

**Chairperson and Community Board Members**  
PAEKĀKĀRIKI COMMUNITY BOARD

27 FEBRUARY 2018

Meeting Status: **Public**

Purpose of Report: For Decision

## **CONSIDERATION OF FUNDING APPLICATIONS**

### **PURPOSE OF REPORT**

- 1 Two applications for Community Grants have been received from:
  - Low Carbon Kāpiti
  - Paekākāriki Informed Community Incorporated

### **DELEGATION**

- 2 The Paekākāriki Community Board has the authority to consider this matter under Part D of the Governance Structure for the 2016-2019 Triennium.

### **BACKGROUND**

- 3 This is the fourth allocation of grants for the 2017/2018 financial year.

### **CONSIDERATIONS**

#### **Issues and Options**

- 4 Grants are allocated in accordance with established criteria (copy attached).
- 5 Two applications have been received for funding from the Community Grants Fund.
- 6 The applicants have been advised of the criteria and meeting date via email.

#### Applications from the Community Grant Fund:

1. Low Carbon Kāpiti

Low Carbon Kāpiti has applied for a grant of \$500.00 to assist with expenses associated with a community project to build a display from Lego of what the Kāpiti Coast might be like in the future where we meet the challenges presented by climate change. *NB: this application can be considered under Eligible Purposes 3: Activities that encourage the development of cultural sports, environmental, social or educational activities within the local district.*

2. Paekākāriki Informed Community Incorporated

Funding of \$500.00 is requested to cover the costs of an additional turntable for use at Paekākāriki FM. This is a crucial part of equipment for the Radio Station which prides itself in being able to communicate to the community across a wide variety of formats. A number of shows are vinyl based and the

current equipment is old and no longer fit for purpose. *NB: this application can be considered under Eligible Purposes 3: Activities that encourage the development of cultural sports, environmental, social or educational activities within the local district.*

## Financial considerations

2017/2018 Budget Allocation	Total Allocated To Date	Total Available for Distribution
\$5,790	\$3,100	\$2,690

7 For this funding round, the total amount in grants being applied for from the Discretionary Fund is \$1,000.

8 Below are the successful applicants from the 2017/2018 year for the Board's information:

Date	Recipient	Amount	Purpose of Grant	Report Back
8 August 2017	Kidz Need Dadz Kāpiti	\$500	To assist with a Father's Day event on 3 September 2017	√
19 September 2017	Slade O'Rorke-St John	\$300	To assist with costs associated with Slade's attendance at the Wheelchair Basketball NZ Championships on 23 - 24 September 2017 in Tauranga.	
19 September 2017	Paekākāriki Orchards & Gardens Group	\$500	To assist with purchasing gardening materials and supplies for the preparation of its community garden.	
31 October 2017	Kāpiti Gymsports	\$100	To assist with consent fees associated with building an extension to Gym Sports facility.	
31 October 2017	Zephyr Wills	\$300	To assist with purchasing a viola bow.	
31 October 2017	Kāpiti College Kapa Haka Group	\$1,000	To assist with travel to Thailand in December as part of its international student exchange.	
31 October 2017	Kāpiti College (Get2Go Team)	\$400	To assist with the costs of attending the Get2Go Grand Final on Great Barrier Island in December 2017.	

## SIGNIFICANCE

9 This matter has a low level of significance under Council policy.

## RECOMMENDATIONS

- 10 That the Paekākāriki Community Board approves a funding application for \$\_\_\_\_\_ from Low Carbon Kāpiti to assist with expenses associated with a community project to build a display from Lego of what the Kāpiti Coast might be like in the future where we meet the challenges presented by climate change.
- 11 That the Paekākāriki Community Board approves a funding application for \$\_\_\_\_\_ from Paekākāeiki Informed Community Incorporated to cover the costs of an additional turntable for use at Paekākāriki FM.

