



## APPLICATION FOR ALL SCHOLARSHIPS

### Grant Application Information:

The Doug Howlett Outreach Foundation has been established to assist all school age children in New Zealand. The Foundation aims to provide a helping hand for children who show promise in sporting and academic areas but whose schools, sports clubs or families are unable to meet the cost of sports equipment, club and school fees, training and coaching that are an essential part of successful and enjoyable participation in sport. The Foundation is a registered Charitable Trust with IRD tax exemption status. A Grants Committee meets annually to select scholarship winners.

The following information is designed to assist you in completing The Doug Howlett Outreach Foundation Application Form.

Should you have any further queries, please don't hesitate to contact our office on 09 478 1525 or email [contact@doughowlett.com](mailto:contact@doughowlett.com)

1. The application form should be completed by a School Teacher or Sports Coach **only**.
2. The Foundation supports children from 5 – 18 years. The child's age is taken as that during the year the grant is awarded **not** the year of application.
3. There are 3 levels of scholarship provided by the Foundation. Please select the level which targets the age of the child(ren) you wish to support and complete the appropriate part of the application form.
4. For Level 1 scholarship applications – Primary (Years 1 to 6) school aged children – scholarships are given for sports equipment – please complete section A.
5. For Level 2 scholarship applications – Intermediate (Years 7 & 8) school + year 9 aged children – scholarships are given to sports teams – please complete section B.
6. For Level 3 scholarship applications – Senior school aged children/youths, year 10 and above – scholarships are given to individual athletes – please complete section C.
7. ALL applicants must complete section D.
8. The Foundation does not make grants for: research; land; buildings or building projects – including playgrounds, swimming pools, fences, shade sails; salaries; administration costs or office equipment; overseas travel; tuition costs; vehicles for individual families.
9. Once the Grants Committee has reviewed all applications and made a decision you will be notified in writing whether your application has been approved or declined.
10. A letter of authorization, with a grant reference number, will be issued to successful grant applicants. The applicant will arrange for their school, or club to invoice The Doug Howlett

Outreach Foundation directly for the amount stated in the letter. **No cash** or cheques will be issued to recipients. All correspondence, including invoices, must quote the grant reference number.

11. NB: Unless a time extension has been requested, grants will expire 3 months after date of notification.
12. Successful grant recipients will be considered for ongoing funding support at but ongoing funding is not guaranteed.
13. We suggest that you keep a copy of the application for your own records.
14. The Foundation appreciates written acknowledgment from grant recipients and are grateful to receive photographs and updates of how the child/children are benefiting from the grant, wherever possible.

**Please note: Your application cannot be considered without the following:**

- A fully completed grant application form
  - Complete appropriate section A, B or C
  - ALL applicants to complete and sign section D
- Supporting letter for your application from school, club or parent
- All proof of grant amount requested (e.g. Invoice or breakdown of costs on school or club letterhead)
- Any other supporting material required for particular scholarship level

Each application is considered on its merits and allocation of funding is solely at the discretion of the Grants Committee.



**DOUG HOWLETT  
OUTREACH  
FOUNDATION**

APPLICATION NUMBER:

(Office use only)

**Grant Application Form: to be completed by School Teacher or Sports Coach.**

**Please complete appropriate Section A, B or C and ALL applicants to complete Section D.**

**Section A: Primary School Age Sports Equipment Scholarships (1 year)**

1. Name of Person Completing this Application: .....
2. Position at School:.....
3. School Name: .....
4. Street Address: .....
5. Postal Address: .....
6. Telephone: Day ..... Evening: .....
7. Fax Number: ..... Email: .....
8. Date grant required.....
9. How many children will benefit from this application?.....
10. Support Information: Describe exactly what and why the grant is needed for and how you believe your children will benefit from our assistance (feel free to add any supplementary information which may assist your application) :

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**Section B: Intermediate School Age (Years 7, 8 & 9) Sports Team Scholarships (1 year)**

Applicants can apply for the following to assist the sports team:

- Sports Equipment
- Uniforms and/or footwear
- Coaching resources and/or training courses
- Travel costs within New Zealand (The Foundation will only pay a small portion of total team travel costs and these costs cannot be more than 10% of the total application amount)
- **MAXIMUM GRANT = \$4000 + GST**

The team may (subject to availability) also receive as part of the scholarship:

- Team mentoring from Foundation Patron Doug Howlett
- Team and/or coach mentoring from other sports experts
- A special guest at team prize giving

1. Name of Person Completing this Application: .....
  2. Sport played:.....
  3. School or Club Name: .....
  4. Team Name:.....
  5. Age of team members:.....
  6. Street Address: .....
  7. Postal Address: .....
  8. Telephone: Day ( ) ..... Evening: ( ) .....
  9. Fax Number: ..... Email: .....
  10. Which calendar year is the grant requested for?.....
  11. Date grant required.....
  13. Amount/Items Requested. (Please attach copies of all invoices and/or estimates. These can include GST if you are GST registered). MAXIMUM GRANT = \$4000 + GST
- .....  
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APPLICATION NUMBER:

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**Section C: Senior School Age (Years 10 to 13) Individual Athlete Scholarships (2 year)**

Applicants can apply for the following to assist the athlete:

- Sports equipment and/or uniforms
- Footwear (supplied by adidas)
- Sports club fees
- Coaching resources and/or training courses
- School Fees (including stationery & course fees)
- Travel costs within New Zealand (The Foundation will only pay a small portion of total travel costs and these costs cannot be more than 10% of the total application amount)
- MAXIMUM GRANT = \$2500 + GST per year

The athlete may (subject to availability) also receive as part of the scholarship:

- Personal mentoring from Foundation Patron Doug Howlett
- Personal mentoring from other sports experts

1. Name of Person Completing this Application: .....

2. Person's role:.....

3. School or Club Name: .....

4. Street Address: .....

5. Postal Address: .....

6. Telephone: Day ( ) ..... Evening: ( ) .....

7. Fax Number: ..... Email: .....

8. Full name of the athlete you are applying for:  
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9. Sport played:.....

10. Level/Grade/Team:.....

11. Athlete's date of birth.....

12. Address of athlete: .....

13. Telephone Number of athlete: .....





**Section D:**

**The following to be completed by ALL applicants:**

a) I believe the above information to be true and correct. I understand that this information will be used by The Doug Howlett Outreach Foundation to establish the need for funding and that I may be contacted in order to obtain further information if required.

b) Should the grant application be successful I accept that The Doug Howlett Outreach Fund, may in its sole discretion, use any information relating to the application or the applicant for the purpose of publicity to raise awareness of The Doug Howlett Outreach Foundation and the assistance that it provides and the applicant consents to such use.

Name of Contact Person: .....

Position: .....

Signed: .....Date: .....

**Have you:**

- **Completed the appropriate Section A, B and C**
- **Completed and signed Section D**
- **Enclosed a supporting letter from the school, club or parent**
- **Enclosed the additional support information required?**

Please post to: **The Doug Howlett Outreach Fund, P O Box 31646, Milford, Auckland** or fax to us on **09 478 1523**.

**Thank you for taking the time to complete this application form.**

**Good luck.**