

APPLICATION GUIDELINES – OPPORTUNITY GRANT



OPPORTUNITY GRANT TO RELIEVE FINANCIAL PRESSURE:

The Opportunity Grant is offered to the Marram Community to provide financial assistance for activities and items which could otherwise be missed due to financial pressure.

The aim is to enable you, your partner and children to receive funding to pay for something that you've no other way of paying for.

You can apply between 17 November and 1 December 2017. If successful, payment will be made by Tuesday 12 December 2017.

Only successful applicants will be notified.

If you don't hear from Marram by 12th December, then you've been unsuccessful.

You'll need to show the total cost you're requesting & breakdown of the cost, you'll also need to supply an invoice or receipt. It's expected that the payment will go towards these costs you're applying for.

Who can apply?

This depends on your individual circumstances. Generally, you may receive an Opportunity Grant if you:

- Belong to the Marram Community and you're currently employed by a Marram affiliated employer
- Have urgent and necessary needs
- Have no other way to meet the associated costs
- Are currently employed by a Marram affiliated employer

The Opportunity Grant guidelines are as follows:

- Education costs: support for school fees, uniforms, shoes, laptops, school camps etc.
- Caring requirements: neo-natal care, childcare, care of elderly parents
- Housing costs: Resettlement, setting up new house through immigration, people exiting domestic violence, earthquakes, flooding or other natural disaster.

Marram, at its absolute discretion, will approve payments to employees under the Opportunity Grant. This will provide reimbursement for expenses incurred by the employee, the employee's partner and/or children under 18 years old.

What do you get?

Successful grants will be up to \$2,500 per request depending on individual circumstances.

We want to help everyone in need but as we've a limited amount of funding, if we receive excess grant applications a ballot will be run.

How will Marram work with you?

If you wish to apply for an Opportunity Grant, you'll have to:

- Show you're unable to meet the costs yourself
- Complete the application form
- Provide an invoice or receipt you wish to have paid or reimbursed
- Provide other documents or information you believe support your application
- Say what the grant is for and what impact a successful application would have
- Show the individual cost and total amount you are applying for
- If you don't meet these additional requirements, you may be declined assistance
- Acknowledge that all distributions of money are made at the absolute discretion of the Marram Community Trust Board of Trustees

Examples of where Marram would like to help

- Educational initiatives such as training programmes, workshops or mentoring for youth, disabled persons
- School fees, uniforms and stationery
- Contribution to alternative therapies not already covered by the Marram Healthcare Benefit
- Unexpected day to day costs e.g. mechanical repair, household appliance repair, plumbing repair, heating
- Participation at a sporting event

We've some exclusions including:

- Donations, endowments of fundraising to other parties or groups
- Holiday costs
- Investments
- Luxury items

If you or your family doesn't have a financial need to apply, we would respectfully request that you refrain from sending an application.

CONTACT US

For more information phone **04 801 2920** or email opportunitygrant@marram.co.nz

OPPORTUNITY GRANT APPLICATION FORM



Please read the application guidelines on page 1 before drafting your application. Please make sure that you've all of the information requested on the application form ready to attach.

Please complete ALL sections of this form. Once completed, please email to opportunitygrant@marram.co.nz or post to: Marram Community Trust. PO Box 24006, Manners Street, Wellington 6142.

Name of current employer: _____ Employee No: _____

First Name: _____ Last Name: _____

Email (Home): _____

Email (Work): _____

Home Postal Address: _____

Suburb: _____ City: _____ Postcode: _____

Home Phone: (0) _____ Work Phone: (0) _____

Mobile: (0) _____

Do you wish to be contacted by: Home Email Work Email

Name of Bank Account: _____

Bank account to be credited

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Bank

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Branch

--	--	--	--	--	--	--	--

Account Number

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Suffix

All grant payments will be paid as direct credits, no cheque or cash payments will be made.
Marram accepts no responsibility for the bank account details you've provided.

What is your combined household income before tax?

\$80k or under \$80-\$100k \$100k or greater \$200k or greater

What does your application relate to?

Education Health Sports Arts Other (please specify) _____

What is the grant for? _____

Who will benefit from the grant? _____

How has the need for assistance arisen? _____

OPPORTUNITY GRANT APPLICATION FORM CONTINUED



How would a grant help you and/or your family? _____

What is the amount you're requesting (up to \$2,500)? _____

Cost breakdown – If your application involves funding for a number of different items, please show the costs of each item below:

_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____

Please ensure you supply an invoice or receipt, and if required, breakdown of costs.
 It's expected that the payment of a grant will go towards these costs.

Have you applied for funding from other sources? Yes No

If yes, please state from where, how much and when? _____

Applicants without the correct information won't be considered.

Please tick all that apply.

The information stated on this form is a true and accurate declaration of facts.

I'm employed by a Marram Affiliated Organisation.

I acknowledge that payment is made at the absolute discretion of the Board of Trustees and the Board's decision is final.

I confirm the grant is for: Me My partner My dependent child/children under 18 years old

Signed: _____ Date: _____

FOR OFFICE USE ONLY Eligibility Date: _____ Last Contribution: _____ Amount Paid: _____

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