

Notice is given that an ordinary meeting of the Community Grants Subcommittee will be held on:

Date: Tuesday 17 November 2020
Time: 9.30am
Meeting Room: Tasman Council Chamber
Venue: 189 Queen Street
Richmond

Community Grants Subcommittee

AGENDA

MEMBERSHIP

| | | |
|--------------------|-------------|--------------|
| Chairperson | Cr A Turley | |
| Members | Cr S Bryant | Cr T Walker |
| | Cr C Butler | Cr D Wensley |

(Quorum 2 members)

Contact Telephone: 03 543 7203
Email: gabrielle.drummond@tasman.govt.nz
Website: www.tasman.govt.nz

AGENDA

1 OPENING, WELCOME

2 APOLOGIES AND LEAVE OF ABSENCE

Recommendation

That apologies be accepted.

3 DECLARATIONS OF INTEREST

4 CONFIRMATION OF MINUTES

That the minutes of the Community Grants Subcommittee meeting held on Wednesday, 26 August 2020, be confirmed as a true and correct record of the meeting.

5 PRESENTATIONS

Nil

6 REPORTS

6.1 Sport NZ Rural Travel Fund Applications 31 October 2020..... 5

6.2 Community Grants Late Applications 2020 33

7 CONFIDENTIAL SESSION

Nil

6 REPORTS

6.1 SPORT NZ RURAL TRAVEL FUND APPLICATIONS 31 OCTOBER 2020

Decision Required

| | |
|-----------------------|---|
| Report To: | Community Grants Subcommittee |
| Meeting Date: | 17 November 2020 |
| Report Author: | Gary Alsop, Community Partnerships Co-ordinator |
| Report Number: | RCSGS20-11-1 |

1 Summary

- 1.1 Sport NZ Rural Travel Fund applications are open to rural sports clubs and rural school teams with young people aged between 5-19 years. Funding is to reduce the barriers to participation of rural communities by providing help with the travel costs of participating in local sports competitions.
- 1.2 There are two funding rounds per annum closing 30 April and 31 October. The funding is entirely from Sport NZ with an annual allocation of \$23,575. Council retains \$1,179 (5%) for promotion of the funding rounds. There was \$18,700 carried forward from the 2019/20 year. Council allocated \$18,550 in the July round. This leaves a total allocation available for the 2020/21 year at \$23,726.
- 1.3 We received two applications for the 31 October round, requesting a total of \$8,000 from the available funding of \$23,726. There are no applicants who have outstanding accountability forms.
- 1.4 The Community Grants Subcommittee's role is to consider and decide on the two applications received.

2 Draft Resolution

That the Community Grants Subcommittee:

1. receives the Sport NZ Rural Travel Fund Applications 31 October 2020 RCSGS20-11-1; and
2. approves the following allocations of funding to each application:

| | |
|--------------------------------------|-------------------|
| Motueka Pony Club | \$2,000.00 |
| Volleyball Motueka/Golden Bay | \$6,000.00 |

3 Purpose of the Report

- 3.1 This report provides the Subcommittee with the opportunity to consider and decide on the two applications received during the October 2020 funding round for the Sport NZ Rural Travel Fund.

4 Sport NZ Rural Travel Fund Applications

- 4.1 Sport NZ Rural Travel Fund applications are open to rural sports clubs and rural school teams with young people aged between 5-19 years. Funding is to assist with travel costs of rural young people participating in local sports competitions.
- 4.2 The Fund has an annual allocation of \$23,575 scheme, less \$1,179 held for promotion. There was \$18,700 carried forward from the 2019/20 year, less \$18,550, allocated in the July round, leaving a total of \$23,726 for allocation in the 2020/21 year.
- 4.3 We received two applications (**Attachment 1**) for the October 2020 round, requesting a total of \$8,000. For Subcommittee member's information, the bulk of the funding is usually applied for and distributed in the April funding round. The 2020 April round was postponed until July due to Covid-19 interruptions. The late funding round in July, may be attributed to the small amount of applications in this round.
- 4.4 The accountability forms from previous funding allocation rounds, have been received from the applicants, therefore organisations are eligible for further funding.
- 4.5 Councillors are requested to review the applications. The grants **do not** provide for:
- travel costs related to practice or training;
 - travel costs of coaches;
 - travel costs for regional or national events; and
 - travel costs related to interschool events during school time.
- 4.6 The Subcommittee's role is to allocate the funding for the Sport NZ Rural Travel Fund, as we understand the needs of our local community and can assist with allocating the funding cost-effectively and where it can generate real benefits to the community. The allocation of funding provides a local public service and supports community wellbeing by encouraging young people from rural areas to participate in sports and recreational activities to enhance their health and wellbeing.
- 4.7 Please come to the meeting with your recommendations to discuss with the rest of the Subcommittee for the amount of funding you would like to allocate to each of the applications.
- 4.8 Staff have provided the Subcommittee with comments and guidance on the applications based on fit with criteria and have suggested recommendations (**Attachment 2**). Our recommendations are contained in the following table.

| Organisation | Amount requested | Amount recommended |
|-------------------------------|-------------------------|---------------------------|
| Motueka Pony Club | \$2,000.00 | \$1,000.00 |
| Volleyball Motueka/Golden Bay | \$6,000.00 | \$4,000.00 |
| Totals | \$8,000.00 | \$5,000.00 |

5 Options

5.1 The Subcommittee has the ability to allocate all or part of the funding available, if the applications meet the criteria. Staff have recommended amounts for allocation to each of the applicants. If the Subcommittee agrees with the staff recommendations, they will be allocating a total of \$5,000 from the available funding of \$23,726. The Subcommittee can either accept those recommendations or alter them at the meeting, following discussion.

6 Strategy and Risks

6.1 The main potential risks to the Council from allocating the funding through the Sport NZ Rural Travel Fund are that some groups will not be happy with the allocation they receive, if any, and that the Subcommittee may not allocate the funding within the Fund criteria. The Subcommittee can mitigate the risks through clearly explaining the reasons for the decisions to the applicants and through careful consideration of the applications to ensure they meet the Fund criteria.

7 Climate Change Impact Assessment

| Climate Change Consideration | Assessment | Explanation of Assessment |
|---|--|----------------------------------|
| Is this activity associated with one of the goals in Council's Climate Action Plan? | Climate Change considerations are not relevant to this report | |
| Will this decision affect the ability of Tasman District to proactively respond to the impacts of climate change? | This decision will have no impact on decrease resilience to Climate Change and the ability of the Council or District to proactively respond to the impacts of climate change. | |

8 Policy / Legal Requirements / Plan

- 8.1 There are no policy or legal issues with making the decision to allocate funds from the Sport NZ Rural Travel Fund budget, provided the Subcommittee allocates the funds according to the criteria.

9 Consideration of Financial or Budgetary Implications

- 9.1 This funding comes from Sport NZ and only passes through Council for local distribution.

10 Significance and Engagement

- 10.1 The decision sought in this report has a low level of significance. The decision does not have financial implications; it does not deal with strategic activities or assets; and does not result in changes to the Council’s levels of service. The decision will be of some public interest, although we consider that this interest is likely to be relatively low.
- 10.2 Staff consider that consultation is not necessary on the decision to allocate the Sport NZ Rural Travel Fund funding due to the low level of significance of the decisions. We publically notified the opportunity to apply for the funding.

