

MASTERTON DISTRICT COUNCIL

AGENDA

AWARDS AND GRANTS COMMITTEE

WEDNESDAY 24 MARCH AT 10.00AM

MEMBERSHIP OF THE COMMITTEE

Cr G Caffell (Chair)

Her Worship the Mayor
Cr B Johnson
Tiraumaera Te Tau

Cr D Holmes
Cr S Ryan

Quorum: Three

Notice is given that the meeting of the Masterton District Council Awards and Grants Committee will be held on 24 March 2021 at Waiata House, Lincoln Rd, Masterton at 10.00am.

**RECOMMENDATIONS IN REPORTS ARE NOT TO BE CONSTRUED AS COUNCIL POLICY UNTIL
ADOPTED**

19 March 2021



1

AGENDA:

1. CONFLICTS OF INTEREST (Members to declare conflicts, if any)
2. APOLOGIES
3. LATE ITEMS

FOR INFORMATION

4. 2020/21 COMMUNITY WELLBEING GRANT ROUND 2 AND COMMUNITY EVENTS FUND APPLICATIONS – PRESENTATIONS TO COUNCIL (035/21) Pages 211-215

FOR DECISION

5. COVID-19 SPORTS GRANT (037/21) Pages 216-219
6. COMMUNITY WELLBEING GRANTS ROUND 2 AND COMMUNITY EVENTS FUND APPLICATIONS FOR 2020/21 (036/21) Pages 220-241

To:	Awards and Grants Committee
From:	Deanna Elwin, Grants Administrator/Personal Administrator to Manager Community Facilities and Activities
Endorsed by:	Kathryn Ross, Chief Executive
Date:	24 March 2021
Subject:	Community Wellbeing Grant Round 2 and Community Events Fund Applications for 2020/21 - Presentations to Council
INFORMATION	
Recommendation:	
That the Awards and Grants Committee:	
<ul style="list-style-type: none"> a. receives the Community Wellbeing Grant applications, noting 13 were received and of those 9 requested to be heard by the Committee. b. receives the Community Events Fund applications, noting 6 were received and of those 1 requested to be heard by the Committee. 	

PURPOSE

The purpose of this report is to provide the Awards and Grants Committee with a summary of the applications received for Round 2 of the Community Wellbeing Grant, the additional applications for the Community Events Fund and a schedule of those applicants wishing to speak.

DISCUSSION

Community Wellbeing Grant

A total of 13 applications were received for Round 2 of the Community Wellbeing Grant. Nine of these are requesting a grant over \$3,000 and to speak to their application.

- **Schedule 1** below includes a brief summary of each of these applications that will be spoken to at this meeting.
- **Schedule 2** below includes a brief summary of the application that also requested a grant over \$3,000, however indicated they did not wish to speak in support.
- **Schedule 3** below includes a brief summary of the 3 applications that requested a grant for \$3,000 and under, that were assessed by Community Development staff. These applicants were able to be notified within two weeks, resulting in a quicker turnaround, on the funding outcome for their projects.

Community Events Fund

A total of 6 applications were received for the Community Events Fund. One applicant is requesting a grant over \$3,000 and to speak to their application.

- ***Schedule 1*** below provides a brief summary of the application that will be spoken to at this meeting.
- ***Schedule 3*** below includes a brief summary of the 5 applications that requested a grant for \$3,000 and under, that were assessed by Community Development staff. These applicants were notified within two weeks on the outcome of their application, resulting in a quick turnaround for their event planning.

One of these applications, the NZ Aerobatic Club, was allocated a grant for their annual championship's event, but this was recently cancelled due to being in COVID-19 Alert Level 2 restrictions on the scheduled days of the event. The allocated grant has been returned to the budget

Community Wellbeing Grants, Round 2 and Community Events Fund Applications

Wednesday 24 March 2021

PLEASE NOTE THAT THIS SCHEDULE MAY BE SUBJECT TO CHANGE

Kiwi Room, Waiata House, 27 Lincoln Road, Masterton

Schedule 1: Applications requesting over \$3,000, presenting to the Awards and Grants Committee

Time	App #	Grant Type	Speaker and Organisation	Funding Requested
10.10am	3 117917	Community Event	Jane Ross	\$9,710 towards the expenses to hold a Wairarapa Film Festival from 12 - 16 May 2021 at the Regent 3 Cinema
10.20am	8 117970	Community Wellbeing	Gavin Tankersley and Murray Tomlin, Shear History Trust	\$12,000 towards the operating expenses of the Wool Shed complex
10.30am	6 118651	Community Wellbeing	Tiri Sotiri and Pauline Shaw, Learning Disabilities Association Inc.	\$6,000 towards the operating expenses to provide assessment, education, and support for those in our community with learning disabilities
10.40am	7 118730	Community Wellbeing	Jen Butler, Masterton Young Citizens Club	\$4,400 for the purchase of three items of gym equipment to meet increased membership demand due to COVID-19
10.50am	12 118744	Community Wellbeing	Kelly Haywood, Wairarapa Parents Centre	\$4,870.00 for fees to hold the post-natal educational Baby and You and CPR courses for new families
11.00am	4 118746	Community Wellbeing	Sarah Wright, Digital Seniors	\$5,000 for costs towards three projects: (1) raw data collection and analysis (2) ongoing volunteer support (3) promoting the digital hub programmes
11.10am	9 118789	Community Wellbeing	Gwen Zittersteijn, Victim Support Wairarapa	\$4,000 towards recruitment, training, volunteer reimbursement and supervision expenses of the Wairarapa Volunteer Programme
11.20am	13 118806	Community Wellbeing	Simon Ellis, Wairarapa Youth Charitable Trust	\$10,000 towards the costs of the resurfacing works of the front carpark and rear driveway with asphaltic concrete

Time	App #	Grant Type	Speaker and Organisation	Funding Requested
11.30am	5 118745	Community Wellbeing	Lisa Birrell and Joanna Hehir, Divine River NZ Trust	\$12,091 towards workshop and website coordinators for the SEWstainable project on reducing menstrual waste, period poverty and social stigma linked to menstruation.
11.40am	11 118829	Community Wellbeing	Simon Ellis and Dick Davison, Wairarapa Multi-Sport Stadium Trust	\$15,000 towards the repairs and maintenance costs of the all-weather pitch at Memorial Park
11.50am	LUNCH BREAK			
12.45pm	APPLICATION DELIBERATIONS AND ALLOCATIONS			

Schedule 2: Application requesting over \$3,000, not presenting to the Awards and Grants Committee

App #	Grant Type	Organisation	Funding Requested
1 118740	Community Wellbeing	Age Concern	\$9,000 for human resources and materials to provide group activities, outings, events, and cooking classes for elderly men in the Masterton community

Schedule 3: Applications requesting \$3,000 and under, assessed by Community Development staff

App #	Grant Type	Organisation/Individual	Funding Requested
2 118576	Community Wellbeing	Alzheimers Wairarapa	\$1,100 to assist with first aid training for staff and volunteers
3 118731	Community Wellbeing	Crisis Pregnancy Support Wairarapa Trust	\$3,000 towards operating expenses of the new premise in the heritage building Hessey House
1 116529	Community Events	Castlepoint Fishing Club Incorporated	\$3,000 to hold the annual Castlepoint Fishing Competition on 8-9 January 2021
2 113065	Community Events	NZ Aerobatic Club Incorporated	\$1,000 to hold the annual Aerobatic Club Championship in late-February 2021 [<i>this event has now been cancelled due to COVID-19 Alert Level 2</i>]

