

25 July 2017

Mrs Helen Bibby
Mapua and District Community Association Inc
c/- Mapua Community Hall
72 Aranui Rd
Tasman 7005

Dear Mrs Bibby

We are pleased to advise Rātā Foundation has approved a grant of **\$15,000** to Mapua and District Community Association Inc for the purposes specified in your application.

The grant has been approved on the basis of our Standard Terms and Conditions for Grants as well as any Specific Terms and Conditions outlined in this letter.

Before we can pay the grant you will need to:

1. accept the Terms and Conditions by signing and returning a copy of this letter; and
2. confirm that the bank account number identified at the end of our letter is the correct organisation account your grant should be paid into.

Please contact us if any matter is unclear. Grants will generally be released within 2 weeks of receiving your acceptance and satisfaction of any conditions.

We value your feedback

Thank you for the time you took to complete your application. Now that a decision has been made we'd love to hear from you about our application process. You'll find a link to a short survey in an upcoming email. We would appreciate your feedback.

Reporting and learning about your project

Rātā Foundation is also keen to understand the difference our funding is making in your community. To do this we will be requesting information from you in about a year's time and the attached flyer provides further details about what we will be asking for.

Well done to all at Mapua and District Community Association Inc on the great work you're involved with in your community, and we look forward to connecting with you in the near future.

Kind regards



Karyn McLeod
Funding Manager

Mapua and District Community Association Inc

Organisation ID: 9007

Application ID: 279091

Please tick to confirm;

Acceptance of Terms and Conditions

- ☐ Mapua and District Community Association Inc accepts the grant detailed above, subject to Rātā Foundation's Standard Terms and Conditions for Grants and any Specific Terms and Conditions contained in this letter.

Bank Account Confirmation

- ☐ Mapua and District Community Association Inc confirms that 03-1354-0356471-00 is the correct organisation bank account for this grant to be paid into; **OR**
- ☐ Mapua and District Community Association Inc advises that 03-1354-0356471-00 is not the correct organisation bank account for this grant to be paid into. We acknowledge that we must provide an original hard-copy pre-encoded bank deposit slip to Rātā Foundation before our grant can be paid to us.

Printed Name

Position (Chair/President or equivalent)

Signature

Date



Rātā Foundation
Standard Terms and Conditions for Grants

The Standard Terms and Conditions for grants apply to all grants offered from 1 April 2016.

This is a legal document and you should ensure that you fully understand your responsibilities before accepting a grant from us.

1. Definitions

- 1.1. "You" means the organisation that we have approved a grant to.
- 1.2. "We", "us" and "our" means Rātā Foundation and, where appropriate, includes our employees and those acting for us.
- 1.3. The "Project" means the project, service or activity that we have offered to give you a grant for, as set out in your Application Form together with any supporting documents.

2. Grant

- 2.1. You are required to accept our offer within 6 weeks of receiving it by signing and returning one copy of the Approval Letter. If you do not return the signed Approval Letter within 6 weeks, our offer will lapse.
- 2.2. You are required to use the grant exclusively for the Project.
- 2.3. You must not use the grant to pay for any debts you have incurred or commitments you have made before the grant was approved.
- 2.4. You are required to notify us if you anticipate any significant changes to the Project's aims.

3. Project

- 3.1. We expect you will start the Project within a reasonable time of the date of our Approval Letter.
- 3.2. You are required to give us, or any person nominated by us, access to all records relating to the Project.
- 3.3. You agree to participate in a timely manner in any monitoring and evaluation activities that we may undertake in relation to the grant and the Project.

4. Information and Publicity

- 4.1. We welcome you to acknowledge our grant in your marketing materials. In doing so, you are required to follow any branding and publicity guidelines that we have in place from time to time.
- 4.2. You agree that we may publish your name, the amount of the grant and details relating to the Project on either our website or in any other media releases.
- 4.3. You agree that we may share information with other persons or organisations from whom you may seek a grant or financial support.

5. General Matters

- 5.1. You will ensure that you are at all times correctly constituted and that you can deliver the Project under the terms of your Constitution.
- 5.2. You must tell us in writing if you are making any changes to your governing document concerning your aims, payments to members and members of your governing body, the sharing out of your assets (whether your organisation is dissolved or not) or any other matter that may affect your not-for-profit status.

5.3. You acknowledge that the grant is not consideration for any taxable supply for any GST purposes and that no GST is payable on our grant.

6. Breach

6.1. If you fail to meet any of these Terms and Conditions, or any Specific Terms and Conditions contained in the Approval Letter, we may, in our absolute discretion:

- (a) Require you to pay back all or part of the grant, regardless of how much you have already spent,
- (b) Stop any future payments,
- (c) Terminate the grant, and/or
- (d) Take any of these actions in connection with any other grant that you may have with us.