11 Conclusion

- 11.1 There is funding in the Sport NZ Rural Travel Fund budget for the Subcommittee to allocate. This funding is entirely from Sport NZ. We have publicly notified the availability of the funding to provide any groups interested in receiving funding the opportunity to apply. The Subcommittee needs to apply the Fund criteria to the consideration of the funding requests.

12 Next Steps / Timeline

- 12.1 The Subcommittee’s funding allocation decisions will be advised to applicants following the meeting.

13 Attachments

- | | | |
|----|---|----|
| 1. | Sport NZ Rural Travel Fund Applications | 9 |
| 2. | Database with staff recommendations | 31 |



Application No. (office use only) APPENDIX 1

SPORT NZ RURAL TRAVEL FUND APPLICATION FORM 2020-2021

A. Details

Name of organisation: Motueka Pony Club
 Contact person: Ylonda Knapp
 Postal address: 329 Chamberlain Street
 PO Box address: RD 2 UPPER MOUTERE
 Telephone: 021 410521 Email: motpctreasure@yahca.com

B. Contact Names

Please provide

1. Name Ylonda Knapp Phone 021 410 521
2. Name Anthea Carmey Phone 027 208 3106

C. Organisation Details

Are you a club or a school? Club

1. How many members belong to your club/school? 41
2. How many participants aged between 5 & 18 will this travel subsidy benefit? 18
3. How many participants are aged between 5-11 yrs? 8
4. How many participants are aged between 12-18 yrs? 18

| | | |
|--|--|--|
| | | |
| | | |
| | | |
| | | |

4. Do you have endorsement from your local affiliated club/school for this application for funding? (this is only relevant if the group applying is the regional body).

YES NO (briefly explain and attach evidence of this)

E. Declaration

We hereby declare that the information supplied here on behalf of our organisation is correct?

We consent to TDC authority collecting the personal contact details and information provided in this application, retaining and using these details and disclosing them to Sport NZ for the purpose of review of the rural travel fund. This consent is given in accordance with the Privacy Act 1993.

1. Name: Jolanda Krupp

Position in organisation / title: Treasurer

Signature: [Signature] Date: 21.0.2020

2. Name: Anthea Carmey

Position in organisation / title: Secretary

Signature: [Signature] Date: 30.10.20

Please attach:

1. Latest financial statements from your organisation (i.e. P&L, financial statement)
2. A deposit slip (in case your application is approved)
3. Evidence of your endorsement from your local affiliated club/school (if required)

Checklist:

1. Have you answered every question?

2. Have you attached the relevant documents with your application?
3. Send your application form with the relevant documents to your local authority by closing date, 30 April for winter sports and 31 October for summer sports.

Motueka Pony Club Incorporated.**Statement of Financial Performance
for the Year ended 31 December 2019**

| Income | Note | 2,019 | 2018 |
|--------------------------------------|------|---------------|---------------|
| Subscriptions | | 3,530 | 3,280 |
| Ground Hire | | | 0 |
| Fundraising | | 1,518 | 13,299 |
| Mini Show / Shows / IDE | | 9,313 | 4,102 |
| Team Events/Entry Fees | | 863 | 2,273 |
| Donations | | 1,200 | 500 |
| Grants | | | 3,000 |
| Raffles | | | 28 |
| Sponsors | | 760 | 0 |
| Interest | | 83 | 18 |
| Sales | | 512 | 80 |
| Sundry | | 20 | 0 |
| Total Income | | <u>17,798</u> | <u>26,579</u> |
| Expenses | | | |
| Accountancy | | 270 | 235 |
| Entry Fees | | 1,611 | 2,580 |
| Instruction Costs | | 540 | 410 |
| Event Costs | | 3,601 | |
| Fundraising Costs | | 282 | 698 |
| Ground Hire | | 0 | 0 |
| Insurance | | 785 | 780 |
| Lease | | | 0 |
| Levies | | 2,773 | 1,341 |
| Printing Stationary | | 211 | 0 |
| Repairs Renewals Maintenance | | 0 | 173 |
| Rubbish | | 17 | 239 |
| Sundry | | 207 | 185 |
| Travel Accomodation | | 1,450 | 0 |
| Trophies Prizes | | 0 | 1,895 |
| Uniforms | | 487 | 624 |
| | | 12 | |
| Total Expenses | | <u>12,246</u> | <u>9,160</u> |
| Net Operating Surplus/Deficit | | 5,553 | 17,420 |
| Depreciation | | 4,398 | 4,398 |
| Net Surplus | | <u>1,155</u> | <u>13,022</u> |

These statements should be read in conjunction with the notes to the Financial Statements and have been compiled without undertaking an audit or review and is subject to the Accountants compilation report.

| | | | | | |
|---|-------------------|----------------|---------|------------------------|----|
| NBS <small>NEW ZEALAND BANK</small> | | Deposit | 03 1354 | 0456536 | 00 |
| | | Account Number | | | |
| Date Stamp | Account Name | | | \$100 | |
| | Motueka Pony Club | | | \$50 | |
| | | | | \$20 | |
| | | | | \$10 | |
| | | | | \$5 | |
| | Paid in by | | | Notes | |
| | | | | Coins | |
| | | | | Cheques As per back | |
| | | | | \$ | |

Cheques, etc., included in this deposit cannot be drawn against until proceeds have been cleared.



Application No. (office use only) APPENDIX 1

SPORT NZ RURAL TRAVEL FUND APPLICATION FORM 2020-2021

A. Details

Name of organisation: Volleyball Motueka - Golden Bay
 Contact person: Mr Alan Brodie
 Postal address: P.O. Box 48, Motueka
 PO Box address: P.O. Box 48, Motueka.
 Telephone: 0274 857 336 Email: region@tasmanvolley.org.nz

B. Contact Names

Please provide

1. Name ALAN BRODIE Phone 0274 857 336
2. Name BRENT MCGLASHEN Phone 021 114 0546

C. Organisation Details

- Are you a club or a school? A Regional Sports Club
1. How many members belong to your club/school? ~ 400 Junior & College players
 2. How many participants aged between 5 & 18 will this travel subsidy benefit? Approx 160.
 3. How many participants are aged between 5-11 yrs? 140 - 180
 4. How many participants are aged between 12-18 yrs? 80 - 100

5. Please detail how many applicants are female? ~ 60% say 80.

6. Please detail how many applicants are male? ~ 40% say 60.

7. Does your application involve a partnership with a local school / club YES / NO

8. What is this funding going to be used for? (Briefly explain)

To assist with the cost of travel for young players from the rural areas of Motueka, Moutere, Tapanui and Takaka travelling to competitions in Motueka and Nelson. We run competitions in Motueka and have Motueka, Tapanui and Takaka teams travelling to competitions in Nelson.

9. Do you have any disabled individuals who are being supported by this fund?

a. If yes, how many will receive support from the RTF Nil

10. What percentage of your members live in the vicinity of the local authority you are applying to for the rural travel fund?

100 %

D. Financial Details

1. Are you registered for GST? YES NO

(If yes please write your GST Number in the space provided below)
GST NO.

| | | | | | | | | | |
|--|--|--|--|--|--|--|--|--|--|
| | | | | | | | | | |
|--|--|--|--|--|--|--|--|--|--|

2. How much money are you applying for? \$ 6000-00 Sport NZ funding

\$ other funders

\$ 6200-00 your contribution from club funds & parents.