215

App #	Grant Type	Organisation/Individual	Funding Requested
4 117546	Community Events	O W Tapine and M Blake	\$950 to hold 10 music and singing events for the elderly and community to 30 April 2021
5 116448	Community Events	Tinui Horse Sports	\$1,462 to hold the annual East Coast calendar events on 12 February 2021 at Peaks Road, Tinui
6 115244	Community Events	Wairarapa Railway Modellers Incorporated	\$2,800 to hold the biennial Wairarapa Railway Modellers Exhibition from 14-15 May 2021
10 117929	Community Wellbeing	Wairarapa Community Centre Trust	\$3,000 to meet the shortfall in expenses due to the demand in the provision of meals to the community

To:	Awards and Grants Committee
From:	Dayle Clarkson, Partnership Manager Sport Wellington Andrea Jackson, Manager Community Facilities and Activities
Endorsed by:	Kathryn Ross, Chief Executive
Date:	24 March 2021
Subject:	COVID-19 Sports Grant
DECISION	
Recommendation: That the Awards and Grants Committee: <ul style="list-style-type: none"> a) receives the COVID-19 Sports Grant Report (037/21); b) notes the recommendations by staff, for applications received for the COVID-19 Sports Grant as listed in Attachment 1 to Report 037/21, for consideration and approval; c) allocates funding for the COVID-19 Sports Grant as listed in Attachment 1 to this report (037/21). 	

Purpose

The purpose of this report is to provide the Awards and Grants Committee with information to make decisions regarding the allocation of funding from the COVID-19 Sports Grant budget.

Executive Summary

The Masterton District Council's COVID-19 Sports Grant budget is \$50,000 for 2020/21.

The report table (Attachment 1) for the COVID-19 Sports Grant, includes summarised details of the applications for funding and recommendations from the assessment panel following the assessment of each application against the fund criteria (see the Masterton District Council website: <https://mstn.govt.nz/community-4/community-grants/>)

Context

Applications for the COVID-19 Sports Grant opened on 23 December 2020 and closed 12 February 2021. In total 12 applications were received, requesting a total in funding of \$170,779, these are summarised in Attachment 1.

Analysis and Advice

An assessment panel consisting of Masterton District Council staff and Sport Wellington personnel have reviewed and deliberated on these applications against the approved criteria of the COVID-19 Sport Grant and have submitted recommendations for the committee's consideration.

Summary of Considerations

Strategic, Policy and Legislative Implications

The establishment of the COVID-19 Sports Grant aligns with the social and economic wellbeing areas of council's Wellbeing Strategy. It is also consistent with decisions made to support our community as a response to COVID-19 recovery.

The approach in partnering with Sport Wellington Wairarapa to administer the COVID-19 Sports Grant demonstrates an ongoing commitment to community-led and council-supported activities and working collaboratively with the community.

We have also seen several other Councils respond with similar grants.

Significance, Engagement and Consultation

It is not proposed that community engagement or consultation be undertaken ahead of Council making this decision. The establishment of the COVID-19 Sports Grant is considered to be of low significance as it would have minor impact on the community in terms of the proposed budget but will be valued by our sports and recreation community.

Communications/Engagement

Council promoted and advertised the COVID-19 Sports Grant directly to Masterton district sports clubs and codes, social media, local newspapers, and the website as well as through Sport Wellington Wairarapa communication channels.

Financial Considerations

The \$50,000 allocation for the COVID-19 Sports Grant can be drawn from carried forward reserves funding from the last financial year.

Implications for Māori

There are no implications for Maori arising from the decisions to allocate the Sports Grants as recommended.

Environmental/Climate Change Impact and Considerations

There are no environmental/climate change impacts arising from the decisions to allocate the Sports Grants as recommended.

Next Steps

Deliberations and allocations to be made by the Awards and Grants Committee for the funding applications for the COVID-19 Sports Grant, as listed in Attachment 1.

Applicants will be advised after these decisions of the Committee, on the outcome of their application.

Name of organisation	Funding Requested for	What is the purpose of your organisation? What do you do?	Total number of members	Who will benefit from this funding?	What outcomes are you looking to achieve through this work?	Based on the outcomes described above, how will you know you have achieved them (i.e. what will you measure and how?)	Amount applied for	Awards and Grants Committee Allocated Grant	Panel Recommendation
Wairarapa United Football Club Incorporated	\$45,000 Turf Fee, Coaching/Turf fees for junior skills sessions	Provide football opportunities for people in the Wairarapa community. We promote the game of football via the "Football in Schools" programme.	100	Existing football players in Wairarapa United Football Club Community	Create more opportunities and focus on juniors and girls playing. The long term goal is to have a Wairarapa United Junior Club alongside the existing teams.	A) Attendance at training/skills sessions. B) Retention of players and increased membership. A "happy and engaged Club culture!" C) By an increase in the number of players in the sport across the grades and all clubs in Wairarapa.	45,000		Panel does not support application for \$45,000 Application is not strongly aligned to purpose of fund.
Netball Wairarapa Inc	\$18,350 to send rep teams to regional and national events	We conduct all sanctioned Netball competitions in this region in line with Netball NZ protocols	2,000	The players who represent the specific age grades as it will allow them to challenge themselves against tougher opposition and strive for higher honours	Three representative teams that being U14's, U16's and U18's including management, travelling to Regional and National Tournaments	Focus participating and competing to their best ability i.e. sportsmanship, participation, teamwork and enjoyment will also be measured via the Management teams and a survey.	18,350		Panel does not support application for \$18,350. Application is not strongly aligned with purpose of fund.
Wairarapa Sports Education Trust (WSET)	\$20,000 with costs including coaching, training, travel and entry fees.	Vision of providing high quality sports education and coaching to Wairarapa school children. We provide scholarships each year to promising young people across a variety of sports providing grants to assist coaches, teams, individuals and sporting codes with costs including coaching, training, travel and entry fees.	8	Sports groups and individuals looking to excel in their chosen areas	Support a wide range of individuals and groups in their sporting endeavours enabling them to seek higher honours	Our application form asks applicants how a grant would benefit their community. We have an expectation that successful applicants will share their knowledge with their peers, and benefit others in the process.	20,000		Panel does not support application for \$20,000. Application not strongly aligned with purpose of fund.
Wairarapa Multi-Sport Stadium Trust	\$6400 to purchase a tractor	This all-weather pitch is located in Memorial Park, Dixon Street	6	The facility will be used for training sessions for various age group, Maori, school, adult and representative teams for both sexes and for football and rugby Cup and Tournament competitions	The Trust's mission will help make members of our community more physically and mentally resilient	Total number of booked hours and/or percentage of total capacity utilised. Steps can be taken to plan accordingly to increase their use.	6,400		Panel does not support application for \$6,400. Application not strongly aligned with purpose of fund.
The Marist Rugby and Sports Association (Masterton) Incorporated	\$12,429 to install mezzanine floor protective screens	Marist Rugby & Sports Association aim to provide a safe, family environment and facilities participation in many different sports activities	600	Members and families of Masterton Marist Sports clubs and community groups such as police, water safety, pre-school groups, driver training and fitness groups	We are aiming to make our clubrooms a safer environment by installing mezzanine floor protective screens and to provide safer and more seating for those using our facilities	Quantitative measurement of achievement will be in increased numbers of members and also bookings by community groups. Qualitative measurement of achievement will be by the growth of club and satisfaction of patrons and visitors to the facilities.	12,429		Panel does not support application for \$12,429 Application is not strongly aligned with purpose of fund.
Wairarapa Youth Charitable Trust	\$3,300 to purchase floor mats for training purposes	The Boxing Academy is open to all within the Wairarapa region	70	Young boys and girls, aged 5 upwards, from the Wairarapa will benefit from the outcomes listed below	Trust's activities i.e. enjoying regular physical activity through the delivery of a high quality training programme	Quantitative measures :member retention levels, an increase in the number of male and female members. Qualitative success: Feedback was limited to participating schools to complete survey forms.	3,300		Panel does not support application of \$3300 Application is not strongly aligned with purpose of fund.

