

# Log into [www.clubs.ousa.org.nz](http://www.clubs.ousa.org.nz)

## Then click on 'Clubs'

### Grant applications

Sorry, your clubs must be affiliated before you can apply for a grant.

### Club grants for Womans Basketball Club

#### Club or Society Grant

When do you apply?

At least 14 working days prior to any event starting

Grants will never be approved retrospectively, the panel take this from the day you applied.

What can you get?

OUSA has grants policy which in turn has criteria for grants, this is only a starting point and the panel has recommended higher or lower amounts at times.

It's important for you to know that:

Conferences, at the discretion of the panel. Can't be academic or related to academic study. E.g. presenting research at academic conferences. But can be if talking about academic work in other contexts, e.g. community events.

Acceptable for travel/accommodation for club presidents etc. to attend club related things that shall benefit the entire club.

Priority for more funding towards safety gear/ safety training courses/conferences.

Money for uniforms and equipment. Based on size of club and how many they need. Require more than one direct quote. Should OUSA be trying to get a cheaper deal for uniforms for clubs and have a recommended supplier? At the moment giving \$1000.00 for uniforms and basing equipment on a case-by-case basis. Perhaps require/suggest clubs to take a bond for uniforms/equipment loaned out to members?

Cultural nights, competitions, fundraising evenings, community projects etc., venue hire and costs for events. At the moment \$1000.00.

Conferences/events at recognised national or international institutions. Not academic based though. This is at the panel's discretion but should take into account the applicant's path of study.

Please refer to the grants policy via this link: <http://www.ousa.org.nz/downloads/GrantsPolicy17.pdf>

[Apply for this grant now »](#)

**ousa**  
grants and affiliations

Dashboard

Clubs

Grants

Room bookings

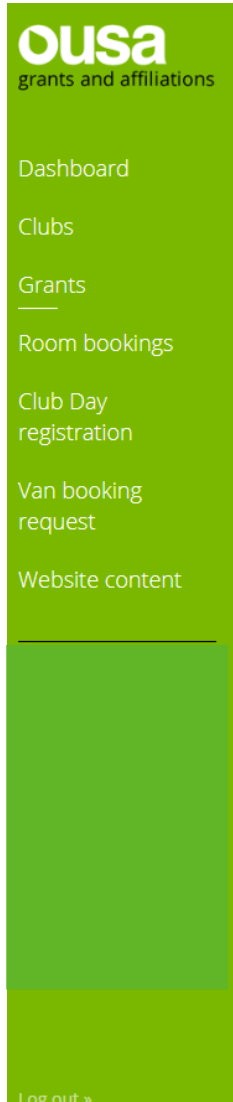
Club Day  
registration

Van booking  
request

Website content

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# Read the terms to applying for a grant, if your happy with them, click the 'I understand and agree to these terms' button



## Club or Society Grant

### Application for Womans Basketball Club

#### Who can apply?

##### Applicants need to be:

- A current OUSA Affiliated Clubs or Society

#### Who can't apply

- Participating in an event that has received a grant from OUSA already.

#### Eligibility restrictions

- Clubs and Societies are eligible for two successful grants a year
- OUSA Grants cannot be applied for retrospectively (i.e. for an event that has already been undertaken or commenced at time of application).

Applicants are advised to obtain independent advice regarding any taxation, benefit, student loan and student allowance implications of receiving a grant.

An approved grant may be revoked and OUSA may require that part or all of a grant paid be refunded if a recipient:

- brings the grants programme into disrepute, or
- has breached the conditions of the grant contract, or
- does not commence and/or withdraws at any time from the event/activity for which the grant was approved.
- If approved it is expected the event/activity for which the grant is given will commence within 12 months of approval or the end of the year.

[I understand and agree to these terms »](#)

# Fill in the details – name of your club, how many active members your club has, and your clubs email address

## Club or Society Grant

Which Club are you applying on behalf of?

Otago Varsity Woman's Basketball Team

How many active members does your club have?

Close to 100

Club email address:

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# What is it that your club is applying for?

## Note the basketball club are applying for uniform

### Event/Activity/Project Details

Are you attending a  
conference/forum/Seminar.

No

Are you running a  
conference/forum/Seminar.

No

Are you running an Event, a  
cultural or stage show

No

Are you running a sports  
event

No

Are you buying new  
equipment or uniforms?

Yes

Other please explain

If you can fill in all of the following fields it will help your application

What is the event/activity/project?

Buying new equipment, training gear.

Please explain the event/activity/project:

Wanting to purchase 6x Molten GF6 Basketballs, 50 2 inch cones and 20 reversible singlets for training.

How many student members will be involved in this event/activity/project?

All athletes involved with the club will have the opportunity to use this equipment

Please provide list of student names and ID numbers involved

Where is the event/activity taking place?

Throughout the season

Event/activity start date

During season

Event/activity end date

During season

**Tell us what it is you are wanting to purchase**

**How many students will the uniform benefit?**

**When will it be used?**

**Tell us why new uniform is important to your club!**

**How much you are requesting a grant of from OUSA**

**Are you receiving any other funding or sponsorship towards the uniform?**

How will this benefit your Club or Society?

This will allow the club to practice and play with the new generation ball that the club doesn't have at this point in time. This will allow all athletes within the club to become familiar with the new and allow them to be on a level playing ground come game time. The cones and reversible singlets will also benefit all athletes as it will extend the amount of drills that coaches are able to apply and also expose the players to higher levels of skilled drills which could potentially increase performance.

We request a grant from OUSA of:

\$717

Are you receiving any other funding/sponsorship? What other financial contributions will be going towards this project?

