

Horowhenua Events Grant

Criteria

Version 1: 2019/2020

\$5,000 per year will be attributed to supporting grass-root community events and initiatives that are open and inclusive to all members of the public. Funds awarded will help to foster neighbourliness and greater social connection.

This will be distributed in allocations of no more than \$250 per applicant group. All decisions regarding allocation of funding will be made (or given authority) by the Funding and Recognition Subcommittee of Council.

ELIGIBILITY

1. Both organisations and individuals are eligible to apply, however, applications by individuals must be co-signed by another person, whom will retain equal responsibility for ensuring that the event is carried out and funds are spent appropriately.
2. All initiatives/events need to be open for all members of the community to attend (*i.e. not limited to the membership, or participatory of one specific club or community group*).
3. Applicants must reside in, and run their initiative within the District.
4. Applications must show that they are working towards achieving at least one of the outcomes in any number of Horowhenua District Council's Strategies or Action Plans.
5. This grant is to be used for temporary events; one-off events will be given higher priority for funding than events that occur regularly.
6. Rural communities will be given higher priority for funding than larger townships.
7. Events need to align with the Council Sunsmart, Smokefree, and Alcohol-free policies.
8. Any applicants under the age of 18 must have an adult signatory (support person) on their application; on which the responsibility for the event shall fall.

Examples of Eligible Purposes

- Street BBQ's
- Community fun day
- Open-day or event for local club or organisation
- Community rubbish clean-up, or other public-spirited activity.

Examples of ineligible purposes

- Capital expenditure
- Rates and Insurance
- Activities with limited membership or community involvement
- Events with alcohol or smoking.

APPLICATIONS

Included in your application to this grant should be the following:

- Contact details
- General information regarding the event or activity, and community benefits
- Date(s) and location(s) of the event or activity and,
- Predicted budget of the initiative, and any financial information (including quotes).

Incomplete applications could result in your request for financial assistance being declined.

Failure to account for any funding allocated may limit any further applications to grants administered by the Horowhenua District Council

GRANT GUIDELINES

1. Amount of application must not exceed \$250.
2. Funds that events that require significant funding (additional to the \$250) to occur will be given low priority for funding.
3. The Funding and Recognition Subcommittee reserves the right to alter any allocation criteria under exceptional circumstances.
4. The event must occur within 6 months being awarded.
5. In the situation where the event does not occur, the grant must be repaid within 30 days.
6. Grant allocations are subject to available funds.
7. Meeting the criteria stipulated does not automatically guarantee funding.
8. Applicants will be notified of the outcome within 20 working days.
9. Applicants will acknowledge Council's support of their initiative.
10. Upon completion of the activity/event, there is a requirement to show that the initiative was successfully completed (typically known as accountability). This can be done through variety of ways, including: email, news articles, accountability reports, or even photo's of the event/activity.

(Note: as this is a new grant, the criteria will be progressively updated over the coming months)