\$ 12,200 TOTAL

3. If you have applied for funding from other organisations please supply details - refer to Table 1 below.

Table 1

| Organisation - (including other councils) | Amount requested (\$) | Results date (if known) |
|--|-----------------------|-------------------------|
| <u>We have made no other applications for travel. However we have applied for competition and equipment costs.</u> | | |

| | | |
|--|--|--|
| | | |
| | | |
| | | |
| | | |

4. Do you have endorsement from your local affiliated club/school for this application for funding? (this is only relevant if the group applying is the regional body).

YES/ NO (briefly explain and attach evidence of this)

We are affiliated to the Tasman Volleyball Assn.

Tapanui Area School, Motueka High School and Golden Bay High School appreciate the support we are able to provide.

E. Declaration

We hereby declare that the information supplied here on behalf of our organisation is correct?

We consent to _____ authority collecting the personal contact details and information provided in this application, retaining and using these details and disclosing them to Sport NZ for the purpose of review of the rural travel fund. This consent is given in accordance with the Privacy Act 1993.

1. Name: *Anton Brodie*

Position in organisation / title: *SECRETARY / TREASURER*

Signature: *[Signature]* Date: *30.10.2020*

2. Name: *Andrew McGlashan*

Position in organisation / title: *Executive member*

Signature: *[Signature]* Date: *30/10/2020*

Please attach:

1. Latest financial statements from your organisation (i.e. P&L, financial statement)
2. A deposit slip (in case your application is approved)
3. Evidence of your endorsement from your local affiliated club/school (if required)

Checklist:

1. Have you answered every question?

2. Have you attached the relevant documents with your application?
3. Send your application form with the relevant documents to your local authority by closing date, 30 April for winter sports and 31 October for summer sports.



Volleyball Motueka Golden Bay Incorporated

Special Purpose Financial Report

For the Year ended 30th June 2019

Volleyball Motueka Golden Bay Incorporated
Contents
For the Year ended 30th June 2019



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Volleyball Motueka Golden Bay Incorporated
Compilation Report
For the Year ended 30th June 2019



Compilation Report to Volleyball Motueka Golden Bay Incorporated

Scope

On the basis of information you provided we have compiled, in accordance with Service Engagement Standard No. 2: Compilation of Financial Information, the financial statements of Volleyball Motueka Golden Bay Incorporated for the period ended 30 June 2019. As described in Note 1 to the financial statements, these financial statements are a special purpose report, for internal management and taxation purposes only.

Responsibilities

You are solely responsible for the information contained in the financial statements and have determined that the accounting policies used are appropriate to meet your needs and for the purpose that the financial statements were prepared.

The financial statements were prepared exclusively for your benefit. We do not accept responsibility to any other person for the contents of the financial statements.

No Audit or Review Engagement Undertaken

Our procedures use accounting expertise to undertake the compilation of the financial statements from information you provided. Our procedures do not include verification or validation procedures. No audit or review engagement has been performed and accordingly no assurance is expressed.

Disclaimer

As mentioned earlier in our report, we have compiled the financial information based on information provided to us which has not been subject to an audit or review engagement. Accordingly, neither we, nor any of our employees accept any responsibility for the reliability, accuracy or completeness of the compiled financial information nor do we accept any liability of any kind whatsoever, including liability by reason of negligence, to any person for losses incurred as a result of placing reliance on the compiled financial information.

A handwritten signature in black ink, appearing to be 'CA' followed by a flourish.

Craig Anderson Limited
Chartered Accountants
270a Queen Street
Richmond
Nelson

16th September 2019

Volleyball Motueka Golden Bay Incorporated
Statement of Profit or Loss
For the Year ended 30th June 2019



| | Note | 2019 \$ | 2018 \$ |
|--|------|----------------|----------------|
| <u>Income</u> | | | |
| Fees | | 6,390 | 8,112 |
| Pub Charity Inc | | - | 8,500 |
| Sponsorship | | 100 | - |
| Lion Foundation | | 4,000 | 4,000 |
| TDC Rural Travel Grant | | 1,500 | 1,500 |
| | | <u>11,990</u> | <u>22,112</u> |
| | | 11,990 | 22,112 |
| Less: | | | |
| <u>Operating Expenses</u> | | | |
| Contract Fees - LSNZ | | 2,300 | 9,453 |
| Affiliation Fee | | 400 | - |
| Insurance | | 314 | 210 |
| Venue Hire | | 1,785 | 2,235 |
| Repairs & Maintenance | | - | 129 |
| Refereeing Expenses | | 364 | 382 |
| Small Equipment Purchases | | 460 | 940 |
| Tournament Expenses | | 2,595 | 4,209 |
| Travelling Expenses | | 1,613 | 1,450 |
| Vehicle Expenses | | 87 | 1,196 |
| TDC Rural Travel Grant Expenses | | 1,200 | 1,500 |
| | | <u>11,118</u> | <u>21,704</u> |
| | | 11,118 | 21,704 |
| <u>Administration Expenses</u> | | | |
| Accountancy Fees | | 489 | 489 |
| Bank Fees | | 9 | - |
| Postage & Stationery | | 651 | 328 |
| Telephone, Tolls & Internet | | 264 | 335 |
| | | <u>1,413</u> | <u>1,152</u> |
| | | 1,413 | 1,152 |
| <u>Total Cash Expenditure</u> | | <u>12,531</u> | <u>22,856</u> |
| | | 12,531 | 22,856 |
| <u>Profit (Loss) before Tax</u> | | <u>(541)</u> | <u>(744)</u> |
| | | (541) | (744) |
| <u>PROFIT</u> | | <u>(\$541)</u> | <u>(\$744)</u> |
| | | (\$541) | (\$744) |

NOTE: The accompanying notes form part of these financial statements. The above information has been prepared without performance of audit or review engagement procedures and must be read subject to the compilation report.

Volleyball Motueka Golden Bay Incorporated
Balance Sheet
As at 30th June 2019



| | Note | 2019 \$ | 2018 \$ |
|--------------------------------------|------|------------|------------|
| <u>Current Assets</u> | | | |
| Westpac Account - 00 | | 436 | 749 |
| <u>Current Liabilities</u> | | | |
| Accounts Payable | | 228 | - |
| <u>Working Capital</u> | | | |
| | | 208 | 749 |
| <u>NET ASSETS</u> | | | |
| | | \$208 | \$749 |
| <u>Represented by Equity:</u> | | | |
| Balance as at 1st July 2018 | | 749 | 1,493 |
| Profit (Loss) for Year | | (541) | (744) |
| <u>TOTAL EQUITY</u> | | | |
| | | \$208 | \$749 |

NOTE: The accompanying notes form part of these financial statements. The above information has been prepared without performance of audit or review engagement procedures and must be read subject to the compilation report.

