

1. The following is the Policy Statement from the Community Grants Policy:

*To make a general contribution to a qualifying organisation in order to further the identifiable goals and objectives of Council.*

*In support of this statement the Council recognises that:*

- *The grant is intended to support general objectives rather than any particular identified output. The benefits sought include lower administrative or compliance costs for the Council and for the funded organisation compared with the costs of administering formal contracts.*
- *The Council wishes to provide flexibility for the organisation to experiment with new initiatives and perhaps carry out advocacy work.*
- *The Council does not need a high level of control as the financial and outcome risks are low.*
- *Outputs are difficult to specify but the Council recognises that the activity has a particular value to the community and helps meet Council objectives.*
- *The funding is one-off, noting that the grant may be repeated on a regular basis, depending on Council being satisfied of the value delivered.*
- *The grant is a contribution only, not a fee for a service.*

2. That the following operational policy shall apply to all applicants seeking community grants from Community Boards:

- *Assistance will only be available for locally recognised organisations within the Thames-Coromandel district whose principal functions and/or activities are of a charitable (not-for-profit) nature.*
- *Preference will be given, but not limited to, organisations that are registered as an Incorporated Society to qualify for Community Grant funding.*
- *Applications will be considered on merit, benefit to the community, contribution to the achievement of Council Outcomes, and/or contribution to the achievement of Community Board priorities and total cost of the project, event or funding request and proportion of funding requested as a % of total cost.*
- *Where a grant is for an event, the event criteria also applies.*
  - *Only one grant per organisation, per event, will be available in any financial year.*
  - *Consideration to be given to the viability of the event as whole and fundraising efforts shown.*
- *Financial assistance will only be available for a specific project or for the maintenance of a facility, which is of benefit to the community. Community Grants **are not** for the payment of wages/honorariums or usual operational expenditure.*
- *Evidence of other fund raising undertaken and commitment of reasonable percentage of own funds to the project or initiative must be provided.*
- *Community grants can be used to cover Council-related expense (for example, hall hire).*
- *The responsibility of Central Government towards organisations will be taken into account when considering grants for a project that the organisation may already have received funding for from Central Government.*
- *All applications must be accompanied by a statement of financial position for the previous financial year and a budget projection for the next financial year.*
- *All successful applicants must acknowledge the support of the Thames-Coromandel District Council on any correspondence, advertising or other publicity material.*
- *Late applications will not be considered or carried forward.*
- *Any Community Grant funds not spent on the project for which the funds were applied for by the close of the Council's financial year must be returned to the Thames-Coromandel District Council unless written approval to retain the funds is obtained from the relevant Community Board.*
- *At the completion of the expenditure every successful recipient must provide a detailed expenditure declaration and a report on the community benefit achieved (or similar).*

## **Attachment A**

3. That the funding of emergency management activities (Surf Clubs, other emergency services) be through the “emergency management” activity with such funding to comply with the policy relating to “emergency management” activity.
4. That the Council does not develop separate policy in relation to the funding of lease costs on reserves.
5. That each Community Board allocates a pre-determined total dollar amount to be distributed in their Ward every financial year in accordance with the Community Grants Policy.
6. That the responsibility of Central Government towards organisations be taken into account when considering grants.