



Dairy for life

REBUILDING COMMUNITIES PROGRAMME: Donation Guidelines and Application Form

January 2012

Fonterra is committed to assisting the people of Christchurch to recover from the devastating earthquakes in September 2010 and February 2011.

Fonterra (its staff and farmer shareholders) and joint venture partners have donated in excess of \$3.9 million to the Red Cross. In addition we provided on-ground immediate Civil Defence support including the provision of 600,000 litres water through milk vats and tankers, distribution of milk to welfare centres, assisted with the urban search and rescue effort through our Emergency Response Team and emergency accommodation on shareholder farms.

We have also created the **Fonterra Rebuilding Communities Programme** to help provide financial support for the people impacted by the Christchurch earthquake. To date this has included donations to:

- The Prime Minister's Earthquake Relief Appeal: New Zealand's official global fundraiser established by to help restore playing fields, community halls, historic buildings, parks and school equipment;
- Canterbury Business Recovery Fund: Established by the Canterbury Employer Chamber of Commerce (CECC) to help get businesses back up and running for the whole community;
- Rise Up Christchurch - Te Kotahitanga Telethon; and
- Support and assistance to the Christchurch community groups, clubs and schools through donation requests through this application form.

We will look to provide up to \$5,000 financial support for projects which provide a long term positive impact to the Christchurch community. Donation requests will be considered within the following areas:

1. Community Safety

- We will support the Christchurch community through donations for new safety projects such as safety equipment or training to further prepare the community for future disasters. Previous support includes survival kits and first aid training.

2. Christchurch Community

- We will support the Christchurch community to replace essential community wellbeing equipment lost in the earthquakes. Previous support includes toys for toy libraries and counselling books
- We will support new projects that encourage children to have a positive sense of wellbeing and / or provide ongoing support to cope with the aftermath of the earthquake.

3. Environmental Sustainability

- We will support the restoration of environmental areas which encourage community spirit within schools, early childhood centres and the local community. Previous examples include replanting trees and replacing garden beds.

Please note we are unable to support projects which fall into the following areas:

- Rebuild of the city or public services (i.e. buildings, roads, water mains)
- Rebuild or repair of community buildings (i.e. tennis courts, bowling clubs, cricket grounds)
- Existing projects / programmes
- Organisational operating and salary costs
- Product donations including foodbanks
- Raising of funds (i.e. fundraising projects or appeals)
- Community events (i.e. family fun days) – please note this was previously supported under this fund but has been removed to focus on long term projects
- Environmental requests outside schools and local community grounds
- Individuals
- Projects promoting political, religious or military organisations
- Organisations associated with tobacco, drug or alcohol consumption, or gambling
- Organisations with values inconsistent with Fonterra's
- Activities that are already sponsored (unless otherwise agreed by Fonterra)
- Activities that may be construed as discriminatory
- Activities that could be detrimental to public health or safety

How to apply for donation:

If you feel your donation request fits within the criteria set out above please fill in the attached application form and either:

Email to: sponsorship@fonterra.com

Post to:

Leana Hunt
Fonterra Rebuilding Communities Sponsorship Committee
Fonterra Co-operative Group Limited
Private Bag 92032
Auckland 1142

Using Adobe Acrobat Reader you should be able to fill in the application form electronically and email directly. See brief instructions at the end of the application form.

Timeframes:

The Fonterra Rebuilding Communities Programme has been operational from 14 March 2011 and closes on the 29 February 2012.

Applications will be assessed by sponsorship committee and communicated to applicants no later than 31 March 2012. Successful applicants will have payments made into their nominated bank account by April 2012.

Any residual funds at 30 April 2012 will be donated to the Red Cross.

Donation Application Form

*(It is essential that all sections of this document are complete.
Incomplete applications will not be considered)*

Office Use Only

Application Number:

Date received:

Applicant Details

Contact name of applicant:	
Name of organisation:	
Trading Name (if different from above):	
<p>Type of organisation:</p> <p> <input type="checkbox"/> Incorporated Society <input type="checkbox"/> Charitable Trust <input type="checkbox"/> School <input type="checkbox"/> University <input type="checkbox"/> Hospital/hospice/healthcare <input type="checkbox"/> Small/start-up business/social enterprise <input type="checkbox"/> Local community group <input type="checkbox"/> Emergency services <input type="checkbox"/> Other </p> <p>Registration Number: _____ Registration Number: _____ Institution Number: _____ Institution Number: _____</p> <p>Details: _____</p> <p>Is your organisation GST registered? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If yes, please state your GST number: _____</p>	
Organisational objectives:	
Contact phone number(s):	
Email address:	
Website address:	
Postal address (please include district and postcode):	
Physical address (please include district postcode):	

