



AGENDA

Grants Allocation Subcommittee (Community Grants) Meeting

I hereby give notice that a Meeting of the Grants Allocation Subcommittee (Community Grants) will be held on:

Date: Thursday, 15 April 2021

Time: 9.30am

**Location: Council Chamber
Ground Floor, 175 Rimu Road
Paraparaumu**

**Janice McDougall
Group Manager People and Partnerships**

Kapiti Coast District Council

Notice is hereby given that a meeting of the Grants Allocation Subcommittee (Community Grants) will be held in the Council Chamber, Ground Floor, 175 Rimu Road, Paraparaumu, on Thursday 15 April 2021, 9.30am.

Grants Allocation Subcommittee (Community Grants) Members

Cr Jackie Elliott	Chair
Mayor K Gurunathan	Member
Deputy Mayor Janet Holborow	Member
Cr Robert McCann	Member
Mr John Hayes	Member
Ms Sarah Yuile	Member

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1 WELCOME

2 COUNCIL BLESSING

“As we deliberate on the issues before us, we trust that we will reflect positively on the communities we serve. Let us all seek to be effective and just, so that with courage, vision and energy, we provide positive leadership in a spirit of harmony and compassion.”

I a mātou e whiriwhiri ana i ngā take kei mua i ō mātou aroaro, e pono ana mātou ka kaha tonu ki te whakapau mahara huapai mō ngā hapori e mahi nei mātou. Me kaha hoki mātou katoa kia whaihua, kia tōtika tā mātou mahi, ā, mā te māia, te tiro whakamua me te hihiri ka taea te arahi i roto i te kotahitanga me te aroha.

3 APOLOGIES

4 DECLARATIONS OF INTEREST RELATING TO ITEMS ON THE AGENDA

Notification from Elected Members of:

4.1 – any interests that may create a conflict with their role as an elected member relating to the items of business for this meeting, and

4.2 – any interests in items in which they have a direct or indirect pecuniary interest as provided for in the Local Authorities (Members' Interests) Act 1968

5 PUBLIC SPEAKING TIME FOR ITEMS RELATING TO THE AGENDA

6 MEMBERS' BUSINESS

- (a) Public Speaking Time Responses
- (b) Leave of Absence
- (c) Matters of an Urgent Nature (advice to be provided to the Chair prior to the commencement of the meeting)

7 REPORTS

7.1 COMMUNITY GRANTS 2021

Author: Claire Rewi, Programme Advisor (Social)

Authoriser: Janice McDougall, Group Manager People and Partnerships

PURPOSE OF REPORT

- 1 This report provides a summary of the 25 applications received for the Community Grants Scheme 2021.

DELEGATION

- 2 The Grants Allocation Committee has delegated authority to consider this matter.

BACKGROUND

- 3 The Community Grant Scheme, in its current contestable format, has been available to the community since 1998. The Scheme aims to provide financial support for community based projects and programmes that contribute to positive social outcomes for Kāpiti communities.
- 4 The Scheme is only available to not-for-profit organisations and groups that provide community and social services to Kāpiti residents. The maximum amount available is \$2,000 per application.
- 5 The funds must be used for eligible purposes as set out in the criteria (attached as Appendix A) and must be responsive to an identified social need. Each applicant's activity or project must contribute to supporting community wellbeing and development through the following outcomes:
 - Building resilient and sustainable communities
 - Encouraging greater community participation
 - Improving the quality of life of the participants; and
 - Working in partnership with a range of community, including local iwi and the wider Māori community.

Community Grants Scheme 2021

- 6 This year, the landscape for community organisations has changed, and will continue to, given the challenges that communities face in the wake of COVID-19 pandemic.
- 7 With this in mind, council staff met with the Chair and Deputy Chair of the Grants Allocation Subcommittee, to seek their views on how to better support community needs. In particular, how the community grants scheme;
 - could better support groups and organisations to meet higher demands due to impacts of COVID-19; and
 - enable community-led projects aimed at connecting people and supporting local needs at a neighbourhood level.
- 8 The following changes were agreed, with the intention of making the Scheme relevant to current community wellbeing outcomes:

Change one: Adjustments were made to tilt the Scheme towards social COVID recovery. This resulted in modifications to the criteria to promote and encourage projects and events that aim to promote COVID-19 recovery including food security and resourcefulness initiatives.

Change two: Support COVID recovery, by promoting the scheme to local community groups who responded to community needs during COVID-19 lockdown.

Change three: Defer the community grants scheme to later in the 2020/2021 financial year.

