



**Upper
Harbour
Local Board
Community
Grants
Programme
2023/2024**



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Upper Harbour Local Board

Community Grants Programme 2023/2024

Our Local Grants Programme aims to provide contestable and discretionary community grants to local communities.

Priorities sought for Local Grant Programme applications

Our grants programme will be targeted towards supporting the priorities outlined in our local board plan, in particular:

- **Empowered, connected and resilient Upper Harbour communities** e.g., community workshops, events and projects that help build connections and resilience across diverse communities including youth, newcomers, and seniors
- **Healthy and active communities** e.g., Community Sports and Recreation including club and informal sport and recreation activities, events, facilities and equipment
- **Our unique natural environment is valued, protected and enhanced** e.g., ecological restoration, projects that include indigenous or culturally valued biodiversity
- **A resilient local economy** e.g., initiatives that eliminate waste and encourage reuse of resources, initiatives that grow local employment opportunities, projects that help enhance business resilience and youth entrepreneurship.

Our priorities for contestable grants

The Upper Harbour Local Board welcomes grant applications that align with the local board plan priorities. All applications will be measured on their merits and consideration will be given to initiatives that contribute to (in no order of priority):

- **Community participation and wellbeing:** Initiatives that promote community engagement, participation, and wellbeing
- **Environment:** Initiatives that support the protection and enhancement of the local environment, promote sustainable land use practices, and reduce the community's carbon footprint
- **Families:** Initiatives that support families, promote healthy family relationships, and address the needs of families
- **Newcomers:** Initiatives that support newcomers to the Upper Harbour area, promote cultural diversity and inclusivity
- **Sport and recreation:** Initiatives that promote physical activity and sport, support sports clubs and facilities, and promote active living for people of all ages and abilities
- **Youth:** Initiatives that support the needs of young people, provide leadership and development opportunities, address youth mental health and wellbeing, and engage and empower young people.

Lower priorities

- Salaries, wages and operational cost are deemed to be a low priority for funding.
- Schools and churches will only be funded if there is a significant community benefit.
- Application shows limited direct benefit to local board area.

Eligibility

- Applicants with no legal structure applying for more than \$1,000 must nominate an umbrella organisation or apply to have their funding released upon receipt of accountability.
- Initiatives must fit with at least one of the board's priorities as stipulated in the [Upper Harbour Local Board Plan 2020](#).
- Preference will be given to initiatives which take place in the Upper Harbour Local Board area and/or are of benefit to Upper Harbour Local Board residents.

Exclusions

A range of activities are excluded from consideration of funding by Auckland Council's overarching [Community Grants Policy](#).

These exclusions are:

- debt servicing or repayment
- legal expenses
- activities that promote religious ministry or political purposes
- medical expenses
- public services that are the responsibility of central government (e.g. core education, primary health care)
- The release of payment for physical works – e.g. improvements to community buildings that require consents or permits, prior to the necessary consents or permits being obtained (grants may be awarded in principle, but funds will not be released until all conditions are satisfied)
- purchase of alcohol
- food - unless the provision of food will enable the project outcomes to be achieved (evidence of how this will be measured and achieved will need to be provided).

In addition to the eligibility criteria outlined in the Community Grants Policy, the Upper Harbour Local Board will not fund:

- initiatives have already taken place before the board has the opportunity to consider the application (unless the board accepts there are genuine mitigating circumstances)
- applicants have outstanding accountability obligations from previous council grants
- applications for the same projects more than once in a financial year
- activities that do not relate to one or more of the local board plan outcomes
- projects taking place outside of local board area (unless significant direct benefit to local board area is shown).

Grants approach and application dates

The Upper Harbour Local Board has allocated budget within a limited funding envelope to support the communities needs through their grants programme. Communities are encouraged to consider all funding opportunities from a variety of funding agencies available to them.

Quick Response grants have been cancelled for this year 2023/2024.

Grant rounds for the 2023/2024 financial year will be as follows:

Local Grants

2023/2024 grant rounds	Opens	Closes	Decision made	Projects to occur after
Local Grant Round one	07 August 2023	15 September 2023	26 October 2023	01 November 2023
Local Grant Round Two	19 February 2024	29 March 2024	22 May 2024	01 June 2024

Multi-board Grants

Upper Harbour 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 and/or activities will specifically benefit people and communities in the Upper Harbour Local Board area.

Note: a project that is taking place outside of Upper Harbour Local Board area will be deemed as low priority.

2023/2024 grant rounds	Opens	Closes	Decision made	Projects to occur after
Multi board Round one	03 July 2023	01 September 2023	26 October 2023	01 December 2023
Multi board Round two	15 January 2024	15 March 2024	22 May 2024	01 June 2024

Obligations if you receive funding

In order to ensure that the Upper Harbour 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:

- Complete and submit accountability report, within two months of the completion of the project, proving that the grant has been used to deliver the set outcomes and objectives.
- Any grant money that is unspent and not used for the project must be returned to the Upper Harbour Local Board.
- The contribution of the board is to be clearly acknowledged in all publicity and signage using Upper Harbour Local Board branding whenever appropriate in accordance with Council's brand guidelines (Supplied with Funding Agreement and can be provided on request).
- Extend an invitation to the local board members for any event or function funded.
- Successful applicants to be available to work with Council staff on media coverage and their project/activity shared as a good news story if applicable.

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