

# Community Development Community Project Grant Scheme Criteria 2022-23

*Please read this information prior to completing your application.*

## Introduction

Ashburton District has a range of non-profit groups and organisations that play an integral role in resident's quality of life through the projects and initiatives that they lead.

Council recognises the importance of community projects to the district and the shared responsibility it has with the community to ensure there are opportunities for community projects to advance. Council provides annual Community Project Grants through a single grant application process held in February of each financial year.

## Purpose

The purpose of the Community Project Grant Scheme is to assist projects that maintain and/or enhance residents' quality of life in the Ashburton District.

## Grant Eligibility

All Community Projects **must** meet the following criteria:

- Be located in the Ashburton District.
- Be available to the wider community.
- Be organised by a non-profit organisation.

## Assessment Considerations

Council will consider the following:

- The contribution that the project will make to the community.
- The proposed number of people who will benefit from the project.
- Accessibility of the project to the general public.
- The community contribution to the project (including volunteers, in-kind work or materials and financial support).
- Other sources of funding potentially available to the applicant.
- Any previous assistance provided by Council.

## Funding

The maximum individual grant available is \$5,000 and can be no more than 50% of the total project cost. The applicant's share of the project's cost can be in kind work or materials, or financial.

All grants must comply with Council's Community Grants and Financial Assistance Policy.

## Applicant Eligibility

Applicants must be:

- From a non-profit organisation / group.
- Based in the Ashburton District.
- Applications from a national organisation must be made from the local branch of that organisation.
- Individuals, schools and service groups (whose primary purpose is to raise funds in the community) are **ineligible**.
- Applicants must have a health and safety plan for the stated project.
- Applications will only be accepted on the **completed** Community Project Application form.
- Incomplete applications that do not provide all of the requested information will be excluded from funding assessment.

## Ineligible Projects

The following projects are **ineligible** for Community Project grant funding:

- Retrospective community projects.
- Salaries or wages.
- Any form of insurance.
- Equipment hire.
- Operating costs (including power, water, phones, ticketing, IT charges).
- The hosting of a regional or national tournament or event.
- Prize money or sponsorship.
- Travel costs.

## Funding Agreement

Successful applicants must complete and return an accountability form on the completion of the project, and within the financial year which funds were granted.

Receipts are required for all expenditure.

Organisations that do not return a completed accountability form will not be eligible for future Council grant funding.

## Disclaimer

The final funding decisions are made at the discretion of Ashburton District Council. Successful applicants' project details may be used for publicity purposes.

## Application Dates

The Community Project Grant is available through a single contestable process held in February of each financial year.