Name of organisation	Funding Requested for	What is the purpose of your organisation? What do you do?	Total number of members	Who will benefit from this funding?	What outcomes are you looking to achieve through this work?	Based on the outcomes described above, how will you know you have achieved them (i.e. what will you measure and how?)	Amount applied for	Awards and Grants Committee Allocated Grant	Panel Recommendation
Masterton Squash Club	\$1,000 for running costs for Learn to Play sessions x4 nights over 4weeks	We are a 4 court complex squash club in Masterton we offer squash for our community as individuals and families, we have Senior members, Juniors and Social Members	130	As above anyone that is interested there will be limited barriers and criteria for the month of March	Increase Participation, contribute to the overall wellbeing of our community. Increase physical movement for people in our community.	We will have feedback form to gather evidence of this initiative The club will be open in March to the public, four nights a week. We would see more people playing squash. We would see people connecting with others inside and outside of squash. We would see an increase in team collaboration whether it is in the school environment or workplace.	1,000		Panel supports application for \$1,000 as they are recruiting new members into the club to increase participation opportunities for families
Wairarapa Cricket Association	\$20,000 to provide the administrative backbone (communication, HR etc) to help the project run effectively, whilst also being put towards transport costs	Provision of Sport Specific opportunities to the Wairarapa Community via organisation and operations of Cricket and the lead organisation of a fundamental movement skills approach to increasing physical activity for all	1,046	A wide cross-section of the community - primary school students in school settings, teachers within the same, volunteers within sport specific, active participants within each of the sport settings. Impact could be as many as 7,500 people within the wider Wairarapa community.	Physical Activity Leadership, engendering a life-long love of physical activity through quality experiences for all. A Quality Tick approach to sport activation through a collaborative approach. Alignment of Best practice protocols (Health & Safety, child welfare), Centralised workforce increasing capability for all partners.	A significant project case-study will be undertaken across 2021 utilising voice of the participant feedback (students / children / teachers / volunteers). Assessment criteria around fundamental movement skills have also been designed on behalf of the school settings to be utilised as measurements of progress. Quality Tick will be measure by education attended, observation of sport specific activity and alignment of governance processes.	20,000		Panel supports application for \$10,000 as it shows collaboration across five codes providing financial contribution and has reach across Masterton district schools including rural Masterton. Have flexibility to include other codes.
YMCA Central Inc	\$20,000 to staffing costs (Sports Coordinator, Referee Costs), Venue Hire Costs and gear and equipment.	The YMCA connects people to their communities to live happier, healthier lives. As a charity, the Y also runs many benevolent programs which are designed to have a positive impact on disadvantaged groups within the community.	10,000	Ultimately it is those young tamariki and Rangatahi as well as local whanau that benefit by reducing the barriers to participation.	Leagues free in 2020 post COVID-19, 50% increase in registrations in Terms 3 and 4 2020	Volume data based on registrations. Feedback from participants in terms of surveys understanding the impact. Feedback from parents and schools.	20,000		Panel supports application for \$10,000 because it shows collaboration with schools across the Masterton district and sporting codes. Reduced costs to participants has seen an increase in registrations estimating 2,000 participants.
Maungaraki Junior and Youth Darts	\$5,000 to send participants to regional and national events	Maungaraki Junior and Youth Darts is a club for children/youth from the ages of 8-17year olds that play darts	24	Our six volunteers whom are also parents and our team of 12-18 children and youth	Help our children find an enjoyment in a sport	Membership retention of players and volunteers	5,000		Panel does not support application for \$5,000. Application is not strongly aligned to purpose of fund, but we recommend reapplying after a discussion with us
Masterton Young Citizens Club Inc	\$14,300 to replace bathroom facilities	Promote, sponsor, encourage, advance and further all sporting, cultural and athletic activities of every kind and description for, or in the interests of youth of (but not limited to) Masterton Area	200	We have approximately 200 active members, lower socio-economic demographics, 50% Maori and 10% Polynesian youth members	Variety of youth focused opportunities	Outcome 1 is increased use of our facility by the community. We expect that with upgraded facilities other youth initiatives will utilise our building and facilities. Outcome 2 is an increase in youth reached. Outcome 3 is improved quality of life for our members.	14,300		Panel does not support application for \$14,300. Applications is not strongly aligned to purpose of fund, but acknowledges the contribution and work the group carries out, would like to meet to discuss further.
Wairarapa Track and Field	\$5,000 for athletics delivery in primary schools	Provide an athletics experience that is fun, supportive and progressive which develops your child to the best that they can be	30	Kids aged 5 - 12/13 years of age (Year 1 - Year 8)	The aim is to help improve the skills of kids in some of the key 15 fundamental skills kids through athletics	The measurement is visual, and feedback from kids. Teacher feedback is also critical in determining if there has been success. If they notice a difference, then that is a clear indication the programme is working.	5,000		Panel does not support application for \$5,000. Not strongly aligned with purpose of fund.
							170,779	0	

To:	Awards and Grants Committee
From:	Deanna Elwin, Grants Administrator/Personal Assistant to Manager Community Facilities and Activities Aaron Bacher, Community Development Advisor
Endorsed by:	Kathryn Ross, Chief Executive
Date:	24 March 2021
Subject:	Community Wellbeing Grant Round 2 and Community Events Fund Applications for 2020/21
DECISION	
Recommendation:	
That the Awards and Grants Committee:	
<ul style="list-style-type: none"> (a) receives the information in the Community Wellbeing Grant Round 2 and Community Events Fund Applications for 2020/21 Report: (b) allocates funding to the 10 Community Wellbeing Grant Round 2 applicants, as listed in Attachment 2 to this report (036/21) (c) allocates funding to the Community Events Fund applicant, as listed in Attachment 4 to this report (036/21) (d) notes the funding allocated by Community Development staff, under delegation (for the \$3,000 and under applications) to three Community Wellbeing Grant Round 2 applicants and five Community Events Fund applicants, as listed in Attachments 2 and 4. 	

PURPOSE

The purpose of this report is to provide the Awards and Grants Committee with information to make decisions on the allocation of funding from the Community Wellbeing Grant and Community Events Fund budgets.

Masterton District Council budgets an annual allocation of funding to contestable Community Wellbeing and Community Events. Funds are allocated under delegation by staff and the Awards and Grants Committee. This report presents the applications received that require Committee consideration i.e. those that are over \$3,000.

CONTEXT

Community Wellbeing Grant, Round 2

This grant funding is available to help meet the increased needs and demands on community groups and organisations as a result of the COVID-19 pandemic, in a timelier manner, over two rounds for the

2020/21 funding year. The Community Wellbeing Grant information sheet provided to applicants, which sets out fund eligibility and criteria, is attached (see Attachment 1).

Round 1 of the Community Wellbeing Grant opened 6 July and closed 31 July 2020 with 44 applications received. At the Awards and Grants Committee meeting on 16 September 2020, 34 applicants were awarded grants totalling \$125,530.

Round 2 opened on 18 January and closed on 12 February 2021 with 13 applications received, requesting total funding of \$89,461.

The report table (Attachment 2) summarises the details of the applications received and recommendations from staff following assessment of each application against the fund criteria for the Committee's consideration.

Community Events Fund

Applications for the Community Events Fund opened on 6 July and remain open until 30 June 2021 or until the budget has been allocated, to allow for the open ended/rolling funding for this year. The Events Fund information sheet provided to applicants, which sets out fund eligibility and criteria, is attached (see Attachment 3).

Thirteen applications were received and considered at the Awards and Grants Committee meeting on 16 September 2020 and 11 applicants were awarded grants totalling \$33,328.