Change four: Increase the overall amount by \$5,000 using funds allocated to council's COVID recovery work stream.

ISSUES AND OPTIONS

Issues

- 9 This year the Community Grants Scheme was opened on 12 February 2021 with 25 applications received with \$46,090 requested from an available fund of \$40,000.
- 10 To support the decision making process each Grants Allocation Subcommittee member has received full copies of all applications prior to the Community Grants Scheme meeting date and has had an opportunity to make direct contact with applicants if they have further questions. Additionally, applicants will be invited to speak to their application during public speaking times at the Community Grants Scheme meeting.

2021 Applications

Applications summarised below:

- 11 Actively Coping with Cancer
Provides introductory and monthly programmes for people who have cancer or have been affected by cancer. Amount requested \$1,682.
- 12 Age Concern Kapiti
Provides services to older people living in Kāpiti. Funding is requested to help with costs of production of a monthly newsletter. Amount requested \$2000.
- 13 Business House Netball Club
Is a local women's netball club. Funding is requested to purchase jackets. Amount requested is \$2000.
- 14 English Language Partners
An English language service enabling people to learn English for everyday life in the community. Funding is requested for volunteer training, administration and instruction manuals. Amount requested \$950.
- 15 Heart Kids Wellington
This service aims to improve the lives of people living with childhood heart defects. Funding is requested for the provision of care packages, counselling, petrol and grocery vouchers for Kāpiti families. Amount requested \$2000.
- 16 KapiMana Multiples
A support service for families who experience life with multiples (twins and triplets). Funding is requested for household hampers and essential baby items. Amount requested \$1600.
- 17 Kapiti Community Patrol
A local voluntary patrol service that works with local police and other agencies to promote community safety. Funding is requested to support training, administration and petrol for their patrol vehicle. Amount requested \$895.
- 18 Kapiti Kindness Trust

A community initiative that facilitates kindness within the Kāpiti community. Funding is requested for 'kindness prescriptions' to support mental resilience. Amount requested \$2000.

19 Kapiti Ballers (Basketball)

Local parents who provide basketball services for Kāpiti youth. Funding is requested for basketballs, bibs and portable digital score bench. Amount requested \$2000.

20 Kapiti Women's Health Collective

A service that provides a friendly, safe and caring environment for women and includes a range of services including counselling, life-skills courses and advocacy. Funding is requested for worker volunteer training. Amount requested \$2000.

21 Kids Need Dadz

A support service for fathers. Funding is requested to assist with community activities, Dadz Kare meetings and Kids Kare and social worker services. Amount requested \$2000.

22 Ngā Uruora Kāpiti Project Inc

A community conservation project. Funding is requested for tools for monthly working bees at Waikākāriki wetland. Amount requested \$1563.

23 NZ Council of Victim Support Groups – Kapiti

A community based organisation that provides emotional and practical support to people affected by crime and trauma. Funding is requested to contribute towards local volunteer recruitment, training and supervision. Amount requested \$2000.

24 Ōtaki College Board of Trustees

A local education provider for year 7 to year 13. Ōtaki College is committed to meeting the needs of the Ōtaki community. Funding requested is to run a free community event during mental health week (September 27-October 3). Amount requested \$2000

25 Paekākāriki Housing Trust

A local community trust focussed on affordable housing and building caring communities. Funding is requested for the production of short videos to share the vision of the Housing Trust as a medium to engage with community to find local solutions. Requested amount \$2000.

26 Paekākāriki Informed Community Inc (PICI)

A local community organisation dedicated to providing local reliable information and provides a platform for education, local voices, tāngata whenua concerns, sharing community stories and much more. Funding is requested for improving digital functionality. Amount requested \$1900.

27 Parkinson's New Zealand

Offers information and professional support for people living with Parkinson's disease. Funding is requested for information, education and support services for Kāpiti residents, this includes home support for home visits, exercise, education seminars and advocacy advice. Requested amount \$2000.

28 Royal New Zealand Plunket- Kapiti

Plunket provides a range of free health and support services for children under 5 and their whānau. Funding is requested to support playgroups, parenting education, infant first aid courses and car seat safety clinics in Kāpiti. Requested amount \$2000.

29 Te Atiawa Ki Whakarongotai

An iwi-Māori organisations entrusted with the wellbeing of iwi members and others in the Waikanae/Paraparaumu district. During COVID lockdown, Te Ātiawa Trust were instrumental

in providing support and care packages to kaumātua and whānau in and around Kāpiti. Funding is requested for a Kia Haumarū te iwi project aimed at reducing hardship and isolation. Amount requested \$2000.

