

Jet Boating New Zealand Heritage Trust



Grant Application Process

The Jet Boating New Zealand Heritage Trust objectives are **To Preserve, Educate and Display** the history of Jet Boating in New Zealand.

We are here to assist you, and so help us, in reaching these objectives. Please read the following information on applying for funding, and the process which follows should your application be successful.

Funding request up to \$1000.00

Please email heritage@jbnz.co.nz including the details of:

- Name of individual, or organisation, applying for the funding,
- Description of the project the funds are being applied for,
- Amount of funding being applied for,
- Bank confirmation of the bank account the funds are to be directed to.

Timeline:

- Fund Request received,
- Discussed at the next JBNZ Heritage Trust Management Committee Meeting. Refer the Meeting Schedule as listed below,
- Fund Request decision communicated within ten days of the meeting decision.

For a successful application

- The funds must be used within six months of approval,
- The funds will be released upon receipt of the paid invoice and proof the funds have been used for the purpose applied for (this may be a photo/s).

Funding request between \$1000 and \$5000

Please write to: Jet Boat New Zealand Heritage Trust
 PO Box 6605
 Upper Riccarton
 Christchurch 8442 (The letter may be emailed to heritage@jbnz.co.nz)

Include the following details:

- Name of individual, or organisation, applying for the funding,
- A copy of the minutes where it was agreed to apply to Jet Boating NZ Heritage Trust for funds (in the case of an organisation),
- Description of the project the funds are being applied for,
- Amount of funding being applied for,
- What proportion of the cost will be funded by the organisation itself,
- Quote, Estimation or Budget for the cost of the project which funding is being applied for,

- Bank confirmation of the bank account the funds are to be directed to.

Timeline

- Fund Request received,
- Discussed at the next JBNZ Heritage Trust Management Committee Meeting. Refer the Meeting Schedule as listed below,
- Fund Request decision communicated within ten days of the meeting decision.

For a successful application

- The funds must be used within 6 months of approval,
- The funds will be released upon receipt of the paid invoice(s) and proof the funds have been used for the purpose applied for (this may be a photo/s).

Funding request in excess of \$5000.00

Please write to: Jet Boat New Zealand Heritage Trust
 PO Box 6605
 Upper Riccarton
 Christchurch 8442 (The letter may be emailed to heritage@jbnz.co.nz)

Include the following details:

- Name of individual, or organisation, applying for the funding,
- A copy of the minutes where it was agreed to apply to Jet Boating NZ Heritage Trust for funds (in the case of an organisation),
- Description of the project the funds are being applied for,
- Amount of funding being applied for,
- Details of how the project will be funded, including what funding has been applied for from other organisations.
- Quote, Estimation or Budget for the cost of the project which funding is being applied for,
- A copy of the applicant organisation's latest Financial Statements, if applicable,
- Bank confirmation of the bank account the funds are to be directed to.

Timeline

- Fund Request received,
- Discussed at the next JBNZ Heritage Trust Management Committee Meeting. Refer the Meeting Schedule as listed below,
- Fund Request decision communicated within ten days of the meeting decision

For a successful application

- The funds must be used within 9 months,
- The funds will be released upon receipt of the paid invoice(s) and proof the funds have been used for the purpose applied for (this may be a photo/s),
- A progress payment schedule may be negotiated with Jet Boating NZ Heritage Trust based on expenses incurred.

Upcoming Meeting Dates for 2024:

26 June 2024

18 September 2024

20 November 2024