A further 6 applications have been received, requesting total funding of \$18,922.

Additional applications will continue to be received after this meeting and subject to the funding remaining, will be considered either by the Awards and Grants Committee or the Community Development Team by up until 30 June 2021.

The report table (Attachment 4) summarises the details of the applications received and recommendations from staff following assessment of each application against the fund criteria for the Committee's consideration.

DISCUSSION

Analysis and Advice

Community Wellbeing Grants (13 applications – listed in Attachment 2)

Of the 13 new applications received:

- Community Development staff have assessed, and allocated funding as follows to the applications received, requesting a grant of \$3,000 and under:
 - 3 applications, allocated total funding of \$4,500

- The Committee's decision is sought on:
 - 10 applications that have requested a grant of over \$3,000.

Staff have met and discussed these 10 applications and have provided a suggested grant with comment, for the Committee’s consideration in their deliberations.

They have suggested a total funding allocation of \$41,870 from the remaining budget.

Community Events Fund (6 applications – listed in Attachment 4)

Of the 6 new applications received:

- Community Development staff have assessed, and allocated funding as follows to the applications received, requesting a grant of \$3,000 and under:
 - 4 applications, allocated total funding of \$5,912
 - 1 application was allocated funding of \$500 but will not be uplifted due to the COVID-19 cancellation

- The Committee’s decision is sought on:
 - 1 application that has requested a grant over \$3,000.

Staff met and discussed the application and have provided a suggested grant, with comment, for the Committee’s consideration in their deliberation.

They have suggested a funding allocation of \$9,710 for that application.

SUPPORTING INFORMATION

Strategic, Policy and Legislative Implications

The continued funding provision of the Community Wellbeing Grant and Community Events Fund to the community, supports Council’s commitment to the Wellbeing Strategy *He Hiringa Tangata, He Hiringa Whenua* and Council’s community outcomes as specified in the 2018-28 Long-Term Plan.

Aspects of both grants also align with Council’s Arts, Culture and Heritage Strategy adopted on 26 June 2019.

Community Wellbeing Grant

This grant is to be used to support community groups who help support council’s My Masterton: Our People, Our Land Wellbeing Strategy; *He Hiringa Tangata He Hiringa Whenua* outcomes of:

- *An engaged and empowered community*
- *Pride in our identity and heritage*
- *A sustainable and healthy environment*
- *A thriving and resilient economy*
- *Efficient and effective infrastructure*

Applicants were required to identify the wellbeing area that their project would contribute to and these are as follows:

Wellbeing Area

Social	7
Economic	1

Social and Cultural	2
Social and Environmental	1
Social, Cultural and Economic	1
Social, Cultural, Economic and Environmental	1
Total Applications:	13

Community Events Fund

The aim of this fund is to be used to support diverse and exciting events that appeal to our community, contribute to the priorities identified in our Wellbeing Strategy and celebrate our culturally rich district and region.

The fund goals are:

- *to optimise the economic contribution of events to Masterton*
- *to support events to be of a high quality*
- *to support events to grow and appeal to a wider audience*
- *to promote Masterton as a n event visitor destination*
- *to create a positive image of Masterton to residents and visitors.*

There are two key outcomes that link to our strategy:

- *A Thriving and Resilient Economy*; local events can attract visitors to Masterton that in turn provide economic benefits to the community
- *An Engaged and Empowered Community*; events provide opportunities for our community to connect and engage with each other

Some events may also support a third outcome:

- *Pride in our identity and heritage*; events an provide opportunities to celebrate and promote our cultural heritage and identity.

Applicants were required to identify the wellbeing area and the event category, that their project would contribute to.

These are summarised as follows:

Wellbeing Area

Social	4
Social and Cultural	1
Social, Cultural, Environmental and Economic	1
Total Applications:	6

Event Category

Local and Targeted <i>Events with community benefit and local participation</i>	5
Emerging Events <i>First time event that could become a regular feature with capacity for further growth</i>	1
Total Applications:	6

Significance, Engagement and Consultation

Staff assessed decisions on applications for a Community Wellbeing Grant and a Community Events Fund as not being significant under the Significance and Engagement Policy because the decisions:

- do not relate to a strategic asset
- do not involve a change in level of service provided by Council
- there is unlikely to be a high level of community interest in the decision
- the decision doesn't impact on debt, rates, or the financial figures in the Long-Term Plan
- it does not involve Council exiting an existing activity or adding a new activity.

Financial Considerations

There are no significant considerations as the Community Wellbeing Grant and Community Events Fund are budgeted in the 2020/21 Annual Plan, as follows:

Community Wellbeing Grant

\$250,000 is budgeted in 2020/21 for the funding of all grants that were identified as contestable.

- *Round 1*
At the Awards and Grants Committee meeting on 16 September 2020, funding of **\$125,530** was allocated to 34 applicants leaving \$124,470 for Round 2.
- *Round 2*
 - a) from the **\$124,470** remaining after the Round 1 allocations;
 - b) the Community Development staff assessed three grants (of \$3,00 and under) and allocated total funding of **\$4,500**; and
 - c) this leaves **\$119,970** available for consideration for the 10 applications (over \$3,000) at this Round.

Community Events Fund

\$90,000 is budgeted in 2020/21 for funding events and \$8,000 of this was set aside for any events at Hood Aerodrome, minor sporting events and street closures, providing **\$82,000** for event funding.

At the Awards and Grants Committee meeting on 16 September 2020:

- a) funding of **\$33,328** was allocated to 11 applicant's events, leaving \$48,672 for the remainder of the year;
- b) the Community Development staff assessed five grants (of \$3,000 and under) and allocated total funding of **\$5,912**; and
- c) this leaves **\$42,760** available for the consideration of the application (over \$3,000) at this meeting.

One of these applications, the NZ Aerobatic Club, was allocated a grant for their annual championship's event, but this was recently cancelled due to being in COVID-19 Alert Level 2 restrictions on the scheduled days of the event. The allocated grant has been returned to the budget.

Treaty Considerations/Implications for Māori

There is no significant impact on Māori and the grants and application process has provided a simplified and more agile process which may help to mitigate barriers to accessing funding and support, and thus empower Maori communities to demonstrate their rangatiratanga to implement culturally appropriate responses.

Communications/Engagement Plan

A variety of channels were used e.g. social and traditional media to promote Round 2 of the Community Wellbeing Grant and the Community Events Fund. Application forms and the criteria information were accessible on the website and from Council's Queen Street office.

Environmental/Climate Change Impact and Considerations

There will be continuing effects from COVID-19 for applicants applying for funding for projects and events as we move up and down Alert Levels. All grants allocated are subject to the COVID-19 Alert Levels and the restrictions these levels pose. Staff advise the applicant, when notifying the grant outcome, that funding may need to be repaid in full or part. This is dependent on what the grant is tagged to for the project or event and the alert level restrictions in place at that time.

Next Steps

Deliberations by the Awards and Grants Committee, for the over \$3,000 requested applications, to be allocated a grant from the Community Wellbeing Grant and Community Events Fund, as listed in Attachments 2 and 4.

Applicants will be advised on the outcome of their application after the decisions made by the Committee.

Applicants who applied for grants of \$3,000 and under, that were assessed by Community Development staff have already been notified on the outcome of their applications.

COMMUNITY WELLBEING GRANT INFORMATION SHEET

GOAL OF THE COMMUNITY WELLBEING GRANT

In 2018 Masterton District Council (MDC) adopted a Wellbeing Strategy *He Hiringa Tangata, He Hiringa Whenua* outlining our long-term direction for the social, cultural, environmental, and economic wellbeing of our community. To align with the strategy, the Community Wellbeing Grant was introduced to provide support to community groups and organisation for projects that contribute to the social, cultural, environmental, and economic wellbeing of our community.