- 30 Te Aukaha/Ngatiawa Retreat Trust
Provides regular hui rumaki reo in Waikanae – weekends at Ngatiawa River Monastery, where people can learn te reo through total immersion. Funding is requested for holding two hui reo programmes. Amount requested \$2000.
- 31 The Salvation Army of Kapiti Community Ministries
A welfare support service and social and emergency housing and services provider in Kāpiti. Funding is requested for administration and resourcing costs. Requested amount \$2000.
- 32 The Shed Project Kapiti
A local organisation working to improve the lives of differently abled people through employment and vocational opportunities in Kāpiti. Funding is requested for their sustainable recyclability project – making dog toys from old denim, funding would be dedicated to support workers. Requested amount \$1500.
- 33 The Shift Foundation
An organisation focussed on the wellbeing of young women aged 12-20. It aims include growing leaders to create change. Funding is requested to contribute to a Kāpiti coordinator to deliver local programmes. Amount requested \$2000.
- 34 The Star Jam Charitable Trust
An organisation that supports young New Zealanders aged 6-12 with disabilities to learn music and life skills. Funding is requested to support two music performance workshops in Kāpiti. Amount requested \$2000.
- 35 WellElder Charitable Trust
A specialist counselling service for older people who live in Kāpiti. Funding is requested for administration to support access to their services. Amount requested \$2000.

CONSIDERATIONS

Policy considerations

- 36 Grants are allocated in accordance with the criteria and assessment procedure which is outlined in Appendix A of this report.

Legal considerations

- 37 There are no legal considerations.

Financial considerations

- 38 A total of \$35,000 is available for 2020/21 financial year as outlined in the Community Support Activity, plus an additional \$5,000 from council's recovery programme.
- 39 This year, 25 applications were received with \$46,090 requested from an available fund of \$40,000.

Tāngata whenua considerations

- 40 The Scheme recognises the significance of a Māori worldview to support social and equitable outcomes for Kāpiti. With this in mind, the Scheme includes an outcome of partnering with iwi and local Māori communities to support community wellbeing.

Strategic considerations

- 41 The Scheme aims to provide financial support for organisations and groups to enhance community resilience and enable local solutions for local issues. This scheme contributes to Council's overall goal of community resilience.
- 42 The criteria have been adjusted to enable positive community-led impact in response to social recovery and will contribute to Council's overall COVID recovery response.

SIGNIFICANCE AND ENGAGEMENT

Significance policy

- 43 This matter has a low level of significance under the Council has a new Significance and Engagement Policy.

Consultation already undertaken

- 44 The Grants Allocation Subcommittee members will consider all eligible applications and have the opportunity to make contact with applications to clarify information as appropriate.

Engagement planning

- 45 An engagement plan is not needed to implement the decisions.

Publicity

- 46 The appropriate Council communication channels will be used to publicise the successful organisations and groups.
- 47 Applications will be informed of the Subcommittee's final decision by email or letter.

RECOMMENDATIONS

- 48 That the Grants Allocation Subcommittee grants \$..... to Actively Coping with Cancer for programmes for people who have cancer or have been affected by cancer.
- 49 That the Grants Allocation Subcommittee grants \$..... to Age Concern Kapiti to help with costs of a monthly newsletter.
- Please note that this application is deemed ineligible for this scheme.
- 50 That the Grants Allocation Subcommittee grants \$..... to Business House Netball Club for jackets. Amount requested is \$2000.
- 51 That the Grants Allocation Subcommittee grants \$..... to English Language Partners for volunteer training, administration and instruction manuals.
- 52 That the Grants Allocation Subcommittee grants \$..... to Heart Kids Wellington for the provision of care packages, counselling, petrol and grocery vouchers for Kapiti families.
- 53 That the Grants Allocation Subcommittee grants \$..... to KapiMana Multiples for household hampers and essential baby items.
- 54 That the Grants Allocation Subcommittee grants \$..... to Kapiti Community Patrol to support training, administration and petrol for their patrol vehicle.
- 55 That the Grants Allocation Subcommittee grants \$..... to Kapiti Kindness Trust for 'kindness prescriptions' to support mental wellbeing and resilience.
- Please note that this application is deemed ineligible for this scheme.
- 56 That the Grants Allocation Subcommittee grants \$..... to Kapiti Ballers (Basketball) for basketballs, bibs and portable digital score bench.
- 57 That the Grants Allocation Subcommittee grants \$..... to Kapiti Women's Collective for worker volunteer training.
- 58 That the Grants Allocation Subcommittee grants \$..... to Kidz Need Dadz to assist with community activities, Dadz Kare meetings and Kids Kare and social worker services.
- 59 That the Grants Allocation Subcommittee grants \$..... to Ngā Uruora Kāpiti Project for tools for monthly working bees at Waikākāriki wetland.
- 60 That the Grants Allocation Subcommittee grants \$..... to NZ Council of Victim Support Groups – Kapiti to contribute towards local volunteer recruitment, training and supervision.
- 61 That the Grants Allocation Subcommittee grants \$..... to Ōaki College Board of Trustees to run a free community event during mental health week.
- 62 That the Grants Allocation Subcommittee grants \$..... to Paekākāriki Housing Trust for the production of short videos to share the vision of the Housing Trust and to as a medium to engage with community to find local solutions.
- 63 That the Grants Allocation Subcommittee grants \$..... to Paekākāriki Informed Community Inc.(PICI) for improving digital functionality.
- 64 That the Grants Allocation Subcommittee grants \$..... to Parkinson's New Zealand

