

Pride of Place – Community-led Initiatives Grant Policy 2024



Ngā Wāhanga
Te Rautaki ā-Rōpū

Department
Strategic Partnerships and Governance

Te Tūmomo Kaupapahere:
Mō Āwaho

Policy Type:
External Policy

Te Rā o te Whakataunga e te Kaunihera:

Council Resolution Date:

Ko te pūtake o tēnei kaupapahere | Policy Purpose

The Pride of Place - Community-led Initiatives grant supports community to deliver their own small-scale initiatives that contribute to an even better district to live, play, work and learn in.

Kaupapahere | Policy

The Pride of Place – Community-led Initiatives grant is available to ‘not-for-profit’ groups, organisations and individuals that would like to deliver small-scale events, programmes, installations or activities that benefit the wider wellbeing of those in the Matamata-Piako district and increase its vibrancy.

Council’s [Pride of Place project](#), works with communities to create goals for Matamata-Piako district towns and supports community-led initiatives that achieve those goals. Where possible, eligible grant proposals should demonstrate alignment to the Pride of Place goals or present a case for initiatives that will result in general positive social good in the district.

The following additional criteria will also be considered when assessing a proposal for a grant:

- **Locality:** Initiatives must take place in the Matamata-Piako district
- **Scale:** Priority will be given to small-scale initiatives with a clear potential of positively impacting community
- **Community involvement:** Initiatives must show evidence of collaboration, partnerships and connections with other local groups. This includes exploring other funding options and sources
- **Inclusivity:** Initiatives must be open to the public – this grant is not for private or closed initiatives.
- **Innovation and creativity:** Initiatives must be new and unique – this grant cannot be awarded more than twice to the same initiative.
- **Positive impact:** Initiative must demonstrate clearly the benefit it will have on community.
- **Viability:** Initiative scope and cost must be clear and achievable

Ngā Hua | Outcomes

Organisations and individuals receiving grants are expected to demonstrate how their small-scale initiative achieves the Pride of Place goals and/or benefit the wider wellbeing of those in the Matamata-Piako district.



Ngā kaupapa ka tautokona ā-pūtea | What we fund

The Pride of Place – Community-Led initiatives grant will consider funding all costs not listed on the **'What we don't fund'** list that follows next.

Ngā kaupapa kāore e tautokona ā-pūtea | What we don't fund

- Projects or initiatives located outside of the district.
- Applications for purposes that do not directly relate to the grant.
- Ongoing subscriptions and memberships.
- Related costs that have already occurred.
- Any costs involved in preparing the application.
- Fundraising costs.
- Catering costs.
- Legal costs.
- Project or operational costs already substantially funded by Council.
- Repayment of debt, loan, mortgage repayments or investments of any kind.

Kaupapahere Te Mātaihanga, me te Arotakenga | Policy monitoring and review

The Strategic Partnerships and Governance team are responsible for providing Council with a summary of expenditure and an evaluation of the Policy on a bi-annual/annual basis (depending on volume of applications). This policy shall be reviewed at least twice over the full length of its four year term.



Funding Process

Apply online mpdc.nz/grants

Applications are to be made online



Fill in online application form and submit

Council staff are available to help with this step



Your application will be assessed against criteria and guidelines

Applications will be assessed by Council staff for completeness



As delegated by Council, the Strategic Partnerships and Governance Manager and the Placemaking and Governance Team Lead will make the funding decision



Decision notification

You will receive notification of the decision as soon as practicable (maximum of 2 weeks after your applications is submitted)



Sign grant agreement

If you are successful, you may need to return a signed grant agreement



Invoice and payment

Once we receive your invoice you will receive payment on the 20th of the following month upon receipt of invoice



Accountability report

You must fill in an online accountability report outlining how funding was used



Schedule 1 – Guidelines and additional information

How to apply?

All applications are available through Council's online grant application system mpdc.nz/grants.

What are the requirements that have to be met by successful applicants?

Successful applicants may be required to complete a grant agreement prior to payment of the grant.

Successful applicants must adhere to the accountability reporting requirements.

Recipients that fail to submit accountability reports, or that have not spent the grant funds in accordance with the application/contract shall not be eligible for any further Council grants until:

- Accountability conditions have been met and/or grant monies returned;
- The applicant can demonstrate their ability to meet Council's eligibility criteria for a grant;
- The applicant is capable of delivering the initiative outcomes in which they are making an application for.

Successful applicants must acknowledge Matamata-Piako District Council - Pride of Place project in all marketing materials, where other sponsors are being noted and where it is practical

How will I know if funding has been approved?

Applicants will be notified of the decision as soon as practicable (maximum of two weeks after the application has been submitted).

Upon receipt of invoice, payment will be made on the 20th of the following month.

Accountability report

Funding recipients are required to provide an accountability report within two months of the finish date of the event or project.

Application Process:

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| How much is available? | Maximum funds available \$30,000 per annum for 4 years. |
| How much can be applied for? | <p>The maximum grant amount is \$2,000 per application.</p> <p>As this fund is intended for small initiatives most applications are expected to be less than the maximum amount.</p> <p>If applicants are looking for higher levels of funding, they will be directed to other funding schemes.</p> |
| Who can apply? | Not-for-profit community groups and individuals can submit requests for funding. |



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| | <p><i>Please contact Council's Pride of Place team in the first instance to talk through ideas and get full eligibility requirements.</i></p> <p><i>Call Council on 07 884 0060 and ask for the Pride of Place Team or email prideofplace@mpdc.govt.nz</i></p> |
| When to apply? | <p>Applications are open throughout the year until the fund is fully allocated.</p> <p>Applications are required at least 15 working days before the proposed initiative is due to commence.</p> |
| Uplifting Funds | <p>Funds must be uplifted within three months of the initiative being delivered.</p> <p>*All grant funds are GST exclusive.</p> |
| Timeframe | <p>The initiative for which the grant is allocated must take place within 6 months.</p> |
| Ready to apply? | <p>Click below: https://www.mpdc.govt.nz/grants-and-funding</p> |

