

N. Z. Lions Mints Charitable Trust Guidelines for Grant Applications

These notes have been designed to assist anyone who may be preparing a grant application and should be read prior to completing the application form.

Remember, the Trustees may not be personally familiar with the background of the project and therefore they should be provided with as much background information as possible.

The Trustees can only make decisions on the basis of what is put before them and if they feel insufficient detail has been provided at best delays will occur while more information is sought and otherwise worthy applications may fail.

That situation would not be desired by Trustees or applicants.

1. Applications must be submitted on an official form, with all questions answered fully. They should be accompanied by a budget which shows the project cost, (actual or estimate) sources of funding and what the grant would be spent on.
2. Does the application / project concerned lie within Trust objectives?
3. The extent to which Clubs have committed themselves financially and physically to this and other project activity. Preferred projects to assist would be those where Clubs are making a genuine, committed effort to help themselves.
4. The percentage of the total cost being sought as a grant. The Trustees would generally expect the project convenors to be endeavouring to raise the bulk of the funds themselves.
5. If a grant is sought to overcome a funding shortfall, what other steps have been taken to meet the deficit.
6. Where a project could reasonably be expected to draw support from other Clubs or Districts how many Clubs are involved, and what support is available or being sought?
7. Applications may come from Clubs, but not from individuals or Trustees.
8. It should be noted that the Trust is reluctant to make a grant for school leavers tertiary fees.

Overall, the Mints Trust should not be seen as the primary funding sources for projects. In other words, grants will be made to “top up” rather than “start up”.

The Trustees are readily available, and may be contacted freely by anyone seeking further information or assistance regarding grant applications or the Trust itself.