



## **Dunedin Craft Beer & Food Festival 2021**

**Friday 29<sup>th</sup> October & Saturday 30<sup>th</sup> October**

The Dunedin Craft Beer and Food Festival (DCBFF) are accepting applications from registered charities to be the 2021 DCBFF Festival Charity.

The DCBFF, owned and organised by the Otago University Students' Association (OUSA) appoints a Festival Charity annually, allowing that charity a unique fund-raising opportunity at the two-day DCBFF.

This is a significant fundraising opportunity with the 2020 festival charity, the Wildlife Hospital, raising over \$30,000.

The DCBFF utilizes a RFID payment technology which is built into the festival wristbands. At the end of the festival attendees can choose to either have any credit remaining on their wristband refunded, or they can choose to donate their remaining credit to the Festival Charity. The Festival Charity is able, and encouraged to bring their own marketing collateral to further educate people and encourage donations.

**Applications open from midday Monday 5<sup>th</sup> July to 5pm Monday 26<sup>th</sup> July, 2021.**



## 2021 DCBFF FESTIVAL CHARITY APPLICATION FORM

### Criteria:

1. The organization you are applying for must have charitable status e.g. charitable trust, registered charity etc.
2. Your charity needs to be based in Dunedin, or have a branch in Dunedin that will benefit from the fundraising
3. Applications must be for the direct benefit of the applicant organisation (not another organisation – i.e. 3<sup>rd</sup> party)
4. Commission based (or partly commission based) fundraisers are not eligible to apply. Nor can any individual in your organisation benefit financially from the fundraising
5. The festival charity must acknowledge and accept that DCBFF (through OUSA) will publicly announce the name of the Festival Charity and the amount raised.
6. OUSA is under no obligation to meet requests and has complete discretion in the choosing of the Festival Charity
7. Should you fail to comply with any of the above conditions, OUSA reserves the right to seek full repayment of the funds raised and reallocate to another charity.
8. Applicants must provide proof of their executive committee's approval to apply to be the 2021 DCBFF Festival Charity.
9. The Festival Charity must be able to provide sufficient volunteers on the day of the Festival (Friday 29<sup>th</sup> October & Saturday 30<sup>th</sup> October, 2021) to collect donated wristbands. More information regarding number of volunteers required, and on the day set-up etc. will be provided to the chosen charity.

### Checklist:

- Attach your organisation's resolution to apply to OUSA for to be the 2021 DCBFF Festival Charity, which is SIGNED and CERTIFIED as being true and correct by your organisation's secretary or other executive committee member
- Attach proof of non-profit status (e.g. certificate/seal of incorporation and/or Deed of Trust)
- Attach evidence of your organisation's affiliation to a national or regional body (if applicable)



**Information:**

<b>Name of Applicant organisation</b>	
<b>Names and titles of the organisation's executive committee members</b>	
<b>Registered charity number</b>	
<b>Physical address</b>	
<b>Mailing address</b>	
<b>Email address (will be used for notification of outcome)</b>	
<b>Contact person</b>	
<b>Contact person's telephone number</b>	
<b>Contact person's email address</b>	



Please provide a brief explanation as to what the funds will be used for and when (attached extra pages if more space is required).



**If your application is successful, you agree to:**

- Mentioning our support in your newsletter, website and/or Facebook page
- Include the DCBFF website link on your website
- Acknowledge DCBFF and OUSA at your AGM, prize giving, sponsorship evenings or official opening/launch, related to the funding

To be considered all applications (including all required documentation) must reach OUSA by **5pm Monday 26<sup>th</sup> July, 2021.**

Applications can either be forwarded in writing to:

**Debbie Downs,  
CEO, OUSA  
PO Box 1436  
Dunedin**

Or by email to:

[debbie.downs@ousa.org.nz](mailto:debbie.downs@ousa.org.nz)

OUSA will contact all applicant organisations by email to notify them of the outcome of their application after the 9<sup>th</sup> August, 2021.

DCBFF press release regarding nominated 2021 Festival Charity will be issued on or around the 24<sup>th</sup> August, 2021