



# **COMMUNITY WELLBEING GRANT**

## **INFORMATION SHEET**

### **GOAL OF THE COMMUNITY WELLBEING GRANT**

Masterton District Council's Wellbeing Strategy *He Hiringa Tangata, He Hiringa Whenua* outlines our long-term direction for the social, cultural, environmental, and economic wellbeing of our community. To align with the strategy, the Community Wellbeing Grant is available to provide support to community groups and organisations for projects that contribute to the social, cultural, environmental, and economic wellbeing of our community.

The Community Wellbeing Grant was adapted so that funding is also available to help meet the increased needs and demands on community groups and organisations as a result of COVID-19. Council recognises that this can create economic uncertainty within our community and that this can have 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 the COVID-19 Protection Framework 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 Council's 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*.

### **FUNDING YEAR**

The 2022/23 funding year is for eligible community wellbeing projects taking place between 1 July 2022 to 30 June 2023.

### **HOW TO APPLY**

An application form must be completed to be considered for this grant. This form is available on our website and at our Customer Centre, 161 Queen Street, Masterton.

Applications will only be considered if the Accountability Form for any previous grant has been returned.

Applications open on Friday, 1 July 2022 and close at 4.30pm on Friday, 29 July 2022.

## SUBMITTING YOUR APPLICATION

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

- Posting to PO Box 444, Masterton 5840; or
- Delivering to the Customer Centre, 161 Queen Street, Masterton; or
- Emailing to [mdc@mstn.govt.nz](mailto:mdc@mstn.govt.nz)

## ELIGIBILITY

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

- be a non-profit organisation/group
- 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 and returned the accountability form for any previous funding.

## ELIGIBLE PROJECTS

### Community Activities

- Meeting the communities needs
- Improving services
- Expanding programmes.

### Training

- Staff, community members and volunteers
- Skill development
- Forum/seminar costs
- Support for volunteers or programme coordination wages.

### Administration Costs

- Rent, rates, insurance and/or electricity
- Operational costs e.g. telephone, internet, stationery, printing etc
- Auditing and/or financial fees
- Travel within district (limited).

### Minor Facility Development

- Towards upgrades for minor facility development and it can be demonstrated the project will contribute to the wellbeing of the Masterton community (or parts of it).

*Larger, more substantive facility upgrades should seek funding through the Annual or Long-term Plan processes.*

### 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 because of COVID-19
- Assistance for community organisations who incur or have incurred additional costs related to expansion of services because of COVID-19.

## INELIGIBLE PROJECTS AND APPLICANTS

- Applications from individuals
- Applications from educational institutions
- Applications to provide/deliver social welfare or health treatment benefits to an individual
- Projects already completed are not eligible.

## 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
- A one-page report containing the following information about your project:
  - What you are going to do
  - Why it is important
  - How it will contribute to the primary area of the wellbeing area indicated
  - Who the project will benefit (including how many people)
  - When it will happen
  - Whether you are working with other organisations.
- 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	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.

## DECISION MAKING

The Awards and Grants Committee will consider and determine outcomes for all applications. Applicants are also offered an opportunity to speak in support of their application, online (via Zoom) on Wednesday, 7 September 2022. This is allocated as seven minutes to present and three minutes for any questions from the Committee.

An outcome email will be provided as soon as possible after this date when the Committee has determined funding allocations.

## PAYMENT

If the organisation is GST registered, a GST Tax invoice should be provided to receive the grant and issued to Masterton District Council, PO Box 444, Masterton 5840 for the purposes of a Community Wellbeing Grant.

All other organisations will be paid as soon as practicable after the outcomes and no later than 20 November 2022.

## ACCOUNTABILITY

Upon completion of the project, there is a requirement to show that the project was completed.

Council requires the completion and return of the Accountability Form which will be provided with the outcome notification for any successful funding.

This form should be completed and returned as soon as practicable after the project and no later than 31 May 2023.

Applications to the new funding year will only be considered if the Accountability Form for any previous project grant has been received.

## FURTHER INFORMATION

If you require further information about this grant, please contact Deanna Elwin, Grants Administrator by email [deannae@mstn.govt.nz](mailto:deannae@mstn.govt.nz)

## OTHER FUNDS AVAILABLE

ARTS	Arts groups should apply to either 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 etc).
EVENTS	Event organisers can apply to the Community Events Fund, where Council allocates funding specifically to support events held in the Masterton district which bring increased economic activity, cultural diversity, and community wellbeing.
EDUCATION	Educational institutions or organisations/groups should apply to Lands Trust Masterton, telephone (06) 370 0155 or website <a href="http://www.mtlit.org.nz/grants">www.mtlit.org.nz/grants</a>
SPORTS	Sports-related groups should apply to Nuku Ora, website <a href="https://www.nukuora.org.nz/funding/">https://www.nukuora.org.nz/funding/</a>

# 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><b>OUR VISION</b> Masterton/Whakaoriori is a positive, strong, inclusive and self-determining community with equitable opportunities for everyone</p> <p><b>OUR PRIORITIES</b> Community-led, council-supported Opportunities for everyone Pride in 'our place' Engaged communities A masterton district designed to maximise social wellbeing</p>	<p><b>OUR VISION</b> Masterton/Whakaoriori values the place and role of tangata whenua and is proud of our cultural identity and heritage</p> <p><b>OUR PRIORITIES</b> Iwi-Council relationships Language and culture</p>	<p><b>OUR VISION</b> 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><b>OUR PRIORITIES</b> 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><b>OUR VISION</b> Masterton/Whakaoriori has a strong, sustainable economy that supports our people and places</p> <p><b>OUR PRIORITIES</b> 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

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