



Guide to Preparing an Effective Legacy Fund Application

This guide is designed to help organisations prepare an application to the New Zealand Rugby Legacy Fund. It highlights the elements that typically strengthen applications, and align with the purpose of the fund. It is intended to guide and support applicants in preparing their submission, but does not guarantee funding success. All applications are assessed on their merits. Full eligibility criteria and application guidance are available on the Legacy Fund website.

All Legacy Fund applications are capped at \$100,000.

Eligibility — The Non-Negotiables

Before investing time in preparing an application, applicants must be able to meet the mandatory eligibility requirements. Projects must:

- Deliver clear charitable public benefit through grassroots/community rugby
- Have no elite or high-performance component (direct or indirect)
- Occur entirely in Aotearoa New Zealand
- Be submitted by a legally recognised entity
- Have formal Board or Committee approval
- Be endorsed by the relevant Provincial Union, or by New Zealand Rugby if national
- Demonstrate project readiness, including key approvals, quotes

Clearly align with the purpose of the Legacy Fund

Strong applications clearly show how the project supports the kaupapa of the Legacy Fund and strengthens community rugby with intergenerational benefit. Projects are typically strongest where they:

- improve access to the game
- strengthen participation or inclusion
- enhance facilities and environments supporting rugby
- improve the experience of players, volunteers, and communities
- create meaningful and lasting benefit for rugby in Aotearoa New Zealand

Demonstrate genuine community benefit

Applications should clearly explain:

- who will benefit
- how many people are likely to benefit
- how the rugby community will experience the improvement

Providing specific examples of the expected impact helps assessors understand the value of the project.

Show commitment and contribution

The Legacy Fund is designed to support projects where organisations are actively working to make the initiative happen. Applications are often stronger where they demonstrate:

- financial contribution from the applicant organisation
- co-funding or partner support
- volunteer labour or community involvement
- in-kind contributions such as professional services or materials

Where an application includes funding for a role or staffing component, it should clearly demonstrate:

- the specific project or initiative the role will deliver
- the outcomes and community benefit expected
- how the role contributes to lasting impact for grassroots rugby
- how the role will be sustained beyond the Legacy Fund contribution

Be ready to proceed

Strong applications demonstrate that the project is well developed and capable of progressing if funding is approved. This might include:

- quotes or cost estimates
- concept plans or project scope
- landowner approval or site arrangements
- consent status identified
- clear delivery timeline

Support your application with evidence

On top of providing quotes, plans and consents, the strongest applications are supported by material that helps illustrate the project, like:

- endorsement letters
- photos of the current facility or site
- short videos explaining the project

Supporting material that paints a clear picture that clearly communicates to the assessors your organisations kaupapa and the opportunity you are addressing.

A useful question before submitting

Before submitting an application, it can be helpful to ask:

Does this project address an important need or opportunity that will strengthen our rugby community?

Applications that demonstrate clear need, thoughtful planning, and community commitment often provide the strongest alignment with the purpose of the Legacy Fund.

Need more information?

For full guidance, eligibility requirements, and application details please visit the Legacy Fund website at www.nzrugby/legacyfund.co.nz

If you require clarification before applying, please contact the Legacy Fund Manager. Seeking advice early may help ensure your application aligns with the requirements of the fund, but it does not influence the assessment outcome.