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DUNEDIN CASINOS

CHARITABLE COMMUNITY TRUST

FUNDING APPLICATION FORM

2026 FUNDING ROUND

Applications close: 23 October 2026. Late or incomplete applications may not be considered.

Before you apply

Please answer every question. Enter “N/A” only where a question genuinely does not apply. Attach the documents listed in section 10. The Trust may seek clarification or additional information during assessment.

Purpose of the Trust

The Trust may support charitable purposes within New Zealand (with priority given to Dunedin and Otago), including relief of poverty; advancement of education, religion or amateur sport; prevention, reduction or treatment of problem gambling; and other purposes beneficial to the community that are charitable at law.

Eligibility

- ☐ The applicant is a New Zealand registered charity, other charitable organisation, non-profit organisation, school, or public entity.
- ☐ The proposed use of the grant is charitable at law and will be applied within New Zealand.
- ☐ The applicant’s governing body has formally approved this application.
- ☐ The application is for a clearly identified project, activity or purpose and includes an itemised budget.
- ☐ Any actual, potential or perceived conflicts of interest have been disclosed.

Submitting the application

Email: charitablegrants@grandcasino.co.nz

Post: Dunedin Casinos Charitable Community Trust, PO Box 929, Dunedin 9054

Retain a complete copy of the signed application and attachments for your records.

1. Organisation details

1.1 Full legal name of organisation

1.2 Trading name (if different)

1.3 Physical address

1.4 Postal address (if different)

Website	General email	Main telephone

Primary contact

Full name	Position or role
Email	Daytime/mobile telephone

Legal structure and registration

Please select one of the following. The organisation is a

- ☐ Charitable trust
- ☐ Incorporated society
- ☐ Education Facility (school, kindergarten)

Date established	Charities Registration number	NZBN / Incorporation number

Please select one of the following

- ☐ The organisation is registered for GST. Please note the amount you are applying for must be GST exempt.
GST number: _____
- ☐ The organisation is not registered for GST.

Unregistered applicants: If your organisation is not a registered charity, explain its non-profit status, the charitable purpose of this project and how the grant will be used exclusively for that purpose. Attach the governing document or rules.

Explanation, if required

2. Governance and organisational information

2.1 Briefly state your organisation's purposes and principal activities

2.2 Is the organisation responsible to, controlled by, or part of another organisation? If yes, identify that organisation and explain the relationship

Current governing body

List current trustees, directors or office holding committee members. You may attach a current list instead.

Name	Office or role	Email or telephone

Financial circumstances

- ☐ No material change is anticipated in the organisation's financial circumstances during the next 12 months.
- ☐ A material change is anticipated or has recently occurred.

If applicable, explain the change and its likely effect on the organisation or project

Previous Trust funding

- ☐ The organisation has not previously received funding from this Trust.
- ☐ The organisation has previously received funding from this Trust.

If previously funded, state the year, amount, purpose and whether all accountability requirements were completed

3. Project and charitable purpose

Project or activity name	Amount requested from the Trust

3.1 Describe the project or activity and what the grant will pay for

Trust purpose

Select every purpose that applies and explain the principal charitable benefit below.

- ☐ Relief of poverty
- ☐ Advancement of education
- ☐ Advancement of religion
- ☐ Advancement of amateur sport
- ☐ Prevention, reduction or treatment of problem gambling
- ☐ Another purpose beneficial to the community that is charitable at law

3.2 Explain how the project advances the purpose or purposes selected

Community need

3.3 What community need or problem does the project address? Include any evidence supporting the need

4. Beneficiaries, location and outcomes

4.1 Who will benefit from the project? Describe the principal beneficiary groups

Project location and estimated beneficiaries

Area	Where the activity will occur	Estimated direct beneficiaries
Dunedin		
Wider Otago		
Elsewhere in New Zealand		
TOTAL		

4.2 If the organisation operates regionally or nationally, explain how the requested funding will be applied to the community covered by this funding round

Outcomes

Expected outcome	How success will be measured	When measured

4.3 Who will be responsible for delivering and monitoring the project?

5. Project timetable and readiness

Proposed start date	Proposed completion date	Accountability report due date
		6 months after grant funds received

Readiness

Please select one of the following

- ☐ The project is ready to proceed if funding is approved.
- ☐ The project depends on other funding, consent, approval or another condition.

