

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

**27 NOVEMBER 2012**

Meeting Status: **Public**

Purpose of Report: For Decision

## **CONSIDERATION OF APPLICATIONS FOR FUNDING**

### **PURPOSE OF REPORT**

- 1 Two applications for Discretionary Grants have been received from:
  - Sigrid Woolloff;
  - Julia Truscott

### **SIGNIFICANCE OF DECISION**

- 2 The recommendations in this report do not trigger the Council's significance policy.

### **BACKGROUND**

- 3 This is the third allocation of grants for the 2012/2013 years.

## **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 Discretionary Grants Fund.
- 6 The applicants have been advised of the criteria and meeting date by email.

Applications from the Community Grant Fund:

#### Sigrid Woolloff

Sigrid Woolloff has applied for a retrospective grant of \$500.00 to assist with the cost of a concert for Kāpiti youth that was recently held on 4 November 2012.

3. Activities that encourage the development of cultural, sports, environmental, social or educational activities within the local district.

#### Julia Truscott

Julia Truscott has applied for a grant of \$100.00 to assist with the cost of producing an end-of-year play for drama students.

3. Activities that encourage the development of cultural, sports, environmental, social or educational activities within the local district.

## FINANCIAL CONSIDERATIONS

2012/2013 Budget Allocation	Total Allocated To Date	Total Available for Distribution
\$3,000	\$894.20	\$2,105.80

7 Below are the successful applicants from the 2012/2013 year for the Board's information:

Date	Recipient	Amount	Purpose of Grant	Report Back
10 July 2012	Kāpiti Timebank	\$250	to assist with costs associated with producing a short film project	
10 July 2012	Mary Gow 'Mulled Wine Concerts'	\$250	setting up a website page for the Mulled Wine Concerts	✓
10 July 2012	Paekākāriki Sports Club	\$250	to assist with costs associated with providing new bibs to all junior teams	
16 October 2012	Paekākāriki Volunteer Fire Brigade	\$144.20	to assist with the expense of the Brigade's 25 years services dinner being held next year on Saturday, 2 March 2013.	

## DELEGATIONS

8 The Community Boards are delegated to:

*5.7 Consider and approve the allocation of community-based grant funds as deemed appropriate under their agreed criteria of both existing schemes and any granting schemes that may be approved through the Annual Plan process or the Long Term Council Community Plan (LTCCP) process.*

## OTHER CONSIDERATIONS

9 There are no legal, consultation, policy implications, publicity or any other considerations related to this report.

## RECOMMENDATIONS

10 That the Paekākāriki Community Board approves of a retrospective funding application from Sigrid Woolloff for \$\_\_\_\_\_ to assist with the cost of a concert that was recently held for the youth of Kāpiti.

11 That the Paekākāriki Community Board approves of a funding application from Julia Truscott for \$\_\_\_\_\_ to assist with the cost of producing an end-of-year play for drama students.

Report prepared by:

Approved for submission by:

Marg Harris  
**EXECUTIVE SECRETARY**  
**INFRASTRUCTURE SERVICES**

Sean Mallon  
**GROUP MANAGER**  
**INFRASTRUCTURE SERVICES**

**ATTACHMENTS**

- Discretionary Grants Criteria
- Applications from:
  - Sigrid Woolloff; and
  - Julia Truscott

### **Discretionary Grants**

The Paekakariki Community Board will consider the applications that support:

- community groups contributing directly<sup>1</sup> to wider community wellbeing – environmental, social, cultural and economic.  
(<sup>1</sup> this relates to community groups specifically set up to help people in the community and/ or improve the local environment. It does not include business development initiatives.)
- individual young people or youth organisations where there is an opportunity to excel at a range of cultural, educational, and sporting<sup>2</sup> achievements.  
(<sup>2</sup> the Community Board will not consider applications relating sporting activities where there is potential for these to be funded by SPARC.)
- progressing the activities of community groups in the areas of culture, sport and recreation that advance the general enjoyment and wellbeing of the community<sup>3</sup>.  
(<sup>3</sup> this relates to groups that while not having a particular focus on improving social wellbeing, do contribute to the general feel and enjoyment of the community – for example, a Music Society, a group set up to put on a concert or event, a sports club.)

### **Eligible Groups**

1. Applicants who reside in Paekākāriki; or
2. Paekākāriki based organisations, or projects and organisations that demonstrate a clear benefit to Paekākāriki.
3. Churches and schools will be eligible in special circumstances.
4. Groups or individuals that are unable to receive sufficient grants from other sources because of the timeframe or because they are otherwise ineligible.
5. Groups must be non-profit making.
6. Purely recreational adult groups shall be eligible in relation to youth, the aged, people with disabilities or the socially disadvantaged or for unique historic occasions.

### **Eligible Purposes**

4. Unique or infrequent events that are historically important to the area.
5. Special events that will promote the area and enhance opportunities within the area.
6. Activities that encourage the development of cultural, sports, environmental, social or educational activities within the local district.
7. Unique and specially meritorious events that meet none of these criteria, at the discretion of the Community Board.
8. Grant to partially or fully offset the cost of any Council permit, licence or resource consent fees on the basis that the proposed activity falls into a "worthy cause" category.
9. The remission of hall rental for "worthy causes" in line with Council policy that all remissions of hall rentals be accounted for by being funded as grants from approved grants budgets under the control of the Council or Community Board.

## Funding Criteria

### Ineligible Purposes

1. Major items of capital expenditure costing over \$2,000.
2. Expenses incurred for school curriculum activities.
3. The Paekakariki Community Board does **not** accept retrospective applications **unless** the Board agrees there are exceptional circumstances. Costs already incurred will not normally be considered for grants.

### Maximum Grant

The maximum grant payable is **\$500.00** per grant.

### Accountability

1. All applicants are required to verbally report to the Board on the use of the funds within three months of the completion of the activity outlining the benefits gained by the individual. Community groups would be required to furnish a written report outlining the benefits gained to the community. Failure to do so will exclude the applicant for two years from any further application.
2. Any money **NOT** used for the purpose applied for is required to be repaid to the Paekakariki Community Board Discretionary Grants Fund. Failure to do so will exclude the applicant for two years from any further application.

### Procedure for Applications

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

**Marguerita Harris**  
Kapiti Coast District Council  
Private Bag 60-601  
Paraparaumu

or emailed to: [marguerita.harris@kapiticoast.govt.nz](mailto:marguerita.harris@kapiticoast.govt.nz)