



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

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## **TAWA COMMUNITY GRANTS 2013**

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

This report provides recommendations for the distribution of the Tawa Community Grants 2013.

### **2. Recommendations**

It is recommended that the Grants Subcommittee:

1. *Receive the information.*
2. *Use the officers' recommendations in the schedule attached as Appendix 2 as a guide to allocating a grant amount for the applications made under Tawa Community Grants 2013.*

### **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 Tawa based community organisations that meet general and specific criteria (attached as Appendix 1). An additional \$404 is available to allocate, this surplus was refunded by one of the 2012 Tawa Community Grants funded projects (Dress for Success).

The Subcommittee agreed in 2012 to the change in timing of the grant round to a closing date on the last working day of February from 2012/13.

### **4. Discussion**

The information provided by applicants has been forwarded to members of the Tawa Community Board Grants subcommittee. Officer's recommendations for allocation of grants are attached as Appendix 2.

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 informed by an analysis of the project plan, which includes an assessment of the associated budget and the financial viability of the group applying for funds. In most cases Officers will contact the applicant to discuss the project.

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 decision to change the timing of the funding round from January to February was based on feedback from applicants and those attending grants seminars, with many groups saying that the holiday period in January was problematic for them. Most organisations, particularly those with volunteer boards and committees said that they effectively close down over the six to eight week holiday period.

We have seen a reduction in the number of applications, from 26 in 2012 to 14 in 2013, two of which were ineligible. In 2011 there were 16 applications. Officers hosted a funding information session at Linden Hall and also at Newlands Community Centre on 12 and 13 February 2013.

The Tawa Community Board Grants Subcommittee have the option of having a second funding round in 2013 should there be any funds remaining.

## **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, Senior Advisor- Funding and Relationships*

<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) LTP/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 Team 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 1: 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.

## APPENDIX 2

Appl No	Organisation Name	Project Description	Total Cost	Amount Requested	Amount Recommended	Comments
1	Dress for Success	Community Teen Smarts	\$3,150	\$3,150	\$0.00	Low priority, programme supported through other Council grants.
2	Friends of Tawa Bush Reserves	Strategic Plan	\$16,740	\$3,000	\$3,000	Support for strategic planning to prioritise projects and ensure high levels of local involvement in open space in Tawa.
3	Mana Tiaki Inc	Kapo Kapo Matariki Festival 2013	\$64,430.39	\$13,000	\$0.00	Low priority given scale of funding request
4	Tawa Basketball Club Incorporated	Club Teams for the 2013 Wellington Basketball Association Intercity/Midweek Season	\$20,962.48	\$566.10	\$566	Support for project which gets young people active through midweek basketball.
5	Tawa College	Community Presentation by Nathan Mikaere Wallis	\$2,100	\$2,100	\$2,100	Support for community presentations highlighting issues that affect the whole community.
6	Tawa Community Light Party	Tawa Community Light Party	\$3,200	\$850	\$850	Support for popular children's event.
7	Tawa Community Patrol Charitable Trust	Community Patrol Car Operating Expense	\$2,650	\$1,450	\$1,450	Support for operating costs and training for local volunteer driven community patrol.
8	Tawa Linden Plunket Toy Library	Tawa-Linden Plunket Toy Library System Upgrade	\$603.64	\$603.64	\$603	Support for project to improve operations of community toy library

<b>Appl No</b>	<b>Organisation Name</b>	<b>Project Description</b>	<b>Total Cost</b>	<b>Amount Requested</b>	<b>Amount Recommended</b>	<b>Comments</b>
9	Tawa Progressive & Ratepayers Association Inc.	Maintenance of the Tawa website	\$15,225	\$1,500	\$1,500	Support for communication channel for the Association and wider Tawa community
10	TAWA SQUASH RACKETS CLUB INCORPORATED	Earthquake Strengthening	\$10,621.48	\$3,000	\$3,000	Support for the club to get advice about options for this busy community space including access improvements.
11	The Combined Probus Club of Tawa Incorporated	Combined Probus Club of Tawa Inc, purchase of projector and equipment.	\$1,800	\$900	\$752	Support for presentation equipment for community public meetings
12	Twisters Tawa Gymnastic Club Inc	Annual Prize Giving	\$588.81	\$585	\$0.00	Low priority
		<b>Totals:</b>	<b>\$142,071.80</b>	<b>\$30,704.74</b>	<b>\$13,821.00</b>	

<b>Amount Available: \$15,000.00</b>
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