

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 an application 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 information 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 and community rugby
- have no elite or high-performance component, either directly or indirectly
- occur entirely in Aotearoa New Zealand
- be submitted by an eligible, legally incorporated organisation
- have formal Board or Committee approval
- have been discussed with the relevant Provincial Union, with an acknowledgement email attached to the application, or with New Zealand Rugby where the project is national
- include a financial contribution from the applicant organisation
- not have been completed before the application is submitted
- be sufficiently developed to commence within six months if funding is approved
- include the supporting information required to demonstrate readiness, such as current quotes, plans, funding information and consents where applicable

The Legacy Fund does not provide retrospective funding for completed projects or fund roles, salaries, ongoing staffing costs or normal operational expenditure.

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 through lasting, 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
- why the project is needed

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:

- a meaningful 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

The application should clearly identify which funding is confirmed, which is still being sought and how the full project will be funded.

Be ready to proceed

Strong applications demonstrate that the project is well developed and capable of commencing within six months if funding is approved.

This may include:

- current quotes or detailed cost estimates
- concept plans or a clearly defined project scope
- formal Board or Committee approval
- landowner approval or confirmed site arrangements
- required consents, or evidence that they are significantly progressed
- a realistic delivery timeline
- evidence that other required funding is confirmed or well advanced

The Legacy Fund will not fund projects that have already been completed. Applications should be submitted before project work is undertaken or committed.

Support your application with evidence

In addition to the required quotes, plans, approvals and consents, strong applications may include supporting material that helps illustrate the project, such as:

- letters of support
- photos of the current facility or site
- short videos explaining the project
- evidence of community consultation or demand
- confirmation of partner or co-funder support

Supporting material should help paint a clear picture of your organisation's kaupapa, the need or opportunity being addressed and the difference the project will make.

All information must be complete and accurate. Missing, inconsistent or inaccurate information may affect eligibility, assessment or the time required to process an application.

Before submitting an application, ask:

Does this project address an important need or opportunity that will create lasting benefit for our rugby community?

Applications that demonstrate clear need, thoughtful planning, readiness and genuine 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](#).

If you require clarification before applying, please contact the Legacy Fund Manager at legacyfund@nzrugby.co.nz.

Seeking advice early may help ensure your application aligns with the requirements of the Fund, but it does not influence the assessment outcome.