Volleyball Motueka Golden Bay Incorporated
Schedule of Fixed Assets and Depreciation
For the Year ended 30th June 2019



| Asset | Cost Price | Book Value 01/07/2018 | Additions Disposals | Gain/Loss on Disposal | Capital Profit | --- Depreciation --- Mth Rate | Accum Deprec 30/06/2019 | Book Value 30/06/2019 |
|------------------------------|--------------|-----------------------|---------------------|-----------------------|----------------|----------------------------------|-------------------------|-----------------------|
| PLANT & EQUIPMENT | | | | | | | | |
| Nets & Scoreboards x 4 ea | 899 | | | | | 80.4% CP | 0 | 899 |
| Molten Ball Cart | 288 | | | | | 67.0% CP | 0 | 288 |
| Pro Kennex Badminton Net x 2 | 113 | | | | | 67.0% CP | 0 | 113 |
| TOTAL | 1,300 | | | | | | 1,300 | 0 |

NOTE: The accompanying notes form part of these financial statements. The above information has been prepared without performance of audit or review engagement procedures and must be read subject to the compilation report.

Volleyball Motueka Golden Bay Incorporated
Notes to the Financial Statements
For the Year ended 30th June 2019



1. STATEMENT OF ACCOUNTING POLICIES

Volleyball Motueka Golden Bay Incorporated is incorporated under the Incorporated Societies Act 1908.

These financial statements are a special purpose report have been prepared for taxation purposes on the principles contained in the Income Tax Act 2007 and internal management purposes.

The accounting policies adopted are not in conformity with generally accepted accounting practice. Accordingly, the financial statements should only be relied on for the expressly stated purpose.

The accounting principles recognised as appropriate for the measurement and reporting of earnings and financial position on an historical cost basis have been used, with the exception of certain items for which specific accounting policies have been identified.

(a) Changes in Accounting Policies

There have been no changes in accounting policies. All policies have been applied on bases consistent with those used in previous years.

(b) Goods & Services Tax

These financial statements have been prepared inclusive of GST as Volleyball Motueka Golden Bay Incorporated is not registered for GST.

(c) Fixed Assets & Depreciation

All fixed assets are recorded at cost or valuation less accumulated depreciation.

Depreciation of the assets has been calculated at the maximum rates permitted by the Income Tax Act 2007. The rates used are shown on the Schedule of Fixed Assets and Depreciation attached.

2. AUDIT

These financial statements have not been audited.

3. CONTINGENT LIABILITIES

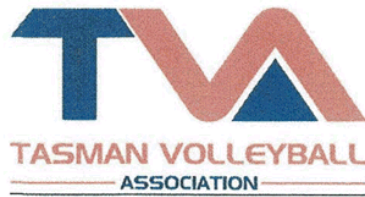
At balance date there are no known contingent liabilities (2018:\$0).

4. ASSOCIATED PARTIES

Related party transactions for the year ended 30 June 2019 include payments for contract fees made to Living Sport NZL Limited, of which A & P Brodie are Shareholder Directors. A & P Brodie are also members of Volleyball Motueka Golden Bay Incorporated.

5. INCOME TAX

Inland Revenue considers that the Association qualifies for an exemption from income tax in terms of Section CW 46 of the income Tax Act 2007 as an amateur game or sport promoter.



PO Box 2425
Stoke
Nelson
7041

2020 Certificate of Affiliation

This is to certify that:

**Volleyball Motueka Golden Bay
Inc.**

Is an affiliate of

**Tasman Volleyball Association
Incorporated**

Under the Tasman Volleyball Association Constitution

A handwritten signature in blue ink, appearing to read 'Jud Hadfield'.

Jud Hadfield
Treasurer
Tasman Volleyball Association
4th March 2020



Deposit

Motueka
165 High Street, Motueka, NZ

Westpac New Zealand Limited

DATE _____

NOTES \$ _____

COINS \$ _____

TOTAL CASH \$ _____

CHEQUES AS REVERSE \$ _____

PAID IN BY: (PLEASE PRINT NAME)

FOR THE CREDIT OF
VOLLEYBALL MOTUEKA/GOLDEN BAY

TRANSFER FROM ACCOUNT No. \$ _____

| | | | | | |
|--|--|--|--|--|--|
| | | | | | |
|--|--|--|--|--|--|

●
● TOTAL \$

⑈030693⑆ 0213358⑈00 ⑈ 57

Volleyball Motueka / Golden Bay - Rural Travel Fund Application 2020-2021

Volleyball in the Motueka Moutere and Golden Bay areas of the Nelson Bays Volleyball Association continues to grow. Over the past year the growth in both in the number of players involved in the Motueka competitions and the number of teams travelling to play in Nelson Bays Volleyball competitions played at Saxton Stadium has continued. An exciting addition this year has been the Golden Bays Senior Boys Team who travel to saxton Stadium for regular competition matches.

The competition hosted at the Motueka High School Gym caters for the development of young players making their first steps in the game. It is very encouraging to see the progress being made by these young players. However, for the College age players to be competitive with other schools in our region it is essential that they travel to Nelson to play in the Nelson Bays competition. This competition is the envy of most areas in New Zealand for the results these teams achieve.

The Junior and College Volleyball seasons run through Term 4 & Term 1 in each year.

| No. | Group | Travel | Distance | No. of Trips | Total Km | No. of Players | No. of Vehicles | Total Km |
|-----|--------------------------|----------------------------|------------|--------------|---------------------------------------|----------------|-----------------|----------------|
| | | | Round Trip | | for season per vehicle | | | Travelled |
| 1 | Tapawera Area School | Tapawera to Motueka | 100 km | 6 | 600 | 12 | 1 Van | 600 km |
| 2 | Tapawera Area School | Tapawera to Nelson | 110 km | 6 | 660 | 8 | 2 Cars | 1320 km |
| 3 | Ngatimoti Primary School | Ngatimoti to Motueka | 40 km | 8 | 320 | 6 | 2 Cars | 640km |
| 4 | Upper Moutere School | Uppewr Moutere to Motueka | 34km | 8 | 272 | 12 | 4 Cars | 1088km |
| 5 | Mapua Primary School | Mapua to Motueka | 40km | 8 | 320 | 7 | 2 Cars | 640 km |
| 6 | Golden Bay High School | Takaka to Nelson | 190km | 10 | 1900 | 10 | 2 Cars | 3800km |
| 7 | Motueka Volleyball Club | Motueka to Nelson | 92km | 15 | 1380 | 20 | 6 Cars | 8260km |
| 8 | Coach Travel | Nelson to Motueka & return | 80km | 15 | 1200 | 2 | 1 Car | 1200km |
| | | | | | Total Km travelled - all teams | | | 17548km |

| | | | | | | | |
|--|--|--|--|--|-----------------|--|----------|
| | | | | | at \$ 0.70 / Km | | \$12,284 |
|--|--|--|--|--|-----------------|--|----------|

Notes:

- 1 The distances travelled have been calculated for a central point on each occasion. In many cases the players will have some distance to get to the meeting point.
- 2 Because of the additional travel beyond the meeting point it has proven far more convenient to travel in private vehicles rather than use a van and have all the additional travel to the various rural locations.
- 3 The calculation of the cost of the travel has been based on the Sport New Zealand rates used for the Regional Sport Trust KiwiSport Applications of \$ 0.70 / Km

