

KĀPITI COAST EVENTS FUND APPLICATION SUMMARY SHEET

July 2019



Applicant details

Event	XTERRA Wellington	Type	Signature \ Major
Date	Saturday February 1st 2020	Funding request	\$36,000
Applicant (business)	Barefoot Sport New Zealand Ltd	Frequency	1 year: <input checked="" type="checkbox"/> 2 years: <input type="checkbox"/> 3 years: <input type="checkbox"/>
Contact name	Bengy Barsanti	Funding type	Event funding / Feasibility
Contact phone	021 109 9740	Attendees	>2,681
Contact email	bengy@barefootsport.co.nz	Recommended	\$20,000
Funding used for:	Zero waste - \$10,000 Promotion - \$5,000 Economic Impact - \$5,040 Promoting local talent - \$5,000 International athlete's recognition and raising event status - \$11,000 Full details of each section, see application.		
Details provided	1. Introduction / business purpose / experience / areas of expertise 2. Proof of legally incorporated entity, Trust or business 3. Description of event or feasibility study (with expected economic outcome) 4. Risk assessment of proposed event/feasibility study 5. Project timeline detailing activities 6. Balanced budget and detailed marketing/promotional breakdown 7. A communication plan (showing acknowledgement of Council's contribution) 8. Organisation's environmental sustainability values. 9. Understanding of economic outcomes of events (thriving, vibrant and diverse District) 10. Business plan showing three-year self-sustaining funding approach 11. Track record of previous relevant work 12. References for similar projects		<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>

Eligible:

The proposed major event:	
• take place in Kāpiti	<input checked="" type="checkbox"/>
• not have already occurred in the applicable financial year	<input checked="" type="checkbox"/>
• have confirmed at least 30% of total costs (not applicable to feasibility applications)	<input checked="" type="checkbox"/>
• show how residual costs after allowing for Council funding will be covered (not applicable to feasibility applications)	<input type="checkbox"/>
• confirmation of any consenting and land owner approval requirements and the status of any required consents / approvals.	<input checked="" type="checkbox"/>

Application criteria total score:

Initial score of each proposal against each criterion using a rating of 0 – 3 (to be discussed and peer-reviewed).

(0 = does not address the criterion, 1 = fails to meet the criterion, 2 = meets the criterion, 3 = exceeds the criterion)

The proposed major event: 14/18	Score (0-3)
• be a level 1 or 2 event as classified in the decision making support tool	2
• showcase the Kāpiti Coast and build the profile of the Kāpiti Coast and its community	2.5
• highlight the Kāpiti Coast as a destination for visitors, business and residents	2.5
• have long-term economic benefits for the district	3
• are able to generate at least a 5:1 return on Council's investment	2
• meet Tāngata whenua and community aspirations	2

KĀPITI COAST EVENTS FUND APPLICATION SUMMARY SHEET

July 2019



Preference criteria

The proposed major event:	
• attract visitors in the off season (April to October)	<input type="checkbox"/>
• can demonstrate successful financial support from other funding sources (not applicable to feasibility applications)	<input checked="" type="checkbox"/>
• show potential to be self-sustaining without Council funding in future years (not applicable to feasibility applications);	<input checked="" type="checkbox"/>
• have received less than three years of previous funding from Council, excluding feasibility funding	<input checked="" type="checkbox"/>
• do not coincide with any other major events in the Wellington region, unless compatible (not applicable to feasibility applications)	<input checked="" type="checkbox"/>

DECISION TO FUND:

yes	Notes: <ul style="list-style-type: none">• Secured 30% of cost is dependent on ticket sales, sponsorship and other revenue
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KĀPITI COAST EVENTS FUND APPLICATION SUMMARY SHEET

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Applicant details

Event	Ōtaki Kite Festival	Type	Signature \ Major
Date	Saturday February 8th and Sunday February 9th, 2020	Funding request	\$25,000
Applicant (business)	Ōtaki Promotions Group Inc	Frequency	1 year: <input type="checkbox"/> Multi-year: <input checked="" type="checkbox"/>
Contact name	Ian carson	Funding type	Event funding / Feasibility
Contact phone	027 2411 090	Attendees	>22,098
Contact email	ian@idmedia.co.nz	Recommended	\$25,000 – 19/20 \$20,000 – 20/21 & 21/22
Funding used for:	If successful the money will be used to help bring local, national and international flyers to our festival. Money will also be used to provide facilities e.g. portable toilets, stages and sound equipment and entertainment. The festival also gives local voluntary organisations the chance to give service for a donation for use of facilities or help with waste management, parking and security at the site.		
Details provided	<ol style="list-style-type: none"> Introduction / business purpose / experience / areas of expertise Proof of legally incorporated entity, Trust or business Description of event or feasibility study (with expected economic outcome) Risk assessment of proposed event/feasibility study Project timeline detailing activities Balanced budget and detailed marketing/promotional breakdown A communication plan (showing acknowledgement of Council's contribution) Organisation's environmental sustainability values. Understanding of economic outcomes of events (thriving, vibrant and diverse District) Business plan showing three-year self-sustaining funding approach Track record of previous relevant work References for similar projects 		<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/>