Donation Details

Have you or your organisation applied for sponsorship at Fonterra before? <input type="checkbox"/> Yes <input type="checkbox"/> No	
If yes, was the previous application successful?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, please provide details:	
Please provide details of this donation request: ie Project name; details of request	
Start date of activity / programme:	
End date of activity / programme:	
Location of activity / programme:	
What is the specific need in the Christchurch community and how will this activity / programme address this?	
Are there key stakeholders / partners in this activity / programme?	<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, please describe how they are involved

Budget Allocation

What is the total budget for the activity?	\$
What amount are you requesting from Fonterra?	\$
Is a GST component applicable for this activity?	<input type="checkbox"/> Yes <input type="checkbox"/> No
What does the Fonterra budget cover? (Please provide details of amounts where relevant)	
Please attach quotes if applicable	<input type="checkbox"/> Attached

Payment Details

Are you an existing vendor / supplier to Fonterra?	<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, please provide your vendor / supplier number: _____
If your application is successful how would you like to receive payment? (Please tick the appropriate box below)	

Direct Credit Details:

Bank:	
Account Name:	
Account Number:	

Please attach evidence of your bank account details i.e. invoice or deposit slip. Attached

Cheque Details:

Name to be written on cheque:	
Postal Address:	

Your Obligations

<p>If your application is successful you agree and acknowledge on behalf of yourself and your organisation, group or other entity applying for the donation the following:</p>
<input type="checkbox"/> I agree to invoice Fonterra for the full donation amount (if applicable) OR
<input type="checkbox"/> I agree to acknowledge receipt of the donation amount by providing Fonterra with a letter stating activity name and amount received (on a company letterhead).
<input type="checkbox"/> I agree to let Fonterra know when payment has been received.
<input type="checkbox"/> I agree to ensure that the donation amount and any products or services received as part of the donation will be used solely for the activities specified in this application and for no other purposes.
<input type="checkbox"/> If this application is on behalf of an organisation, group or other entity I confirm that I have informed them of this application and will provide acknowledgement of donation receipt via the entity supported (i.e. on official letterhead or alternative official means).
<input type="checkbox"/> I acknowledge that any decision made by Fonterra Rebuilding Communities Sponsorship Committee is final. I accept that no reason for any decision needs to be given, nor will any correspondence be entered into.

I confirm that where this application contains personal information relating to any person, those persons have authorised the provision of their personal information by the applicant to Fonterra for the purpose of this application and for the purposes of fulfilling the requirements of any donation granted.

I agree to provide feedback about the activity to the Fonterra Rebuilding Communities Sponsorship Committee.

I acknowledge and agree that if I fail to comply with any of the above obligations, Fonterra Rebuilding Communities Sponsorship Committee may take action to terminate the donation including, but not limited to, by requiring refund of any donation amounts and/or by requiring you to cease referring to Fonterra as being associated with your entity or organisation in any way.

I am authorised to make this application and hereby confirm that all the information in this application is true and correct and that I will meet all obligations listed above.

Name of applicant

Signature

Date of application

Submission Acknowledgment

Thank you for your application. Completed applications must either be emailed to sponsorship@fonterra.com or posted to:

Leana Hunt
Fonterra Rebuilding Communities Sponsorship Committee
Fonterra Co-operative Group Limited
Private Bag 92032
Auckland 1142

All applications are subject to an approval process. All applications become the property of Fonterra once submitted and Fonterra will not return copies of any submitted application.

Privacy Act: Any organisation or personal information you provide will be held by Fonterra and the Fonterra Rebuilding Communities Committee in accordance with the Privacy Act 1993 and will be used for the purposes of:

- Administration and assessment of your donation request;
- Provision of any donation;
- To third parties where we have retained those third parties to assist us to provide the donation;
- To different entities within Fonterra, to enable the development and marketing of other products and services and to improve our customer service in general;
- Where otherwise legally permitted.

You may request access to or correction of your personal information by contacting Fonterra or the Fonterra Rebuilding Communities Sponsorship Committee.

Save and submit your form electronically

Using Adobe Acrobat Reader (7 / Reader X) you should be able to save, fill in the form electronically and email directly using the email button below. We recommend saving your completed form for your records before submitting. Required form fields should appear highlighted red on your screen, you will not be able to submit the form electronically if these fields are not populated.