Last year the Community Wellbeing Grant was adapted so that funding is available to help meet the increased needs and demands on community groups and organisations as a result of the COVID-19 pandemic. Council recognises that the COVID-19 global pandemic has generated a great deal of anxiety and economic uncertainty within our community and that this is having a significant impact on the ability of community organisations, who support community wellbeing, to carry out their functions and meet the needs of the community in Masterton district. This includes:

- Increased need for existing community services.
- Restrictions in the ability of community groups and organisations to respond to those needs as a consequence of the physical distancing requirements of Alerts Levels 4, 3 and 2; and
- Additional strain on the existing financial and non-financial resources of community groups and organisations.

The Community Wellbeing Grant remains an avenue for organisations that would usually seek funding through annual or long-term plan processes to apply for funding.

This enables Council to consider ALL applications for funding for wellbeing projects at the same time.

Applicants will need to indicate how their application aligns with the four wellbeing development areas set out in *He Hiringa Tangata, He Hiringa Whenua*.

Eligibility

To be eligible for a Community Wellbeing Grant, organisations should:

- be non-profit community groups;
- have their project or activity based in the Masterton District or substantially benefit Masterton residents;
- be delivering a public service that contributes to the wellbeing of Masterton district residents;
- show that they will contribute to the project/costs;
- show they can account for the funds; and
- have completed the accountability form for any previous funding.

Eligible Projects

Responses to COVID-19

- New and emerging ideas to support the district, communities, or groups in the emerging situation, which contribute to improving community wellbeing
- Additional costs incurred by community organisations in delivering services, projects, or activities to members of the community most in need as a result of COVID-19
- Assistance for community organisations who incur or have incurred additional costs related to expansion of services as a result of COVID-19

Community Activities

- Meeting community needs
- Improving services
- Expanding programmes

Training

- For staff, community, volunteers, skill development, forum/seminar costs
- Support for volunteers or programme coordination wages

Facility Development

- Projects that would usually seek funding through annual or long-term plan processes (e.g. more substantive facility upgrades) and can demonstrate a contribution to the wellbeing of the Masterton community (or parts of it).
 - e.g. Minor upgrades of community facilities (under \$5,000)
 - e.g. Major upgrades of community facilities (\$5,000 +)

Administration Costs

- Rental/rates/insurance/electricity
- Operational costs e.g. phone, stationery
- Auditing/financial and clerical costs
- Travel within district (limited)

Ineligible Projects/Applications

- Applications from individuals
- Applications from educational institutions
- Applications to provide/deliver social welfare, health treatment/benefits to individuals
- Applications from organisations, which have not completed accountability requirements for earlier grants
- Projects already completed are not eligible

Decision-making

- Applications for \$3,000 or less will be assessed and determined by Masterton District Council staff
- The Awards and Grants Committee will consider applications for \$3,001 and above.

Funding Rounds

For 2020/21 there were two funding rounds, July and February. This was to better provide for the medium to long term needs of community groups and their clients who have been impacted by COVID-19. This will be reviewed for the 2021/22 funding year.

How to Apply

An application form must be completed to be considered for a grant.

Applications must be received by the advertised closing date. Your organisation may be approached by staff or committee members for further information if required.

For further information about this grant, please contact
Deanna Elwin, Grants Administrator by telephoning (06) 370 6272 or email:
deannae@mstn.govt.nz

Information you will need for your application

- Bank verified account details (for the account to which any grant will be paid)
- Latest annual accounts and latest monthly financial statement
- Relevant quotes
- Information about your project:
 - What you are going to do
 - Why it is important
 - How it will contribute to the primary area of wellbeing
 - Who the project will benefit (including how many)
 - When it will happen; and
 - Whether you are working with other organisations.
- Information about the project costs including:
 - Total cost of the project with a breakdown of all costs
 - Amount your organisation plans to contribute and from where e.g. reserves, other funders; and
 - Amount you are requesting from Masterton District Council

- You will need to demonstrate the wellbeing area(s) that your project will contribute to. These are summarised in the table below, and in the extract from the Wellbeing Strategy at the end of this information sheet.

WELLBEING DEVELOPMENT AREA/VISION?			
 SOCIAL	 CULTURAL	 ENVIRONMENTAL	 ECONOMIC
Masterton/Whakaoriori is a positive, strong, inclusive and self-determining community with equitable opportunities for everyone	Masterton/Whakaoriori values the place and role of tangata whenua and is proud of our cultural identity and heritage	Masterton/Whakaoriori has rivers we can swim in and drink from, clean air to breathe, green and blue spaces that we can enjoy and share with future generations	Masterton/Whakaoriori has a strong, sustainable economy that supports our people and places

Please note that an incomplete form or missing supporting documentation may result in your application being returned to you.

Submitting your application

Completed applications should be returned to the Council by ONE of the following methods:

- Posting to PO Box 444, Masterton 5840; or
- Delivering to 161 Queen Street, Masterton; or
- Emailing to admin@mstn.govt.nz

Other funds available

ARTS	Arts groups should apply to the Masterton District Creative Communities Scheme or the Masterton Arts Fund as a first option (unless the purpose is ineligible for funding from those schemes e.g. uniforms, musical instruments, facility development, administration).
EVENTS	Event organisers can apply to the Community Events Fund, where Council allocates sums specifically to support events held in the Masterton district which bring increased economic activity, cultural diversity and community wellbeing.
EDUCATION	Educational institutions or groups should apply to Lands Trust Masterton, (06) 370 0155, www.mtlit.org.nz
SPORTS	Sports-related groups should apply to Sport Wellington Wairarapa https://www.sportwellington.org.nz/support-and-development/wairarapa/wairarapa-funding/

2020 Community Wellbeing Grant, Round 2 - 24 March 2021 - Summary of Applications and Recommended Allocations											
No.	File ID	Organisation	Purpose of Organisation	Project Description	Speak in Support	Project Cost	Amount Requested	Staff Allocated Grant	Staff Recommended Grant 24/03/2021	Awards and Grants Committee Allocation Meeting 24/03/2021	Comments
1	118740 1400	Age Concern Wairarapa	To enhance the lives of people over 65 in our community by offering a range of services, information, education, activities and events to assist older people to maintain their independence and reduce the incidence of social isolation and elder abuse/neglect	Seeking funding towards the materials, overheads and office costs to provide group activities, outings, events and cooking classes to elderly men in the Masterton community	No	\$47,529	\$9,000.00	N/A	\$2,000.00	\$	Health Coordinator was funded with grant of \$3,000 at Round 1, suggest grant for \$2,000 towards the activity costs
2	118576 1396	Alzheimers Wairarapa	To provide information, education, support and guidance to individuals and their families with dementia related illnesses	Seeking funding for 12 staff and volunteers to complete a first aid course in partnership with Age Concern	N/A	\$1,320	\$1,100.00	\$500.00	N/A	N/A	Towards volunteer's first aid courses - awarded same amount to similar organisations allocated by Awards and Grants Committee at Round 1 e.g. Autism, Parkinson's etc
3	118731 1402	Crisis Pregnancy Support Wairarapa Trust	To meet the emotional and practical needs of women and their families who are facing a "crisis pregnancy" situation (an unexpected or unplanned pregnancy or a pregnancy termination or loss)	Seeking funding towards the operating costs of rent, rates, insurance, electricity and internet for the new premises in the historic Hessey House.	N/A	\$33,469	\$3,000.00	\$1,000.00	N/A	N/A	Towards electricity - awarded same amount to similar organisations allocated by Awards and Grants Committee at Round 1 e.g. Hospice etc
4	118746 1401	Digital Seniors	To provide opportunities for social interaction, community engagement and independent living through digital technology, especially important for seniors	Seeking funding towards the costs: (i) to analyse data collected over the past two years (ii) recruitment costs for 2-3 new volunteers due to increased demand; and (iii) to promote the digital hub in three key	Yes	\$52,300	\$5,000.00	N/A	\$2,000.00	\$	Volunteer expenses were funded with a grant of \$3,000 at Round 1, suggest grant of \$2,000 towards the recruitment of new volunteers and data collection
5	118745 1405	Divine River NZ Trust	To provide education to address social, environmental, wellbeing and other needs including, but not limited to, the delivery of in-school and community-based workshops to ensure equitable access to make and use, sustainable materials for reusable personal care e.g. period pads	Seeking funding towards the costs for workshop coordinators in schools, colleges and the community, together with the development of an online portal/website and a community radio programme with Arrow FM, to support the reduction of menstrual waste, period poverty and social stigma linked to menstruation.	Yes	\$27,740	\$12,091.00	N/A	\$8,000.00	\$	Contributes strongly towards addressing the social and environmental aspects of period poverty and will empower young adults and women
6	118651 1397	Learning Disabilities Association Incorporated	To identify and teach students with learning disabilities such as dyslexia and to train teachers to interpret a cognitive assessment to meet the highly complex needs of those who require our services	Seeking funding assistance towards operating costs incurred to provide assessment, education and support for those in our community with learning disabilities	Yes	\$11,481	\$6,000.00	N/A	\$1,500.00	\$	Suggested funding in line with previous grant and in range of other organisations at Round 1