Eligible:

The proposed major event:	
• take place in Kāpiti	<input checked="" type="checkbox"/>
• not have already occurred in the applicable financial year	<input checked="" type="checkbox"/>
• have confirmed at least 30% of total costs (not applicable to feasibility applications)	<input type="checkbox"/>
• show how residual costs after allowing for Council funding will be covered (not applicable to feasibility applications)	<input checked="" type="checkbox"/>
• confirmation of any consenting and land owner approval requirements and the status of any required consents / approvals.	<input checked="" type="checkbox"/>

Application criteria total score:

Initial score of each proposal against each criterion using a rating of 0 – 3 (to be discussed and peer-reviewed).

(0 = does not address the criterion, 1 = fails to meet the criterion, 2 = meets the criterion, 3 = exceeds the criterion)

The proposed major event: 12/18	Score (0-3)
• be a level 1 or 2 event as classified in the decision making support tool	2
• showcase the Kāpiti Coast and build the profile of the Kāpiti Coast and its community	2
• highlight the Kāpiti Coast as a destination for visitors, business and residents	2
• have long-term economic benefits for the district	2
• are able to generate at least a 5:1 return on Council's investment	2
• meet Tāngata whenua and community aspirations	2

KĀPITI COAST EVENTS FUND APPLICATION SUMMARY SHEET

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Preference criteria

The proposed major event:	
• attract visitors in the off season (April to October)	<input type="checkbox"/>
• can demonstrate successful financial support from other funding sources (not applicable to feasibility applications)	<input type="checkbox"/>
• show potential to be self-sustaining without Council funding in future years (not applicable to feasibility applications);	<input type="checkbox"/>
• have received less than three years of previous funding from Council, excluding feasibility funding	<input type="checkbox"/>
• do not coincide with any other major events in the Wellington region, unless compatible (not applicable to feasibility applications)	<input checked="" type="checkbox"/>

DECISION TO FUND:

YES	Notes: <ul style="list-style-type: none">• Secured 30% of cost is dependent on ticket sales, sponsorship and other revenue
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KĀPITI COAST EVENTS FUND APPLICATION SUMMARY SHEET

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Applicant details

Event	Māoriland Film Festival	Type	Signature \ Major
Date	Wednesday March 18th – Sunday March 22nd, 2020	Funding request	\$75,000
Applicant (business)	Maoriland Charitable Trust	Frequency	1 year: <input type="checkbox"/> 2 years: <input type="checkbox"/> 3 years: <input checked="" type="checkbox"/>
Contact name	Libby Hakaraia	Funding type	Event funding / Feasibility
Contact phone	021 810 484	Attendees	>15,400
Contact email	libby@maorilandfilm.co.nz	Recommended	\$55,000 – 19/20 \$40,000 – 20/21 & 21/22
Funding used for:	<p>As in previous years \$50,000 funding is to cover core festival costs including hire of screens, projectors and sound systems for four venues as well as the technical crew (\$27,000). Hire of outdoor screen and sound system (\$4,800) Venue hire of Civic and Nga Purapura (\$5,100), publicity, marketing including billboards, design and printing of programmes, advertising (\$13,000).</p> <p>We are also seeking a further \$20,000 to expand the MFF to include two free premiere outdoor arts events (Mana Moana and Pou Rama) that will be visitor attractions. A further \$5,000 is sought in this fund for public transport options to include a free bus from Waikanae OR the addition of weekend trains to Ōtaki for the Saturday and Sunday of the festival.</p>		
Details provided	<ol style="list-style-type: none"> 1. Introduction / business purpose / experience / areas of expertise 2. Proof of legally incorporated entity, Trust or business 3. Description of event or feasibility study (with expected economic outcome) 4. Risk assessment of proposed event/feasibility study 5. Project timeline detailing activities 6. Balanced budget and detailed marketing/promotional breakdown 7. A communication plan (showing acknowledgement of Council's contribution) 8. Organisation's environmental sustainability values. 9. Understanding of economic outcomes of events (thriving, vibrant and diverse District) 10. Business plan showing three-year self-sustaining funding approach 11. Track record of previous relevant work 12. References for similar projects 		<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>

Eligible:

The proposed major event:	
• take place in Kāpiti	<input checked="" type="checkbox"/>
• not have already occurred in the applicable financial year	<input checked="" type="checkbox"/>
• have confirmed at least 30% of total costs (not applicable to feasibility applications)	<input checked="" type="checkbox"/>
• show how residual costs after allowing for Council funding will be covered (not applicable to feasibility applications)	<input checked="" type="checkbox"/>
• confirmation of any consenting and land owner approval requirements and the status of any required consents / approvals.	<input checked="" type="checkbox"/>

Application criteria total score:

Initial score of each proposal against each criterion using a rating of 0 – 3 (to be discussed and peer-reviewed).

