

## Community Services Funding Guidelines

Community and voluntary organisations support and enhance the community through the services they provide Napier residents, often in their time of need. This fund supports those organisation so they can meet current and future community needs, innovate and/or continue to provide services that benefit the Napier community.

Rates subsidies are also available to groups who own a property in Napier that is used to provide community services in Napier.

### Funding Priorities

Priority is given to groups whose primary purpose:

- Contributes to achieving community interest
- Alleviates disadvantage, and / or
- Provides a specific community service (including social services)

Priority is given to organisations whose services are 100% targeted to Napier residents.

### Funding available

A total of \$97,200 is available for distribution through one contestable funding round per annum. Grants typically range from \$500 to \$2000.

### Criteria

Not for profit groups or organisations with legal entity status, excluding family trusts, social clubs and chartered clubs, within Napier city are eligible to receive funding. Services or projects must be targeted to Napier residents. Any group from outside Napier may apply for support for services or projects provided in Napier.

Funding is not available for services or projects that are the responsibility of Central Government e.g, direct healthcare or education.

**Please Note: - incomplete or late applications will not be considered.**

### What can be funded:

- **Operating costs:**
  - Rent
  - Rates subsidies (if the applicant is the ratepayer and the property is used to provide a community service to a client group or the public)

- Power and telephone rental
- Office expenses
- Audit fees
- Public liability insurance
- Volunteer expenses
- **Project costs:**
  - Salaries or wages (additional to normal operations)
  - Venue hire
  - Promotional material
  - Stationery
  - Volunteer expenses
  - Project materials
  - Equipment hire

**What will not be funded:**

- Applications from individuals or businesses
- Capital items
- Building maintenance
- Deposit, loan or dept repayments
- Expenditure already incurred
- Social events
- Fundraising
- Bank or lawyers fees

**How to apply**

By Post	Community Services Team Napier City Council Private Bag 6010, Napier 4142
By Courier or by Hand	Main Reception, Attn: Community Services Napier City Council Station Street, Napier 4110
By Email	<a href="mailto:csgrants@napier.govt.nz">csgrants@napier.govt.nz</a>

**Decisions**

Decisions are made by the Grants Allocation Sub-Committee and are ratified by the full Napier City Council. Membership of the committee is drawn from the community along with Councillor representation.

All decisions are final and are not subject to review. Grants will be paid following the August Council Meeting.

**Reporting**

If you receive a grant, other than a rates subsidy grant, you will need to tell us how your project or service went. You will receive a report back form with your grant letter.