

Community Grants Application Form – 2026

Grants of up to \$2,000 are available for the 2026/27 year to support community-based projects, programmes and events that contribute to achieving positive social outcomes for people living in the Kāpiti Coast District.

Once you have submitted your application:

- Applications will be assessed against the criteria by a Council officer.
- The Grant Allocation Committee will assess and make their decision on all eligible applications at the decision meeting Tuesday, 5th May 2026.

How to apply

- Applications open 24 February 2026.
- Applications must be received by 5pm, 24 March 2026.

Before you start to complete your application:

- It is important to read the Guidelines below regarding eligibility and funding criteria to ensure you are applying for the right fund.
- Send an email to communitygrants@kapiticoast.govt.nz with any questions you have regarding your application.

Send this application form to:

- communitygrants@kapiticoast.govt.nz
- post: Advisor Community Grants
175 Rimu Road,
Paraparaumu 5032

Guidelines – Eligibility and funding criteria

Who is eligible?

Any organisation or group applying for the grant must:

- Be a local not-for-profit organisation or community group
- Provide a local service that contributes to community wellbeing and development.

Criteria

The Community Grant will be designated to the purpose of one or more of the following outcomes:

- Building resilient, sustainable communities
- Encouraging greater community participation
- Improving the quality of life of the participants
- Working in partnership with a range of community groups, including iwi/hapū.

Funds can be used for:

- New programmes, projects or events
- Improvements or enhancements to existing programmes
- Training and recognition of volunteers
- Publicity or education material directly related to the aim of the programme, project or event
- Equipment specific to the success of the programme, project or event meeting the outcomes outlined above
- Transport services meeting specific mobility needs
- Administration costs specific to the outlined programme, project or event.

Funds cannot be used for:

- Purposes that do not directly relate to the social activity/programme or event meeting the outcomes outlined above
- Sports, fitness, leisure and arts activities
- Capital expenditure and infrastructure costs (i.e., buildings and facility improvements)
- Rent, subscriptions or wages not directly related to the project, programme or event
- General travel expenses
- Debt servicing
- Project or programmes that have already occurred
- Alcohol costs.

Community Grants Scheme: Application Form - 2026

Name of organisation:

Postal address:

Primary contact person:

Daytime contact number:

Email:

Secondary contact person:

Daytime contact number:

Email:

GST Number (if applicable)

Briefly describe the type(s) of social services your organisation provides to the community.

Number of Kāpiti residents in the past year that have accessed your organisations services/programmes?

- fewer than 10
- between 10 and 50
- between 50 and 100
- more than 100

Over the past year have the people that access your programme/services;

- Increased
- Decreased
- No change

Which area(s) do you service?

- Paekākāriki
- Raumati
- Paraparaumu
- Waikanae
- Ōtaki

Age range(s) of the people who your services/programmes;

- Preschool 0-5
- School age 5-12
- Youth/young adults 13-24
- Adults 25-64
- Seniors 65+

Ethnicities of the people who your services/programmes;

- Asian
- Māori
- Middle Eastern/Latin American/African
- NZ European/Pākeha
- Pacific Peoples
- Other – please specify _____
- Unknown

Activity/Project details and benefits

Total amount requested:
(must be a dollar amount and no more than \$2000)

Project/Activity Title:
e.g. Volunteer training, Tree Planting in Schools, Administration Costs Assistance

Is this a new or ongoing activity/project?

- New
- Ongoing

Briefly describe the activity or project for which this application is being made:

What are you wanting to do?

Briefly describe the benefit of this activity/project to the community?

Have you considered how you might reduce carbon emissions associated with this activity/project?

- Yes
- No

If Yes, are there ways in which you might be able to reduce the environmental impact, including carbon emissions, for the project you are applying for funding for?

(Please note that your answer will not affect your eligibility to apply for funding through this grant)

If No, would you like someone from our Climate Change team to contact you to discuss any practical steps your activity/project may be able to implement?

- Yes
- No

Project costs	Amount
List all the project costs and make sure these are allowable under the criteria.	e.g., \$300
Total Costs	

Supporting Information.

- **Please attach a current statement of income and expenditure for your organisation.**
- **Please attach relevant quotes and other supporting information.**

What will you do if you cannot raise all the money required?

Other funders

Have you applied for any other funding for this activity/project?

- Yes
- No

If yes, please provide details below. Include any other KCDC (Kāpiti Coast District Council) funds.

Date applied <small>Must be a valid date</small>	Organisation and Fund <small>Please include organisation name and fund name.</small>	Amount <small>\$</small>	Outcome <small>Successful, Unsuccessful, Pending</small>

Previous funders

Have you received funds from any organisation, including KCDC, in the last 2 years?

- Yes
- No

If yes, please provide details below.

Date received <small>Must be a valid date</small>	Organisation and Fund <small>Please include organisation name and fund name.</small>	Amount <small>\$</small>	Project <small>What activity/project was funded?</small>

Declaration

Declaration

- We hereby declare that the information supplied here on behalf of our organisation is correct.
- We consent to Kāpiti Coast District Council collecting and retaining the personal contact details provided in this application and using these details for the purpose of the assessment of this scheme.
- If the application is successful, we agree to use the monies for the purpose for which they are granted and account for them, or in the event that is not possible, such monies will be refunded to Council.
- We have obtained the consent of the other contact person to provide these details. This consent is given in accordance with the Privacy Act 1993.

I have read and agree to all the terms and conditions

Signed:

Position:

Date: