

EXPORT
SOUTHLAND



HSBC 2020 Gala Dinner
**TAKING
SOUTHLAND
TO THE WORLD
& BEYOND**



SOUTHLAND EXPORT TRUST GRANT

2020 APPLICATION GUIDELINES

1. The Trustees of the Trust Grant will take into consideration the following:
 - 1.1 Established track record of success in domestic or export sectors;
 - 1.2 The likelihood of success of the project;
 - 1.3 The credibility of the applicant and their chosen advisors/consultants;
2. Without limiting the purposes for which grants are to be made, the Trust would favour those applications that intend to commit the grant towards the following:
 - 2.1 Direct market research for new markets or new products in existing markets;
 - 2.2 Costs for meetings with consultants, which could include travel and accommodation;
 - 2.3 Developing marketing plans, new markets or new products in existing markets;
 - 2.4 Developing or implementing strategies to enhance productivity or workforce development or conditions; and
 - 2.5 To assist in training and knowledge, to up-skill employees and personnel involved in the export sector.
3. Other considerations for completing applications:
 - 3.1 Grant requests must be for future spending, not for expenditure already incurred.
 - 3.2 Funds must be spent specifically for the purpose/s approval by the Trust.
 - 3.3 Grants will be for direct expenses, not additional unforeseen expenses, and evidence of these direct expenses maybe required.
 - 3.4 The grant may be applied for use in conjunction with other organisational grants, or for the engagements of consultants when applying for governmental grants or assistance.
4. Information contained in your application form must relate to a new project or expansion of a new market.
5. Please ensure your application is submitted in our official application form, available at www.commercesouth.com. Entries in other formats and supporting information will not be accepted. Website links will not be accepted. Please adhere to word limits provided.

6. Applications for 2020 open on Monday 27TH July. Applications close at 4.00pm on Wednesday 23rd September 2020.
7. Any sole proprietor, partnership, incorporated society, or registered company, who is involved with or supports the export sector, with its principal place of business based and trading in or out of the Southland region within the geographical boundaries administered by the Southland Chamber of Commerce is eligible to apply.
8. Franchise businesses are eligible to enter provided that they can demonstrate that they are Southland owned and operated and not a branch or subsidiary of a non-Southland business.
9. Applicants must disclose any issues that may compromise the integrity of this grant or cause their organisation to discontinue in operation or business in the following year. These issues may include legal action, law changes, possible loss of funding, or other risks.
10. All entrants must agree to take part in the publicity that has been organised by Export Southland. This may include photograph and video filming preparation at the applicant's place of business.
11. Export Southland may record in a database, the grant applicant's business name and details in your application, and make this available to the Principal sponsors, with the ability to the Chamber and the sponsors to use same for forwarding appropriate promotional information to the applicant's contacts.
12. All applicants must be prepared to attend the HSBC Export Gala Dinner, to be held at the Ascot Park Hotel on Friday 13th November 2020. This is a formal event during which ceremony is held and the recipients of the Trust Grant winners are announced.
13. Applicants may use consultants or other outside assistance to help them prepare their entries.
14. All applications will be reviewed by the trustees of the Southland Export Trust and applicants may receive site visits or a request for more information. The Trust committee judges' decision will be final, and no correspondence will be entered into.
15. All applications are treated in confidence and will not be shared with any third parties unless with written consent of the business/individual involved.
16. Chamber Board members, employees and contractors will not be involved in the judging process, nor in deciding on the winning businesses. Accordingly, Chamber of Commerce Board members' businesses are eligible to apply.
17. Once judging has been completed, duplicate applications will be destroyed.

18. The recipient of the 2020 HSBC Southland Export Trust Grant will be announced on 13th November at the HSBC Export Gala Dinner.
19. The recipient receives a grant towards their stated project. In some circumstances, the judges may decide to divide the grant into a major and minor grant, the decision of which is entirely at the Trust Committee's discretion and their decision is final.
20. The recipient will also receive the benefits of media coverage and profile and a certificate will be presented.

The HSBC Export 2020 Gala Dinner has been made available through the generous support from the following sponsors:

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