



Te Tai Pari Board Funding Policy

POLICY PURPOSE

The purpose of the policy is to set out the parameters by which Te Tai Pari Board ("TTPB") may offer grant investment to not-for-profit organisations, social enterprises, and businesses with public benefit to the community of Waitara.

POLICY DEFINITIONS

Community - a social group sharing common characteristics, locality, heritage or interests and perceived as distinct within the larger society within which it operates.

Waitara area/rohe - Waitara consists of the area units and meshblocks as determined by Statistics New Zealand and described in the 2013 Census meshblock dataset, and shown in Schedule 1 of the New Plymouth District Council (Waitara Lands) Act 2018.

Grant – a financial contribution to a group, organisation or sector of the community. The financial contribution may be used to support an activity, the provision of services, projects or programmes or to support the objectives of the policy.

Not-for-profit community organisation - a group whose primary purposes are the delivery of non-statutory services and activities, and does not seek to generate profit, revenue or financial surpluses for commercial interests.

Social Enterprise – a revenue generating business / organisation, whose primary purpose is the achievement of social, cultural or environmental goals and who reinvests its surpluses in pursuit of the social, environmental and cultural outcomes of the organisation.

Business with community benefits – a revenue generating business that is either: locally rooted, trading for/ accountable to the community, or has a positive community impact.

PURPOSE OF FUNDING

Funding may be granted by TTPB to encourage or enable:

1. community self-reliance, capacity building, and stability; or
2. opportunities for social, recreational, civic, or cultural participation or for reducing or overcoming barriers to such participation; or
3. community or environmental health; or
4. development or preservation of arts, culture, heritage, or community identity; or
5. sports or recreation; or
6. a greater understanding of the relationship that the Waitara hapū have with Waitara.

ELIGIBILITY

General Eligibility

The general eligibility for funding is as follows:

Applicants must be able to demonstrate benefit to the community of Waitara in alignment with the aforementioned purpose of the funding.

Preference will be given to those persons/organisations operating from within the rohe of Waitara.

The TTPB may require local representation to be engaged for successful external organisations.

Applicants are encouraged to engage multiple funding partners.

General Exclusions

Funding will not be made available for the purposes of:

1. Religious activities.
2. Political activities.
3. Projects and programmes that duplicate existing services and organisations.
4. Activities that contravene any policy or strategic objective of the TTPB.
5. Previous grant applicants who failed to fulfil the obligations and terms of the previous grant agreement.
6. Commercial or private organisations whose purpose is primarily profit generation.

Funding will not be provided where funding support has already been given within the same financial year.

All decisions are completely at the discretion of TTPB members.

POLICY REVIEW

This policy shall be reviewed three yearly from the date the policy is adopted, but may be altered at any time.

Date of Adoption: 26 February 2024

CONDITIONS OF GRANTS

1. All grants must be uplifted within 12 months of the grant being awarded.
2. In the rare situation that a grant has not been uplifted within 12 months, then an extension must be sought from the TTPB.
3. When a grant is awarded, the specific requirements of uplifting the grant will be specified. These may include copies of quotes, invoices, bank statements, contracts and other items to support the project being funded. Similar documents may also be requested as part of the review/audit of any previously awarded grants. This could extend to a full review/audit of the organisation's financial statements.
4. If the terms and conditions of the grant are not adhered to, or if it is discovered that incorrect or misleading information has been provided, then any previously awarded grant, or agreement entered into, could be terminated. Any monies previously paid may need to be repaid in part or full.
5. At the completion of the project, an appropriate declaration form will be completed and signed by the organisation/individual confirming that the monies have been received and spent. In addition, a report shall be completed where a brief summary of the project is provided, including the benefits and participation levels.

Policy Schedules

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Grant General Information

Grants requiring committee approval

Grant Scheme	Maximum Funding Available	Frequency of Determinations
Annual Grants	Annual funding negotiated on a case-by-case basis Non-legal entities, and individual applicants can receive up to \$10,000 only	Yearly
Multi Year Funding	Multi-year funding negotiated on a case-by-case basis Up to three years funding commitment	Yearly
Social Enterprise Grant	Multi-year funding negotiated on a case-by-case basis Up to three years funding commitment	Yearly

Multi Year Funding

Purpose

The purpose of multi-year funding is to recognise those social and not-for-profit services that are closely aligned to the strategic objectives of the TTPB, and with whom the TTPB is comfortable in engaging in a longer term funding partnership relationship.