5.1 Describe any outstanding funding, property-owner approval, consent, permit, agreement or other condition

Existing commitments and retrospective costs

Please select one of the following

- ☐ No expenditure has been incurred and no binding commitment has been entered into for the amount requested.
- ☐ Expenditure has been incurred or a commitment has been entered into.

If applicable, provide dates, amounts and reasons

Important: Unless the Trustees approve otherwise, funding should not be assumed for expenditure incurred or commitments entered into before the grant decision.

Project risks

5.2 Identify any significant delivery, financial, safety, safeguarding or reputational risks and explain how they will be managed

6. Project budget

Show whether each amount is GST-inclusive or GST-exclusive. If the organisation can recover GST, the request should ordinarily exclude recoverable GST.

Item / service	Supplier	Excl. GST	GST	Total	Amount requested
Budget summary					Amount
Total project cost					
Less applicant contribution / funds already raised					
Less other confirmed funding					
Balance of funding still unsecured					
AMOUNT REQUESTED FROM THE TRUST					

Partial funding

Please select one of the following

- ☐ The project can proceed if the Trust awards less than the amount requested.
- ☐ The project cannot proceed if the Trust awards less than the amount requested.

Minimum grant required, if any, and how the project would be modified if partially funded

Quotes

Attach at least one current quotation for each individual expenditure item. The Trust may request comparative quotations or further evidence of cost.

7. Other funding

Funding source	Purpose	Amount	Confirmed / pending	Decision date

Other funding applications

If applicable, please select one of the following

- ☐ The applicant authorises the Trust to contact the funding organisations listed above solely to verify the status and details of these applications.
- ☐ The applicant does not authorise contact without further consent.

8. Conflicts of interest and related parties

A conflict may be actual, potential or perceived and may be financial or non-financial. Disclosure does not necessarily make an application ineligible; it enables the matter to be considered and managed transparently.

- ☐ No trustee, director, committee member, senior employee or connected person of the applicant has a relationship with a Trustee, employee or adviser of the Dunedin Casinos Charitable Community Trust that could create an actual, potential or perceived conflict.
- ☐ A relevant relationship or conflict exists and is disclosed below.

8.1 Describe the relationship or conflict and how it has been or will be managed

Related-party expenditure

Please select one of the following

- ☐ No part of the grant will be paid to an officer, senior employee, family member, connected person or entity in which such a person has an interest.
- ☐ The proposed budget includes related-party expenditure, disclosed below.

Related person / entity	Relationship	Goods or services	Amount	How price and approval were independently assessed

8.2 Identify any private benefit that may arise and explain why it is incidental to, and necessary for, the charitable purpose

9. Governing-body approval

Mandatory evidence: Attach either a certified extract from the governing body's minutes or a written resolution made in accordance with the organisation's governing document. Do not provide unrelated or confidential minutes.

- ☐ Certified minute extract or resolution records application approval, is dated, and signed by an authorised person

Suggested resolution

It was resolved that:

{Name of organisation} apply to the Dunedin Casinos Charitable Community Trust for funding of up to \$[amount] towards [project or purpose];

the governing body confirms that the project is consistent with the organisation's purposes and approves the organisation undertaking the project;

[name and position] is authorised to complete, sign and submit the application and provide further information reasonably requested by the Trust; and

if funding is approved, [name and position] is authorised to accept the grant and its conditions on behalf of the organisation.