# Anything else you would like the grants panel to know?

Additional information (if applicable)

Provide any further  
information

**Letter of support – this shows the panel that this grant application has been approved by your club committee, and is a legitimate club application. Ask your club president to whip something up!**

### Letters of Support

Confirmation from the event organisers (if it is not an event you are running), that you or the Club/Society have been selected

xls, 78kb



# Your letter of support should look something like this!



Otago Varsity Woman's Basketball Club  
C/- OUSA Recreation Centre  
84 Albany Street, Dunedin

29<sup>th</sup> May 2018

Dear OUSA Grants Panel,

**RE: Otago Varsity Woman's Basketball Club - OUSA Grant Application**

The Otago Varsity Woman's Basketball Club are looking to invest in new uniforms for our A grade team.

We have over 100 members playing and representing our club in weekly competition.

One big issue we face as a club, is uniforms.

Playing uniform deteriorates over the years and starts to look scruffy – we want to ensure our players have pride in how they look on the court, when representing the club, OUSA and Otago University.

With the growth in membership, we also need to ensure we have enough uniforms for all teams.

Our aim is to renew uniforms every 2<sup>nd</sup> year, which means our A grade team will always receive a new uniform, and uniforms will be passed down the teams. This will also allow the club to grow and enable more teams to play in our colours.

The club have done some fundraising, and are willing to contribute a significant sum of membership fees towards this project.

We submit this grant application to OUSA in the hope of financial support.

In return for any financial support, we will put the OUSA logo on our uniforms, and continue to represent OUSA in a good light.

We hope you look upon our application favourably,

We look forward to hearing from you,

Kind Regards,

Otago University Woman's Basketball Club President

Email: [varsitybasketball@gmail.com](mailto:varsitybasketball@gmail.com)

[www.facebook.com/otagowomensbasketball](http://www.facebook.com/otagowomensbasketball)

**It is necessary for you to provide two quotes to show us you have looked around for the best deal in town!**

**If you are applying for uniforms, we recommend Otago Sports Depot, they are always reliable and always give you a good price!**

## Quotes

Please upload quote 1 here xls, 78kb

Please upload quote 2 here xls, 78kb

Any other quotes? upload here

Any other quotes? upload here

Any additional information? please let us know here!

This is a quote from Otago Sports Depo and I have been told that this quote is sufficient evidence and that I didn't need to get another.

**This is what a quote should look like!**

**Quoted to Otago University Basketball, dated (current), the product you are purchasing, quantity and the total price – check this includes GST.**



**QUOTE**

To: **OTAGO UNIVERSITY BASKETBALL** August 28, 2018

<u>Qty</u>	<u>Description</u>	<u>Unit Price</u>	<u>Line Total</u>
15	Sublimated Basketball Singlets & Shorts	150.00	2,250.00
Subtotal			\$ 2,250.00
Total			<b>\$ 2,250.00</b>

Regards,  
 \_\_\_\_\_  
 Brent Davies

All prices include GST

**You are  
required to  
upload a  
budget for your  
project!**

### Budget Upload

Please upload your budget, in xls, 78kb  
a excel spread sheet

**You need to ensure you have highlighted expenditure – your end product cost, and income – any incoming funds, this could include fundraising or other grants**

<b>Expenditure</b>	
Basketball Singlets and Shorts	\$2,250.00
<b>Total Expenditure</b>	
	\$2,250.00
<b>Income</b>	
Fundraising	\$533
Club Membership Contributions	\$1,000
<b>Total Income</b>	
	\$1,533
<b>Net Deficit</b>	
	\$717

**If your application is successful we need a club bank account to pay your grant into!**

### Bank Account Details

Please upload screenshot of bank account, or deposit slip here jpg, 65.7kb

Are you GST registered? If you are, please provide us with your clubs GST number:

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**We will accept either a deposit slip, bank statement, or screen shot of your account.**

**Provided it shows your clubs name and account number.**

**If you type this out in a document it will not be accepted.**

**We need to make sure it is a club account not a personal bank account.**

## Accounts

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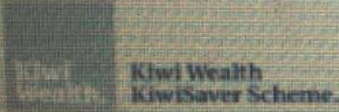
### Your accounts

Account	Account number	Account name
<a href="#">OU WOMENS BBALL CLUB</a>	38-9018-0618379-00	OTAGO UNIVERSITY WOMENS B

### Payments and transfers in the next 7 days

You have no scheduled payments or transfers (excluding direct debits) from your account.

[View all upcoming payments and transfers](#)



Want to see your KiwiSaver account balance in Internet Banking?

**Click Submit!**



# Please note:

- OUSA has grant deadlines – check out <https://www.ousa.org.nz/recreation/clubs/club-resources/important-dates>
- After the grant deadline, the grants panel meet, make recommendations, the OUSA Executive then have to approve the grants.
- It could take up to 3 weeks after the deadline before finding out if your application has been successful or declined. You will receive an email from the OUSA CDO.
- If your application was successful, you need to come into OUSA Clubs and Societies and sign a contract, your contract will tell you how much you are receiving, and what conditions you need to meet in order for the grant to be paid.
- If your application was successful, it can then take up to 3 weeks before you are paid, according to the OUSA payment day. OUSA pays fortnightly on Fridays.
- Once you have made your payment, you will be required to provide the receipt to OUSA to ensure the grant was used for its intended use.
- If you don't all the money, you will be required to pay OUSA back.
- For any other questions, email the CDO (Clubs Development Officer) – [sarahtaylor@ousa.org.nz](mailto:sarahtaylor@ousa.org.nz)