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## **C.H. IZARD BEQUEST**

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

This report provides recommendations for the distribution of the C. H. Izard Bequest.

### **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 providing a list of recommendations to the trustees of the C. H. Izard Bequest of projects that meet their criteria, to be funded from that bequest.*

### **3. Background**

In recent years applications for C. H. Izard Bequest funding were looked at alongside applications for WCC Community Grants. Due to the timing of general grant rounds under the new grants framework the bequest is now being administered separately.

Macalister Mazengarb, Solicitors, as trustees of the C.H. Izard Bequest have advised that \$30,000 is available from the trust fund for allocation to suitable projects recommended to them by the Grants Subcommittee.

#### **Specific criteria relating to C. H. Izard Bequest:**

- Charitable and/or educational purposes only. All projects must fit the charitable mould, and may or may not have an educational purpose.
- Charitable is interpreted as "needy" in the social welfare sense, not simply as a charitable trust.
- Wellington rate paying area projects only.
- Projects need to fit the Council's general grants criteria (attached as appendix 1), though less emphasis on Council's strategic priorities is required.

## **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, criteria and strategic fit reference (which includes any concerns about criteria fit and risk management issues), a priority level based on strategic and criteria fit, and maximum and minimum levels of recommended funding.

The recommended amounts 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 grading A, B or C is determined by criteria fit or concerns. Any criteria concerns held after the initial assessment of a project are noted on the sheet. Applicants are generally given ten working days where possible to respond to a request for more information, so some recommendations may be subject to change depending on responses received after this report has been written.

Maximum and minimum levels of funding are suggested which will indicate:

- the minimum amount needed for the activity to proceed; or
- a range in line with past precedents; or
- a range that reflects the level of fit with criteria

A lower level of funding than this minimum level would normally be considered inadequate. An amount higher than the maximum level recommended would be considered out of line with past precedents, or would put too much pressure on the funds available to other projects.

## **5. Conclusion**

The Subcommittee is asked to consider the applications received for the C.H. Izard Bequest and decide whether or not it is appropriate to recommend the applicants for funding and for what amount.

Contact Officer: *Katharine Macann, Acting Grants Team Leader*

<b>Supporting Information</b>	
<b>1) Strategic Fit / Strategic Outcome</b>	<i>WCC General grants are allocated to support outcomes from the Cultural, Social, Economic and Environmental strategic areas. C.H. Izard Bequest recommendations take into account Social strategic outcomes.</i>
<b>2) LTCCP/Annual Plan reference and long term financial impact</b>	<i>C.H. Izard Bequest is held by Macalister Mazengarb Solicitors. Projects approved for funding under this scheme are paid directly by the Trustees.</i>
<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>
<b>4) Decision-Making</b>	<i>This is not a significant decision.</i>
<b>5) Consultation</b>	<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>
<b>6) Legal Implications</b>	<i>N/A</i>
<b>7) Consistency with existing policy</b>	<i>N/A</i>

## **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.