(0 = does not address the criterion, 1 = fails to meet the criterion, 2 = meets the criterion, 3 = exceeds the criterion)

The proposed major event: 16.5/18	Score (0-3)
• be a level 1 or 2 event as classified in the decision making support tool	3
• showcase the Kāpiti Coast and build the profile of the Kāpiti Coast and its community	3
• highlight the Kāpiti Coast as a destination for visitors, business and residents	2.5
• have long-term economic benefits for the district	2.5
• are able to generate at least a 5:1 return on Council's investment	2.5
• meet Tāngata whenua and community aspirations	3

KĀPITI COAST EVENTS FUND APPLICATION SUMMARY SHEET

July 2019



Preference criteria

The proposed major event:	
• attract visitors in the off season (April to October)	<input type="checkbox"/>
• can demonstrate successful financial support from other funding sources (not applicable to feasibility applications)	<input checked="" type="checkbox"/>
• show potential to be self-sustaining without Council funding in future years (not applicable to feasibility applications);	<input checked="" type="checkbox"/>
• have received less than three years of previous funding from Council, excluding feasibility funding	<input type="checkbox"/>
• do not coincide with any other major events in the Wellington region, unless compatible (not applicable to feasibility applications)	<input checked="" type="checkbox"/>

DECISION TO FUND:

YES	Notes: <ul style="list-style-type: none">• Secured 30% of cost is dependent on ticket sales, sponsorship and other revenue
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KĀPITI COAST EVENTS FUND APPLICATION SUMMARY SHEET

July 2019



Applicant details

Event	FFFLAIR	Type	Signature \ Major
Date	Wednesday February 26th to Sunday March 1st 2020	Funding request	\$115,000
Applicant (business)	Kapiti Business Projects	Frequency	1 year: <input checked="" type="checkbox"/> 2 years: <input type="checkbox"/> 3 years: <input type="checkbox"/>
Contact name	Ben Hoyle & matt Hoyle	Funding type	Event funding / Feasibility
Contact phone	021 678 689	Attendees	>35,000
Contact email	ben@ffflair.com	Recommended	\$50,000
Funding used for:	The funding is requested for the purpose of funding events management services and to engage personnel to secure sponsorship. Event management Fee: \$60,000 + GST Event Curator and Stakeholder & Partnership Engagement: \$55,000 + GST		
Details provided	1. Introduction / business purpose / experience / areas of expertise 2. Proof of legally incorporated entity, Trust or business 3. Description of event or feasibility study (with expected economic outcome) 4. Risk assessment of proposed event/feasibility study 5. Project timeline detailing activities 6. Balanced budget and detailed marketing/promotional breakdown 7. A communication plan (showing acknowledgement of Council's contribution) 8. Organisation's environmental sustainability values. 9. Understanding of economic outcomes of events (thriving, vibrant and diverse District) 10. Business plan showing three-year self-sustaining funding approach 11. Track record of previous relevant work 12. References for similar projects		<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>

Eligible:

The proposed major event:	
• take place in Kāpiti	<input checked="" type="checkbox"/>
• not have already occurred in the applicable financial year	<input checked="" type="checkbox"/>
• have confirmed at least 30% of total costs (not applicable to feasibility applications)	<input checked="" type="checkbox"/>
• show how residual costs after allowing for Council funding will be covered (not applicable to feasibility applications)	<input checked="" type="checkbox"/>
• confirmation of any consenting and land owner approval requirements and the status of any required consents / approvals.	<input type="checkbox"/>

Application criteria total score:

Initial score of each proposal against each criterion using a rating of 0 – 3 (to be discussed and peer-reviewed).

