

Charities Services Webinar – 21 June 2018

# Good Practice in Grant Management and Reporting

## Links to useful resources

### Webinar

- Recording of the webinar: <http://charities.services/webinar08-recording>
- Hand out of the webinar: <http://charities.services/webinar08-handout>
- Information on our upcoming webinars: <https://charities.govt.nz/news-and-events/webinars/>
- Recordings of previous webinars: <http://charities.services/PastWebinars>

### Grant Resources

- Categories in the Performance Report – What about Grants?: <http://charities.services/blog-grants>
- How to record grant income in your accounts and in the Tier 3 Performance Report: <http://charities.services/T3-GrantRecording>
- Grant Application Checklist: <http://charities.services/GrantAppToolkit>
- Committee Resolution Template: <http://charities.services/ResolutionTemplate>
- Batch Payment Cover Sheet Template (downloads a Word document): <http://charities.services/Grants-BatchPaymentTemplate>
- Financial Delegations Example (downloads a Word document): <http://charities.services/Grants-FinancialDelegationExample>
- Grant Tracker Template (downloads an Excel spreadsheet): <http://charities.services/Grants-GrantTrackerTemplate>

### Reporting to Charities Services / Annual Returns

- Annual Returns: <http://charities.services/AnnualReturns>
- Confirm your charity's tier: <http://charities.services/WhichTier>
- New reporting standards: <http://charities.services/NRSAbout>
- Video on how to use the online Annual Return: <http://charities.services/ARHowTo>
- Tier 3 Annual Reporting Guide: <http://charities.services/Tier3Guide>
- Tier 4 Annual Reporting Guide: <http://charities.services/Tier4Guide>

- Update details: <http://charities.services/UpdateDetails>
- Audits and reviews: <http://charities.services/AuditReview>

## General information

- Find out details about your charity by checking the Charities Register: <http://charities.services/Search>
- Find out more about Charities Services and what we do: <http://charities.services/AboutUs>
- Who are your officers and what do they do? <http://charities.services/Officers>
- Reset your charity's login password here: <http://charities.services/PasswordReset>
- Find out your what your legal structure is by checking the Companies Office: <https://companies-register.companiesoffice.govt.nz/>
- The Charities Act - <https://charities.govt.nz/charities-in-new-zealand/the-charities-act-2005/>

## More information

- Join us on Facebook for information and updates relevant to registered charities: <https://www.facebook.com/CharitiesServices>
- Sign up to our newsletter: <http://charities.services/NewsletterSignup>
- Sign up to our blog: <http://charities.services/BlogSignup>
- Email for general enquiries: [info@charities.govt.nz](mailto:info@charities.govt.nz)