



**Hibiscus  
and Bays  
Local Board  
Community  
Grants  
Programme  
2023/2024**



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# **Hibiscus and Bays Local Board Community Grants Programme 2023/2024**

## **Purpose**

Grants help groups and organisations to provide activities, projects, programmes, initiatives and events that make a positive contribution to the community within the local board area.

The local board would like to see applicants demonstrate that they are working collaboratively with other community groups, working towards their financial sustainability and resilience, and have identified alternative funding partnerships. It is important for groups and organisations to demonstrate that they are delivering good community outcomes in the local board area.

## **Important Advice for Applicants**

Applicants are encouraged to read the Hibiscus and Bays Local Board Plan before submitting an application. Making sure your application aligns with the priorities of the local board and show how the project will benefit the community in the local board area.

Ensure you describe your role in the event, project, or activity.

The Hibiscus and Bays Local Board are seeking applications in the 2023/2024 financial year which show a clear commitment to one or more of the following objectives:

- Strengthens business resilience and economic benefits
- Produces local benefits, caters for local participation and increased visitors to the area
- Show collaboration, the pooling of resources and benefits to multiple community groups and audiences
- Encourages and fosters increased resilience, connectedness and wellbeing in our communities and environment

## **Priorities from the Local Board Plan 2020 – applications should meet one or more of these**

The Hibiscus and Bays Local Board has confirmed the following priorities for its contestable community grants. In your application identify how your events/projects/activity will contribute to one or more of the following:

A connected community

- Hibiscus and Bays communities are supported, connected and vibrant
- We have a strong relationship with Māori and embrace our Māori identity, heritage, and culture
- Our libraries, art centres, community services, and privately owned facilities are supported

#### A strong local economy

- Our town centres are welcoming, clean, sustainable, and easily accessible with plans for the future
- Our businesses and business centres feel supported and empowered

#### A protected and enhanced environment

- Continue to align and support community and volunteer groups, schools, and iwi to enhance and protect our natural environment
- Support the development and implementation of ecological and environmental restoration plans
- Support communities to live more sustainably, and prepare for the impacts of climate change
- Our waterways and beaches are clean and safe for people and wildlife

#### Open spaces to enjoy

- Proactively identify the needs of our communities and plan for sustainable growth
- Protect, maintain, and improve access and amenities for activities on our coastlines, parks and reserves
- Provide a range of play and active recreation opportunities for all ages and abilities in our parks, reserves, and coastal environment

#### Transport choices

- Improve walking and cycling routes

## **Important factors for a successful application (where appropriate to a proposed event/project or activity):**

The Hibiscus and Bays Local Board would like to assist groups to achieve partial or full financial sustainability. In all applications, priority is given to those groups who can demonstrate that they have provided or sought other contributions for the application besides the grant money. This could take the form of one or more of the following:

Fundraising by the group, sponsorship, other grant applications or similar additional funding

Making a contribution to the project through volunteer time, or members expert assistance

Collaboration with other groups, either to seek funding, or assist with delivery of the activity

Lastly the local board will prioritise those applications that involve the Hibiscus and Bays community early on, by working collaboratively and creating opportunities to meet new people and share experiences

## Exclusions

The Hibiscus and Bays Local Board will not consider grants for financial assistance for:

- Applicants who have had one successful grant of any type application within the current financial year from the Hibiscus and Bays Local Board unless there is mitigating circumstances (which need to be explained in the application)
- Administrative costs that are ongoing, such as salaries, debt servicing, legal expenses, medical expenses, or a commitment to ongoing funding or financial support
- Churches and Educational Institutions, except where these groups can demonstrate the wider community benefit
- Activities whose purpose serves to promote religious, political or contentious messages
- Activities that do not relate to one or more of the local board plan initiatives
- Activities or projects where the funding responsibility lies with another organisation or central government
- Prizes for sports and other events (except trophies)
- Commercial business enterprises and educational institutions in accordance with the Council's Community Grants Policy (Scope and Eligibility, Page 20)
- Applications to fund projects, programmes or facilities run by Auckland Council or its employees
- Auckland Council CCO's or organisations who receive funding from the Auckland Regional Amenities Fund
- Applications for activities, events or projects outside of the local board area
- Applications to subsidise rentals, reduce debt, or payment of rates unless it is a transitional Rate grant
- Applications for the purchase or subsidy of alcohol or costs associated with staging after-match functions
- Grants for the sole purpose of an individual
- Facilities grants where the project stage has already been funded