2020 Community Wellbeing Grant, Round 2 - 24 March 2021 - Summary of Applications and Recommended Allocations

No.	File ID	Organisation	Purpose of Organisation	Project Description	Speak in Support	Project Cost	Amount Requested	Staff Allocated Grant	Staff Recommended Grant 24/03/2021	Awards and Grants Committee Allocation Meeting 24/03/2021	Comments
7	118730 1398	Masterton Young Citizens Club	To promote, sponsor, encourage, advance and further all sporting, cultural and athletic activities in the interest of youth of Masterton	Seeking funding to purchase three items of gym equipment and four cooling fans due to increased membership as a result of COVID-19 in the Elite fighting team and Box-Fit classes	Yes	\$5,400	\$4,400.00	N/A	\$3,000.00	\$	<i>Suggest funding towards two items of gym equipment to assist towards increased membership demand due to COVID-19</i>
8	117970 1395	Shear History Trust	To promote the wool shed museum of sheep and shearing and to record and archive oral histories of identities with in the shearing and wool harvesting industry	Seeking funding towards the operational expenses of the wool shed tourist attraction which also houses the Jubilee Fire Engine museum and Council's steam roller in the Stewart-Weston gallery	Yes	\$52,000	\$12,000.00	N/A	\$10,000.00	\$	<i>Funding in line with previous year's grants and former AP grants</i>
9	118789 1403	Victim Support Wairarapa	To help victims of crime, trauma and sudden death with a network of caring and skilled people providing 24/7 support. The first port of call for victims, frontline police and other agencies during a crisis or incident	Seeking funding to assist towards the costs of the Volunteer Support Worker Programme in the Wairarapa to enable volunteer recruitment, expenses and training and towards the Service Coordinator for the community	Yes	\$156,532	\$4,000.00	N/A	\$500.00	\$	<i>Suggest funding towards the volunteer programme in line with amount to similar organisations allocated by Awards and Grants Committee at Round 1 e.g. Autism, Parkinson's etc</i>
10	117929 1394	Wairarapa Community Centre Trust	To provide FREE meals to those who are facing a short-term emergency in our community. A community-led programme with volunteers, working in groups to cook weekly donated, rescued and purchased items in large volume meals in partnership with Waiwaste and Foodbank	Seeking funding towards meeting the shortfall in expenses to continue to operate and provide meals due to the increased demand in the community	N/A	\$17,598	\$3,000.00	\$3,000.00	N/A	N/A	<i>Towards expenses shortfall - this organisation serves many individuals in need in the community and has a very strong volunteer member contributions</i>
11	118829 1406	Wairarapa Multi-Sport Stadium Trust	To own and administer an all-weather multi-sport and community activities field for the benefit of the general public, to encourage and promote good health and welfare, wide participation in various sports and activities by young people and adults.	Seeking funding towards repairs and maintenance of the all-weather pitch located in Memorial Park for the continuation of participation in various sports and activities by young people and adults throughout the Wairarapa.	Yes	\$154,015	\$15,000.00	N/A	\$5,000.00	\$	<i>Suggest funding towards the repairs and maintenance, the asset contributes towards physical and mental wellbeing and promoting Masterton as a sporting destination</i>
12	118744 1399	Wairarapa Parents Centre	To provide top quality pre and postnatal care to parents, child birth education classes, CPR and new parenting courses and music and movement sessions	Seeking funding towards the facilitation fees, room hire, travel and refreshments to hold five, two-hour sessions over a five week period for Baby and You education classes as well as CPR courses	Yes	\$6,270	\$4,870.00	N/A	\$4,870.00	\$	<i>Suggest funding in full, strongly supports the social wellbeing for the challenges facing new families and providing life skills and education</i>

2020 Community Wellbeing Grant, Round 2 - 24 March 2021 - Summary of Applications and Recommended Allocations

No.	File ID	Organisation	Purpose of Organisation	Project Description	Speak in Support	Project Cost	Amount Requested	Staff Allocated Grant	Staff Recommended Grant 24/03/2021	Awards and Grants Committee Allocation Meeting 24/03/2021	Comments
13	118806 1404	Wairarapa Youth Charitable Trust	To provide youth with skills for life and work to empower them to be the best they can be and to achieve their full potential through boxing, as a mechanism for youth development, a physical outlet and safe space, with meaningful social interactions. Our values are Respect, Resilience, Role Models, Relationships and	Seeking funding towards the resurfacing works of the front carpark and rear driveway at the Boxing Academy Hall, with asphaltic concrete	Yes	\$20,465	\$10,000.00	N/A	\$5,000.00	\$	<i>Suggest funding the same amount as the WMSST application above, asset contributes towards physical, social and mental wellbeing of youth</i>
							\$89,461.00	\$4,500.00 Staff Allocated Applications	\$41,870.00 Suggested by Staff to Allocate	\$0.00	

COMMUNITY EVENTS FUND INFORMATION SHEET 2020

Goals

The aim of the Community Events Fund is to support diverse and exciting events that appeal to residents; contribute to the priorities identified in our Wellbeing Strategy, *He Hiringa Tangata, He Hiringa Whenua*; and celebrate our culturally rich and diverse district and region.

Masterton District Council (MDC) will consider applications for events that:

- Optimise the economic contribution of events to Masterton.
- Support events to be of a high quality.
- Support events to grow and appeal to a wider audience.
- Promote Masterton as an event visitor destination.
- Create a positive image of Masterton to residents and visitors.

MDC also acknowledges that COVID-19 has impacted on the ability of our communities to hold large scale events. As our communities recover from the impact of the pandemic, MDC recognises there may be a growing need for grass-roots community events. Consequently, MDC will consider applications for:

- Community-based events organised by community groups or individuals that help grow and enhance our sense of community and increase opportunities to engage and connect with each other safely.

Events in our community help support two key outcomes set out in the Wellbeing Strategy, *He Hiringa Tangata, He Hiringa Whenua*:

- *An Engaged and Empowered Community*: Events provide opportunities for our community to connect and engage with each other.
- *A Thriving and Resilient Economy*: Local events can attract visitors to Masterton that in turn provide economic benefits for the community.