Rural Travel Fund Summary Report - October 2020

| Name Of Organisation | Club Or School | Amount Requested (\$) | Purpose Of Travel Grant | Staff Recommendations | Staff Comments |
|-------------------------------|----------------|-----------------------|--|-----------------------|---|
| Volleyball Motueka Golden Bay | Club | \$ 6,000.00 | To assist with the cost of young players from the rural areas of Motueka, Moutere, Tapawera and Takaka travelling to competition in Motueka and Nelson. | \$4,000 | Impacts a high number of participants covering the wider Tasman region. A high level of female participation. |
| Motueka Pony Club | Club | \$ 2,000.00 | To purchase fuel vouchers to help allow young riders and horses to complete at events held within the South Island. This helps to give young riders a chance to compete with other youth in all areas of equestrian. | \$1,000 | All female participation. Discussed application to check how many events meet the criteria, as events won't be funded outside the region. There are three events within the region and one South Island event which isnt eligible |
| Total Requested: | | \$ 8,000.00 | | \$5,000 | |

6.2 COMMUNITY GRANTS LATE APPLICATIONS 2020

Decision Required

Item 6.2

Report To: Community Grants Subcommittee
Meeting Date: 17 November 2020
Report Author: Gary Alsop, Community Partnerships Co-ordinator
Report Number: RCSGS20-11-2

1 Summary

- 1.1 The Community Grants Subcommittee at the 26 August 2020 meeting, approved applications to the Community Grant Scheme and Community Consultation Fund. A budget of \$26,399.00 was available for the Community Consultation Fund. The Subcommittee approved a total of \$25,709, at that meeting. A budget of \$219,000 was available for the Community Grant Scheme. The Subcommittee approved a total of \$214,111.91 at the meeting.
- 1.2 Two applications were received after the closing date, 31 July 2020, and the applicants have requested that the applications are considered by the Subcommittee:
 - Motueka Valley Association (attachment 1)
 - Multicultural Nelson Tasman (attachment 2)
- 1.3 Motueka Valley Association is seeking \$1,000 from the Community Consultation Fund.
- 1.4 Multicultural Nelson is applying to the Community Grants Scheme for \$6,200.

2 Draft Resolution

That the Community Grants Subcommittee:

- 1 receives the Community Grants Late Applications 2020 report; and**
- 2 notes the exceptional conditions and disruption caused by Covid-19 during the year and the financial impact it has had on community groups; and**
- 3 in light of 2 above, agrees to consider the late applications from the Mouteka Valley Association and Multicultural Nelson Tasman; and**
- 4 approves the late application to the Community Consultation Fund from the Motueka Valley Association for \$1,000; and**
- 5 approves the late application to the Community Grants Scheme from Multicultural Nelson Tasman for \$5,000.**

3 Purpose of the Report

- 3.1 The purpose of the report is for the Community Grants Subcommittee to have the opportunity to approve or decline the late applications for the Community Grants Scheme and Community Consultation Funding Scheme.

4 Background and Discussion

Community Grant and Community Consultation Grant Criteria

- 4.1 Community Grants are allocated to organisations whose services and projects provide wide community benefit and wellbeing in activities that are related to the Tasman District Council objectives.
- 4.2 The Community Consultation Fund is distributed for the purpose of providing funding to the ratepayer and community associations with consultation within their respective communities.
- 4.3 The Subcommittee needs to consider Community Grants applications on the following criteria:
- demonstrates the contribution the project will make to Council's Community Outcomes and Long Term priorities;
 - takes place within Tasman and/or demonstrates benefit to Tasman residents (services delivered regionally will have funding eligibility relative to the benefit derived by Tasman residents);
 - applicants must be for a specific service and identify benefit to the community that will result from the funding; and
 - be aligned with the purpose of local government as contained in the Local Government Act 2002 (refer section 8 of the report).

Community Grants and Community Consultation Fund – late applications

- 4.4 The Community Grants Subcommittee considered all applications that were received for Community Grants and the Community Consultation Fund prior to the closing date of 31 July 2020.
- 4.5 The Subcommittee confirmed the allocation of funds to community groups and organisations at the Subcommittee's 26 August 2020 meeting.
- 4.6 Motueka Valley Association and Multicultural Nelson Tasman have requested that their late applications are considered by the Subcommittee. This report seeks a decision from the Subcommittee on those applications.

Community Grants Policy

- 4.7 The Community Grants Policy (Attachment 3) states that applications received after the closing date will not be accepted (refer clause 3). In usual circumstances late applications are unlikely to be viewed favourably. This year has, however, been extremely challenging for community organisations who have been affected by the implications of Covid-19. Covid-19 has created un-anticipated levels of disruption and added pressures around their financial position.

Impacts of Covid-19

- 4.8 Organisations haven't been able to operate for long periods of time during the 'lockdown' period, especially during Levels 3 and 4 Covid-19 restrictions. This has also been compounded by change within both organisations committees and staff structures, impacting on their ability to attend to their normal administrative duties.
- 4.9 Covid-19 has hindered organisations operations, ability to deliver services or host regular committee meetings. Multicultural Nelson Tasman for example employed a new manager during Covid-19, and the message that they were to apply for the Community Grant for the Asian Food Festival, simply wasn't communicated, during the handover. The Motueka Valley Association Committee agreed at a meeting, post the Community Grants closing date, to apply for funding. As a result of the Covid-19 disruption these organisations missed the deadline or weren't aware of the deadline to submit their applications for a grant.
- 4.10 Staff recommend that the late applications in this report should only be considered in light of Covid-19 circumstances. The Community Grants Policy doesn't afford the flexibility to grant late applications after the closing date. Considering the exceptional circumstances the Subcommittee may decide to exercise some leniency. However, this should not set a precedent for future funding rounds and applications received after the closing date would not be considered.

Declined successful applications

- 4.11 Covid-19 had also impacted on organisations who were approved grants at the meeting on 26 August 2020, but have since, declined their grant. The Jazz Festival was allocated \$5,000. The Jazz Club has written to Council (attachment 4) declining the grant noting a decline in funding from the Nelson Regional Development Agency, coupled with reducing funding from the gaming trust, and the unpredictable nature of Covid-19, resulting in it having to cancel events.
- 4.12 The Rainbow Sports Club has declined its grant of \$500 (attachment 5) stating that little snow and the timing to the season mean they would be unable to use the grant by 30 June 2021.

Previous history – late applicants

- 4.13 Records show that the Motueka Valley Association has received \$750 annually since 2011. In addition to the \$750, the association has requested a further \$250 to support paying a secretary to carry out the administrative duties. The total funding requested is \$1,000.
- 4.14 The Community Consultation funding would support the Motueka Valley Association to hold monthly meetings to address resident concerns and provide a forum for local councillors to promote both Tasman District policies and hear concerns from the residents.
- 4.15 Multicultural Nelson Tasman were allocated \$5,000 to support the Asian Food Festival at Washbourn Gardens in 2018 and 2019. The Tasman Asian Food Festival celebrates diversity, supporting cultural performance and food. The event is well supported by the community.
- 4.16 They have requested \$6,200 for next year's event. It is recommended by staff, that if successful, they receive \$5,000 consistent with previous years.

Community Grant and Community Consultation Grant balance

- 4.17 The Community Grants Subcommittee approved \$214,111.91 from an available budget of \$219,611.91. The Jazz Festival and Rainbow Sports Club declined their grant applications,

a combined total of \$5,500, therefore there is a remaining total balance of \$208,611.91. \$10,388.09 of unallocated funds.

