

2026 Grant Application Form

Love Wānaka and Love Queenstown Community Funds

Application Form

NB: This PDF form is for preparatory purposes only. Your application must be submitted via the live online form.

A note on AI use: Applicants are welcome to use AI tools to assist with drafting their submission. However, all content must be factually accurate, reflect your organisation's genuine work and achievements, and be verifiable.

Applicant Details

Let us know who we should contact about your application -

Name: _____

Position / Title: _____

Phone number: _____

Email address: _____

Organisation Details

Please tell us about your organisation -

Organisation Name: _____

Website: _____

Organisation Location // Geographical Scope: _____

Organisation Mission // Goals: [Approx. 50-100 words]

Eligibility

Please check all that apply to confirm your eligibility. You must meet all three criteria to proceed.

- Charitable registration (*yes, I am applying on behalf of a registered charitable entity*)
- Location (*yes, this project or initiative will benefit the Wānaka / QT area (as specified in the Grant Criteria)*)
- Environmental impact (*yes, this project or initiative will create positive environmental impact*)

Project / Funding details

Application / project title: _____

What type of funding are you applying for?

- Programme costs *(a component of the broader work provided by an organisation, generally with a specific, targeted impact)*
- Project costs *(time-bound, one-off activities that have a clear budget and deliverables)*
- Operational costs *(the core costs associated with the ongoing operations of an organisation or initiative)*

Application overview / project pitch: *[please provide a short summary of the project and its expected impact; if your application is for operational funding, please explain what this funding will help you achieve; 250 words max]*

Project location *[please detail the approximate location of the proposed project / initiative]:*

How does the proposed project / initiative align with Love Wānaka or Love Queenstown's strategic objectives? *[Does it support or promote visitor behaviour change, regenerative travel practice, and / or create opportunities for visitor or industry participation? 250 words max]*

Collaboration // complementary benefit: *[How does this project / initiative relate to or complement existing initiatives? Does the impact extend beyond the immediate project / organisation? 150 words max]*

Risk management: *[Please outline the key risks (2-3) associated with the project and how you plan to mitigate them; 150 words max]*

Budget and financing plan

NB: a budget spreadsheet is available to download and attach at the end of this application.

Total funding request: *[grants of between \$5,000 - \$10,000 are available; if your organisation is GST registered you should apply for goods and/or services exclusive of GST. If you are not GST registered the funding includes GST]*

If the total cost of the project / initiative are more than the granted amount, please outline the other sources of funding and indicate the status of that funding:

Funding timeline: *[please indicate an expected timeframe for utilising the anticipated funding; funds must be allocated within 12 months of receipt and / or per the dates detailed in the grant agreement.]*

Reporting and Promotion

How will you share the project / initiative with the community? *[Max 100 words]*

Supporting Docs

Please upload the below supporting documents:

- Budget (download the attached budget spreadsheet if need-be or upload your own)
- Charitable registration document
- Project plans (e.g. build plans, scoping document, timeline)

Declaration

I // We confirm that we are authorised to make this application on behalf of the applicant organisation.

I // We confirm that any funds received as a result of this application will only be used for the purpose as stated above and as approved.

I // We agree to comply with all accountability requirements, and to furnish a report on the grant as requested.

I // We agree to provide additional information and verification on the use of the grant should it be requested.

I // We confirm that we have relevant landowner and / or stakeholder permissions (e.g. QLDC, DOC, WAA) to carry out the proposed project or initiative.

I // We confirm that we have identified and engaged any relevant partners or stakeholders required to deliver the proposed project or initiative.

I // We authorise use of information related to this application and the reporting resulting from any grant made, and disclose the information as necessary in the reporting of grants. We acknowledge that this information will be made available to the 45South Community Foundation Board for ratification.

Partner's Choice Declaration

This year, we are once again including a Partner's Choice category, whereby our Impact Partners can vote for one project / organisation to receive a bonus grant of \$2,500. This is in addition to / separate from our core Impact Grants.

Partners will receive a high-level overview of your project / organisation to support their decision-making.

Please check the box below to confirm that you would like to enter the Partner's Choice category and are happy for us to share this high-level summary on your behalf.

Appendix

Grant Terms and Conditions

1. If the Love Wānaka // Love Queenstown Grant is a component of a larger project budget, payment will not be made until all funding is confirmed. Proof of funding must be provided before the first grant payment. Love Wānaka // Love Queenstown reserves the right to cancel the grant should full project funding not be met.
2. Funds must be used for the purposes specified in the grant application. Funding cannot be used for the following: retrospective projects; physical works before the appropriate consents have been obtained; debt servicing or repayment; legal costs; activities that promote religious ministry or political purposes; overseas travel; the purchase of alcohol.
3. Funds must be used within the nominated grant period. If the grant is unlikely to be spent / allocated by the grant end date, a request to extend the grant must be submitted.
4. Any funds which are not spent at the completion of the project must be returned within 28 days of the end of the grant period.
5. Love Wānaka // Love Queenstown reserves the right to withhold any undisbursed funds in the event that the circumstances of the project, or your organisation's governance or structure materially change, or your organisation fails to comply with any pre-specified grant requirements.
6. If your organisation is registered for GST, your expenses related to the grant must be GST exclusive. If your organisation is not registered for GST your project expenses may be inclusive of GST, if any.
7. This agreement may not be modified except by written agreement by both parties.

Grant Acknowledgement

1. You must acknowledge Love Wānaka // Love Queenstown as 'supporting' rather than 'sponsoring' activities in any public communications.
2. Any use of Love Wānaka // Love Queenstown branding must be done so in accordance with the Love Wānaka // Love Queenstown Brand Guidelines.
3. Recipient organisations agree to participating in Love Wānaka // Love Queenstown promotional campaigns by request, including sharing images, success stories and results.
4. Other