
WCC GENERAL GRANTS

1. Purpose of Report

This report:

- Provides recommendations for the distribution of the Council's General Grants pools.
- Recommends that an appropriate amount be held over to be used for the two remaining grant rounds this financial year.

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 General Grant pools.*
3. *Carry forward sufficient funds in each grant pool to meet expected demand for funds in the November 2006 and March 2007 grant rounds.*

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. The General grants scheme provides funding for projects from community organisations that meet the following general and specific 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 Cultural projects: All projects must be community based and aimed at attracting or involving a minimum of 1,000 people and meet at least one of the following:

- Project encourages or increases youth participation in the arts.
- Project preserves and enhances Wellington's role as Arts and Cultural Capital of New Zealand.
- Project acknowledges community diversity and civic pride.
- Project attracts visitors to Wellington and has a positive economic benefit for the city.
- Project is a specific project for an exhibition or event.
- Project demonstrates an emphasis on traditional or contemporary Maori cultural influences.
- Applicant group is based in a geographic community (such as a suburb) or a community of interest (such as an ethnicity) and proposes a festival or event that reflects a community need.

Specific criteria relating to Social grants:

Building Capability & Capacity:

- Project encourages growth of communities and participation in community life.

- Preference for projects that assist the development of economically or socially disadvantaged groups in the community.

Sport and Recreation:

- Preference will be given to programmes or projects that target youth participation in sports and recreation.

Safety:

- Projects that lead to a safer community environment.
- Projects that promote personal safety.
- Projects that help reduce crime in Wellington.

Youth:

- Programme targets youth in the 10-25 year age group.
- Programme emphasises youth involvement in planning, and learning to make constructive use of leisure time.
- Programme is unable to get sufficient funding from other sources.
- Project is aimed at keeping youth/rangatahi safe.
- Project encourages youth/rangatahi to develop their full potential as individuals and members of the community.
- Project encourages youth/rangatahi to participate in community networks and/or in the decision making and development of their city.

Specific Criteria Relating to Residents Associations:

- The applicant organisation is registered with the Wellington City Council as a Residents Association.
- The applicant organisation has a committee.
- The applicant organisation has an active membership of 10 or more, excluding the committee and the membership list is available for public inspection.
- The applicant organisation meets at least twice a year and keeps minutes of such meetings.
- The applicant organisation keeps accurate and detailed accounts.
- The applicant organisation agrees to make their accounts and minutes available to the Wellington City Council on request.

Specific criteria relating to 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.

Specific criteria relating to Economic Grants:

- Projects should benefit the wider community rather than individuals or particular sectors.
- Applicants should not be government agencies or limited liability companies.

4. Discussion

The following annual amounts are available for allocation, across three grant rounds, of which this is the first:

- \$327,000 from the Cultural pool.
- \$165,000 from the Economic pool.
- \$80,000 from the Environmental pool.
- \$402,500 from the Social pool.

Comparing the total application numbers received this round in any particular area with what we received in total over the last two years, it is observed we have received approximately a third of what we normally receive for the year, taking into account those organisations who have been moved to fixed contracts. We note that some of the more established groups are requesting larger amounts in line with increasing costs. It is recommended that approximately one third of each pool is expended per round, with no more than half the pool being used in the first round.

The four grants pools have the following focus areas for grants expenditure. The percentages given are intended as a guide only so that grants decisions can be more responsive to emerging issues.

Cultural

- 45% to significant community festivals and events.
- 12% to Maori art.
- 30% to grassroots organisations (particularly those with a focus on youth).
- 13% for specific projects, exhibitions or other groups.

Economic

- 100% for initiatives that may benefit Wellington economically including feasibility studies and research into projects.

Environment

- 25% to energy/ water efficiency.
- 25% to stream protection.
- 50% to community projects that support participation and environmental education.

Social

- 60% to capacity and capability building by community organisations.
- 13% for programmes that support youth.
- 13% for safety programmes.
- 13% for promoting participation in sports and recreation.

Officer recommendations on the applications submitted are attached as Appendix 1. The original information provided by applicants has been forwarded to Subcommittee members in a separate book. Applicants have been grouped into the pool they had chosen on their application form, but some had chosen other pools on supporting information. Some flexibility will be required in deciding which pool to fund from as a number of applications clearly straddle the strategic aims of more than one pool. On the recommendation sheet the strategic aim the project most aligns to will be stated.

4.1 Application Assessment

The recommendation sheet provided as Appendix 1 gives each applicant's name, which funding pool they have applied to, a brief project description, the total project cost, amount requested, criteria and strategic fit reference (which includes any concerns about criteria fit and risk management issues), a priority level based on strategic and criteria fit, and a **minimum** level of recommended funding.

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.

The strategic priority the project has the closest fit to is listed on the recommendation sheet. The grading A, B or C is determined both by criteria fit and strategic alignment. Any criteria concerns held after the initial assessment of a project are noted on the sheet. Applicants are given ten working days where possible to respond to a request for more information so some recommendations may be subject to change where questions have been answered satisfactorily after this report has been written.

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 they are awaiting confirmation of sufficient funds from other sources 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 on the grounds that the project would be unable to proceed with reduced funding.

If members of the Subcommittee require more information 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.

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.

4.2 Need to hold funds

A percentage of each pool should remain to accommodate applications in two more general grant rounds which will close in November 2006 and March 2007. Any funds returned from applicants from prior grant rounds will be added to the pool for allocation at these meetings.

5. Conclusion

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

Contact Officer: *Deborah Hope, Grants Team Leader*

Supporting Information

1) Strategic Fit / Strategic Outcome

WCC General grants are allocated to support outcomes from the Cultural, Social, Economic and Environmental key achievement areas.

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

The Social grants come under project C661, the Environmental Grants under project C652, the Social & Recreational grants under C678 and the Economic Grants under project C647.

3) Treaty of Waitangi considerations

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.

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 Relations 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.