

Small Sports Events Fund Application Form

Form Preview

Introduction and Applicant Details

* indicates a required field

Before you begin, please read the following:

- [Christchurch City Council priorities and outcomes](#)
- [Small Sports Event Fund Criteria](#)

Event Name *

Organisation Name *

Organisation Name

Organisation Postal Address *

Address

Address Line 1, Suburb/Town, State/Province, Postcode, and Country are required.

Primary Contact for Application *

First Name

Last Name

Primary Contact Email *

Must be an email address.

Primary Contact Mobile Phone *

Must be a New Zealand phone number.

Organisation NZ Charity Registration Number (CRN)

The Charity Registration Number provided will be used to look up the following information. Click Lookup above to check that you have entered the Charity Registration Number correctly.

New Zealand Charities Register Information
Charity Registration

Small Sports Events Fund Application Form

Form Preview

Number
Organisation Name
Other Names
Status
Street Address
Postal Address
Telephone
Fax
Email
Website
Date Registered

Must be formatted correctly.

Organisation Incorporated Society / NZBN Number

The NZBN provided will be used to look up the following information. Click Lookup above to check that you have entered the NZBN correctly.

New Zealand Companies Register Information
NZBN
Entity Name
Registration Date
Entity Status
Entity Type
Registered Address
Office Address

Must be formatted correctly.

Bank Account *

Account Name

Account Number

Must be a valid New Zealand bank account format.

The bank account name MUST be the same as the organisation name. If you are successful, your funding will be deposited into this account.

Upload bank deposit slip or proof of account number *

Attach a file:

Event Information

Small Sports Events Fund Application Form

Form Preview

* indicates a required field

Description of your event *

Word count:
Must be at least 50 words.

Event start date *

Must be a date and no earlier than 1/7/2026.

Event end date *

Must be a date and no later than 30/6/2027.

Event venue *

Ticket / entry price *

Must be a dollar amount.
Enter zero if free to attend

Event target audience *

Word count:

Community Involvement and Benefits

* indicates a required field

About the People Involved

Enter zero below if not applicable.

Competitors from outside Christchurch *

Must be a number.

Competitors from Christchurch *

Must be a number.

Total number of competitors

This number/amount is calculated.

Spectators from outside Christchurch *

Must be a number.

Spectators from Christchurch *

Must be a number.

Total number of spectators

This number/amount is calculated.

Officials and referees from outside Christchurch *

Officials and referees from Christchurch *

Small Sports Events Fund Application Form

Form Preview

Must be a number.

Volunteers from outside Christchurch *

Must be a number.

Must be a number.

Volunteers from Christchurch *

Must be a number.

Total number of officials and referees

This number/amount is calculated.

Total number of volunteers

This number/amount is calculated.

Frequency of event *

Is this event contestable each year or does this event rotate around New Zealand? *

What category does your event fall under? *

Is this event being held in a public space? *

Yes

No

i.e. Council land, parks or roads

Events in public places

If your event is being held in a public space the Council needs to be made aware at least six weeks before it takes place. It is advised that all event organisers take a few minutes to read through the [event permit guidelines](#) and the [general terms and conditions](#) for the use of public places.

[Click here](#) to check if you require an event permit and apply if necessary.

Community Benefits

How does this event assist with the development and legacy of your sport? *

Word count:

Must be at least 50 words.

Please consider officials, participants, profile of the sport and the venues being used.

Briefly describe how your event positively benefits or supports the community. Please refer to the Small Sports Events Fund criteria and provide detail on how you contribute to the four priorities that are listed. *

Small Sports Events Fund Application Form

Form Preview

Word count:

Must be at least 50 words.

View the [Small Sports Events Fund criteria](#)

Funding

* indicates a required field

Please disclose details of other sources of funding *

Including confirmed funding, active applications and for how much

Please disclose details of other sources of income *

Including projected entry fees, merchandise, ticketing, VIK, contra deals, donations etc.

Have you applied for / intend to apply for any additional Council, local board or Council-controlled organisation funding, grant or Koha/donation for the event (pending or confirmed)? *

Note: this question relates to funding/grants from Council/Council-controlled organisations only

Funding for Success

This fund is frequently over-subscribed and can mean projects may receive partial funding. We understand event budgets often have no contingencies and limited income streams, and that events may not be able to go ahead with reduced funding.

If your application is unsuccessful and no Council funding is recommended, will your event still go ahead? *

Yes

No

Expenditure

* indicates a required field

Event costs

Please upload full event budget (including income AND expenditure) *

Small Sports Events Fund Application Form

Form Preview

Attach a file:

Total event cost (as per attached budget) *

Must be a dollar amount.

This must match the total amount of expenditure in the supporting budget.

Total amount requested *

Must be a dollar amount.

What is the total financial support you are requesting in this application?

What would this funding be allocated towards? *

Declaration

* indicates a required field

- I / we confirm that this application has been approved by the appropriate authorising body of the organisation, and that this has been minuted at an appropriate Board/ Committee meeting.
- I/we have read and accept the Council's [Grant Terms & Conditions](#).

For the purpose of processing this application and assessing our group's eligibility, we authorise the Council to:

- Collect information about this application and our group from, and disclose such information to, third parties;
- Collect, retain, use and disclose personal information about individuals who are noted in this application.

We confirm we have consent to authorise this.

*

I confirm that I have read, understood and agreed to the above declaration