

This form may be used by community organisations to request either (a) a financial grant towards a community project, (b) hands-on assistance from Rotary Club members to help deliver a project, or both. Please complete all sections relevant to your request and return the form as below.

1. Organisation Details

Organisation name

Date of request

Contact person

Position / role

Postal address

Phone

Email

2. Type of Request (tick all that apply)

☐ Financial grant

☐ Hands-on volunteer assistance

☐ Both

3. Project Details

Project name / title

Project description *(what the project involves, who it benefits, and why it matters)*

Project location

Proposed start date

Proposed completion date

4. Financial Grant Details (complete if requesting a grant)

Amount requested (NZD)

Total project budget (NZD)

How the funds will be used *(brief budget breakdown)*

Other funding secured or applied for

Quotes attached *(two quotes are required for all grant requests — please attach copies to this form)*

☐ Yes — both quotes attached

☐ No — quotes to follow separately

5. Hands-On Assistance Details (complete if requesting volunteer help)

Type of help needed *(e.g. working bee, event support, transport, building)*

Number of volunteers needed

Estimated duration (hours/days)

Skills, tools or equipment required

Preferred dates / times

6. Community Benefit

Expected outcomes / impact for the community

Approx. number of people expected to benefit

7. Declaration

I confirm that the information provided in this form is accurate to the best of my knowledge, and that our organisation agrees to acknowledge the support of the Rotary Club of Dunedin Central should this request be approved.

Signature

Date

Full name

Position