

**GUIDELINES FOR THE
NORCROSS FALLS HERITAGE TRUST**

Grant / Scholarship / Donation
(June 2020)

NORCROSS FALLS HERITAGE TRUST (NFHT) GUIDELINES FOR A GRANT/SCHOLARSHIP/OR A DONATION:

1. For the sake of these guidelines the word 'grant' shall mean any of these types of funding "grant, scholarship or a donation".
2. The NFHT Deed of Trust allows for grants to be made for education purposes and to support other charities — see item 4 below for the full list of the Trust purposes.
3. These guidelines are to outline our principles and procedures.
4. The NFHT area of business is in the specific area of **Henderson** and therefore the locality of the applicant or activity must be in **Henderson**, West Auckland.
5. The purpose of the NFHT is to promote the heritage and history of this area described as in the Deed of Trust dated 15th February 2016 by :
 - a. the acquisition of heritage and historic buildings (whether absolutely or by way of lease or otherwise) in the **Henderson** area of Auckland City.
 - b. to relocate where necessary, and restore as near to their original condition the said historic buildings.
 - c. to allow the said historical buildings to be used for purposes beneficial to the community.
 - d. to acquire and if necessary restore works of art or other heritage treasure and historical records of the Henderson area.
 - e. record any sound recordings, film, video, print, computer or other recording method the oral history of the **Henderson** area.
 - f. promote education and knowledge of the history of the buildings, and other heritage treasures of the **Henderson** area.
 - g. to use the Trust's historic buildings to raise funds for maintenance of its historic buildings and to raise funds for the advancement of education and other charitable purposes.
 - h. to advance education through the provision of scholarships, bursaries and awards in local schools to support the academic, Sporting and cultural achievement of children in need of assistance.

- i. to support and/or hold community events for charitable purposes.
 - j. to use the Trust's historic buildings to raise funds to Support other charities including the Salvation Army and St Johns Ambulance.
 - k. to do any act or thing incidental or conducive to the attainment of any of the above objects.
6. An application must be received in writing and the application form must be completed.
7. The applicant acknowledges that the NFHT board of trustee decisions is final and no discussion will be entered into.
8. Applications can be received at any time and will be assessed within 30 days.
9. Educational grants will be Considered as priority in relation to advancing the knowledge of West Auckland Heritage.
10. The sum of the grants will set by the NFHT Board, who will take into account the revenue and cash reserves of the Trust. Consideration will be given to our reserving policy.
11. Grants will not be for operating expenses e.g. electricity, insurance.

GRANT RECIPIENTS AGREE TO MEET THE FOLLOWING REQUIREMENTS:

1. To provide a written report to the NFHT on how the funding has been used or activities undertaken or achievements, within 3 months of the grant.
2. To continue to provide updates to the NFHT if the time period is longer than 3 months.
3. To take part in media and/or promotional activities as required.
4. To involve NFHT in your own function as a sponsor where possible.
5. To participate in a NFHT sponsored function if requested.
6. To acknowledge and promote the NFHT at any opportunity in interviews and speeches.

GRANTS PANEL INFORMATION

The NFHT grants panel is made up of not less than 4 trustees of the Norcross Falls Heritage Trust.

The NFHT Board sends all eligible applications, without comment to the panel and the panel then makes its decisions based on the information provided by the applicants and any enquiries or research that the panel deems appropriate to assist them in making a fully informed decision.

GRANTS ACCESSMENY PROCESS

Applications may be received

The procedure to assess an application:

- Follows a weighting system where consideration is given to the reason for the application, the achievements of applicant, the degree of which their application fits the NFHT Deed of Trust purpose (as outlined in section 3 of that deed) and the benefit to the specific **Henderson** area as prescribed in the deed.
- After careful examination of the application, and any relevant research each panel member makes an independent assessment. This is done without discussion with the other panel members.
- The panel then meets and confers on the application on hand. Where there are differences of opinion, the board discusses the merits of their different assessment until they all agree to support or to decline the application.
- The application is then referred to the NFHT Board of Trustees for ratification.