Some events may support a third outcome:

- *Pride in our Identity and Heritage*: Events can provide opportunities to celebrate and promote our cultural heritage and identity.

Eligibility

- Both organisations and individuals are eligible to apply to the Community Events Fund.
- Applications by individuals must be co-signed by another person, whom will retain equal responsibility for ensuring that the event is carried out and funds are spent appropriately.
- Any applicants under the age of 18 must have an adult signatory (support person) on their application; on which the responsibility for the event shall fall.

Categories of Events Eligible for Funding

This document provides options for classification of events and festivals that are summarised in the matrix in Attachment 1. In summary events could be categorised into three categories:

1. Major events with economic benefit;
2. Local and targeted events with community benefit; and
3. Emerging events.

You will need to state which category your event falls under in your application form.

MDC recognises that all events provided for under this fund, regardless of scale, may need to adapt in order to comply with physical distancing and other health and safety requirements associated with COVID-19 Alert Levels.

<p>MAJOR EVENTS WITH ECONOMIC BENEFIT</p>	<ul style="list-style-type: none"> • This category covers a festival or event that attracts a large audience and participation (more than 1,000 and possibly including international interest), generates significant economic wealth, and contributes to the positive national and international profile of the Masterton district and the Wairarapa region. A premier festival or event will fill the majority of local and regional accommodation and attract thousands of visitors from outside the region. Such events are unique to the district or closely associated with it. • Elements of originality should be incorporated into these events to provide complementary activities, expand community involvement and attract a wider public. Major/Economic events will be supported by Destination Wairarapa and each will be able to be linked with Tourism New Zealand's 'What's On' campaign (or any future relevant international marketing campaign). • Such events may be one-off or may recur on an annual or biennial basis. • Events may have a naming rights sponsor. Some of these long-standing events will be expected to become financially independent of council grants or to receive council funding for value-added activities. • A sub-group in this category (or a separate group) is Regional, North Island or National sports competitions that may bring a number of visitors and possibly attract fewer local participants. These may be held on an annual basis or be one-off events. <p>Current examples of Major Events include:</p> <ul style="list-style-type: none"> • Golden Shears, Wairarapa Balloon Festival and Wings Over Wairarapa.
<p>LOCAL OR TARGETED EVENT WITH COMMUNITY BENEFIT</p>	<ul style="list-style-type: none"> • A local event is staged for local people as a celebration of an occasion, for some reason that is significant to the wider community, or to contribute to a community's recovery following COVID-19. • A targeted small event is aimed at a particular sector of the community e.g. youth, ethnic group, or a neighbourhood. • The scale of local and targeted events will vary, and may range from a street BBQ, community fun day or open-day or event for a local club or organisation to a larger scale event like Waifest.

	<ul style="list-style-type: none"> • Audience participation will vary, and admission will usually be free, although where a local event is also a fundraiser, this may not be so. • Local events generate civic pride, add to the district’s vibrancy, make residents feel included, contribute to a sense of community and connectedness, and make visitors inclined to stay longer in a culturally rich environment. <p>Current examples include:</p> <ul style="list-style-type: none"> • Masterton Community Toy Library Open Day (small event). • Waitangi Day event and Waifest (larger events).
EMERGING EVENTS	<ul style="list-style-type: none"> • Emerging events may warrant a kick-start grant if they are seen to have the potential to become significant events in the future that will benefit and involve the local community and attract visitors. • In some instances, MDC’s role will be to provide seed funding that will enable the organisers to approach other funders. In other instances, the Council will be a contributor to make up some, or all, of the difference between funding received and proposed expenditure. <p>Current example:</p> <ul style="list-style-type: none"> • A current example of an emerging event is the Block Party.

How to Apply

An application form must be completed to be considered for a grant. The application form is available on our website or at MDC’s Queen Street office, 161 Queen Street, Masterton.

You or your organisation may be approached by staff or committee members for further information if required.

Unlike previous years, there is no closing date for this fund this year. Applications will remain open for as long as funds are available. This will be reviewed in 2021.

For further information about this grant, please contact
Manisha Jobard, Community Development and Events Support by telephoning (06) 370 6272
 or email: manishaj@mstn.govt.nz

Information you will need for your application

- Bank verified account details (for the account to which any grant will be paid).
- Latest annual accounts and latest monthly financial statement.
- Relevant quotes.
- You will need to demonstrate the wellbeing area(s) that your event will contribute to. These are summarised in the table below, and in the extract from the Wellbeing Strategy at the end of this information sheet.

WELLBEING DEVELOPMENT AREA			
 SOCIAL	 CULTURAL	 ENVIRONMENTAL	 ECONOMIC
<p>Masterton/Whakaoriori is a positive, strong, inclusive and self-determining community with equitable opportunities for everyone</p>	<p>Masterton/Whakaoriori values the place and role of tangata whenua and is proud of our cultural identity and heritage</p>	<p>Masterton/Whakaoriori has rivers we can swim in and drink from, clean air to breathe, green and blue spaces that we can enjoy and share with future generations</p>	<p>Masterton/Whakaoriori has a strong, sustainable economy that supports our people and places</p>

- A one-page event description report is also required that covers the following:
 - When and where it will take place, and the frequency it will be held in Masterton/Wairarapa.
 - Anticipated number of active participants.
 - Anticipated number of the audience attending.
 - Where those people are expected to be coming from.
 - Explain any risks associated with the event (financial, public safety etc.).
 - If you received council funding for this event in a previous year, a brief summary on the event detailing the number of participants and audience, and a financial summary.
- Information about the event costs including:
 - Total cost of the event with a breakdown of major costs.
 - Amount your organisation plans to contribute and from where e.g. reserves, other funders, sponsorship
 - Amount you are requesting from MDC.

Please note that an incomplete form or missing supporting documentation may result in your application being returned to you.

Submitting your application

Completed applications can be returned to the Council by:

- Posting to PO Box 444, Masterton 5840
- Delivering to 161 Queen Street, Masterton
- Emailing to admin@mstn.govt.nz

Assessment of Applications

All applications will be considered both collectively (with other applications) and independently upon their respective merit in order to ensure a balanced portfolio of event categories (types) and throughout the year. In all cases, principal criteria and guidance to assess an application for funding will vary depending on whether the event is major or local but could include:

Strategic Alignment:

- Aligned with community outcomes and priorities and relevant strategies for the Masterton district e.g. Wairarapa Economic Development Strategy and My Masterton: *Our People, Our Land, He Hiringa Tangata, He Hiringa Whenua*.
- Significant number of anticipated participants and future growth potential.
- Evidence of target audience/attendance at regional, national and/or international levels.
- Strong leverage opportunities for attracting other funders and sponsors and high level of economic return on the investment.
- Extension of the visitor calendar into periods where there is accommodation capacity i.e. late autumn and early spring.

Contribution to the Community:

- Contributes to a sense of belonging to the community and opportunities for community involvement.
- Identifies target audience such as youth, older people, ethnic communities etc.
- Events are expected to have environmental sustainability practices such as separating recyclable material from rubbish to landfill. This reduces the cost of rubbish disposal for the event and meets the Council's targets of reducing solid waste to landfill.

Organisational Capability:

- Quality of organisational capability.
- A balanced and realistic budget.
- Events are expected to work towards financial sustainability over the short and long term and the Council would not normally be the sole source of funding.
- Compliance with previous reporting requirements.
- Safety, security and risk management.
- Evidence of liaison with Destination Wairarapa, Sport Wellington Wairarapa and the Copthorne prior to setting dates to manage the events calendar to maximize availability accommodation and to maximize economic benefit.

District Promotion:

- Quantified/proven exposure benefits and distinctiveness for Masterton nationally (and internationally) and across business at large.
- Generation of overnight visitation to the district and region.
- Utilisation of district facilities and assets.

