



Regional Sports Organisation (RSO) Annual Reporting Form 30 June 2010

The Community Trust of Southland

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Enquiries always welcome

Regional Sports Organisation (RSO) Annual Reporting

Background:	<p>The Community Trust of Southland (CTOS) supports Regional Sports Organisations (RSOs) by providing funding based on the number of participants in each sporting code. This method of funding ensures simplicity and transparency for both the RSOs and CTOS, and allows RSOs the discretion to direct CTOS funding to areas of their operation they deem a priority.</p> <p>After trialling this funding method for two years, 1 April 2007 to 31 March 2009, CTOS canvassed RSOs for their feedback as to how they felt about CTOS funding based on participation numbers. Feedback from RSOs indicated they appreciated the flexibility of CTOS' funding which enabled them to meet their priorities. Also as priorities can change from year to year, and <u>partial</u> funding is often received for programme delivery, it was important for RSOs to have the ability to direct CTOS funding to wherever the needs are.</p>
Fund:	<p>The total RSO fund is \$400,000 and will be distributed as follows:</p> <ul style="list-style-type: none">• Base funding of \$3,713 (which is inflation adjusted each year) for each RSO; plus• \$10 per participant (juniors and seniors). <p>Continued funding will be conditional upon receiving the following satisfactory information by 30 June annually from each RSO:</p> <ul style="list-style-type: none">• audited financial statements;• a business plan;• operating budget for coming year;• a report on your activities for the past year;• current database detailing individual participants; and• a demonstrated need for funding.
Definitions & Guidelines	<p>The definition of "participant" remains unchanged. The Trust's view is that a "participant" is a person participating in regular competition or activity arranged under the auspices of the RSO, <u>and</u> paying an affiliation fee or subscription to that RSO, who in turn pays an affiliation fee to their National Sporting Organisation for that participant. Coaches and umpires/referees are regarded as participants.</p> <p>The following are not considered to be participants for the purposes of CTOS funding:</p> <ul style="list-style-type: none">• casual or unaffiliated participants, e.g. green fee paying golfers, casual squash or tennis players;• those participating in schools based programmes organised by the RSO;• volunteers or employees;• participants in social competitions not run under the auspices of an RSO;• participants in social competitions not affiliated to the National Sporting Organisation;• an individual participating several times in the same code will be deemed to be only one participant for the purposes of CTOS funding, e.g. one person playing in multiple teams, an individual who has membership of more than one golf club, one person who is a player, coach and/or a referee. It would be appreciated if you would present your database information to reflect this.
Payment Key Dates:	<p>Payment of the RSO grants for 2010/11 will be paid in two instalments, the first payment will be made in April 2010, and the second payment is due in September 2010.</p>
Area Covered:	<p>The CTOS' area is the designated Southland province and also includes the Queenstown, Glenorchy, Arrowtown, Tapanui and Heriot areas.</p>
Additional Notes:	<p>If you have any queries please do not hesitate to contact Dianne Williams, Grants Manager, phone 03 218 2034 or email dianne@ctos.org.nz.</p>

Section 1: CONTACT DETAILS

Full Name of Regional Sports Organisation (RSO):

.....

Street Address of RSO:

.....

Postal Address of RSO:

.....

Names of Contact Persons:
(Mr/Mrs/Miss/Ms)

1. Position

Telephone (Day)..... Fax

Mobile Email.....

(Mr/Mrs/Miss/Ms)

2. Position

Telephone (Day)..... Fax

Mobile Email.....

Which parts of the Community Trust of Southland's area does your RSO **regularly** undertake activities in?

- | | | | |
|----------------|--------------------------|------------------------------|--------------------------|
| Invercargill | <input type="checkbox"/> | Tuatapere | <input type="checkbox"/> |
| Bluff | <input type="checkbox"/> | Otautau | <input type="checkbox"/> |
| Stewart Island | <input type="checkbox"/> | Riverton | <input type="checkbox"/> |
| Tokanui | <input type="checkbox"/> | Winton | <input type="checkbox"/> |
| Mataura | <input type="checkbox"/> | Te Anau | <input type="checkbox"/> |
| Gore | <input type="checkbox"/> | Kingston | <input type="checkbox"/> |
| Lumsden | <input type="checkbox"/> | Queenstown/Arrowtown | <input type="checkbox"/> |
| Tapanui/Heriot | <input type="checkbox"/> | Other (please specify) | |

Section 2: ABOUT YOUR MEMBERS

Total affiliated members of your RSO: Seniors

Juniors

Umpires

Coaches

Please attach a copy of your membership database.

Section 3: ADDITIONAL INFORMATION

What difference has funding from CTOS made to your RSO and/or enabled you to achieve?

What currently are the main issues/challenges for your RSO and/or sport?

Section 4: REQUIRED DOCUMENTATION

Please attach the following:

- Audited Financial Statements;
- A Business Plan for 2010/2011;
- An operating budget for coming year;
- An Annual Report for the 2009/2010 year;
- Current Database Detailing Individual Participants.

Example of Participant Documentation Required:

<u>Individuals' Name</u>	<u>Address</u>	<u>Club</u>	<u>Competition</u>
e.g. (GOLF) John Smith	RD6, Winton	Dipton	Club
e.g. (RUGBY) Bill Brown	18 Ramrig St, In'gill	Blues	Premier
e.g. (BOWLS) Bert Munro	10 Albert St, In'gill	Waihopai	Club
e.g. (NETBALL) Sharyn Smith	6 Brown St, In'gill	Rata	Umpire

Section 5: DECLARATION and PRIVACY ACT 1993 AUTHORISATION

- I/We hereby declare that I am/we are authorised to submit this application and that any grant received will be used in line with the objectives of our organisation's constitution or trust deed.
- I/We declare that the information provided in this application is true and factual.
- I/We authorise the Community Trust of Southland to advertise or publish the name of our organisation and the amount of the grant approved if this application is successful.
- I/We acknowledge that any decision made by the Community Trust of Southland is final and no correspondence will be entered into.

Name of Contact Person:

1. Signature Date

Name of Contact Person:

2. Signature Date

(Signatures of the two contact persons are required please)