## Guidelines that will be applied if a successful applicant seeks to repurpose their grant:

Under exceptional circumstances if a grant will not be able to be spent, the Hibiscus and Bays Local Board will consider using the following criteria:

- That the request meets the initial intention behind the grant, specifically, the main purpose and outcomes
- That the new activity/project/events outcome remains the same and does not fall within an exclusion

## Facilities Grant

The Facilities Grant provides funding to assist with the costs of planning or developing a facility within the Hibiscus and Bays Local Board area. This can include:

- needs assessments
- feasibility reports
- investigation and design
- small building work or minor capital work

Some aspects can strengthen your application including:

- The local board strongly supports groups to investigate multiple uses of the facility before requesting funding
- Groups that partially self-fund, seek other funding or provide labour for the project

## **Transitional Rates Grants:**

This is a closed grant, only available to existing recipients of transitional rates grants

### **Objectives**

The following Objectives apply to Transitional Rates Grants:

- to meet the needs of residents of the Hibiscus and Bays Local Board area, by facilitating ongoing provision of non-commercial (non-business) in such fields as community services, recreational or sporting services
- to assist organisations to provide services during their path to financial self-sustainability to deliver programmes. Consideration will be given to other sources of income each organisation has available such as catering income as well as the organisation's Financial Statements
- to make membership of the organisation more accessible to all.

### **Criteria**

The following Criteria apply to Transitional Rates Grants:

- Transitional Rates Grants will only apply to land owned by the council or owned and occupied by a charitable organisation, which is used exclusively or principally for sporting, recreation, or community purposes and is located in the **Hibiscus and Bays Local Board** area.
- Transitional Rates Grants will not apply to organisations operated for private pecuniary profit or which charge tuition fees based on the principal of cost recovery

### **Important factors for a successful application (where appropriate to a proposed event/project or activity):**

- The application for a Transitional Rates Grant must be made in round one of the **Hibiscus and Bays** Grants Programme and must be applied for the same financial year.
- Note that successful recipients of the Transitional rates scheme will likely receive their grant *after* the first instalment of their rates are due. The prompt payment of an organisation's rates is not the responsibility of the Local Board
- All other rules for Transitional Rates Grants are as per the **Hibiscus and Bays** Grants Programme guidelines for other applications.
- Recipients of the transitional rates grant are also eligible to apply for Hibiscus and Bays Contestable Grants including the Facilities grant.

## Investment approach

Name of grant	Local board's proposed figures	
	Minimum	Maximum
Local Grants	\$2,000	\$10,000

## Grant Round Dates

### Local Grant 2023/2024

Grant round:	Open date	Close date	Decision date	Projects to occur after
Round One	7 August 2023	15 September 2023	24 October 2023	1 November 2023
Round Two	4 March 2024	12 April 2024	28 May 2024	1 June 2024

### Facilities Round 2023/2024

Grant round:	Open date	Close date	Decision date	Projects to occur after:
Round One	4 March 2024	12 April 2024	28 May 2024	1 June 2024

## Multi-board funding

Hibiscus and Bays Local Board will also consider funding multi-board grant applications in collaboration with other local boards. Applicants will need to clearly demonstrate how their intended project, event or activities will specifically benefit people and communities in the Hibiscus and Bays Local Board area.

Multi-board grant round:	Open date	Close date	Decision date	Projects to occur after:
Round one	03 July 2023	01 September 2023	24 October 2023	01 November 2023
Round two	15 January 2024	15 March 2024	28 May 2024	03 June 2024

## Obligations if you receive funding

To ensure that the Hibiscus and Bays Local Board grant achieves positive results, recipients will be obligated to provide evidence that the assistance has been used for the agreed purpose and the stated outcomes have been achieved. Obligations will be outlined in a funding agreement that the applicant will be required to enter into.

The following accountability measures are required:

- The completion and submission of accountability forms (including receipts), proving that grants have been used for the right purpose
- Any grant money that is unspent and not used for the project must be returned to the Hibiscus and Bays Local Board
- Recognition of the Hibiscus and Bays Local Board's support of your initiative (e.g. using the Hibiscus and Bays Local Board logo on promotional material)



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