

**REPORT 1**  
 (1215/12/04IM)

## TAWA COMMUNITY GRANTS

**Please note that at the Tawa Community Board Grants Subcommittee meeting on Monday 14 March 2011 the Subcommittee resolved the following:**

004/11TG TAWA COMMUNITY GRANTS

Report of Mark Farrar – Team Leader, Grants.  
 (1215/12/04IM)

(REPORT 1)

**RESOLVED:**

*THAT the Tawa Community Board Grants Subcommittee:*

1. *Receive the information.*
2. *Agrees to allocate the following grants to applicants incorporating the outcomes of the deliberations on the grant allocations for the Tawa Community Grants*

<b>App No</b>	<b>Organisation Name</b>	<b>Project Description</b>	<b>Amount Granted</b>	<b>Conditions for grant</b>
1	Beanstalk Kindergarten	a) <i>To promote Beanstalk in the community</i> b) <i>Nurturing early childhood education</i>	\$675.00	<i>For a role play set</i>
2	GirlGuiding New Zealand Tawa District	<i>To purchase and install a whiteboard in the guide hall</i>	\$1,138.00	
3	Mana Tiaki Incorporated Society	<i>Funding for a new pavement sign outside new offices</i>	\$250.00	

4	<i>Ngahauranga Te Kohanga Reo</i>	<i>To replace outdated children's stationery equipment and purchase supplies for the new equipment</i>	<i>\$0.00</i>	
5	<i>Sri Lanka Assn of New Zealand (SLANZ) Inc</i>	<i>Workshop to train children in voice management and playing the guitar</i>	<i>\$500.00</i>	<i>For provision of petrol vouchers for Tutors</i>
6	<i>Tawa College</i>	<i>To purchase two full sets of hockey goalie gear</i>	<i>\$1,450.00</i>	
7	<i>Tawa Community Light Party under Tawa New Life Church</i>	<i>Annual children's party held as alternative to Halloween</i>	<i>\$750.00</i>	
8	<i>Tawa Community Patrol</i>	<i>Two members to attend national training seminar in Dunedin</i>	<i>\$1,116.00</i>	
9	<i>Tawa Lyndhurst Tennis Club</i>	<i>Resurfacing of three tennis courts</i>	<i>\$0.00</i>	
10	<i>Tawa Progressive &amp; Ratepayers Assn Inc</i>	<i>Replacement of coloured globes for Christmas lighting in main street</i>	<i>\$0.00</i>	
11	<i>Tawa Progressive &amp; Ratepayers Assn Inc</i>	<i>Maintenance of Tawa website</i>	<i>Application to lie on the table to be considered at a further meeting of the Tawa Community Board Grants Subcommittee</i>	
12	<i>Tawa Squash Club</i>	<i>"Mums and Bubs in Squash" - a mid-week daytime initiative</i>	<i>\$1,000.00</i>	
13	<i>Tawa Swimming Club</i>	<i>To purchase new fins for Tawa Swimming Club members</i>	<i>\$2,453.00</i>	
14	<i>Tawa-Linden Plunkett Toy Library</i>	<i>To purchase a bouncy castle to hire out to members</i>	<i>\$1,200.00</i>	

15	<i>Vocal FX - Wellington Mens Barbershop Inc</i>	<i>To enable Asst Director to travel to International Barbershop competition</i>	<i>Application to lie on the table to be considered at a further meeting of the Tawa Community Board Grants Subcommittee</i>	
16	<i>Tawa School</i>	<i>Replace garage doors on school pool building</i>	<i>\$0.00</i>	

**Note that applications 11 and 15 were left to lie on the table until a meeting of the Subcommittee on Thursday 14 April 2011. The officer's report and applications 11 and 15 are attached.**

#### **Recommendation**

*It is recommended that the Tawa Community Board Grants Subcommittee:*

- 1. Agree to allocate funding to application 11 and 15 which were left to lie on the table at the meeting of Monday 14 March 2011.*

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## **TAWA COMMUNITY GRANTS**

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### **1. Purpose of Report**

This report provides recommendations for the distribution of the Tawa Community Grants.

### **2. Recommendations**

It is recommended that the Tawa Community Board Grants Subcommittee:

1. *Receive the information.*
2. *Use the officers' recommendations in the schedule attached as Appendix three as a guide to allocating a grant amount for the applications made under Tawa Community Grants.*

### **3. Background**

The Tawa Community Grants Fund is designed to provide assistance for local Tawa voluntary projects. The fund provides \$15,000 per annum for projects from community organisations that meet general and specific criteria (attached as Appendix one).

