



## Kaikōura District Council Discretionary Grants

### Purpose

The Council acknowledges the contribution of not-for-profit organisations in providing essential services which assist in developing the community at large. The Council's role is to respond to community needs by providing funding assistance where no other funding support is available.

### How much is available?

The fund has an overall budget of \$100,000, to be allocated by the Council at the Council's absolute discretion, which may include the timing of payments.

The full budget amount does not need to be fully allocated. Unallocated funds shall not be carried over to subsequent years.

### Sectors eligible for funding

The Council will consider requests for funding from community organisations providing services in the following categories (in no order of priority):

- Arts & Culture
- Community Facilities
- Community Welfare and Social Services
- Environment
- Heritage
- Sport and Recreation
- Other at the discretion of the Council

Each application is considered on its merits using the criteria set out below. The decisions made will be in the best interests of the local community and must provide Kaikōura specific benefits, including promoting the social, economic, environmental and/or cultural well-being of Kaikōura communities.

### Who can apply?

Organisations wanting to apply for funding assistance must meet the following criteria:

- Be a not-for-profit organisation
- Provide services to the wider community or specific sectors in the Kaikoura community (any National or Regional organisation applying must refer specifically to Kaikoura costings and benefit)
- Be able to supply verified Annual Accounts
- Provide verification of charitable status (if applicable)
- Account for expenditure of funds specifically for grant received (this will affect eligibility for any future grants)
- There must be a contribution from the applicant towards the cost of the activity applied for. This can be from the applicant's own funds, grants from other sources, volunteer time or donated materials.

## Application Process and Allocation of Funds

The Council Discretionary Grants scheme will open 1 March annually, and close in time for funding decisions to be made at a full Council meeting no later than 30 April annually, for payments to successful applicants after 1 July (the next financial year).

The Council's decision on all allocation of funds will be final.

### *What can't be funded?*



- Conventions, conferences, and reunions
- School based curriculum programmes
- Retrospective funding
- All travel or costs associated with events outside of Kaikoura including overseas travel
- Projects that have already received Council funding including through contracts and partnership agreements for the same activity within the same financial year.
- Food and catering
- Fundraising events
- Projects which better fit the criteria of other Council related funds available (such as the George Low Fund, Creative Communities, Sport NZ rural travel, Significant Natural Areas fund, Kaikōura Initiatives Fund, and others).

### *What can be funded?*



- One application per organisation per year can be considered for funding
- Projects must be of direct benefit to people of the Kaikoura district
- Activity that can be considered for funding include (but are not limited to):
  - Operating costs
  - Funding for unforeseen circumstances
  - Equipment
  - Seeding funding for new projects/programmes
  - Volunteer expenses
  - Repairs and maintenance for community facilities
  - Training/workshops with a community development focus that are open to the public
  - Non-school-based educational programmes
  - Consultancy fees towards activities such as feasibility studies or engineers reports for community projects
- Community facilities including Council-owned and non-Council owned facilities.