(0 = does not address the criterion, 1 = fails to meet the criterion, 2 = meets the criterion, 3 = exceeds the criterion)

The proposed major event: 16/18	Score (0-3)
• be a level 1 or 2 event as classified in the decision making support tool	2
• showcase the Kāpiti Coast and build the profile of the Kāpiti Coast and its community	3
• highlight the Kāpiti Coast as a destination for visitors, business and residents	3
• have long-term economic benefits for the district	3
• are able to generate at least a 5:1 return on Council's investment	3
• meet Tāngata whenua and community aspirations	2

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July 2019



Preference criteria

The proposed major event:	
• attract visitors in the off season (April to October)	<input type="checkbox"/>
• can demonstrate successful financial support from other funding sources (not applicable to feasibility applications)	<input checked="" type="checkbox"/>
• show potential to be self-sustaining without Council funding in future years (not applicable to feasibility applications);	<input checked="" type="checkbox"/>
• have received less than three years of previous funding from Council, excluding feasibility funding	<input checked="" type="checkbox"/>
• do not coincide with any other major events in the Wellington region, unless compatible (not applicable to feasibility applications)	<input checked="" type="checkbox"/>

DECISION TO FUND:

Yes	Notes: <ul style="list-style-type: none">• Secured 30% of cost is dependent on ticket sales, sponsorship and other revenue
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KĀPITI COAST EVENTS FUND APPLICATION SUMMARY SHEET

July 2019



Applicant details

Event	Kapiti Food Fair	Type	Signature \ Major
Date	Saturday November 30th 2019	Funding request	\$26,459
Applicant (business)	Kapiti Business Projects	Frequency	1 year: <input type="checkbox"/> 2 years: <input type="checkbox"/> 3 years: <input checked="" type="checkbox"/>
Contact name	Helene Judge Jeanine van Kradenburg	Funding type	Event funding / Feasibility
Contact phone	027 244 9585	Attendees	>20,000
Contact email	info@kapitifoodfair.co.nz	Recommendation	\$25,000 – 19/20 \$15,000 – 20/21 & 21/22
Funding used for:	Funding will be used for: <ol style="list-style-type: none"> Contribution to Tactical Marketing Plan - \$16,000 Organic wealth waste Minimisation Plan - \$7,705 Auros supply compostable rubbish bags and tree planting at Mazengarb Reserve - \$402 Stretch Tents Wellington supply additional tent and lounge for visitor shade - \$2,252 		
Details provided	<ol style="list-style-type: none"> Introduction / business purpose / experience / areas of expertise Proof of legally incorporated entity, Trust or business Description of event or feasibility study (with expected economic outcome) Risk assessment of proposed event/feasibility study Project timeline detailing activities Balanced budget and detailed marketing/promotional breakdown A communication plan (showing acknowledgement of Council's contribution) Organisation's environmental sustainability values. Understanding of economic outcomes of events (thriving, vibrant and diverse District) Business plan showing three-year self-sustaining funding approach Track record of previous relevant work References for similar projects 		<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>

Eligible:

The proposed major event:	
• take place in Kāpiti	<input checked="" type="checkbox"/>
• not have already occurred in the applicable financial year	<input checked="" type="checkbox"/>
• have confirmed at least 30% of total costs (not applicable to feasibility applications)	<input checked="" type="checkbox"/>
• show how residual costs after allowing for Council funding will be covered (not applicable to feasibility applications)	<input checked="" type="checkbox"/>
• confirmation of any consenting and land owner approval requirements and the status of any required consents / approvals.	<input checked="" type="checkbox"/>

Application criteria total score:

Initial score of each proposal against each criterion using a rating of 0 – 3 (to be discussed and peer-reviewed).

(0 = does not address the criterion, 1 = fails to meet the criterion, 2 = meets the criterion, 3 = exceeds the criterion)

The proposed major event: 13/18	Score (0-3)
• be a level 1 or 2 event as classified in the decision making support tool	2
• showcase the Kāpiti Coast and build the profile of the Kāpiti Coast and its community	2
• highlight the Kāpiti Coast as a destination for visitors, business and residents	2
• have long-term economic benefits for the district	3
• are able to generate at least a 5:1 return on Council's investment	2
• meet Tāngata whenua and community aspirations	2

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Preference criteria

The proposed major event:	
• attract visitors in the off season (April to October)	<input type="checkbox"/>
• can demonstrate successful financial support from other funding sources (not applicable to feasibility applications)	<input checked="" type="checkbox"/>
• show potential to be self-sustaining without Council funding in future years (not applicable to feasibility applications);	<input checked="" type="checkbox"/>
• have received less than three years of previous funding from Council, excluding feasibility funding	<input checked="" type="checkbox"/>
• do not coincide with any other major events in the Wellington region, unless compatible (not applicable to feasibility applications)	<input checked="" type="checkbox"/>

DECISION TO FUND:

YES	Notes: <ul style="list-style-type: none">• Secured 30% of cost is dependent on ticket sales, sponsorship and other revenue
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