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

## **TAWA COMMUNITY GRANTS**

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

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

### **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.*

### **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 community organisations that meet general and specific criteria (attached as Appendix 1).

### **4. Discussion**

Officers' recommendations regarding the applications submitted are attached as Appendix 2. The original information provided by applicants has been forwarded to Subcommittee members in a separate book. If members of the Subcommittee require more information on applications prior to the grants meeting, they can contact the grants team, who will work on providing this in time for the meeting.

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 the result of an assessment process which included consultation with all or some of the following; the applicant, persons or organisations referred to in the application, Council officers, and persons operating or knowledgeable about similar services to that of the applicant. 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 grants team collects statistical information to provide an overview of spending after the allocations have been made, to help give an indication of the type of projects most funded and the age groups that receive most benefit.

## **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: *Jennifer Rains, Grants Team Leader*

<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) LTCCP/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 Office 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

Application No	Organisation Name	Project Description	Total Cost	Amount Requested	Amount Recommended	Comments
1	Epilepsy Association Of NZ, Wellington Branch	provide a service to those with epilepsy and employ a field officer	\$47,210	\$3,500	Nil	Epilepsy Trust is a national organisation with local branches, the Wellington Branch serves the Region. This organisation has received support in the past through the general, Tawa and Izard grants. While this group is one of the many active support groups in Wellington it does not constitute an active local Tawa community group. This same group has also applied the Izard Trust
2	Inspirational TV Incorporated	an insightful look at a group of youth based in Tawa shown on website & DVD	\$3,485	\$3,485	Nil	This group applied for funding for a similar project and was declined in the General November 07 Grant round, they have also applied for Izard trust. We have suggested they talk to the youth team at City Communities. An Application for similar funding was declined Nov 07 and they are also applying Izard. The current project - film Tawa youth group involved in Catholic World Youth Day- doesn't give much detail or explain how it will benefit tawa Community.

## Appendix 2

3	Kapi-Mana Training Orchestra (Music Learning Centre Ltd)	A training orchestra for musicians in the Kapi-Mana region who are currently receiving tuition on their instrument	\$4,954	\$2,110	\$2,000	This is a new community orchestra for Kapi-Mana area and has grown out of the current group that has 16 Tawa members and will be charging one-off \$200 membership Suggest avoid equipment costs as not non-profit setup yet.
4	Linden School	to purchase high jump mats for primary schools in Tawa	\$3,200	\$3,200	\$1,422	Suggest avoid equipment costs as not non-profit setup yet.
5	Linden Scottish Country Dance Club	a weekend of festivities celebrating 50th anniversary	\$1,525	\$1,325	\$650	This is a 50th anniversary celebration and will be a Saturday night dance and Sunday lunch, inviting all past members. The budget includes catering and we have removed that from the amount recommended
6	Mana Parents Centre	a reprint of information flyer to be sent out to midwives, doctors and support network	\$1,412	\$565	\$500	Got \$445 '07 - 1000 flyers printed. Repeat -printing 2000 flyers this year. Requesting 40% of print costs based on Tawa membership
7	Presbyterian Support (Central)	purchase of a new PA system for Longview Home	\$1,440	\$1,440	Nil	Basic PA for use at the home - full cost requested.
8	Redwood Day Care Charitable Trust	to purchase two items of furniture for the club	\$1,960	\$1,500	\$784	Workstation, file storage and lazy boy requested. 40% of groups clients are from Tawa ward and the amount recommended is 40% total cost. The accounts show a \$28,000 surplus - turned around from \$17,000 deficit as big increase in District Health Board funding. \$103,000 assets

## Appendix 2

9	Tawa Baptist Church	to purchase a new laptop computer for the youth group	\$2,399	\$2,399	Nil	Laptop for youth pastor. Active youth group - 30-50 attend weekly social events, support letter from College. The Laptop is not for community use but for the day to-day activities of the pastor. Would recommend the funding be sought from the Church
10	Tawa Community Patrol	Establishment of the Tawa Community Patrol; a group of local volunteers assisting the NZ Police to make Tawa a safer community	\$5,893	\$1,823	\$1,800	Currently there are 10 volunteers and the group is aiming to recruit a further 10. We would recommend the release of any funds granted should be subject to confirmation of either affiliation to NZ Community Patrols registrations a legal entity.
11	Tawa Progressive & Ratepayers Assn Inc	for the ongoing maintenance of Tawalink website	\$1,500	\$1,500	\$1,500	Ongoing support
12	Tawa Schools and Community Music Festival Committee	a musical concert involving 800 Tawa schoolchildren & 100 adults	\$38,296	\$4,000	\$4,000	Last festival 2004 - sold out at the Michael Fowler Centre. All the local schools are involved.
13	Tawa Senior Citizens Club	to provide monthly social meetings for the elderly	\$300	\$250	\$250	Annual rent at Tawa Union Church 70 members, average age 80. Members pay \$10/year to cover entertainment and tea/coffee
14	Tawa Teals Leisure Marchers	to hire the Tawa Rugby Club Hall for marching practice	\$700	\$700	\$400	Weekly hall hire at Tawa Rugby Club. Although this is not a legal entity, a cashbook was provided and shows other grants have been received There is 9 in the team plus 1 spare - most aged 62-82- who pay \$2/wk towards hall hire.

## Appendix 2

15	Wellington Ending Abuse & Violence Inc	for the programme "Healthy Youth Relationships" for Tawa College pupils	\$2,789	\$2,789	Nil	New youth programme in schools - 2 programmes to be run at Tawa College, 4 elsewhere. Full cost of one programme requested
		<b>Totals:</b>	<b>\$117,063</b>	<b>\$30,586</b>	<b>\$13,306</b>	
		<b>Amount Available:</b>		<b>\$15,000</b>		