# WCT // **LIFT** Application Form**[GUIDE]** // 2021 - 2022

## 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 accurately represented in this document. If you are using this guide to then paste your answers into the online form – it is likely you will need to reduce the word count.

## Grant Information

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

**2. Total Cost of Project/Work/Event:** Click or tap here to enter text.

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

**4. Capability Project Summary (including timeframes)**

Please provide a short description of your project/programme. *(approximately 150 words max.)*

Click or tap here to enter text.

**Applications should meet this criterion:**

**Increase community organisation capability.**

One way we know an application meets this objective:

* The work supports individual professional development and/or organisational capability to support the organisation to serve its community more effectively.

**5. Community Need and/or Aspiration**

What is the community need/aspiration, and how does the work of your organisation help? *(approximately 150 words max.)*

[***COMMUNITY NEED - EXAMPLE***: This community in Lower Hutt is experiencing a high rate of food poverty and our food bank provides hundreds of whanau with food so that they don’t go hungry.]

Click or tap here to enter text.

**6. Priority Communities & Locations Served**

Who benefits from the work your organisation does?

Click or tap here to enter text.

***Examples of priority communities include:***

* **Māori**
* **Pacific Peoples**
* **Children and youth**
* **Middle Eastern, Latin American, African**
* **Porirua**
* **Lower Hutt**
* **Ōtaki**

**7. Who in your organisation will be undertaking this capability-building work?**

Click or tap here to enter text.

**8. How will this capability-building support your organisation to do its work?**

Click or tap here to enter text.

## Additional Information to Upload

**9. Required Documents:**

Please include the name of your organisation in the file name e.g., 'Wellington Community Trust - Bank Deposit Slip.pdf'

[ ] Recent Financials/Accounts *(*Please ensure your operating reserve is highlighted or made as clear as possible within these documents)

[ ] 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)*

[ ] Other Relevant Document *– Not required <-- Please use this document upload if you wish to write more than can fit in the application form fields.*