
REPORT 1
(1215/52/03/IM)

WCC STRATEGIC AND ENVIRONMENTAL GRANTS

1. Purpose of Report

This report provides recommendations for the distribution of:

1. WCC Strategic Grants, which have \$165,000 available for distribution.
2. WCC Environmental Grants, which have \$50,000 available for distribution.

2. Recommendations

It is recommended that the Grants Subcommittee:

1. *Receive the information.*
2. *Use the officers' recommendations in the schedule attached as Appendix 1 as a guide to allocating a grant amount for the applications made under the Strategic Grants pool.*
3. *Use the officers' recommendations in the schedule attached as Appendix 2 as a guide to allocating a grant amount for the applications made under the Environmental Grants pool.*
4. *Note that an additional grants funding round has been scheduled for 22 May 2006 to enable the Subcommittee to distribute unspent funds from the grants pools.*

3. Background

The Council provides grants as a means to enable community organisations to achieve initiatives and services that align with the Council's strategic direction. Strategic Grants and Environmental Grants have annual grant pools of \$165,000 and \$50,000 respectively, available to fund projects from community organisations that meet the following general and specific criteria.

Generic Grants Criteria:

1. Project makes a positive contribution to achieving Council's Strategic Outcomes and Points of Difference.
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. Project is physically and financially accessible either by a wide range of persons or by the intended users.
4. Project shows evidence of community support, collaboration and building partnerships with other organisations (e.g. letters of support from other organisations/leaders).
5. Applicant must demonstrate that the project expands the capacity, range or level of similar types of services in the community.
6. Applicant is a group or organisation, not an individual or individuals.
7. 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.
8. Applicant demonstrates that there was user input into identifying the need for the project.
9. Projects will not be funded for the same purpose more than once in any financial year. (Note: different aspects of the same project may be eligible for more or different grants).
10. Application demonstrates an awareness of the Treaty of Waitangi, in particular when involving Manawhenua and Taura Here.
11. 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.

Specific criteria relating to WCC Strategic Grants

• Project is sustainable without further top-ups from Council.
• Project provides benefits to the wider community rather than individuals or particular sectors.
• Applicants should not be government agencies or limited liability companies.

Specific criteria relating to WCC Environmental Grants:

• Project has positive impacts upon Council's Strategic Outcomes in relation to the environment (e.g. bio-diversity, eco-systems, landscape and natural heritage, waste minimisation, water conservation, fuel use/alternative transportation, eco-design etc.)
• Project enhances, restores or protects the environment within Wellington City.
• Project promotes environmental sustainability or understanding of environmental values.

4. Discussion

The following amounts are available for allocation:

- \$165,000 from the Strategic Grants pool
- \$50,000 from the Environmental Grants pool.

Officer recommendations on the applications made are attached in Appendices 1 and 2. The original information provided by applicants has been forwarded to Subcommittee members in a separate book. Appendix 3 outlines the grants that were allocated from these two pools in 2004/05.

4.1 Application Assessment

The recommendation sheet provided in Appendix 1 gives each applicant's name, a brief project description, the total project cost, amount requested, strategic fit reference (which includes any concerns about criteria fit, and risk management issues), a priority level based on strategic and criteria fit, a minimum level of recommended funding, and the grant pool the application could be funded from if approved.

Recommendations given are the result of an assessment process which can include consultation with all or some 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 revised or extra material about an application (most commonly relating to accounts or budgets) that will be presented at the meeting in support of the officers' recommendations around any application.

The strategic priority the project has the closest fit to is listed on the recommendation sheet. The grading A, B or C will be determined both by criteria fit and strategic alignment. Any criteria concerns held after the initial assessment of a project are noted on the sheet. Council officers often receive information they have requested right up until the meeting date, so some recommendations may be subject to change where questions have been answered satisfactorily.

Tags to ensure money is used appropriately may be suggested in certain circumstances should funding be approved. This is usually in cases where applicants need to use funds for a specific aspect of their budget or are awaiting confirmation of sufficient other funds to proceed.

A minimum level of funding is suggested which will indicate:

- the minimum amount needed for the activity to proceed; or
- an amount in line with past precedents; or
- an amount that reflects the level of fit with general and strategic criteria.

A lower level of funding than this minimum level would normally be considered inadequate. Where the applicant's expectations exceed Council's capacity to fund it may show nil.

If more information is required by the Subcommittee on applications prior to the grants meeting, please contact the grants team, who will do their best to get this ready for the grants meeting. Where requested and when appropriate, officers from Parks and Gardens, Urban Development, City Communities, Safer Communities, the Strategy and Policy teams and the Treaty Relations Unit can be present to answer queries at the meeting. Recommendations spoken to by the grants team will include comments by these units where available.

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 who receive most benefit.

4.2 Unspent Funds

Unspent funds, which are made up of both funds unallocated during scheduled grants rounds and returned grants, remain available in the following grant pools:

- WCC Youth Initiative Grants \$21,195.56
- WCC Community Grants \$34,022
- Hillary Commission Community Sport Fund \$1,823.48.
- WCC Salary Grants \$1,746.70

Further funds may also be available in the Strategic, Environmental, Arts and Culture, Maori Arts and Community Festivals grants pools once these grants rounds are complete.

