



MINISTRY OF SOCIAL DEVELOPMENT
Te Manatū Whakahiato Ora

**Out of School Care and Recreation (OSCAR)
 Assistance Funding Application Form**

This application has four parts.
 All applicants are required to provide additional information as specified in the checklists.

PLEASE RETURN COMPLETED FORM TO:
OSCAR Funding, PO Box 91483, Victoria St West, AUCKLAND 1142
 Or **Level 2, 1 Beaumont Street, College Hill, AUCKLAND 1010**

Part One: to be completed by all applicants

Contact Details

The legal name of your organisation:

The name your organisation is commonly known by:

Main Contact This must be someone from your group who knows about your project and can be contacted at all times. This is normally the person completing the form.

Title	First Name	Surname
<input type="text"/>	<input type="text"/>	<input type="text"/>

Position held

Street address of your organisation (Please include your postcode)

Postal address of your organisation (Please include your postcode)

Email address

Telephone

day phone	<input type="text"/>	after work	<input type="text"/>	fax no.	<input type="text"/>
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Key members of your Board e.g. President, Secretary, Treasurer, Trustees

Name	Position
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>

Legal Signatories (these are the people that have signing authorisation in your organisation)

Name	Position	Specimen Signature
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

Tell us about your organisation

Please tick the box that best describes the legal status of your organisation:

<input type="checkbox"/>	Private - <i>please specify legal status e.g sole trader, limited company etc</i>
<input type="checkbox"/>	Incorporated Society
<input type="checkbox"/>	Government Agency
<input type="checkbox"/>	Charitable Trust
<input type="checkbox"/>	Maori Trust Board
<input type="checkbox"/>	State School
<input type="checkbox"/>	Private School
<input type="checkbox"/>	Other - <i>please specify</i>

Please help us to monitor the groups and communities that our grants benefit by completing the information. This information helps us to monitor the spread of our grants, but is not used to assess your application.

Please tick one of the boxes below if you identify yourself as a Maori or Pacific Island provider (by this we mean that your programme is designed by, run by and targeted at either of these groups)



- Maori
- Pacific Island

People benefiting from your OSCAR service

Please complete the box (in percentage) which best reflect the origin of most of the people who will benefit

%		
<input style="width: 100px; height: 30px;" type="text"/>	Maori	
<input style="width: 100px; height: 30px;" type="text"/>	Pacific Island	
<input style="width: 100px; height: 30px;" type="text"/>	NZ European	
<input style="width: 100px; height: 30px;" type="text"/>	European	
<input style="width: 100px; height: 30px;" type="text"/>	Asian	
<input style="width: 100px; height: 30px;" type="text"/>	Newly Arrived Community	
<input style="width: 100px; height: 30px;" type="text"/>	Other	<i>Please Specify</i> <input style="width: 200px; height: 30px;" type="text"/>

Declaration

We agree that the details given in this application are true and correct to the best of our knowledge

Full Name:	Full Name:
Position in Organisation:	Position in Organisation:
Date:	Date:
Signature:	Signature:

The information provided on this form will be used by the Ministry of Social Development for research and statistical purposes.

The contact information will also be published on www.oscar.org.nz/Find an OSCAR programme to assist The OSCAR Foundation in providing an accurate directory of OSCAR programmes for families. This is a public directory.

Additional Information that you must supply with Part One of your application:

CYF OSCAR Approval

A copy of your current CYF OSCAR Approval letter and full report. If you are not yet CYF OSCAR approved, please provide a copy of your CYF correspondence acknowledging the receipt of your application for approval. *(Please note we do not retain copies you may have attached with previous applications)*

Financial Information (IMPORTANT: Please refer to **page 4 + 5** of the Guide)

A copy of the most recent audited/reviewed Annual Accounts for your organisation. Your Annual Accounts should clearly show the income and expenditure for the OSCAR programmes separately from those of other activities carried out by the organisation. These can be shown as a summary of the total income for the OSCAR programmes and a summary of the total direct expenditure for the OSCAR programmes. For Providers that operate more than one OSCAR service, the Annual Accounts may summarise these into one OSCAR income figure and one OSCAR expenditure figure. **BUT** if your Annual Accounts do show summarized OSCAR figures, a detailed Income and Expenditure—for the same period as the Annual Accounts—need to be supplied for each programme. **New applicants whose OSCAR component has not been separated in their Annual Accounts, must still send in their latest Annual Accounts so that the Ministry can ascertain your organisations solvency.**

A pre-printed bank deposit slip to verify your account detail (not required if you have previously received Assistance Funding).

Proof of Legal Status

A copy of your current constitution or trust deed, and/or certificate of incorporation or other proof of your legal status (not required if you have previously received Assistance Funding, unless your legal status has changed since your last application)

Please ensure you complete the following programme information for each of the programmes for which you are applying for funding.