

Upper Harbour Local Board – Local Grants Programme 2016/2017

Our Local Grants Programme aims to provide contestable and discretionary community grants to local communities.

Outcomes sought from the local grants programme

Our grants programme will be targeted towards supporting the following outcomes, as outlined in our local board plan:

- A healthy, active community that values its sport, arts, culture and recreation facilities
- A protected natural environment
- Accountable and transparent reporting

Our priorities for contestable grants

The Upper Harbour Local Board welcomes grant applications that align with the local board plan priorities. All applications will be measured on their merits and consideration will be given to initiatives that:

- Focus on one or more of the following priority areas, in no particular order of priority:
 - Sports or recreation
 - Youth
 - Families
 - Migrants
 - The environment
 - Community participation and wellbeing.
- Encourage participation or volunteering.
- Are innovative.
- Are high impact and provide good value for money.
- Improve an existing facility or service provision.

Application dates

Grant rounds for the 2016/2017 financial year will be as follows

| 2016/2017 funding rounds | Opens | Closes | Decision made | Projects to occur after |
|--------------------------------------|-----------------|------------------|----------------------|--------------------------------|
| Local Round one | 1 June 2016 | 28 June 2016 | 23 August 2016 | 1 September 2016 |
| Quick response Round two | 1 July 2016 | 2 August 2016 | 13 September 2016 | 1 October 2016 |
| Quick response Round three | 30 January 2017 | 28 February 2017 | April 2017 | 1 May 2017 |
| Quick response Round four | 27 March 2017 | 29 April 2017 | May 2017 | 1 June 2017 |

Criteria and eligibility for grants

The following criteria apply to these grants:

- applicants must be, or umbrellaed by, a charitable trust or incorporated society, have been registered for at least 12 months at the time of submitting the application, and be operating under an adopted constitution/deed.
- initiatives must fit with at least one of the board's priorities as stipulated in the Upper Harbour Local Board Plan. (See the plan here: <http://www.aucklandcouncil.govt.nz/EN/AboutCouncil/representativesbodies/LocalBoards/Documents/upperharbourlocalboardplan.pdf>)
- initiatives must take place in, or mostly within, the Upper Harbour Local Board area and be of benefit to Upper Harbour Local Board residents.
- initiatives must not be a core service provided by central government (e.g. primary healthcare or education).
- initiatives must not have already taken place before the board has the opportunity to consider the application (unless the board accepts there are genuine mitigating circumstances).
- activities of debt repayment and promoting particular political goals are ineligible for funding
- schools and churches will only be funded if there is a significant community benefit.
- applicants must not have failed to meet accountability obligations from previous Council grants

- legal costs, salaries and wages are deemed to be a low priority for funding.

Obligations if you receive funding

In order to ensure that the Upper Harbour Local Board grant achieves positive results, recipients will be obligated to provide evidence that the assistance has been used for the agreed purpose and stated outcomes have been achieved. Obligations will be outlined in a funding agreement that the applicant will be required to enter into.

The following accountability measures are required:

- The completion and submission of accountability forms (including receipts), proving that grants have been used for the right purpose.
- Any grant money that is unspent and not used for the project must be returned to the Upper Harbour Local Board.
- Recognition of the Upper Harbour Local Board's support of your initiative (e.g. using the Upper Harbour Local Board logo on promotional material).