- 4.18 The Community Grants Subcommittee approved a Community Consultation Fund grant of \$25,709 from an available budget of \$26,399, a remaining budget of \$690. The Motueka Valley Association have requested \$1,000. However the Community Grants budget will be underspent.

5 Options

- 5.1 Option 1 (**Recommended**) - for the Community Grants Subcommittee to approve the late applications from the Motueka Valley Association for \$1,000 and Multicultural Nelson Tasman for \$5,000. Consideration of the Community Grants application will be guided by the Community Grants criteria and priorities as identified in the Community Grants Policy and the application process. The advantages of this option are that they provide funding to community groups during what has been a difficult year due to Covid-19. The risk with this option is that other groups may see this as a precedent for being able to apply for grants funding outside the usual Community Grants or Community Consultation Fund closing dates. However, both these requests were made soon after the closing date and 2020 has been an exceptional year due to Covid-19, so Council can argue that these examples should not set a precedent in the future.
- 5.2 Option 2- (**Not Recommended**) for the Community Grants Subcommittee to decline the late applications for the 2020 Community Grant Scheme and Community Consultation grant 2020. This option is appropriate if the Subcommittee wishes to strictly adhere to the Community Grants Policy (Funding availability - clause 3). The disadvantage of this option is that two community organisations will miss out on funding during what has been a difficult year for such groups due to Covid-19.

6 Strategy and Risks

- 6.1 The main potential risks to the Council from allocating the late funding through Community Grants are that some groups will not be happy with the allocation of funds after the advertised deadline, particularly if those organisations may not have received funding support during the normal Community Grants funding round. Allocating late funding may be considered setting a precedent for the allocation of funds in the future. Covid-19 presented an unusual set of circumstances. Therefore, a precedent would not necessarily be set and late applications would not have to be accepted in future funding rounds.
- 6.2 The Subcommittee can mitigate the risks through clearly explaining the reasons for the decisions in the resolution, to the applicants and through careful consideration of the applications to ensure they meet the criteria.

7 Climate Change Impact Assessment

| Climate Change Consideration | Assessment | Explanation of Assessment |
|---|---|---------------------------|
| Is this activity associated with one of the goals in Council’s Climate Action Plan? | Climate Change considerations are not relevant to this report | |
| Will this decision affect the ability of Tasman District to proactively respond to the impacts of climate change? | This decision will have no impact on/or decrease resilience to Climate Change and the ability of the Council or District to proactively respond to the impacts of climate change. | |

8 Policy / Legal Requirements / Plan

- 8.1 The proposed funding fits with the purpose of local government, where Section 10 of the Local Government Act 2002 states:
 “(1) *The purpose of local government is—*
 (a) *to enable democratic local decision-making and action by, and on behalf of, communities; and*
 (b) *to promote the social, economic, environmental, and cultural well-being of communities in the present and for the future.*”
- 8.2 The Council’s role in granting funding is to meet the needs of our local community by assisting community sector groups to provide services to the Tasman community in order to contribute to community well-being.

9 Consideration of Financial or Budgetary Implications

- 9.1 There is a set amount of funding allocated for the Community Grants and Community Consultation Fund:
 9.1.1 Community Grants - \$219,000; and
 9.1.2 Community Consultation Fund - \$26,399.
- 9.2 There are no budget implications from these decisions provided the funding allocated is within the total budget available.

10 Significance and Engagement

- 10.1 The decisions sought in this report have a low level of significance. They do not have financial implications, they are not dealing with strategic activities or assets and they are not resulting in changes to the Council’s levels of service. The decisions will have some public interest, although this is considered relatively low.

10.2 Consultation is not necessary on the decision to allocate Community Grants and Community Consultation Fund funding due to the low level of significance of the decisions and it is the role of this Subcommittee to allocate this funding.

| Issue | Level of Significance | Explanation of Assessment |
|---|-----------------------|---|
| Is there a high level of public interest, or is decision likely to be controversial? | Medium | Funding after the closing date may be seen as a precedent for future allocations. The Subcommittee can mitigate any risk due to the unusual circumstances during 2020 ie Covid-19 |
| Is there a significant impact arising from duration of the effects from the decision? | Low | The decision applies to this year's funding, so has a short duration. |

| | | |
|--|-----|--|
| Does the decision relate to a strategic asset? (refer Significance and Engagement Policy for list of strategic assets) | N/A | |
| Does the decision create a substantial change in the level of service provided by Council? | Low | No impact on level of service |
| Does the proposal, activity or decision substantially affect debt, rates or Council finances in any one year or more of the LTP? | Low | No impact on debt or rates |
| Does the decision involve the sale of a substantial proportion or controlling interest in a CCO or CCTO? | N/A | |
| Does the proposal or decision involve entry into a private sector partnership or contract to carry out the deliver on any Council group of activities? | Low | Organisations don't enter into a contract with Council. Organisations are required to return accountability of funding allocation. |
| Does the proposal or decision involve Council exiting from or entering into a group of activities? | N/A | |
| Does the proposal require inclusion of Māori in the decision making process (consistent with s81 of the LGA)? | N/A | |

11 Conclusion

- 11.1 Late applications to the Community Grants and Community Consultation Fund have been received from Multicultural Nelson Tasman and Motueka Valley Association respectively, for the Subcommittee's consideration. The impact of Covid-19 has resulted in both organisations missing the funding deadline. They have requested that the Community Grants Subcommittee will accept their late applications. Both organisations have received funding support in previous years to support their respective event and organisation administration. The funding requested is within the available budget.
- 11.2 Staff recommend that \$5,000 is allocated to Multicultural Nelson Tasman from the Community Grants budget and \$1,000 is allocated to the Motueka Valley Association from the Community Consultation Fund.

12 Next Steps / Timeline

- 12.1 Both organisations will be notified of the Subcommittee's decision.

| |
|-----------------------|
| 13 Attachments |
|-----------------------|

- | | | |
|----|--|----|
| 1. | Motueka Valley Association - application | 41 |
| 2. | Multicultural Nelson Tasman application form | 43 |
| 3. | Community Grants Policy 2020 -23 | 47 |
| 4. | Nelson Jazz Club - declined grant | 51 |
| 5. | Rainbow Sports Club - declined grant | 53 |

Motueka Valley Association

27 August 2020

Lani Evans
Community Partnerships Coordinator
Tasman District Council
Private Bag 4
Richmond.

Dear Lani,

Emailed

Community Consultation Funding

The Motueka Valley Association (MVA) committee has agreed that as treasurer I should apply to the TDC for a grant of \$1000 from its Community Consultation Funding budget.

We hold monthly meetings in the Ngatimoti Community Rooms to address the concerns of residents in our area and to provide a forum for local councillors to both promote Tasman District Council policies and to hear concerns of the residents of the district. Councillors Dean McNamara and Christeen McKenzie regularly attend the MVA's monthly meetings.

Each year we publish 11 monthly newsletters with a print run of approximately 500 copies. These are delivered by rural delivery to all mail boxes in our district. The cost of each newsletter is \$120, which is made up of three payments of \$40 each to the newsletter reporter, editor, and rural postie.

We have recently started a new arrangement with Fuji Xerox in Nelson who print the newsletter at no cost, with the MVA providing the paper. The newsletter is available on MVA's website – <http://mva.org.nz>.