for information, education and support services for Kapiti residents, this includes home support for home visits, exercise, education seminars and advocacy advice.

- 65 That the Grants Allocation Subcommittee grants \$..... to Royal Plunket of New Zealand for local programmes including car seat clinics and infant first aid.
- 66 That the Grants Allocation Subcommittee grants \$..... to Te Ātiawa Ki Whakarongotai for a Kia Haumaru te iwi project to reduce hardship and isolation.
- 67 That the Grants Allocation Subcommittee grants \$..... to Te Aukaha/Ngātiawa Retreat for holding two hui reo programmes.
- 68 That the Grants Allocation Subcommittee grants \$..... to The Salvation Army of Kapiti Community Ministries for administration and resourcing costs.
- 69 That the Grants Allocation Subcommittee grants \$..... to The Shed Project Kapiti for their sustainable recyclability project – making dog toys from old denim- funding would be dedicated to support workers.
- 70 That the Grants Allocation Subcommittee grants \$..... to The Shift Foundation to contribute to a Kāpiti coordinator to deliver local programmes.
- 71 That the Grants Allocation Subcommittee grants \$..... to The Starjam Charitable Trust to support two music performance workshops in Kāpiti.
- 72 That the Grants Allocation Subcommittee grants \$..... to Well Elder for administration to support access to their services.

APPENDICES

1. COMMUNITY GRANTS CRITERIA 2021 [↓](#)
2. Application 1: Actively Coping with Cancer (under separate cover) [⇒](#)
3. Application 2: Age Concern Kapiti (under separate cover) [⇒](#)
4. Application 3: Business House Netball Club (under separate cover) [⇒](#)
5. Application 4: English Language Partners (under separate cover) [⇒](#)
6. Application 5: Heart Kids Wellington (under separate cover) [⇒](#)
7. Application 6: Kapiti Community Patrol (under separate cover) [⇒](#)
8. Application 7: KapiMana Multiples (under separate cover) [⇒](#)
9. Application 8: Kapiti Kindness Trust (under separate cover) [⇒](#)
10. Application 9: Kapiti Ballers (under separate cover) [⇒](#)
11. Application 10: Kapiti Women's Collective (under separate cover) [⇒](#)
12. Application 11: Kidz Need Dadz (under separate cover) [⇒](#)
13. Application 12: Ngā Uruora Kāpiti Project (under separate cover) [⇒](#)
14. Application 13: NZ Council of Victim Support (under separate cover) [⇒](#)
15. Application 14: Ōtaki College Board of Trustees (under separate cover) [⇒](#)
16. Application 15: Paekākāriki Housing Trust (under separate cover) [⇒](#)
17. Application 16: Paekākāriki Informed Community Inc (under separate cover) [⇒](#)
18. Application 17: Parkinson's New Zealand (under separate cover) [⇒](#)
19. Application 18: Royal Plunket of NZ (under separate cover) [⇒](#)
20. Application 19: Te Ātiawa ki Whakarongotai (under separate cover) [⇒](#)
21. Application 20: Te Ahukaha/Ngāti awa Retreat (under separate cover) [⇒](#)
22. Application 21: The Salvation Army of Kapiti (under separate cover) [⇒](#)
23. Application 22: The Shed Project Kapiti (under separate cover) [⇒](#)
24. Application 23: The Shift Foundation (under separate cover) [⇒](#)

- 25. Application 24: The Starjam Charitable Trust (under separate cover) [⇒](#)
- 26. Application 25: Well Elder (under separate cover) [⇒](#)



Community Grant Scheme

The Kāpiti Coast District Council is delighted to open its annual Community Grant Scheme.

