



Application Guidelines for the Community Initiatives Fund

Annual Budget- \$30,000

2 rounds per financial year – April / October

This is council run fund which supports initiatives and opportunities which have the potential to benefit the Rangitikei Districts communities in one of the following areas, Community service and support, leisure promotion and heritage and environmental sites.

Applicant eligibility criteria:

- Applicant should preferably be able to meet all the criteria stipulated in the guidelines.
- Applicant/organisation should be: Incorporated Society (certificate or documentation of proof must be supplied); Trust or Association (please supply documentation); Unincorporated community group or an Umbrella organisation with local branches.
- Council is unable to issue funds directly to individual recipients.

Project eligibility criteria:

- Take place within the Rangitikei district.
- Applicant should preferably be able to meet all the criteria stipulated in the guidelines.
- Demonstrate consideration of how they see their proposal would benefit the community.
- Provide 3 targets that will be used to monitor the outcome of the project.
- Provide a realistic and balanced budget.
- Be able to provide evidence of alternative funding sourcing and/or contributions.
- Quotes or other evidence of costs should be supplied for expenses over \$50.
- Provide the organisations balance sheet (for the relevant activity).
- Must have returned a completed project report for previous funding.

Applicant Exclusions:

- Applicants cannot have been financially supported by the ratepayers of the Rangitikei District Council through some other means for the same project in the same financial year, i.e., through the Event Sponsorship Scheme, Community Boards/ Committees, Annual Plan etc.
- Applicants cannot apply for funding from the Community Initiatives Fund more than once in any financial year.
- Any organisation that has given away or donated money to other organisations may not be granted Council funding.
- Proposals which are eligible for funding from Creative New Zealand or Sport New Zealand Rural Travel Fund must state clearly if they have made an application to or intend to apply to either fund. The Community Initiatives Fund assessment committee may limit funding to these groups.
- Funds cannot be paid to individuals.

Costs covered:

All apart from the below funding exclusions:

Funding Exclusions:

- Building development, repairs or funding for capital works (i.e., the costs associated in developing buildings).
- Purchase or long-term lease of facilities, excluding that which serves a recreational function (i.e., playground swings).
- Retrospective project costs.
- Costs of bonds or making good any damage done to venues that are hired.
- *(General overheads such as power costs, administration costs etc. must be based on proven figures from previous year's accounts).*

Postponement or Cancellation:

- An initiative will be deemed to be 'postponed' if the organiser intends to hold a re-scheduled initiative within six months of the original start date, and if there are not going to be any significant changes to the declared budget.
- Any initiative not meeting the above criteria will be deemed to be 'cancelled', and the organiser will need to refund any Council grant money unless evidence (e.g., receipts) can be provided showing that the funds were spent prior to the decision to cancel.