At our last meeting, we discussed the option of paying a Secretary to carry out the necessary duties of the MVA. We have struggled to attract volunteers willing to take on the role and hope a small monthly payment (consistent with payments to the newsletter team) will act as an incentive and recognition of the time required. For this reason we are asking for an additional \$250 from the Community Consultation Fund this year to help cover this cost.

Yours sincerely,

Greg Mason
Treasurer MVA
1210 Motueka River West Bank Road
R.D.1 Motueka 7196

Tasman District Council – Community Grants application

Application for Tasman Asian Night Food Fair 2021 (planned date: 13 February 2021, Washbourne Gardens, Richmond)

Summary Information

Organisation details

Organisation name: Multicultural Nelson Tasman Inc.

Postal address: 9/159 Hardy Street, Nelson

Postcode: 7010

Bank account number: 031355 0590251 00

Note: -

Your organisation's GST number (if applicable): 72209311

If your organisation is registered with the Charities Commission, please provide your Charities Commission number: CC37461

Contact details

Contact name: Maria Busching

Email address: manager@multiculturalnt.co.nz

Contact phone (daytime): landline: 03 539 0030

mobile phone: 021 165 1159

Project details

Project summary

Tasman Asian Night Food Fair (TANFF) is a free community focused multicultural event held annually in Washbourne Gardens. It is an Asian themed evening food market with between 15 to 20 (food) vendors spread throughout the Gardens. Entertainment is provided by community groups, buskers and background music to add to the ambiance of the evening.

1

This will be the fifth TANFF event. Over the past years, the event has grown in participation, and delivery has improved steadily.

This event is attended by families, groups and individuals all there to share the delicious range of food, enjoy some amazing local cultural performances and celebrate the growing diversity in the Tasman region. TANFF begins at 4pm and finishes at 8:30 to 9pm, making it suitable for all ages to enjoy. It is a non-alcohol event and we are aiming at producing as little waste as possible. We ask people to bring their own plates; budget allowing, we want to provide a plate station where people can borrow free plates and utensils, we provide compost buckets, recycle bins, all vendors are required to use only biodegradable and eco-friendly plates etc.

Note:

Project category: Events

Funding request

Funding amount requested: \$6,200

Please note the amount requested must match the project shortfall on the application form.

How much funding did you receive from us last year? \$5,000

Is there any other information you would like to include? -

Community Grants 2020

Application Form

Your Organisation

Organisation Name:

Multicultural Nelson Tasman Incorporated

Your Project

Describe your project in detail.

Tasman Asian Night Food Fair (TANFF) is a free community focused multicultural event held annually in Washbourne Gardens. It is an Asian themed evening food market with between 15 to 20 (food) vendors spread throughout the Gardens. Entertainment is provided by community groups, buskers and background music to add to the ambiance of the evening. This will be the fifth TANFF event. Over the past years, the event has grown in participation, and delivery has improved steadily.

This event is attended by families, groups and individuals all there to share the delicious range of food, enjoy some amazing local cultural performances and celebrate the growing diversity in the Tasman region. TANFF begins at 4pm and finishes at 8:30 to 9pm, making it suitable for all ages to enjoy. It is a non-alcohol event and we are aiming at producing as little waste as possible. We ask people to bring their own plates; budget allowing, we want to provide a plate station where people can borrow free plates and utensils, we provide compost buckets, recycle bins, all vendors are required to use only biodegradable and eco-friendly plates etc.

How will it benefit the community?

Ongoing inter-cultural community connectedness is the benefit of this event. As the population and diversity in the Nelson Tasman region grows, ongoing inter-cultural exchange and awareness become increasingly important. Through TANFF, community members are given the opportunity to come together to share differing cultures, to acknowledge and celebrate diversity. Richmond has no other events where this is the main focus, using food to draw the community together is one of the best ways to share and showcase ethnic backgrounds in a safe and harmonious space. As well-known, around a fifth of the Tasman region's population are migrants and former refugees. An ongoing support through TDC ensures that our multicultural communities stay connected and open to each others cultures and views to celebrate the diversity that is the Tasman community today.

In summary, cultural awareness through connection and celebrating diversity through enjoying food and performance is of benefit to the whole community as it helps with understanding, appreciation, acceptance and identity.

Project Start Date: 13 February 2021

Project End Date:

13 February 2021

Project Location: Washbourne Gardens, Rich

Expected number of participants: 2,500+

Your Project Budget

Project Income: Please list all income for the project, including grants you have received or applied for; cash; and in-kind or volunteer time contributions.

| Income item | Amount |
|---|-----------------|
| Grants applied for (outcome unknown) | |
| Grants applied for (successful outcome) | |
| Dollar value of volunteer labour | 500.00 |
| Dollar value of in-kind contributions | |
| Cash | |
| Other (please describe) Grant to be applied for: DIA - ECDF | 2,700.00 |
| TOTAL | 3,200.00 |

Project Expenses: Please list all expenses for the project, briefly describing what the expense is.

| Expense item | Value |
|---|-----------------|
| Dollar cost of volunteer labour hours (copied from income above) | 500.00 |
| Marketing (including promotional material design and production, distribution, promotion) | 1,450.00 |
| Production costs (incl. power/generators, sound, bistro, fuel, décor, waste, portaloos etc) | 4,150.00 |
| Event organisation & coordination, stage management | 2,300.00 |
| Performers & Photographer | 1,000.00 |
| | |
| TOTAL | 9,400.00 |

Project Shortfall: This calculated value should match the Requested Amount on your online application.

| Project Shortfall | Value |
|--|----------|
| Amount requested (expenses minus income) | 6,200.00 |

Declarations

We declare that the information supplied here on our behalf is correct. If the application is successful, we agree to:

1. Return the Project Report Form (Accountability Form) by the end of June 2021. We understand that failure to do so will result in ineligibility for the next year's funding scheme.
2. Participate in any funding audit of our organisation or project conducted by or on behalf of Tasman District Council.

Declared by (name) Maria Busching on (date) 28/09/2020

And (name) Mary Bronsteter on (date) 28/09/2020

Now save this form to your computer. Then complete [the online application](#), and attach this completed form before you submit.

Community Grants

ORGANISATIONAL POLICY

POLICY REFERENCES

| | |
|---------------------------------------|---|
| • Sponsor: | Community Partnerships Coordinator |
| • Effective date: | 1 July 2020 |
| • Internal review due: | Three yearly |
| • Legal compliance: | Local Government Act 2002 |
| • Associated Documents/References | Tasman District Council website has an information page and a link to an online application form. |
| • Policy Number | CD07 |
| • Approved by Chief Executive | Internal Policies are approved by the Chief Executive |
| • Approved by Council (If Applicable) | In some cases and where policies have external implications they are approved by Council |

Purpose

The purpose of this policy is to provide a clear framework to financially support the Tasman community sector through the Community Grants scheme. The Community Grants are to encourage and support the community to find ways to improve the delivery of services or infrastructure and to deliver services in a cost-effective way to local communities.

Application

This policy applies to Council staff and provides guidance to the community around Council's Community Grants process.