**Report prepared by    Approved for submission    Approved for submission**

Judy Rennie

Natasha Tod

Max Pedersen

**Executive Secretary  
Regulatory Services**

**Group Manager  
Regulatory Services**

**Group Manager  
Community Services**

## ATTACHMENTS

- **Community Fund Grants Criteria**
- **Grant Applications:**
  - Low Carbon Kāpiti
  - Paekākāeiki Informed Community Incorporated
- **Accountability reports:**
  - Kidz Need Dadz
  - Kāpiti Chorale
  - Shona Jaunas
  - Paekākāriki Station Museum
  - Zeal Kāpiti

## PAEKĀKĀRIKI COMMUNITY BOARD

### CRITERIA FOR COMMUNITY GRANTS

The purpose of the Paekākāriki Community Board's Community Grants is to provide financial assistance for projects or activities that promote the well-being of the Paekākāriki community and show clear community benefit.

#### Eligible Organisations/Individuals

1. The organisation/individual **must reside** in the Paekākāriki area. The Board may consider financial assistance for events occurring outside the Paekākāriki Community where it is shown the community will benefit.
2. Eligible organisations include those that provide cultural, sports, environmental or social services to the Paekākāriki areas.

#### Criteria

1. The applicant is unable to receive sufficient grants from other sources.
2. The applicant must be non-profit making.
3. The organisation/individual must use the financial assistance for its activities in the Paekākāriki Community. The Board may consider financial assistance for events occurring outside the Paekākāriki Community where it is shown the community will benefit.
4. Organisations must provide the most recent financial statements and a copy of a resolution noting the decision to apply for funding.
5. The organisation/individual has not received financial assistance from the Paekākāriki Community Board Community Grants Fund in the last twelve months.
6. Only one application will be considered by an organisation for one event (Individual team member applications will not be eligible).

**NOTE:** All applications must have full documentation to support their application **(maximum of five pages in total).**

#### Eligible Purposes:

1. Unique or infrequent project, activity or event that are historically important to the area;
2. Special project, activity or event that will promote the area and enhance opportunities within the area;
3. Activities that encourage the development of cultural, sports, environmental, social or educational activities within the local district.
4. Unique and specially meritorious project, activity or event that meet none of these criteria, at the discretion of the Community Board;
5. Grant to partially or fully offset the cost of any Council permit, licence, resource consent fees\* or remission of hall rental, on the basis that the proposed activity falls into a 'worthy cause' category.

\*within **the current financial year** of the project or activity

### **Ineligible Purposes**

1. Expenses incurred for school curriculum activities.
2. Retrospective expenses\*\*.

\*\*Grants will not be paid retrospectively other than for hall hire or for the cost of a permit, licence or resource consent fee.

### **Maximum Grant**

The maximum grant payable is **\$500**.

### **Accountability**

Applicants are required to provide written confirmation or a verbal report that the money was spent for the purpose granted within 2 months of completion of the activity. Individuals are required to outline the benefits gained for them and community groups are required to furnish a written report outlining the benefits gained by the community. In normal circumstances applicants failing to meet accountability criteria will be excluded from any further applications for two years.

The Paekākāriki Community Board requires all monies that are **NOT** used for the purpose applied for to be returned to the Community Grants Fund. Failure to do so may exclude the applicant from any further application.

### **Procedure for Applications**

1. Applications must be made on the approved application form and must contain all supporting information. Failure to provide all of the required information will result in the application being returned to the applicant.
2. Applications must include a bank deposit slip.
3. The applicant or a representative must attend the Paekākāriki Community Board meeting to speak in support of the application and to answer any questions arising from the application. If no representation is made at the meeting the application may not be considered on that night but could be considered at a subsequent meeting, attended by the applicant.

***The above conditions and criteria do not preclude the Paekākāriki Community Board from considering any application at its discretion.***

Applications must be made on the approved application form and addressed to:

Judy Rennie  
Executive Secretary, Regulatory Services  
Kāpiti Coast District Council  
Private Bag 60-601  
PARAPARAUMU 5254

[judy.rennie@kapiticoast.govt.nz](mailto:judy.rennie@kapiticoast.govt.nz)