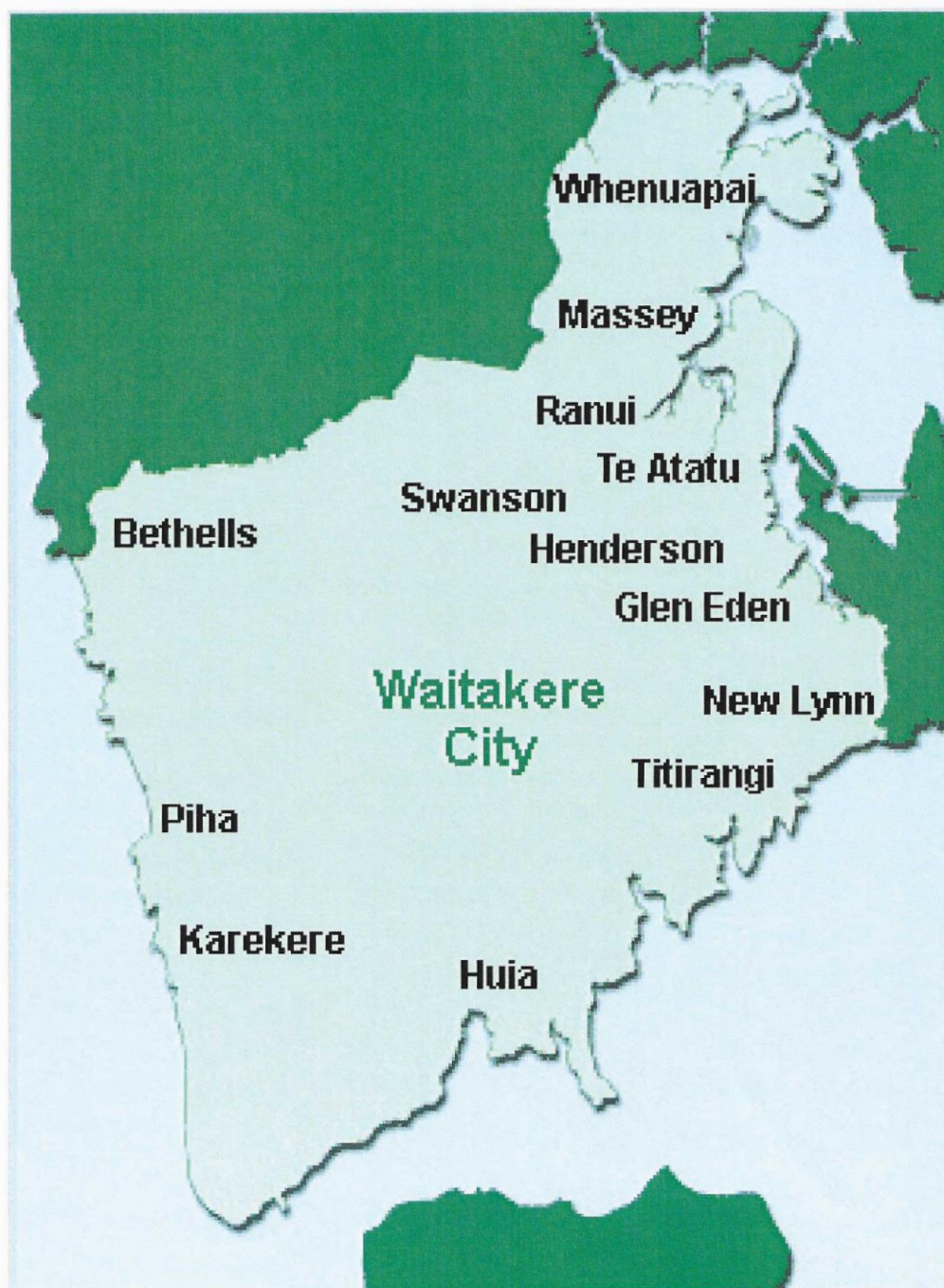
All decisions announced by the board are final and no discussion is entered into.

The applicants will be notified of the decision in writing (email/letter)

June 2020

NORCROSS FALLS HERITAGE TRUST

SPECIFIC AREA OF BUSINESS:



(REFERENCE – WAITAKERE CITY MAP FOR 2006 CENSUS)