

Terms and conditions of the Connecting Communities Fund

1. This section outlines the Terms and Conditions of the Fund that will apply for all community groups/organisations.
2. The community group/organisation will inform Te Hau Toka of any funding your group or organisation receives from any other source for your activity or event.
3. The community group/organisation agrees to acknowledge the assistance of the Te Hau Toka in any publicity about the activity or event.
4. The community group/organisation will not do or omit to do any act that brings the Te Hau Toka or its members' organisations into disrepute.
5. The community group/organisation will repay all or a portion of the funding paid by the Te Hau Toka (as agreed with Te Hau Toka), if the community group does not satisfactorily deliver the activity or event or is unable to deliver the activity or event due to reasons outside of its control.
6. Any funds are a one-off contribution to your community group/organisation. Te Hau Toka cannot guarantee that there will be any on-going funding for your activity or event. The community group/organisation should not expect or rely on continued funding.
7. Fund payments made to community groups/organisations who are GST registered will inclusive of GST and the community groups/organisations will be responsible to pay GST.
8. Fund payment will appear as being made from the Wakatipu Community Foundation, as our agent for payments.
9. The community group/organisation will not subcontract or assign the obligations of this Fund with any organisation other than the organisation/s specified in this Fund application without prior written permission from the Te Hau Toka, and no third party may enforce this Fund.
10. The community group/organisation will provide a report about the activity or event, including evidence of how the funds were spent, what was done, the impact and how the funds were spent. No personal information will be provided.
11. The community group/organisation must maintain financial records of the Fund expenditure including the retention of receipts for auditing purposes.
12. The community group/organisation acknowledges that Te Hau Toka will publish the names of community groups that have received funding, the purpose and amount of funding.
13. The community group/organisation acknowledges that Te Hau Toka will use its discretion to consider funding applications and to decide on which applications are successful or not, applying the objectives and principles set out in the "Connecting Communities Funding" document.

In addition:

1. You acknowledge the source of the Fund (Te Hau Toka Southern Lakes Wellbeing Group) in all promotions or communications into the community.
2. You agree to keep a record of what was spent and provide your receipts to us after your activity or event so we can keep them for auditing purposes.
3. You agree to fill out a short post-activity/event report within 1 month of completion of the activity or event to help us understand how it went and whether it was successful. We may also ask to meet with you to have a chat about it.
4. You agree that Te Hau Toka can use your activity or event data for the purposes of research, evaluation and promotion.

6 October 2021