

**METROPOLITAN SMALL GRANTS FUND
SUB COMMITTEE
AGENDA**

TUESDAY 24 AUGUST 2010

AT 5.00 PM

**IN THE BOARDROOM
FENDALTON SERVICE CENTRE
CORNER JEFFREYS AND CLYDE ROADS**

Community Board: Val Carter, Phil Clearwater, David East, Peter Laloli, Stewart Miller, Yvonne Palmer, Paula Smith and Bob Todd.

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- 1. APOLOGIES**
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3. METROPOLITAN SMALL GRANTS FUND 2010/11 ALLOCATIONS

General Manager responsible:	General Manager Community Services, Ph 941-8607
Officer responsible:	Unit Manager Community Support
Author:	Matthew Pratt, Community Grants Team Leader

PURPOSE OF REPORT

1. The purpose of this report is for the Small Grants Fund Sub-Committee to allocate the Metropolitan Small Grants Fund for 2010/11.

EXECUTIVE SUMMARY

2. This report provides information to Committee members on the applications received for the Metropolitan Small Grants Fund 2010/11.
3. The total pool available for allocation in 2010/11, as outlined in the LTCCP, is \$341,311. Eligible applications totalling \$739,308 were received. Current staff recommendations total \$336,529.
4. A Decision Matrix which outlines the projects that funding is being sought for, will be **separately circulated** with this agenda. Following staff collaboration meetings, staff have ranked all projects as either Priority 1, 2, 3 or 4 and have made recommendations as to funding.
5. Under the Small Grants Fund, organisations are asked to make applications for individual projects. As such, organisations may have made more than one application in order to fund separate projects and deliver a range of services.

FINANCIAL IMPLICATIONS

Do the Recommendations of this Report Align with 2009-19 LTCCP budgets?

6. Yes, see LTCCP pages 176 and 177 regarding community grants schemes including Board funding.

LEGAL CONSIDERATIONS

Have you considered the legal implications of the issue under consideration?

7. Yes. The Small Grants Fund Sub-Committee has the delegated authority from the Council to make the final decisions on these applications.

ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS

Do the recommendations of this report support a level of service or project in the 2009-19 LTCCP?

8. Yes. Strengthening Communities Funding and Community Board Funding, see LTCCP pages 176 and 177 regarding community grants schemes, including Board funding.

ALIGNMENT WITH STRATEGIES

Do the recommendations align with the Council's strategies?

9. The funding allocation process is covered in the Council's Strengthening Communities Strategy.

CONSULTATION FULFILMENT

10. Not applicable.

2. Cont'd

STAFF RECOMMENDATION

It is recommended that the Small Grants Fund Sub-Committee:

- (a) Consider the projects contained in the attached Decision Matrix and approve allocations from the Metropolitan Small Grants Fund for 2010/11.
- (b) Delegate authority to the Committee Chairperson and a member of the Committee to confirm the minutes of the meeting.

2. Cont'd

BACKGROUND

Strengthening Communities Strategy

11. The Council adopted the Strengthening Communities Strategy on 12 July 2007. The Strengthening Communities Grants Funding Programme comprises four funding schemes:
 - (a) Strengthening Communities Fund
 - (b) Small Grants Fund (Previously Small Projects Fund)
 - (c) Discretionary Response Fund
 - (d) Community Organisations Loan Scheme.
12. For detailed information on the Strengthening Communities Strategy's Outcomes and Priorities please see **Attachment 1**. The specific criteria for the Small Grants Fund is also attached, as **Attachment 2**.

The Decision Matrix

13. Information on the projects is presented in a Decision Matrix. To ensure consistency, the same Decision Matrix format and presentation has been provided to the Metropolitan Small Grants Fund Sub-Committee and all local Small Grants Fund Assessment Committees.
14. Applications are project-based; information is provided that relates specifically to the project for which funding is being sought, not the wider organisation.
15. All applications appearing on the Decision Matrix have been assigned a Priority Rating. The Priority Ratings are:
 - Priority 1** Meets all eligibility criteria and contributes significantly to Funding Outcomes and Priorities. Highly recommended for funding.
 - Priority 2** Meets all eligibility criteria and contributes to Funding Outcomes and Priorities. Recommended for funding.
 - Priority 3** Meets all eligibility criteria and contributes to Funding Outcomes and Priorities but to a lesser extent than Priority 2 applications. Not recommended for funding.
 - Priority 4** Meets all eligibility criteria and has minimum contribution to Funding Outcomes and Priorities; or Insufficient information provided by applicant (in application and after request from Advisor); or Other funding sources more appropriate. Not recommended for funding.
16. Staff have used the following criteria to determine whether an application is a Priority 1:
 - Impact the project has on the city
 - Reach of the project
 - Depth of the project
 - Value for Money
 - Best Practice
 - Innovation
 - Strong alignment to Council Outcomes and Priorities
 - Noteworthy leverage or partnership/match funding from other organisations or government departments.

2. Cont'd

17. In total, six ineligible applications were received. Details of these applications are as follows:

Name of Applicant	Name of Project	Reason for Ineligibility
Sensible Sentencing Trust	Mobile Display Board	Fundraising project
The Sitting Room	Mentoring Programme	Eligible for Creative Communities Funding
Cats Unloved	Holding facility	Building maintenance
Canterbury Caledonian Society Inc	Piping and drumming tuition	Eligible for Creative Communities Funding
Top Dog Theatre Inc	Winter Indoor Theatre production	Eligible for Creative Communities Funding
Canterbury Waterpolo Board Incorporated	Development Officer	Received late

18. The Small Grants Fund Sub-Committee has delegated authority from the Council to make final decisions on the Small Grants Fund. The Committee's decisions will be actioned immediately following the decision meeting. All groups will then be informed of the decisions and funding agreements will be negotiated where relevant. All funding approved is for the period of September to August each year, therefore grants will be paid out in early September 2010.