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COMMUNITY FUNDING ELIGIBILITY AND ASSESSMENT FRAMEWORK 2024

PURPOSE

This document accompanies the Community Funding Policy 2024. The purpose of this document is to:

1. Set out Council's priorities when assessing the eligibility of funding applications and when disbursing funds under the community funding programme.
2. Provide applicants with clear and consistent eligibility criteria when applying for funds through the community funding programme.
3. Provide the assessment framework Council will use when vetting applications and disbursing funds to funding applicants.

REVOCATIONS

4. The Taupō District Council Community Grants Eligibility and Criteria (2021) is revoked when this document comes into force on 1 August 2024.

SCOPE

5. The Community Funding Eligibility and Assessment Framework set out in this document applies to community funding provided by Taupō District Council through the following (*definitions below*):
 - a) Community Grant Fund
 - b) Accelerator Fund
 - c) Strategic Partnership Fund

DEFINITIONS

6. For the purpose of this document, the following terms and definitions apply:

Accelerator Fund	<p>A contestable, multi-year fund that can be accessed by eligible groups or organisations who support community aspirations and contribute to community wellbeing.</p> <p>Agreements under this fund are for three years and the organisation cannot reapply under this fund.</p>
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Community grant fund	<p>A contestable fund that can be accessed by an individual or community group. Funding is provided for community events, projects, and initiatives that benefit the community.</p> <p>Funding for these grants is allocated by Committees of Council under three main areas of the district, namely Taupō township and East Rural areas, Mangakino Pouakani, and Tūrangi Tongariro.</p> <p>Funding for these grants is allocated twice per year.</p>
Community groups or organisations	<p>A not-for-profit, charitable organisation that is established with the primary purpose of providing a benefit to communities in the Taupō district. For the purposes of the community funding programme, local schools meet this definition.</p>
Strategic Partnership Fund	<p>A contestable, multi-year fund accessed by community groups or organisations who deliver a service that supports Council to achieve core strategic outcomes and provide advice on business – as – usual activities and projects.</p> <p>Agreements under this fund are for three years and eligible for renewal following the long-term planning process.</p>

FUNDING PRIORITIES

7. Council’s vision for the Taupō District is to be **“a district of connected communities who thrive and embrace opportunities”**.
8. This vision is accompanied by five community outcomes aimed at improving the social, economic, cultural, and environmental wellbeing of our community.
9. Council will prioritise funding towards projects, operational costs, events or initiatives that contribute towards one or more of these community outcomes.
10. The funding allocated towards the community funding programme is set through the long-term planning process and approved by Council.
11. A prospective funding applicant needs to demonstrate how the project, event or initiative meets one or more of the community outcomes as set out in the following table.

COMMUNITY OUTCOME	GUIDANCE
Tangata whenua are acknowledged and respected	<p>We want to fund initiatives, projects or activities that:</p> <ul style="list-style-type: none"> - Meet the needs and aspirations of hapū and iwi - Promote the cultural heritage of Māori - Celebrate Māori identity - Improve knowledge of tikanga and te reo
Vibrant places and connected communities	<p>We want to fund initiatives, projects or activities that:</p> <ul style="list-style-type: none"> - Celebrate our people, history or culture - Support arts, culture and ngā toi activities

COMMUNITY OUTCOME	GUIDANCE
	<ul style="list-style-type: none"> - Support sport and recreation activities - Connect people for shared experiences
Resilient communities working in partnership	<p>We want to fund initiatives, projects or activities that:</p> <ul style="list-style-type: none"> - Improve the ability of whanau and communities to meet their needs - Establish safe places that offer support to vulnerable people in our community - Promote collaboration within the community and foster a spirit of working together - Enhance social and economic resiliency in our communities
Innovative, thriving economy	<p>We want to fund initiatives, projects or activities that:</p> <ul style="list-style-type: none"> - Enhance the image of our district - Support vibrancy and attractiveness of our public places
Flourishing environment	<p>We want to fund initiatives, projects or activities that:</p> <ul style="list-style-type: none"> - Improve the state of our natural environment and conservation efforts - Promote sustainable outcomes - Champion activities that emphasize the principles of reuse, reduction, or recycling of waste

ELIGIBILITY CRITERIA & ASSESSMENT FRAMEWORK

Eligibility Criteria

12. These criteria determine whether an individual, group or organisation is eligible **to apply** for funding under the community funding programme.
13. These criteria vary depending on the type of fund that the applicant is requesting funding from:
 - **Strategic Partnership Fund:** the applicant must be a not-for-profit, charitable organisation who will use the funds to benefit the local community (irrespective of where the organisation is based). An applicant who has previously received funding from Council must have fulfilled all its obligations and requirement under the previous funding agreement.
 - **Accelerator Fund:** the applicant must be a not-for-profit, charitable organisation who will use the funds to benefit the local community (irrespective of where the organisation is based). An applicant who has previously received funding from Council must have fulfilled all its obligations and requirement under the previous funding agreement.
 - **Community Grant Funds:** the applicant must be a not-for-profit, charitable organisation or an individual who will use the funds to benefit the local community (irrespective of where the organisation or individual is based or resides). The applicant must also use the funds contribute to one or more of our community outcomes. An applicant who has previously

received funding from Council must have fulfilled all its obligations and requirement under the previous funding agreement.

14. Funding may be used for but not limited to the following purposes:

- Materials & supplies
- Equipment and uniforms retained by club/organisation
- Advertising costs
- Venue or equipment hire
- Rent
- Salaries & wages
- Travel
- Accommodation
- Operational costs
- Maintenance of equipment or facilities

15. Funding may not be used for the following purposes:

- Capital improvements to facilities not owned by the applicant
- Food/catering for an event
- Insurance
- Subscriptions
- Services or projects seeking to promote commercial, political or religious objectives
- Costs associated with fundraising events where profits are redistributed to another group
- Debt servicing or repayment
- Legal expenses
- Medical expenses
- Public services that are the responsibility of central government (e.g. core education, primary health care)
- Purchase of alcohol
- Prize money
- Equipment and uniforms retained by individuals

16. Eligibility is not a guarantee that the applicant will be granted funding. This is determined through the Assessment Framework (see below).

Assessment Framework

17. Council will assess eligible applicants on how well the application meets the assessment framework set out below.

18. Applications will be prioritised with a score from 1 – 5 , with 5 being the highest score.

19. The assessment framework is:

- **Project Purpose:** Has the applicant clearly defined the purpose and expected community outcomes of the project, activity, or service? What is the need that is being met and why is this important?

- **Strategic Alignment:** Has the applicant demonstrated how their initiative aligns to council's strategic priorities and goals? Has the applicant demonstrated if the initiative aligns to relevant strategies or action plans?
- **Capacity and Experience:** Does the applicant have the capability, capacity, and experience to deliver the project, activity, or service to an appropriate standard? Is this evidenced by a relevant track record of successful delivery?
- **Evidence-Based Budget:** Does the application present a realistic, evidence-based budget for the project, activity, or service? Does this budget include all elements of the project? Has the applicant identified how the grant will be spent?
- **Success Evaluation:** Has the applicant identified how the success of the project, activity, or service will be evaluated? For example, will any information be collected on the number of people benefitting from the initiative?
- **Project Benefit:** Has the applicant identified who the project, activity or service will benefit and where in the Taupō District, these people reside?
- **Community Support:** Has the applicant provided evidence of community support, collaboration or involvement in the project, activity, or service e.g., volunteer hours or donated goods/services? Has the applicant provided evidence of support from the recognised regional or national body (where relevant)?

20. Following assessment, Council officers will provide a recommendation on the eligible and prioritised applications.