayor and Deputy Mayor and the Recovery Manager for this event.

Required Documentation

- A copy of photographic identification
- Proof of residency or business location / service provision in Westland District at the time of the early December weather event

- Proof of items listed in the above criteria, eg bank records, accounting information, etc.

A note on documents

Have a look through the application at the type of documents you might need.

If you are unable to attach the documents now, don't worry, get them to us as soon as you can.

Your application can not be processed until supporting documentation/ID is received by the Fund Co-ordinator.

This can be sent by separate email to MayoralReliefFund@westlanddc.govt.nz , bring it to the customer service desk in Hokitika, or post it to us at: Westland District Council, Private Bag 704, Hokitika 7842, clearly marked with your name and "Mayoral Relief Fund - Attn. Vern Morris".

State details of any assistance you have already received or will receive (including insurance claims, or other applications pending):*

Documentation included:

Photographic Identification

Proof of residency or business location / service provision in Westland District at the time of the early December weather event

Proof of items listed in the above criteria, eg bank records, accounting information, etc.

Your Request

Amount Requested \$

Proposed use of funds:

Bank account details

Declaration

	I agree to this
I declare that to the best of my knowledge, the answers and information provided in this application are true and correct. *	<input type="checkbox"/>
I understand that if any false information is given or any material fact suppressed on this application form or supporting documentation, Council may seek to recover funds or take further action. *	<input type="checkbox"/>
I understand that if a grant is approved receipts must be kept and may be requested by Westland District Council as evidence that it was applied to the approved purpose. *	<input type="checkbox"/>
I understand that Westland District Council may seek information from other parties who may be able to assist and I give my consent to confidential discussions with those parties. *	<input type="checkbox"/>