10. Supporting documents

Required with every application

- ☐ Completed and signed application form.
- ☐ Certified minute extract or written governing-body resolution approving the application.
- ☐ Detailed project budget.
- ☐ Current quotations for individual expenditure items
- ☐ Latest annual financial statements or performance report
- ☐ Evidence of confirmed third-party funding, where applicable.
- ☐ Charities Services registration number, or NZBN / Incorporation number, or the explanation and documents required for an unregistered applicant.
- ☐ Copy of a bank deposit slip or bank 'proof of account' letter showing the organisation's legal name and account number.

Required only where relevant

- ☐ Governing document, constitution, rules, deed, charter or umbrella agreement if not publicly available.
- ☐ Any other document needed to establish charitable purpose, project readiness or financial capacity.

Conditions for successful applicants

If a grant is approved, the recipient organisation must:

1. confirm receipt of the grant by email once the funds have been credited to the organisation's nominated bank account; and
2. following completion of the funded project, provide a short evaluation report describing the activities completed, the outcomes achieved, the number or groups of people who benefited, and how the grant was spent, including any material variation from the approved project or budget.

Public-register information

Where information is current and publicly available on the Charities Register or another official register, the Trust may verify it directly rather than requiring a duplicate copy.

11. Applicant declaration

I declare, for and on behalf of the applicant organisation, that:

- ☐ I am authorised to sign and submit this application.
- ☐ The organisation's governing body has formally approved the project, the amount requested and this application.
- ☐ To the best of my knowledge, the information in this application and its attachments is complete, true and correct.
- ☐ The proposed project is consistent with the organisation's purposes and the grant will be used only for the approved charitable purpose within New Zealand.
- ☐ All actual, potential or perceived conflicts of interest and related-party expenditure relevant to the application have been disclosed.
- ☐ The Trust will be notified promptly of any material change to the project, budget, funding, governance or financial circumstances before or after a decision.
- ☐ If funding is approved, the organisation will confirm receipt once the funds have been credited to its nominated bank account, retain appropriate invoices and records, comply with the grant conditions and provide a short evaluation report following completion of the funded project.
- ☐ Any grant not used for the approved purpose will be returned unless the Trust gives prior written approval to another use.
- ☐ The Trust may verify information against public registers and, where authorised, with the other funding organisations identified in this application.
- ☐ The Trustees' funding decision is final. The Trust is not required to provide detailed reasons but may provide general feedback at its discretion.

Authorised signatory's full name	Position
Signature	Date

Alternative contact for verification (name, position, email or telephone)

12. Privacy notice and submission checklist

Privacy notice

The Dunedin Casinos Charitable Community Trust collects the information in this form to assess and administer funding applications, verify eligibility and project information, make and record funding decisions, pay approved grants, monitor use of funds and meet legal, accounting and governance obligations.

Information may be accessed by the Trustees and authorised staff or professional advisers assisting the Trust. It may be checked against public registers and, where the applicant has authorised contact, with other named funders. The Trust will retain application and grant records in accordance with its records and privacy policies.

The applicant may request access to, or correction of, personal information held by the Trust by contacting charitablegrants@grandcasino.co.nz. Applicants should not provide personal information about beneficiaries unless it is necessary; use aggregated or anonymised information wherever possible.

Publication of successful grants

Please note that we are required to publish on our website the organisation's name, project description and amount awarded, for both successful and unsuccessful applicants.

Authorised signatory's full name	Position
Signature	Date

Final checklist

- ☐ Every question has been answered or marked N/A.
- ☐ The legal name and registration details are correct.
- ☐ The project's charitable purpose and community benefit are clearly explained.
- ☐ The project budget reconciles to the total project cost and amount requested.
- ☐ GST treatment and other funding status are clear.
- ☐ Conflicts and related-party expenditure have been disclosed.
- ☐ The governing-body minute extract or written, signed and dated resolution is attached.
- ☐ Quotes and other supporting documents are attached.
- ☐ Bank deposit slip or bank 'proof of account' letter is attached.
- ☐ The declaration is signed and dated.

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