

## **Waitematā Local Board**

### Local Grants Programme 2017/2018

Our local grants programme aims to provide contestable grants to local communities under the activity areas of arts and culture, events, community development, environment and natural heritage, historic heritage and sports and recreation.

#### **Our local grant programme schemes:**

- Quick response grants
- Local grants (includes multi-board grants)
- Accommodation grants

#### **Expressions of interest:**

- Local Events Development Fund

### **Outcomes sought by the Waitematā Local Board from the local grants programme**

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

- A distinctive, high-quality urban environment that embraces our heritage
- Connected, accessible and safe transport choices
- Waitematā, the innovative economic hub of Auckland
- The natural environment is respected and enhanced
- Quality parks, open spaces and community facilities created for people to use and enjoy
- Strong communities that are inclusive, vibrant and engaged

### **Priorities for local grant programme applications**

The Waitematā Local Board welcomes grant applications for services, projects, events and activities that align with one or more of the following local board plan priorities:

- Our distinctive heritage and historic places is promoted and preserved
- Improved pedestrian and cycling safety and travel options
- Our streets work as great public spaces
- A people-focused city centre, connected to a vibrant waterfront
- Waste is minimised as we work towards zero waste to landfill by 2040
- Our local waterways are cared for and levels of pollutants reduced
- Our natural heritage is protected and enhanced
- Residents are encouraged to grow their own food
- Work towards Waitematā becoming a low-carbon community
- More opportunities are created for people to enjoy our parks and open spaces
- People are more active in local arts, events and recreation activities
- We have places for children and people to gather, be active and be involved
- Our communities can participate fully in community life
- Maori culture and heritage is promoted
- Support events reflecting diverse communities
- Support community-led initiatives and action

- Improve actual and perceived safety in our community
- Improve the health of our community
- Develop and encourage community participation
- Achieve equitable distribution of funds across the board area as a whole and support our diverse communities
- Support voluntary contribution

### **Lower priorities**

We will also consider applications for other services, projects, events and activities. However, in addition to the **eligibility criteria** outlined in the [Community grants policy](#), the following may be considered a lower priority:

- catering
- travel expenses
- vehicle expenses
- ticketed events
- operational costs
- wages and salaries, with the exception of fees for professional services
- activities that primarily benefit communities outside the Waitematā area
- commercial entities and promotion of commercial entities.

### **Specific lower priorities:** Local Events Development Fund only

- Events requesting funding below the minimum threshold

### **Exclusions**

In addition to the **eligibility criteria** outlined in the [Community grants policy](#), the Waitematā Local Board will not fund:

- applicants who apply to Waitemata Local Board for the same project or activity more than once in a financial year
- groups who have not completed past grant accountability requirements
- groups requesting funding either below the minimum or over the maximum amount set (staff will return any application that is outside scheme limits).

*Note: specific exclusions apply to some grant schemes, see below.*

### **Specific exclusions:**

#### **Accommodation grant**

- Organisations that are the leaseholder of an Auckland Council community lease or community occupancy agreement
- Hireage costs of a council managed venue or externally managed council facility

#### **Local Events Development Fund**

- Ticketed events
- Individual or team events, conferences, private functions or award ceremonies

Please refer to the [Community grants policy](#): “Scope and eligibility” for general eligibility criteria:

- Ineligible applicants – Paragraph 78
- What we won’t fund – Paragraphs 84-86
- Lower priority – Paragraphs 87-88

## Accountability measures (applies to all grant schemes)

Waitematā Local Board requires that all successful applicants complete an accountability report via SmartyGrants (a link will be sent to successful applicants at the time the grant payment is made).

The Waitematā Local Board requests that all successful applicants:

- extend an invitation to the activity to local board members
- recognise the local board's support, including through the placement of the local board logo on advertising, and display of the local board branding/banners at events (evidence to be included in the accountability report).

## Our grants approach

Waitematā Local Board operates three grants schemes under their local grants programme and a separate expression of interest process for the Local Events Development Fund:

- **Quick response grants** (three rounds this financial year)
  - Minimum amount per grant: \$300
  - Maximum amount per grant: \$3,000
- **Local grants** (two rounds this financial year)
  - Minimum amount per grant: \$3,000
  - Maximum amount per grant: \$7,500
  - **Multi-board funding** - applications to multiple local boards will be considered on a case by case basis via the local grants scheme.
- **Accommodation grant** (one round a year)
  - Minimum amount per grant: \$2,500
  - Maximum amount per grant \$20,000
- **Local Events Development Fund** (one round a year)
  - Minimum amount per grant: \$5,000 (except at the at the local board's discretion)
  - For the 2017/2018 financial year there is an additional opportunity to apply for a three year events partnership grant. To find out more contact the Waitematā event facilitator.

## Grants budget allocation

The following table outlines the allocated budget for each of our grant schemes:

Grants scheme	2017/2018 Budget allocation
Quick response and local grants	\$125,000
Accommodation grant	\$125,000
Local Events Development Fund	\$25,000

## Accommodation grant

Community organisations can apply for accommodation grants to cover rental and/or lease payments, Auckland Council rates and regular, ongoing venue hire costs.

### Accommodation grant criteria

- Applicants are a community organisation, as outlined in the community grants policy.
- Accommodation costs applied for are for the following financial year starting 1 July.
- Evidence of the accommodation costs is provided.
- The organisation has been operating for a full financial year prior to the application date and must provide its last full year financial statements and/or audited accounts.

- The accommodation is located in and benefits the Waitematā Local Board area.
- If the applicant is requesting a grant for a venue that has an Auckland Council community lease or community occupancy agreement, the council's approval for the sub-lease or hireage needs to be verified by the applicant.

## Expression of interest approach for Local Events Development Fund

A separate annual expression of interest approach for the Local Events Development Fund is available for events which enable partnerships with established and emerging community-led events. The fund supports these events to become a regular and celebrated part of the Waitematā event calendar.

### This grant will support and develop events which:

- are locally specific and environmentally responsible
- enable partnership with established and emerging community-led events to support their development to their full potential
- enable events to be professionally run while remaining community-focused
- enable events to be financially sustainable and to become a regular and celebrated part of the Waitematā event calendar
- encourage smoke-free events, particularly those targeting children, young people and their families
- are working towards zero waste
- ensure that local events cater for our young people, providing a range of free and safe opportunities for them to attend and perform
- are of a certain scale with minimum grants of \$5,000 (at the local board's discretion).

*If your expression of interest unsupported you may still be eligible to apply for local or quick response grants.*

## Grant round application dates

Grant rounds for the 2017/2018 financial year (1 July 2017 to 30 June 2018) will be as follows:

Quick response grants				
Grant round	Opens	Closes	Projects to occur after	Decision made
Round one	24 April 2017	5 June 2017	1 August 2017	18 July 2017
Round two	25 September 2017	20 October 2017	1 December 2017	21 November 2017
Round three	22 January 2018	16 February 2018	1 April 2018	20 March 2018

Local grants				
Grant round	Opens	Closes	Projects to occur after	Decision made
Round one	19 June 2017	28 July 2017	1 October 2017	19 September 2017
Round two	12 February 2018	23 March 2018	1 June 2018	15 May 2018

Accommodation grant				
Grant round	Opens	Closes	Accommodation period	Decision made
Round one	12 February 2018	23 March 2018	1 July 2018 to 30 June 2019	15 May 2018

Local Events Development Fund				
Grant round	Opens	Closes	Projects to occur after	Decision made
Round one	24 April 2017	5 June 2017	1 August 2017	18 July 2017