

## FAQ and Help for your SMARTY GRANTS application

### Website URL :

[Home Page - Carterton District Council \(smartygrants.com.au\)](https://smartygrants.com.au)

### What is the deadline for applications:

2023 31<sup>st</sup> July 5pm

### What if I haven't completed my 2022 Accountability:

The commitment made when you apply and receive a grant is that the project is completed within 12 months and the accountability form is sent in before the next grant round opens.

From 2023, the Accountability form will need to be submitted by 1 May.

The Allocation committee will be advised as to which organisations have not returned their 2022 accountability forms – please note this could affect your eligibility for a 2023 grant.

### What if I forget my login or password:

Use the 'forgotten' password function on the web page, you will be emailed a link to reset your password. Please note, use the same email address that you have signed up to Smarty Grants with.

### Will the platform remember information I have already entered:

YES – if you click SAVE regularly. Note – the system does 'time-out' if you walk away from your computer for a period of time.

### What if I don't have a community group bank account?

This is a requirement for the Community Grants from the 2023 application process. It is possible that a local community organisation will hold the funds on your behalf. We suggest you contact a local group to see if this is possible.

### How do I upload files:

There are sections in the form where you can upload your supporting documents. Click on the 'upload' button and navigate to your files to choose. Make sure your documents are in the correct format.

### CDC Contact for assistance with your application:

Sandra Burles [sandrab@cdc.govt.nz](mailto:sandrab@cdc.govt.nz)