Policy Contents:

Funding Objectives 2

Funding Criteria 2

Funding Availability 3

Funding Amount and Categories 3

Funding Decision Making Process 4

Funding Financial Accountability 4

Funding Promotion 5

Funding Confidentiality 5

1. Funding Objectives

- 1.1 The Tasman District Council allocates funds towards the annual Community Grants with the expectation of the following benefits:
 - 1.1.1 to enable the Council to work with communities by encouraging community based solutions;
 - 1.1.2 to support the community to find ways to improve the delivery of services or infrastructure;
 - 1.1.3 to support the work of volunteers across the district; and
 - 1.1.4 to enable a cost-effective way for services to be delivered to local communities. The return has been calculated as a \$3-\$5 return for every \$1 spent.
- 1.2 Priority will be given to projects that:
 - 1.2.1 align with Council's Community Outcomes;
 - 1.2.2 address an identified community need;
 - 1.2.3 are collaborative in nature; and
 - 1.2.4 are not solely reliant on Council funding.
- 2. Funding Criteria**
- 2.1 To ensure Community Grants fit with the purpose of Local Government, applications must:
 - 2.1.1 take place within Tasman and/or demonstrate benefit to Tasman residents. Services delivered regionally will have funding eligibility relative to the benefit gained by Tasman residents;
 - 2.1.2 be for a specific project;
 - 2.1.3 demonstrate the contribution the project will make to Council's Community Outcomes, Long Term Plan priorities and to the well-being of the Tasman community;
 - 2.1.4 be for assistance to organisations, not individuals;
 - 2.1.5 not be for a project that is the responsibility of Central Government or other agencies;
 - 2.1.6 identify benefit to the community that will result from the funding; and
 - 2.1.7 demonstrate community support.
- 2.2 Community Grants funding is allocated annually as one-off grants and can provide assistance to specific areas of the applying organisation's operation, these include:
 - 2.2.1 administration costs (limited);
 - 2.2.2 one-off projects;
 - 2.2.3 project development costs;
 - 2.2.4 service delivery costs; and
 - 2.2.5 Sport and Recreation Facilities Fund applications must be for capital works or improvements to recreation facilities in the Tasman District.
- 2.3 Community Grants do not provide funding for:
 - 2.3.1 salaries;
 - 2.3.2 ongoing operational costs that are not project specific eg office rental;

- 2.3.3 costs that cannot be verified with appropriate quotes;
 - 2.3.4 activities that have already begun and/or completed;
 - 2.3.5 costs associated with legal action or debt servicing, or fund raising activities; and
 - 2.3.6 previous successful applicants that have not accounted for previous funding received.
- 2.4 Applications must be submitted on the official application form and only one application per project will be accepted.

3. Funding Availability

- 3.1 Applications open on 1 May and close on 31 July each year. Applications received after the closing date will not be accepted.

4. Funding Amount and Categories

- 4.1 Council allocates an annual amount to distribute via Community Grants. The amount of \$219,000 was allocated for the 2019/2020 year.
- 4.2 There are eight categories within the Community Grants that each application must select the most appropriate category that applies to their project.
- 4.3 For each category there is a financial allocation that provides guidance on how much each category is allocated to fund:
 - 4.3.1 Community and Economic Development Initiatives (\$30,000) - Initiatives that support job creation, employment opportunities, volunteer recruiting and the development of the governance structure of community organisations. Average allocations are less than \$4,500;
 - 4.3.2 Arts/Culture/Heritage/Museums (\$30,000) - Initiatives that support the preservation, profile and awareness of the district's history, arts and cultures. Average allocations are less than \$2,000;
 - 4.3.3 Festivals and Events (\$35,000) - Support for events that engage with the community and celebrate their unique culture. An emphasis will be on supporting new events to become established and self funding. Average allocations are less than \$1,500;
 - 4.3.4 Youth and Children (\$25,000) - Support for community based programmes with a social, educational or sport and recreation focus. Average allocations are less than \$1,000;
 - 4.3.5 Social Services (\$30,000) - Support for community based social services which aim to improve the self esteem, independence and skills of socially disadvantaged. Average allocations are less than \$1,250;
 - 4.3.6 Environment (\$20,000) - Support for the administration and materials related to projects such as plantings, landscaping, beautification and weed control in public places. Average allocations are less than \$1,500;
 - 4.3.7 Emergency Services (\$16,000) - Support for community based organisations that offer first response emergency services. Average allocations are less than \$1,000; and
 - 4.3.8 Sports and Recreation Facilities (\$33,000) - Support for club and/or group led sport and recreation facility development. An emphasis is on new capital projects or facility improvements. Grants are up to a maximum of \$5,000.

5. Funding Decision Making Process

- 5.1 Applications will be assessed by the Community Grants Subcommittee which is appointed by Council following each triennial Council election and is usually made up of a councillor from each ward.
- 5.2 Applications will be considered at a Community Grants Subcommittee meeting in August/September.

6. Funding Financial Accountability

- 6.1 Successful applicants are required to complete an accountability report using the supplied template. The report is to include:
 - 6.1.1 how the funding was spent. The Community Grants funding may only be used for the purpose applied for;
 - 6.1.2 amount of funding that was allocated to the project and if there was any funding unspent. If applicants are anticipating generating a surplus from the project they need to explain what these funds are being used for;
 - 6.1.3 evidence of expenditure (receipts, invoices or signed statements by the organisation's Accountant);
 - 6.1.4 the positive impact and benefits the project/event had on the Tasman District; and
 - 6.1.5 how Tasman District Council was acknowledged for their financial support.
- 6.2 Community Grants funding must be spent and accounted for within 12 months of receiving funding approval.
- 6.3 Accountabilities must be received prior to applying for further funds.

7. Funding Promotion

- 7.1 Community Grants opening and closing dates are widely promoted via Council and community media sources.

8. Funding Confidentiality

- 8.1 All grant applications become public knowledge via agendas and minutes after the Community Grants Subcommittee have made their funding decisions.

Authorised by Janine Dowding, Chief Executive

Date of approval:

07/09/2020

Gary Alsop
Tasman District Council

Hi Gary

At the committee meeting 26th August it was decided not to proceed with a JazzFest Festival at this time.

The meeting convened for two hours trying to find an alternative to the usual four day event, however, the compounding pressures of funding from the NRDA which has been decreasing annually, the usual licensed gaming Trusts have indicated funding will be tight, also our application to the Domestic Event Fund was not approved, coupled to the Pandemic a point was reached where it was too risky for the Club financially to continue with preparations for the Festival.

The Club has enjoyed the renewed connection and support we have received recently from the Tasman Council, the Washbourn Gardens Twilight Concert is always a fun event from which the Club does receive a lot of good feedback.

Looking forward we are laying down the format for the following year and hope to present an application for funding for the 2021/2022 festive season later next year.

Thank you for your support.

Regards

Robin Smith
Acting Chair
Nelson Jazz Club

From: Rachel Robinson <rachelrobinson@skirainbow.co.nz>
Sent: Friday, 11 September 2020 3:55 pm
To: Gabrielle Drummond <Gabrielle.Drummond@tasman.govt.nz>
Cc: Maree Shelling <mareeshelling@skirainbow.co.nz>
Subject: RE: Community Grants 2020 Accountability Form

Hi Gabrielle

Thank you so much for your email and for the approved \$500. We have realised with little snow, our season time running out and the requirement to use this by 30 June 2021 we will unfortunately be unable to accept the grant.

Thank you for considering us and we hope that Rainbow would be considered again in the future.

Many thanks

