



## **Community Grants Information Sheet**

### **Purpose**

Council acknowledges the contribution of not for profit organisations in providing essential services which assist in developing the community at large. Council's role is to add value to the ability of the volunteer sector to thrive and respond to community needs by providing funding assistance.

### **Categories for Funding**

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

- Arts & Culture
- Community Welfare and Social Services
- Environment
- Heritage
- Sport and Recreation

Each application is considered on its merits using the criteria set out below with decisions made in the best interests of the local community.

### **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 community
- 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 monetary contribution from the applicant towards the cost of the activity applied for. This can be from own funds or grants from other sources.

### **Maximum Grant Allocation**

Due to demand for funds, grants will be allocated to a maximum of \$10,000 per application.

### **What Can't be funded**

- New buildings or extension/s to current buildings
- Landscaping and car parks
- Debt Servicing
- Conventions, conferences, reunions and tournaments
- School based curriculum programmes
- Retrospective funding
- All travel or costs associated with events outside of Marlborough including overseas travel.
- Projects that have already received Council funding including through contracts and partnership agreements for the same activity.

## What can be funded?

- One application per organisation per year can be considered for funding.
- Partnership projects can be applied for by an umbrella organisation – applicants must be not for profit.
- An organisation can make an application of their as well as being the umbrella organisation for a partnership project.
- Projects must be of direct benefit to people of the Marlborough district.
- Activity that can be considered for funding include:
  - Small operating grants up to \$5,000 (organisations already receiving a Council operating grant excluded)
  - Funding for unforeseen circumstances
  - Furniture and fittings – items that can be removed from the facility and not become a building asset
  - 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
  - Consultancy fees for activities such as feasibility studies or engineers reports for community projects.
  - Community events that do not fit with the Council Commercial Events Fund or Recreation Events Programme Fund
  - Projects that promote sustainable use and enjoyment of Marlborough arts and heritage resources.
  - Projects that establish closer linkages between arts, heritage and regional promotion and development.

## Application Process and Allocation of Funds

Council Community Grants will be allocated in one funding round by Council's Grants Committee and their recommendations considered by Full Council. The Grants Committee will meet on 21 November 2017 to consider applications so projects should not have commenced at this date to be eligible for funding (excluding requests for small operating grants).

All applications must be made on Council's online application form so that all organisations are meeting the same requirements for supplying information for consideration.

**NOTE: Closing date is 27 October 2017 - Late or incomplete applications will not be considered. Council's decision on all allocation of funds will be final.**

## More Information?

If you require further information or assistance please contact:

Lyne Reeves  
Community Development Advisor  
Phone: 03 5207448  
Email : [lyne.reeves@marlborough.govt.nz](mailto:lyne.reeves@marlborough.govt.nz)