Grants of up to \$2,000 are available to support community based projects, programmes and events which contribute to achieving positive social outcomes for people living on the Kāpiti Coast District.

A focus this year will be on grass roots projects and activities that help community recover from the impacts of COVID-19.

Who can apply?

Any organisation or group applying for the grant must;

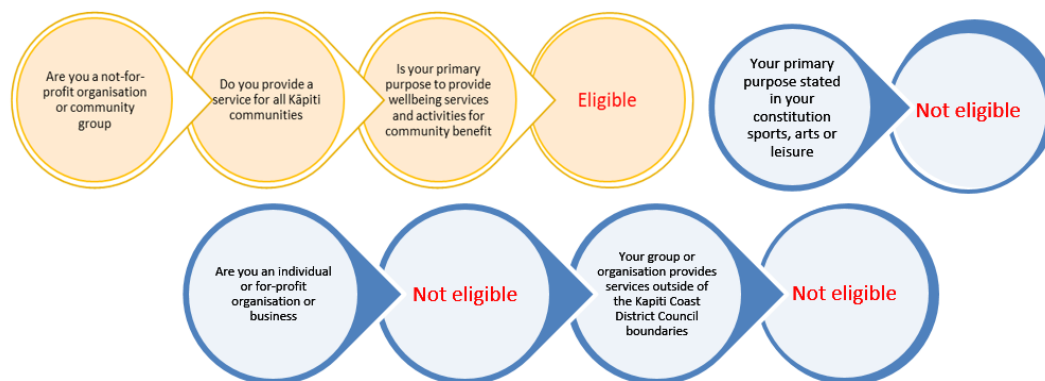
- be **not-for-profit** and/or must not make a profit from the project;
- provide a **local service** that contributes to community wellbeing and development;
- be **responsive** to an identified need

What are the conditions?

The Community Grant will be designated to the purpose of one or more of the following outcomes:

1. Projects and events that aim to promote COVID-19 recovery including food sourcing, resourcefulness and skills building.
2. Projects and activities that support community, neighbourhoods and groups in Kāpiti to stay socially connected.
- 3. Projects that encourage greater community participation.
4. Projects working in partnership with a range of community groups, including iwi.
-

Are you eligible for a grant?



What can the grant be used for:

Funds can be used for:	Funds cannot be used for:
<p>New programmes, projects or events.</p> <p>Improvements or enhancements to existing programmes.</p> <p>Skill development of programme participants.</p> <p>Training needs of workers.</p> <p>Publicity or education material directly related to the aim of the programme.</p> <p>Equipment which is necessary to achieve the outcomes of the programme, specified in the application.</p> <p>Transport services where some disability is involved</p> <p>Administration costs to support a community-led or social service for community benefit.</p>	<p>Purposes that do not directly relate to the social activity/programme or event outlined in the application.</p> <p>Projects and events where sports, fitness, leisure and arts activities are the primary purpose of the organisation or group.</p> <p>Significant capital expenditure and infrastructure costs (i.e. buildings and facility improvements) that are subject to depreciation.</p> <p>Ongoing costs where the applicant is not meeting any of the costs.</p> <p>Rent, subscriptions or wages not directly related to the project, programme or event.</p> <p>Travel expenses.</p> <p>Debt servicing.</p> <p>Project or programmes which have already occurred.</p> <p>Catering and alcohol costs.</p>

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What happens after I have submitted my application?

- All applicants will receive an acknowledgement email on receipt of their application.
- All applications will be assessed by a council officer based on the criteria set.
 -
- Eligible applicants will be invited to speak to their application at the Grants Allocation Sub-committee meeting. A Council officer will allocate a timeslot for this.
- The final decision on allocation of funding is made by the Grants Allocation Sub-committee members.

It is important to note that applications received after the close date will not be considered. A full report will be available on the Council website at www.kapiticoast.govt.nz

In some cases, the committee may be required to make a final decision around eligibility of applications. Applicants will be informed if this is the case.

For more information email claire.rewi@kapiticoast.govt.nz or call 04 296 4652.



8 CONFIRMATION OF PUBLIC EXCLUDED MINUTES

Nil