



RURAL TRAVEL FUND

GUIDELINES AND APPLICATION FORMS

Introduction

1. Background

The Rural Travel Fund was developed in response to concerns raised by territorial authorities about the lack of participation in sport by young people living in rural communities. Geographical isolation, urban drift, lack of employment opportunities and access to mainstream funding were identified as barriers to sport participation.

It has been agreed by SPARC that the Rural Travel Fund shall once again be made available in 2008/2009 and is targeted at young people aged between 5 and 19 years. This is an interim measure until a rural participation strategy is fully developed and implemented.

The Rural Travel Fund is designed to help subsidise travel for junior teams participating in local sport competition. The allocation of the fund is based on a population density formula for territorial authorities whom have less than 10 people per square kilometre based on 30c per capita with a baseline entitlement of \$9,000 (Source : Census Statistics 2001).

2. Rural Travel Fund Eligibility

Application for the rural travel fund is open to rural sports clubs and rural school teams with young people aged between 5 and 19 years who require subsidies to assist with transport expense to local sporting competitions.

***Please note:* The Rural Travel Fund is to be managed by the territorial authority and funding *should not* be provided for the purpose of travel to *regional or national* events.**

3. Assessment Criteria

The following criteria shall be applied when considering applications for funding. School club teams and sport club teams are defined as:

“a school club team participating in regular local sport competition in weekends, that excludes inter school and intra school competitions playing during school time”

and/or;

“a sports club team participating in organised regular sport competition through club membership outside of school time”

4. Assessment Process

Your completed application is considered by the Communities Grants Committee and you will be advised of the outcome following the meeting.

5. Accountability to SPARC

Council must be satisfied that the public money distributed for the fund has been used for the purpose for which it was intended.

SPARC requires organisations that receive funding to return an accountability form to be returned showing proof of purchase made within that period and attach any receipts.

If applicant organisations whom have received assistance do not return their accountability forms, it can jeopardise any future funding. Applicants must be able to account for the total amount allocated.

6. Goods and Services Tax (GST)

GST Registered Organisations

When a territorial authority makes a grant to a GST registered organisation the territorial authority must pay the grant plus GST. The grant recipient must then account for the GST to the Inland Revenue (IRD).

Non-Registered GST Organisations

If the grant recipient is not GST registered, the territorial authority will not add GST to the grant and therefore cannot claim back GST from the IRD.

7. Partial Expenditure of Funds

SPARC requires any unexpended funds be returned to the territorial authority for the reallocation of funding by that body.

Application No _____ (office use only)

SPARC RURAL TRAVEL FUND APPLICATION FORM 2008/2009

A. DETAILS

Name of Organisation: _____

Contact Person: _____

Postal Address: _____

PO Box Address: _____

Telephone: _____ Email: _____

B. CONTACT NAMES

Please provide

1. Name: _____ Phone: _____

2. Name: _____ Phone: _____

C. ORGANISATION DETAILS

1. How many members belong to your club/organisation? _____

2. Will the travel subsidy benefit participants aged between 5 and 19?
YES / NO (If so how many participants) _____

3. Does your application involve a partnership with a local school?
YES / NO

4. What is this funding going to be used for? (briefly explain)

5. What percentage of your members live in the vicinity of the local authority you are applying to for the Rural Travel Fund? _____%.

D. FINANCIAL DETAILS

1. Are you registered for GST? **YES/NO**

If yes please write your GST number _____

2. How much money are you applying for?

\$ _____ (SPARC Funding)

\$ _____ (Other Funders)

\$ _____ (Your Contribution)

\$ _____ (Total)

3. Have you applied to any other organisation for funding and if so what was the result? (Refer to Table below)

Organisation <i>(including other Councils)</i>	Amount Requested \$	Results date <i>(if known)</i>

4. Do you have endorsement of your local affiliated Club/School for this application for funding? (this is only relevant if the group applying is the regional body)

YES/NO (briefly explain and attach evidence of this)

E. DECLARATION

We hereby declare that the information supplied here on behalf of our Organisation is correct.

We consent to the Buller District Council collecting the personal contact details and information provided in this application, retaining and using these details and disclosing them to SPARC for the purpose of review of the Rural Travel Fund. This consent is given in accordance with the Privacy Act 1993.

1. Name: _____

Position in organisation/title: _____

Signature: _____ Date: _____

2. Name: _____

Position in organisation/title: _____

Signature: _____ Date: _____

Please Attach:

1. A Balance Sheet from your Organisation (eg financial statements)
2. A deposit slip (in case your application is approved)
3. Evidence of your endorsement from your local affiliated Club/School (if required)

Checklist

1. Have you answered every question?
2. Have you attached the relevant documents with your application?
3. Send your application form with the relevant documents to:

**Community Services
Buller District Council
PO Box 21
WESTPORT**

By 27 February 2009

Fax 03 788 8041