



Target Shooting New Zealand Inc

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Applying for Funding

This isn't a step by step guide but rather a gentle push in the right direction to get you started on applying for funding for Club or Association activities.

For further help or info, contact Paul Turner paul.turner@tsw.net.nz

Identify an appropriate funding provider:

- Is there a Trust (Community, Power Company etc.) in your area that provides funds?
- Who owns the gaming machines in your area? Pub Charity, Lion etc. are a great place to start.
- Go online and Google, visit the Department of Internal Affairs website.
- Pick up an application form from a venue with gaming machines or download one from a website.
- Make sure that you meet the funders criteria e.g. some will only fund Incorporated Societies.

Timeline:

- Check the Funders' close off dates for applications and the dates that you will be notified of the outcome, usually on their websites.
- Give yourself enough time. Ask for funds a couple of months before an event and then you usually have 3 months or more to spend the money.
- Funds are for future things, not something that you have already paid for.

Write a resolution:

- At a meeting of theClub/Association dated it was agreed to apply to for a donation to Signed
- A sample can be found on most websites or on the application form.

Write a covering letter:

- Who we are
- What we do
- Who we help/support e.g. schools, Scouts, membership
- What the project is and why the funder's support is needed
- How the donation will benefit the club and or community
- How we will acknowledge the support of the funder

Get two quotes:

- Explain in the covering letter why only one quote has been supplied if that is the case e.g. TSNZ is the only supplier of 25 yard targets, or booked the motel months ago as it had the largest units.
- State your preferred supplier and why - best price or the gear is better suited to our needs etc.
- Make sure that what you are asking for is something that they will fund e.g. most will fund travel and accommodation but not food.

Financial details:

- Ask TSNZ office for a letter to say that the Club or Association is affiliated to TSNZ.
- Provide a copy of the latest financial report, preferably audited.
- If not audited say why in the covering letter, e.g... Low income and expenditure.
- Provide a bank deposit slip to verify bank account.
- Provide a copy of the Certificate of Incorporation if your club is incorporated. If your club isn't incorporated but your Association is, ask them to apply on your behalf.
- Provide any other details that the funder requires, there will be a check list on the application form.

Accountability:

- Make sure you spend the funding only on the items applied for - keep records of all expenditure.
- Make sure you spend the funding in the time allowed - unspent funds may have to be returned, or the entire amount may be reclaimed if the project is not finished in the proper time.
- Complete and return any reporting asked for by the funding body. This is usually copies of your bank statement showing money going in and out, receipts and outcome.
- Spread the good news about the funding and the project - take photos, put items in the local newspaper, get info up on the TSNZ website. If you make the funding folks proud that they supported you, they are more likely to want to do it again for you or for others.

What has been funded in the past for Clubs and Associations from around the country?

Ranges

- Redecorating the range, lounge and marking room
- Upgrading the range lighting

- Installing 2 heat pumps in the range
- New stove in the kitchen
- Sanding and varnishing the hall floor
- Installing safety rails and emergency lights
- Extending the building or range facilities
- Reroofing the range

Technology

- Laptop / printer
- Meyton electronic target
- Scatt machine

Rifles

1907 and 1913 barrel and actions

- Precise stocks
- Sight sets, 10 and 20 click
- Anschutz 1903
- Rear iris with colour filters
- Hand stops and accessory rails

Shooting Equipment

- Spotting scopes and stands
- Jackets, gloves and slings
- Mats
- Hard and soft rifle cases

Events

- Hosting Teams of Ten
 - Range/hall hire
 - Targets
 - Marquee hire
 - Hiring tables, seating
- Hosting Interisland match
 - Range/hall hire
 - Targets
 - Hiring vans
- Teams of Ten accommodation
 - Motel accommodation for the team
 - Van/trailer hire

Coaching

- Flights and accommodation to attend a Level One/Two Coaches course
- Targets and ammo (Match) when hosting a coaching course