To date, the process for expending these funds has been for the Subcommittee to either:

- choose to allocate projects that are being considered in the current round under different pools, as the application may better meet the criteria of those pools
- agree to accept “out-of-time” applications for the purposes of considering whether or not the applicant will receive a grant.

Officers consider that it is appropriate for the Subcommittee to continue considering funding applications made to the Environmental and Strategic grants pools from a different pool if it has a better fit with that pool (and that pool has funds available).

However, to ensure that community groups and organisations are treated equally in relation to funds that are not expended during scheduled rounds, officers have established a “wash-up” grants round that will enable all community groups and organisations to apply for the funding rather than just those that approach the Council “out-of-time”.

This “wash-up” round has been scheduled for 22 May 2006. An advertisement was run in the 6 April “Our Wellington” page stating that a modest amount of funding was still available in some of the grants pools and that the Council should be contacted for more information. The advertisement also stated that applications for these grants pools would be welcome prior to the closing date of Friday 28 April 2006.

To date, officers have received the following “out-of-time” applications to the Community Grants pool. Consideration of these applications will be deferred to the 22 May meeting, where they will be considered alongside any further applications the Council receives:

- Tup Radford Intercollegiate Yachting Academy (TRIYA) – purchase of training sails
- Northland School – publication of a school history.

5. Conclusion

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

Contact Officer: *Adele Gibson, Acting Grants Team Leader*

Supporting Information

1) Strategic Fit / Strategic Outcome

WCC Strategic Grants can support outcomes from across the Council's key achievement areas, but will most likely focus on applications that provide economic benefit to the wider city.

WCC Environmental Grants support outcomes in the Natural Environment key achievement area.

2) LTCCP/Annual Plan reference and long term financial impact

WCC Environmental Grants come under project C428. WCC Strategic Grants come under project C469.

3) Treaty of Waitangi considerations

Any grants application that could have implications for Maori are referred to WCC Treaty Office for recommendations. The Treaty Office is sent the full list of applicants and projects for comments.

4) Decision-Making

This is not a significant decision.

5) Consultation

a) General Consultation

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.

b) Consultation with Maori

The WCC Treaty Office is sent the full list of applicants and projects for comment prior to presentation to committee.

6) Legal Implications

N/A

7) Consistency with existing policy

The grant pools have been created to assist community initiatives in line with Council strategy.

Appendix 3

**Environmental Grants
July 2004 to June 2005**

Organisation Name	Project Description	Amount Granted
Capital Montessori School	Further beautification of school and surrounds; windbreak and protection for school	\$2,000.00
Environment & Conservation Org of NZ	<i>Mountains to the Sea</i> conference – venue and promotion costs	\$500.00
Island Bay Natural Heritage Charitable Trust Inc	Fence for the new Paekawakawa Bush Reserve, to delineate Reserve boundaries, subject to the trust contributing 50% of costs	\$3,500.00
Makara Ohariu Community Board	Makara Community Hall planting project	\$14,300.00
Makara Peak Mountain Bike Park Supporters Group	To pay an experienced member of the Supporters Group to monitor conservation corp workers	\$1,200.00
Manawa Karioi Society	"Adopt-a-Plot" volunteer scheme – grant subject to society working with Council on marketing aspects	\$2,000.00
Oku Assn	Restoration work at the Oku Street Reserve	\$5,000.00
Otari Wilton's Bush Trust	Restoration with native plants in the Kaiwharawhara Stream catchment area and supervision of all fieldwork (in partnership with Ngaio Gorge/Trelissick Park Working Group)	\$8,000.00
South Coast Gateway Charitable Trust	Prepare and publish a booklet featuring items of interest along the south coast	\$6,000.00
Southern Environmental Assn Wgtn Inc	Ecological restoration project - materials, tools and ancillary costs relating to weekly working bees and other aspects of project	\$3,000.00
Wellington Botanical Society Inc	Publication of Bulletin No. 49 with articles on indigenous ecosystems	\$2,000.00
WHAT Committee (Wgtn Housing Assn of Tenants Incorporated)	To work with Housing tenants on a planting project	\$2,500.00
	Total:	\$50,000.00

**Strategic Grants
July 2004 to June 2005**

Organisation Name	Project Description	Amount Granted
Arts Wellington	<i>Taste the Arts</i> festival – an audience development project – subject to expenditure monitoring and CNZ support	\$50,000.00
Centre For New Zealand Music Trust T/A SOUNZ	Assessment, analysis, integration and recommendations of SOUNZ information, library and website services	\$8,000.00
Enterprise Miramar Peninsula Trust	To develop a fully independent and sustainable organisation – subject to monitoring by Wellington City Council	\$25,000.00
Harbour City Water Polo Club Inc.	Feasibility study on the redevelopment of Rongotai College Swimming Pool as a venue for deep water sports	\$15,000.00
Helping Hand	A six month pilot in the Wellington rate paying area suburbs using volunteers and professionals to promote personal safety in homes of older persons	\$12,000.00
Positively Wellington Business (Wellington Regional Economic Development Trust)	Feasibility Study on the construction of an international scoring and music recording facility. Progress and scope to be monitored by Wellington City Council	\$55,000.00
	Total:	\$165,000.00