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## **SPORTS DEVELOPMENT GRANTS**

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

This report provides recommendations for the distribution of the Council's Sports Development grants

### **2. Recommendations**

Officers recommend that the Grants Subcommittee:

- 1. Receives the information.*
- 2. Agrees to use the officers' recommendations in the schedule attached as Appendix two as a guide to allocating a grant amount for the applications made for Sports Development grants.*

### **3. Background**

The Sports Development Grant Fund was a new initiative approved as part of the 2007/08 Annual Plan. The fund provides for \$100,000 for annual grants to sports clubs for professional advice and support to enhance and strengthen their strategic management and infrastructure. The funding criteria and guidelines are attached as Appendix one.

### **4. Discussion**

This is the first grant round for the 2008-2009 financial year. The total amount requested by 3 applicants in this round is \$11,672.

The number of applications received this round was less than expected this is despite being well promoted through the through sports forums, with the assistance of Sport Wellington and offering seminars to sports groups.

Officers' recommendations (Appendix two) are based on evidence of need, alignment with the Council's strategic goals, the grants criteria (Appendix one) and effectiveness of funding these projects. Officers from Sport and Recreation Engagement, Parks and Gardens, Property and Recreation Wellington have been asked for feedback on applications. The Grants team has also met and discussed the applications with Sport Wellington development officers.

The level of funding recommended takes into account:

- the amount needed for the project to proceed
- the availability of alternative funding sources
- an amount that reflects the level of fit with general and strategic criteria
- pressure, or potential pressure, on funds from other groups with similar applications

The original information provided by applicants has been forwarded to Subcommittee members in a separate book. The Grants team has contacted some applicants to request further information – applicants are 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. If members of the Subcommittee require more information on applications prior to the meeting, they can contact the Grants team, who will do their best to get this ready in time for the meeting.

## **5. Conclusion**

The Subcommittee is asked to consider the applications received for Sports Development Grants and decide whether or not it is appropriate to fund the applicants and at what level.

Contact Officer: *Jenifer Rains, Grants Manager*

## Supporting Information

### **1) Strategic Fit / Strategic Outcome**

*WCC Sports Development grants are allocated to support outcomes from the Social and Recreation strategy.*

### **2) LTCCP/Annual Plan reference and long term financial impact**

*Social and Recreational grants come under project code C678.*

### **3) Treaty of Waitangi considerations**

*Any grants application that could have implications for Maori are referred to WCC Treaty Relations team for recommendations. The Treaty Relations team is sent the full list of applicants and projects for comments.*

### **4) Decision-Making**

*This is not a significant decision.*

### **5) Consultation**

#### **a) General Consultation**

*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.*

#### **b) Consultation with Maori**

*The WCC Treaty Relations team is sent the full list of applicants and projects for comment prior to presentation to committee.*

### **6) Legal Implications**

*N/A*

### **7) Consistency with existing policy**

*The grant pools have been created to assist community initiatives in line with Council strategy.*

## **Appendix 1: Grants Criteria and Funding Guidelines**

### **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 Sports Development Grants:**

12. Projects should enhance the strategic management of sports and recreation organisations
13. Priority will be given to proposals that promote youth participation in sport and recreation

### ***Project Funding Guidelines:***

#### **Organisations should:**

- be a not for profit, legally constituted sports or recreation organisation
- have a constitutionally 'open' membership (this means that membership rules should not exclude any category of person and membership fees must be reasonable)
- be operating in the Wellington rate paying area

### **What types of projects are eligible?**

The main purpose of the grants will be to help fund professional advice and support for enhancing the strategic management of clubs. Here are some examples of projects that would fit the purpose of the grants:

#### *Club development:*

- Assisting with the development and/or implementation of a plan
  - strategic
  - operational
  - business
  - risk management
  - volunteer management
  - marketing
- Training for club administrators to improve organisational management, e.g. accounts mentoring
- Professional fees that cannot be funded from other sources, e.g. consultants, engineering, accounting, architects, legal etc

#### *Recreation planning:*

- Projects to strengthen school/club links
- Projects to identify facility or programme needs for the city in a particular sporting code
- Investigating opportunities for sharing resources or facilities

### **Costs / projects that *won't* normally be funded by Wellington City Council:**

- catering
- costs associated with resource consent processes
- fundraisers and projects which seek to raise funds or which provide training for fundraisers
- personal travel and accommodation
- prize money
- purchase and maintenance of vehicles, land or buildings
- ongoing salary or administration costs (e.g. rent, insurance, utilities)
- retrospective funding for projects that have already been completed
- scholarships
- services or projects considered to be the responsibility of central government or some other funding body
- social functions

## **Appendix 2: Recommendations**