



SIR THOMAS & LADY DUNCAN TRUST

Application for Donation Sir Thomas & Lady Duncan Trust

(a trust incorporated under the Charitable Trusts Act 1957 and registered under the Charities Act 2005)

NOTES TO APPLICANTS

- Applications are to be made either by post or email to:

Angelina.Greer@allanmcneill.co.nz

The Secretary
Sir Thomas & Lady Duncan Trust
PO Box 40
Feilding 4740

The Sir Thomas & Lady Duncan Trust (the Trust) will acknowledge receipt of your application.

Acknowledgement does not constitute acceptance or approval of the application.

- Applicants will normally be notified of the outcome of the application within six months of submitting the application. If greater urgency is required for the consideration of the application, provide reasons for the urgency in a covering letter. No guarantee is given that the timeframes will be met.
- The Trust may require successful applicants to provide a report or reports and/or a presentation to the Trust in the year or years after a grant is made to inform the Trust of the progress and success of the project or purpose.
- A grant may be made subject to conditions.
- Each page of the Application Form (4 pages) must be initialled by the person making the application on behalf of the applicant.
- Please ensure that the relevant attachments referred to in part 6 are attached to the Application.
- Preference may be given to Applications benefiting the Rangitikei District and for purposes which benefit children.

TRUST PURPOSE

To improve the health and/or quality of life for those suffering from neuro-muscular disorders.

TRUST VISION

To build on the foundations and heritage of the Trust to make a difference; to be valued by those with neuro-muscular disorders and to be recognised by the health and research community for its ongoing commitment.

Application Form

PART 1: APPLICANT DETAILS

Full Name of Organisation:		
Charities Registration Number (if applicable) / NZBN:		
Area or District the Organisation Serves:		
Tax Status:	<input type="radio"/> Exempt	<input type="radio"/> Non Exempt
Is the Applicant registered for GST?	<input type="radio"/> Yes	<input type="radio"/> No

PART 2: CONTACT DETAILS FOR ORGANISATION

Postal Address:		Email Address:	
Physical Address:		Telephone Number:	
Name of Contact Person:		Position:	
Telephone Number:		Email Address:	

PART 3: AIMS OF THE ORGANISATION

Briefly state what your Organisation does

**PART 4: DETAILS OF THE PROJECT/PROGRAMME
FOR WHICH THE DONATION IS REQUESTED**

Describe the Project: (Attach additional pages if required)

Total Cost of the Project or Purpose:	\$	<input type="radio"/> GST inclusive	<input type="radio"/> GST exclusive
Funds Already Committed for the Project/Purpose:	\$	<input type="radio"/> GST inclusive	<input type="radio"/> GST exclusive
Total Donation Requested from the Trust:	\$	<input type="radio"/> GST inclusive	<input type="radio"/> GST exclusive
Shortfall:	\$	<input type="radio"/> GST inclusive	<input type="radio"/> GST exclusive
How will the Shortfall be Funded?			
Time Frame for Completion of Project/Programme:			
Date by which funding/Donation required:	<div></div>		

**PART 5: BENEFITS ARISING FROM THE PROJECT/
PROGRAMME/DONATION**

Explain the community benefits which are expected to flow from the Project/Programme and how the Organisation will evaluate the success of the Project/Programme:

PART 6: ATTACHMENTS

Please attach the following to your application, where relevant

Annual accounts: Attach copies of the most recent audited annual accounts

Charities Act 2005: Attach a copy of your Organisation's certificate of registration

Bank deposit slip/account details: Provide details of the account into which the donation is to be paid, if the application is successful. (Note: Trust may elect to make payment by electronic funds transfer)

Trust deed/constitution: Attach a copy of your Organisation's trust deed, rules or constitution (unless already held by the Trust)

STATUTORY DECLARATION

I solemnly and sincerely declare that:

1. I am of
2. I am authorised to make this declaration on behalf of the Organisation.
3. The Organisation is/is not a charitable entity registered under the Charities Act 2005.
4. The Organisation has the capacity and authority to carry out the project or the operations for which the donation will be applied.
5. The donation will be used for the purposes stated in this application.
6. The Trust may use the information supplied by the Organisation for the purposes of administration and consideration of this application and may make enquiries of any third parties to verify the information contained in this application or to obtain additional information as the Trust deems necessary to consider this application.
7. The information contained in this application is, to the best of my knowledge, true and correct.

And I make this solemn declaration conscientiously believing the same to be true and by virtue of the Oaths and Declarations Act 1957.

Signature:

Declared at this day of 20

Before me:

Solicitor, Justice of the Peace or other person authorised to take a statutory declaration.