

Application Form

The Waiheke Rotary Club provides financial and volunteer support to projects that directly benefit the Waiheke Island community. Our goal is to maximise our impact through projects that demonstrate high community need, strong engagement opportunities, and financial viability.

How to complete and send this form

- 1 **Open** this form in any free PDF reader: **Adobe Acrobat Reader**, your **web browser** (Chrome, Edge, Safari, Firefox) or **Preview** on a Mac.
- 2 **Type** by clicking inside any **white box with a blue outline**. Longer answers scroll inside the box, so keep going.
- 3 **Tick** by clicking a **circle** or **square**. Click a different circle to change your answer.
- 4 **Save** the completed form: **File → Save**, or the **download/save icon** in your browser.
- 5 **Email** the saved form to enquiries@rotarywaiheke.club

Prefer paper? Print the form, fill it in by hand, and email a scan or clear photos of each page to the same address.

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SECTION 1

Applicant and Project Details

Organisation name

(if applicable)

Primary contact name

Contact phone

Contact email

Project title

Amount requested

from Waiheke Rotary

\$

Total estimated project cost

\$

Estimated start date

e.g. 01/03/2027

Estimated completion date

e.g. 30/06/2027

1. Project Reach & Critical Need Criterion 1

A Describe the problem or need this project addresses on Waiheke Island.

Max 150 words

B Who are the primary beneficiaries of this project?

Choose one option, then fill in the box beneath it.



Broad Reach Benefits a large number of the Waiheke community (e.g. public space, school, or community service).

Estimated number of direct beneficiaries:



Critical Need Benefits an individual or small group with a specific, critical, and deserving need (e.g. specialised equipment, urgent assistance).

Explain the urgency and unique nature of the need:

2. Other Funding Sources & Due Diligence Criterion 3

A What other funding sources (trusts, other organisations, fundraising events, etc.) have you applied to or secured for this project?

List each source, the amount, and choose its status.

Funding source	Amount	Status (choose one)
	\$	☐ Secured ☐ Applied ☐ Planning
	\$	☐ Secured ☐ Applied ☐ Planning
	\$	☐ Secured ☐ Applied ☐ Planning
	\$	☐ Secured ☐ Applied ☐ Planning
	\$	☐ Secured ☐ Applied ☐ Planning

B How will you cover the remainder of the project costs if Rotary funds only a portion of the request?

Max 50 words

3. Proportion of Funding Requested Criterion 4

What percentage of the TOTAL project cost are you requesting from Waiheke Rotary?

Percentage requested

 %

If this percentage is over 50%, please explain why you need the majority of the funding from our club.

4. Rotarian Involvement (Hands-on) Criterion 2

The Waiheke Rotary Club highly values hands-on engagement.

A Can your project benefit from active, hands-on Rotarian volunteer time?

☐ Yes ☐ No

B If yes, what specific tasks could Rotarians assist with?

Examples: painting, cleaning, light construction, event assistance, professional advice, etc. Max 75 words

5. Long-Term Benefit Criterion 6

How will this project continue to benefit the community after the initial funding has been spent?

Is the item or service sustainable, or does it build lasting community capacity? Max 75 words

6. Publicity & Profile Criterion 7

How will the Waiheke Rotary Club be publicly acknowledged for its support (both financial and volunteer)?

Examples: signage, social media, event announcements, press releases, etc. Max 50 words

Declaration

I confirm that all information provided is accurate and that the requested funds will not be used for political, religious, or administrative purposes.

☐ I agree to the declaration above

Full name (typing your name counts as your signature)

Date

Finished? Save this form and email it to:

enquiries@rotarywaiheke.club

Thank you for your application.