The relationship

The relationship will be premised on the delivery of outcomes, and specifically the extent to which the organisation can support the TTPB in delivering its strategic outcomes, on behalf of the community.

The TTPB and the organisation shall work in partnership on the mutual determination of outcomes and expectations that should arise from the relationship.

Eligibility

The general grant eligibility shall apply.

In order to be a candidate for multi-year funding there is likely to be a strong strategic alignment between the organisations in the given activity area and/or a track record of cooperation between the TTPB and the organisation.

Organisations will be eligible to apply for funding of projects of up to three years, although they will also be able to re-apply should projects exceed that timeframe.

Application requirements

Any group or organisation must supply a copy of the last year's annual financial accounts with their application. Whilst there is a preference for accounts that have been audited or reviewed (in compliance with the group or organisation's constitution/rules), or prepared by a Chartered Accountant, should these not be available, the group or organisation must discuss the matter with the TTPB before they apply.

The level of requirement for evidence of expenses, like quotes, will be determined by the TTPB based on the level of funding required. No retrospective funding will be considered.

The Terms of Accountability for funding, and Key Performance Indicators will be stipulated by the TTPB on a case by case basis.

Social Enterprise Grants

Purpose

The aim of the Social Enterprise Grant is to provide seed funding to community organisations who seek to earn an income for the sole purpose of generating an income for reinvestment into the community. There are many different forms of not-for-profit enterprise. For the purposes of the policy, eligibility organisations are defined as follows:

- *A Social Enterprise is a business with primarily social, environmental and / or cultural objectives whose surpluses are principally re-invested for that purpose of community good, rather than being driven by the need to maximise profit for shareholders and owners, within the boundaries specified by the TTPB.*

Eligibility

Funding may only be sought for investment ready enterprises.

The funding will be targeted at social enterprises in either a startup phase or growth stage.

Application requirements

In addition to the general eligibility criteria, applications will be considered and assessed in relation to the following:

- The enterprise must involve trade to achieve a social mission.
- The enterprise must be able to demonstrate the extent to which there is a market for the enterprise and the potential for the business to be self-sustaining (in the medium to long term).
- The existence of a realistic and practical business plan which includes financial projections and accounts.
- The extent to which the enterprise will deliver a social return on the investment.
- The extent to which the enterprise may deliver an economic return on the investment through the employment of staff, and volunteers.
- The extent to which the enterprise has the governance, management, business capacity and capability to run the enterprise.
- The total impact on strategic priorities expected to be yielded.

Any group or organisation must supply a copy of the last year's annual financial accounts with their application. Whilst there is a preference for accounts that have been audited or reviewed (in compliance with the group or organisation's constitution/rules), should these not be available, the group or organisation must discuss the matter with TTPB before they apply.

The level of requirement for evidence of expenses; quotes, invoices, will be determined by the TTPB based on the level of funding required.

The Terms of Accountability for funding, and Key Performance Indicators will be stipulated by the TTPB on a case by case basis.

Annual Funding

Purpose

Annual funding aims to support projects and programmes that act as a catalyst for change or seek to strengthen the community and make long lasting change.

Specifically the grant aims to:

- Support local groups and organisations that provide public education events, activities, programmes and services to the TTPB's rohe.
- Foster and support services, programmes and activities which address unmet needs in the community.
- Create opportunities which develop knowledge, awareness and understanding of the community.
- Support groups and organisations whose activities are contributing to a growth in community wellbeing and community cohesion.
- Support activities that contribute to the social and cultural vibrancy and vitality of the community.
- Provide investment in new services and programmes as they move towards a path of sustainability.

Eligibility

In addition to the general eligibility criteria, the specific eligibility criterion is as follows:

- The fund is only available to entities, groups, individuals and organisations who are a not-for-profit or for charitable purposes, and who may or may not be registered on the Charities Register.

Application requirements

Any group or organisation must supply a copy of the last year's annual financial accounts with their application. Whilst there is a preference for accounts that have been audited or reviewed (in compliance with the group or organisation's constitution/rules), should these not be available, the group or organisation must discuss the matter with the TTPB before they apply.

The level of requirement for evidence of expenses, like quotes, will be determined by the TTPB based on the level of funding required. No retrospective funding will be considered.

The Terms of Accountability for funding, and Key Performance Indicators will be stipulated by the TTPB on a case by case basis.

TTPB encourages engaging financial support partners to achieve a professional standard of delivery. TTPB may provide support or direct organisations to supporting organisations to meet this standard.