

Road Safety Trust - application for a grant

Please print or type clearly. If you're not using this application form, please ensure all questions asked here are answered.

Please send 10 completed copies of your application to:

The Executive Secretary
Road Safety Trust
PO Box 11 470
Wellington

Please note:

- Receipt of your application will be confirmed by letter. You will be informed of the Trust's decision approximately two months after the close-off date for applications.
- Please use attachments if there is insufficient space on the application form.
- The Trust reserves the right to seek technical comments from third parties.
- The Trust's decision is final and no correspondence will be entered into.

1. Details of applicant

Name of applicant/ organisation/ body	
Amount requested	
Project name	
Position held by applicant	
Address	
Telephone:	
Mobile:	
Fax:	
Email:	
Applicant's signature	
Date of application	

2. Project details

Where project will be set up	
Describe what the project is, what it intends to achieve and in what respect it can be considered to be genuine road safety innovation.	
Benefits to road safety Describe how the project will measurably benefit road safety. Note: Successful applications will typically address a road safety priority as outlined on the Road Safety to 2010 strategy and the New Zealand Transport Strategy insofar as it pertains to road safety innovation.	

3. Achieving outcomes/goals

<p>Management of the project How will the project be managed and conducted? Please give a step-by-step project plan. You should also give a proposed start and completion date for the project.</p>		
<p>Monitoring Describe how the progress of the project will be monitored, indicating target dates by which specific outcomes/goals will be achieved.</p>		
<p>Evaluation How will the project be evaluated in terms of achieving its outcomes/goals and providing value for money?</p>		
<p>Reporting What will be the frequency of reporting to the Trust?</p>		
<p>After completion will the project be self-supporting?</p>		
<p>Yes</p>	<p>No</p>	<p>N/A</p>
<p>Provide brief details of future management of the project (if applicable)</p>		

4. Financial details

Budget	
Estimated total cost of project	\$
Funds already in hand	\$
Government subsidy (if any)	\$
Balance required (A clear breakdown of how this amount is made up must be provided in all cases)	\$
How do you propose to find this balance? Provide the names of all other funders you have lodged an application with for the same project	

Funding details	
Please attach audited balance sheets and accounts for the last financial year, ended ____/____/____ (if applicable)	
If registered please quote your GST number	_____
Financial grants received from other sources (please state which Trusts)	
Government	\$
Charitable Trusts	\$
Other	\$
Total	\$
Main source of funds (if applicable)	
Name, address & telephone number of two (2) referees from whom you have received funding recently	

5. About the applicant

The organisation and contacts			
Type of organisation (charitable trust/other – give details)			
Contact person			
Name:			
Position:			
Contact details:			
Telephone			
Fax			
Mobile			
Email			
Qualifications/skills of those involved in the project Provide details, including copies of CV's			
Convictions/ Bankruptcy Provide details of all project members including trustees			
Enclosures – if applicable, please ensure the following documents are enclosed			
Estimated budget outlined in detail (mandatory)		Balance sheets and accounts for the last financial year	
Names of all trustees		Copy of latest Bank Statement	
Certificate of Incorporation (mandatory)		Supporting written quotations from at least 3 separate suppliers/providers	
Completed copies of Form PV/F2 authorising the Trust to access records of Criminal & Traffic convictions http://www.justice.govt.nz/privacy/request-by-third-party.pdf refers		Number of additional pages attached to this application	
Please ensure that you have completed all pages of this application. Incomplete applications will be returned.			

Successful applicants are likely to be audited by the Trust or its representatives to ensure that the funds have been expended in accordance with the approved project plan. Unapproved variations will result in action to recover the Grant and a Police complaint.