# WCT **Quick Response** Application form **[GUIDE]** 2019-20.

## Please do not fill this in and send it to us; this is for use as a guide only.

Please check that you are eligible before preparing your application.

Note: word counts/limits are not represented in this document.

## About your project

**Project Name:** Click or tap here to enter text.

**Total Project Cost:** Click or tap here to enter text.

**Amount Requested:** Click or tap here to enter text.

**Applying for:** Choose an item.

**Is this your organisation’s first application to Wellington Community Trust**? If you do not know, please call the Trust to confirm?Choose an item.

**Project Summary**

*Please provide a succinct description of your project/programme. (Max. 200 characters with spaces)*

Click or tap here to enter text.

**What would you like to achieve with this project?**

Click or tap here to enter text.

**Community Need**

*Please tell us:*

*a) How did you identify the need for this project?*

*b) How does this project meet that need?*

*c) How do you know your proposed response to that need will work?*

Click or tap here to enter text.

**Our grants are distributed across** [**three funding categories**](http://wct.org.nz/funding/funding-categories/)**. Please choose the category that is most relevant to your project.**

Choose an item.

**Please select which of the People/Places/Participation criteria your project meets. Your project must meet at least one for a Quick Response grant.**

*NB: If your project is in the ‘people’ category, for example, you do not need to meet any criteria in the ‘places’ or ‘participation’ criteria.*

**People Criteira:**

[ ] Addresses issues such as (but not limited to), poverty, disadvantage, family and gender-based violence and abuse, social exclusion, illiteracy and innumeracy and social isolation

[ ] Supports people and communities to develop their potential and improve their quality of life

[ ] Engages with the target population in a collaborative way, identifying solutions together

[ ] Take a strengths-based and/or community development approach to addressing identified issues

[ ] Takes an evidence-based approach to both identifying issues and proposing solutions

[ ] Reflects social justice principles in their kaupapa

[ ] Works towards social change using community development principles and/or advocacy

**Places Criteria:**

[ ] Promotes education and active engagement in the conservation of our natural environments

[ ] Promotes and supports the custodianship of our heritage and our natural environments

[ ] Preserves and promotes the unique cultural heritage of our region’s mana whenua

[ ] Takes an evidence-based approach to both identifying issues and proposing solutions

[ ] Preserves the significant history of our region

**Participation Criteria:**

[ ] Facilitates access to, and engagement in, arts across our region

[ ] Promotes the unique status of the Wellington region as being the arts capital of New Zealand

[ ] Promotes access to, and engagement in, cultural activities in our region

[ ] Promotes participation in activities that deliver positive benefits by improving people’s physical and mental wellbeing

[ ] Takes an evidence-based approach to both identifying issues and proposing solutions

[ ] Addresses barriers such as isolation and disadvantage that can discourage people to actively participate in recreational and sporting activities

**How does your project meet the criteria you have selected?**

Click or tap here to enter text.

**(For Participation projects only) Which category does your project fall under?**

Choose an item.

**Is your project an event?** Choose an item.

**Ethnicities: Which group(s) will this benefit most? (more than one may be selected)**

[ ] Asian

[ ] Māori

[ ] Pasifika

[ ] Middle Eastern / Latin American / African

[ ] NZ European

[ ] Other

**Priority Populations: Which group(s) will this benefit most? (more than one may be selected)**

[ ] Māori

[ ] Pasifika

[ ] Children and Youth at Risk

[ ] Isolated Elderly

[ ] LGBTQI+ Communities

[ ] Refugee Background / Migrant Background

[ ] Women and Girls

[ ] People with Disabilities

[ ] Other: Fill this in if ‘other’ selected:Click or tap here to enter text.

**Grant Region (more than one can be selected)**

[ ] Lower Hutt

[ ] Upper Hutt

[ ] Hutt Valley

[ ] Ōtaki

[ ] Kāpiti

[ ] Porirua

[ ] Wellington

[ ] New Zealand Wide

[ ] All (Region)

**Is this grant for ongoing activity/costs?** Choose an item.

## Your organisation’s finances

**Does your ORGANISATION receive any central or local government funding?** Choose an item.

**Please provide brief details if yes:** Click or tap here to enter text.

**Have you had/are you anticipating any significant financial changes?** Choose an item.

**If so, please describe:** Click or tap here to enter text.

## Other funding for this project

**Enter details of other funding you’re receiving for THIS PROJECT (including government funding):**

**Funder name:** Click or tap here to enter text.

**Funding Amount:** Click or tap here to enter text. **If Confirmed**: Choose an item.

**Funder name:** Click or tap here to enter text.

**Funding Amount:** Click or tap here to enter text. **If Confirmed**: Choose an item.

**Funder name:** Click or tap here to enter text.

**Funding Amount:** Click or tap here to enter text. **If Confirmed**: Choose an item.

**Funder name:** Click or tap here to enter text.

**Funding Amount:** Click or tap here to enter text. **If Confirmed**: Choose an item.

**Required Documents:**

[ ] Latest Financials/Accounts

[ ] Detailed Project Budget *(If your organisation/programme is operating Nationally, please provide a Wellington-specific budget.)*

[ ] Bank Deposit Slip *(or official bank statement with your organisation’s name printed on it)*

[ ] Annual Report *(unless already submitted to Charities Commission)*