Decision-Making

- Applications for \$3,000 or less will be assessed and determined by MDC staff.
- The Awards and Grants Committee will consider and determine applications for \$3,001 or more.

- For applications decided by the Awards and Grants Committee, applicants will be offered an opportunity to speak in support of their application at this meeting. This is allocated as seven minutes to present and three minutes for any questions.

If organisations that receive funding are GST registered, they will be required to provide a GST invoice and complete a Funding Agreement form prior to the grant payment being made. This form will be provided when the organisation is advised of the outcome of the application and should be returned with the GST invoice to receive payment.

Organisations that are not GST registered will be paid the grant one month prior to the event taking place and will also be required to complete a Funding Agreement form and return this prior to receiving the grant payment.

Accountability

Upon completion of the event, there is a requirement to show that the initiative was successfully completed (typically known as accountability). This can be done through variety of ways, including by email, news articles, accountability reports, and photos and videos of the event.

Major events and events that receive over \$3,001 in funding from MDC will be required to complete and return an Accountability Form for the event. All accountability requirements must be completed as soon as practicable after the event or by 31 May 2021.

Applications will only be considered if accountability for the previous event has been received.

In some cases, events may not receive direct funding from the council, but may receive subsidised access to a council facility or have some charges waived.

Definitions

- An event is defined as an exhibition, celebration, activity, or staged performance that is open to the general public for a limited time.
- Note that 'open to public' does not necessarily denote 'free of charge' and may also be limited by venue capacity and ticketing.
- A festival is defined as a collection of events that celebrate a single or general theme and are promoted as one within this theme and occur within a defined timeframe.
- For sake of brevity, the term 'event' is often employed in a general sense to include both festivals and individual events) capacity and ticketing].
- Conferences are normally excluded from this.
- Participants, attendees and audience refers to all people taking part in an event, whether in active or passive roles.

MATRIX OF EVENTS

ATTACHMENT 1

		PRIMARY BENEFIT OF EVENT	
		ECONOMIC	COMMUNITY
SCALE OF EVENT	LARGE	<p>Major</p> <p>Large scale events that have economic benefit and attract national and/or international visitors to the District. e.g. Wairarapa Balloon Festival, Wings over Wairarapa, Golden Shears</p>	<p>Local</p> <p>Local events primarily target the local community and offer opportunities for community, social and/or Arts, Culture or Heritage development, e.g. Waitangi Day event.</p>
	MEDIUM TO SMALL	<p>Niche</p> <p>Smaller events with niche market appeal that will attract regional visitors and likely to generate some economic benefit e.g. Regional or age groups sports competitions, specialist events, car rallies</p>	<p>Local & Targeted</p> <p>Smaller local events that target specific sectors of the local community and offer opportunities for community, social and/or Arts, Culture or Heritage development for that sector</p> <p>CONSIDER OR REFER to Creative Communities Scheme; Community Development Fund or other funders</p>
	EMERGING	<p>The event has potential to become a niche or major event e.g. Block Party</p>	<p>The event has potential to become an event with local community benefit</p>
		CONSIDER	CONSIDER or REFER

MY MASTERTON: OUR PEOPLE, OUR LAND STRATEGY HE HIRINGA TANGATA, HE HIRINGA WHENUA

He Hiringa Tangata, He Hiringa Whenua sets out the future direction for the Masterton/Whakaoriori district across four development areas: social, cultural, environmental and economic. For each of the four development areas, a framework has been created for the work we do to ensure that we are focusing on the right things for our community.

SOCIAL DEVELOPMENT	CULTURAL DEVELOPMENT	ENVIRONMENTAL DEVELOPMENT	ECONOMIC DEVELOPMENT
			
<p>OUR VISION Masterton/Whakaoriori is a positive, strong, inclusive and self-determining community with equitable opportunities for everyone</p> <p>OUR PRIORITIES Community-led, council-supported Opportunities for everyone Pride in 'our place' Engaged communities A masterton district designed to maximise social wellbeing</p>	<p>OUR VISION Masterton/Whakaoriori values the place and role of tangata whenua and is proud of our cultural identity and heritage</p> <p>OUR PRIORITIES Iwi-Council relationships Language and culture</p>	<p>OUR VISION Masterton/Whakaoriori has rivers we can swim in and drink from, clean air to breathe, green and blue spaces that we can enjoy and share with future generations</p> <p>OUR PRIORITIES Clean air and water Protecting our natural heritage and biodiversity Climate change action Creating a culture of environmental sustainability Working together as kaitiaki</p>	<p>OUR VISION Masterton/Whakaoriori has a strong, sustainable economy that supports our people and places</p> <p>OUR PRIORITIES Business attraction and industry growth Population growth Education Supporting tourism Collaborative partnerships</p>

NGĀ MĀTĀPONO - PRINCIPLES

Hapori Tahi - A united community

Mahi Tahi - Working together

Whakaaro Tahi - Aligned thinking

We are Local Government
WWW.MSTN.GOV.T.NZ



2020 Community Events Fund - Summary of Applications and Recommended Allocations - 24 March 2021													
No.	File ID	Organisation	Event	Description	Date/s	Speak in Support	Event Cost	Amount Requested	Staff Allocated Grant	Staff Recommended Grant to Committee	Awards and Grants Committee Allocation	Comments	
1	116529	Castlepoint Fishing Club Incorporated	26th Annual Fishing Competition	The annual boat-based and land-based Fishing Competition at Castlepoint Beach benefitting seven local organisations	8 - 9 January 2021	No	\$21,980	\$3,000	\$3,000	N/A	N/A	Organised by the Castlepoint community, benefits seven organisations. High attraction of visitors providing economic benefit to local accommodation and business owners. Grant for advertising, promotion and signage.	
2	113065	New Zealand Aerobatic Club Incorporated	National Aerobatic Club Championships	Annual aerobatic club championships with pilots competing across a number of classes	Late-February 2021	No	\$5,500	\$1,000	\$0	N/A	N/A	This event was allocated \$500, same as last year's event but has now been cancelled due to COVID-19 Alert Level 2	
3	117917	Jane ROSS	Wairarapa Film Festival	Wairarapa Film Festival to be held at Regent 3 Cinema and to become an annual festival	12 - 16 May 2021	Yes	\$19,334	\$9,710	N/A	\$9,710	\$0	<i>Suggest funding full amount requested, supports an emerging event for local artists/filmmakers and raises the profile of local film, aligning strongly with the Arts, Culture and Heritage Strategy</i>	
4	117546	Oscar TAPINE	Music and Singing for Elderly	Music and singing events for the elderly from rest homes, retiree's and the community, held in the Senior Citizens Hall	July 2020 - April 2021	No	\$950	\$950	\$950	N/A	N/A	Low cost regular event for the benefit of the elderly	
5	116448	Tinui Horse Sports	Tinui Family Day Out	Tinui Horse Sports annual East Coast calendar event incorporating the Prime Lamb Competition for Tinui Playground and School and the Tinui Tussle family day out, held at Peaks Road, Tinui	12 February 2021	No	\$4,021	\$1,462	\$1,462	N/A	N/A	Run by volunteers and provides great community interest and a variety of events for children and adults. Grant for equipment hire and Medic	
6	115244	Wairarapa Railway Modellers Incorporated	Wairarapa Rail Exhibition	Biennial Wairarapa Railway Modellers exhibition to be held at Carterton Event Centre	14 - 15 May 2021	No	\$5,300	\$2,800	\$500	N/A	N/A	Niche event with strong Masterton community exhibitors and visitors, grant towards advertising	
								\$18,922	\$5,912	\$9,710	\$0		
									Staff Allocated Applications	Suggested by Staff to Allocate			