### **4. Discussion**

Officers' recommendations regarding the applications submitted are attached as Appendix 3. The original information provided by applicants has been forwarded to Sub-committee members in a separate book.

An additional application (number 16) which was received by Council before the closing date had been submitted using the wrong grant application form, this has been included as Appendix two.

If members of the Sub-committee require more information on applications prior to the grants meeting on 14 March, they can contact the grants team, who will work on providing this in time for the meeting.

The recommendation sheet gives each applicant's organisation name, a brief project description, the total project cost, amount requested a recommended level of funding.

The recommendations are the result of an assessment process which included consultation with all or some of the following; the applicant, persons or organisations referred to in the application, Council officers, and persons operating or knowledgeable about similar services to that of the applicant.

The assessment process may result in the applicant providing revised or extra material (most commonly relating to accounts or budgets) that will be presented at the meeting in support of officers' recommendations.

The grants team collects statistical information to provide an overview of spending after the allocations have been made, to help give an indication of the type of projects most funded and the age groups that receive most benefit.

## **5. Conclusion**

The Subcommittee is asked to consider the applications and decide whether or not it is appropriate to fund the applicants and for what amount.

Contact Officer: *Mark Farrar, Team Leader - Grants*

<b>Supporting Information</b>
<p><b>1) Strategic Fit / Strategic Outcome</b>  <i>Tawa Community Grants are allocated to support outcomes from the Social and Recreation strategic area.</i></p>
<p><b>2) LTCCP/Annual Plan reference and long term financial impact</b>  <i>Tawa Community grants come under project C678.</i></p>
<p><b>3) Treaty of Waitangi considerations</b>  <i>Any grants application that could have implications for Maori are referred to WCC Treaty Relations Office for recommendations. The Treaty Relations Office is sent the full list of applicants and projects for comments.</i></p>
<p><b>4) Decision-Making</b>  <i>This is not a significant decision.</i></p>
<p><b>5) Consultation</b></p> <p><b>a) General Consultation</b>  <i>The Grants Team sends the full list of applicants and projects for comment to appropriate Council officers prior to presentation to the Subcommittee. Applicants and persons or organisations referred to in the applications and others may be spoken to for comments where appropriate.</i></p> <p><b>b) Consultation with Maori</b>  <i>The WCC Treaty Relations Office is sent the full list of applicants and projects for comment prior to presentation to committee.</i></p>
<p><b>6) Legal Implications</b>  <i>N/A</i></p>
<p><b>7) Consistency with existing policy</b>  <i>The grant pools have been created to assist community initiatives in line with Council strategy.</i></p>

# APPENDIX ONE

## Grants Criteria

### Generic Grants Criteria:

1. Project makes a positive contribution to achieving the Council's Strategic Outcomes and Points of Difference as listed in the Council's current Annual Plan.
2. Project is Wellington based and primarily benefits the people of Wellington (exceptions may be made for projects based elsewhere in the region but which significantly benefit residents of Wellington City).
3. Applicant is a legally constituted community group or organisation, not an individual or individuals.
4. Applicant group provides evidence of (or, if a new group, systems for): sound financial management, good employment practice (where applicable), clear and detailed planning, clear performance measures, demonstrated ability to report back on past funding as appropriate.
5. Projects will not be funded for the same purpose more than once in any financial year.
6. Failure to report adequately on past Council funding can result in a group being considered ineligible for future funding.
7. Project is physically and financially accessible either by a wide range of persons or by the intended users.
8. Project shows evidence of community support, collaboration and building partnerships with other organisations (e.g. letters of support from other organisations/leaders).
9. Applicant must demonstrate that the project expands the capacity, range or level of similar types of services in the community and that there was user input into identifying the need for the project.
10. The principal intent of the project is not for private or commercial pecuniary gain, though it may be that such gains occur as a side effect of the project.
11. Application demonstrates an awareness of the Treaty of Waitangi, in particular when involving Mana whenua and Taura Here.

### Specific criteria relating to Tawa Community Grants:

12. Applicant is based in Tawa and the project directly benefits residents in the Tawa Ward.
13. Applicant group must not have excess reserve funds.
14. Preference for projects to be completed within 12 months.
15. Preference for new or expanded activities.
16. Grants will not be made for purposes that the Tawa Community Board considers to be subsidising subscriptions, rent or debt will not be supported except in exceptional circumstances.
17. Grants may be made for charitable, educational, welfare, community development, cultural, recreational, sporting, activity development, equipment or training programmes.
18. Preference will be given to grants that assist the development of economically or socially disadvantaged groups.
19. Applications for individuals representing New Zealand in a recognised sporting, cultural or other approved event may be considered.