RURAL WARD FUND GUIDELINES

- Rural grants are available for events and projects in rural areas that are not served by Community Boards or Meremere & Te Kauwhata Community Committees. ***Note:*** *applicants must be outside of the Community Boards, Meremere & Te Kauwhata Community Committees catchment areas.*

- Council's Sustainability & Wellbeing Committee is responsible for allocating grants from the Rural Ward Fund.

Who can apply?

Applicants must be:
- Not-for-profit voluntary organisation; or
- Registered Charitable Trust, Charitable Entity or Incorporated Society.

Criteria for making an application to the Rural Ward Fund
Discretionary grants are contestable and will be allocated in a manner consistent with the criteria. C

Determination of Applications
All applications for discretionary grants will be considered against the following criteria:

1. The degree to which the event or project will contribute to and benefit the rural area it is serving.
2. The project must take place within 12 months from the application being approved.
3. The degree of local input that has been involved in planning the project or event.
4. The information supplied is complete and accurate.
5. The project or event is not a duplication of other projects or events in the area.

Applications are required to meet the following general criteria:
a. Applicants must outline how their event or project will contribute to the rural community where the project or event is taking place.
b. Applicants need to complete the online application form.
c. Capital expenditure items may be considered for grant applications.
d. Grants can be considered from schools if it demonstrates the benefit to the rural area its serves and not deemed a core Ministry of Education responsibility.
e. All applicants must describe how the organisations funds being held in the bank are tagged and for what purpose.
f. Applicants can have in-kind contributions recognised in terms of the non-grant funding component provided they demonstrate good community engagement.
g. Applications must detail how the monies sought will specifically be used and how the balance of the monies required for the event or project will be obtained i.e. donations, sponsorship, own fundraising.

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h. Applicants need to supply two set of quotes per item for projects that exceed $10,000.00, along with a detailed project budget.
i. For projects under $10,000.00, one quote per item is sufficient.
j. The organisation must supply their latest set of yearly financial accounts.
k. All projects or events need to be completed within one year of funding being granted.
l. All unspent funds must be returned to the Rural Ward Fund.

Non-Eligible
1. No retrospective grants will be given for projects or events that have already occurred.
2. Grants will not be given to oppose consent decisions, attend conferences or to contest legal cases.
3. Applications from commercial entities will not be considered.
4. Wages and contract fees are not eligible.
5. Core operational costs are not eligible.
6. Halls who receive targeted rates are not eligible for funding for hall maintenance or capital works costs. Hall committees can make an application on behalf of its community to run an event or undertake a community project that benefits the rural area it serves.

Funding Rounds and process:

Open year round
a. Once the application is submitted online and processed for eligibility, it is added to the next available Sustainability & Wellbeing Committee meeting agenda.
b. Special circumstances can be made if the online process is not able to be completed.
c. Applicants are required to attend in person/or via Zoom to present their application to the Committee.
d. Incomplete or non-complying applications will not be considered.

Funding decision and process
• Applicants are advised in writing of the funding outcome.
• Successful applicants must complete a project accountability report within 2 months of the completion of the project before being eligible for further funding. This is essential for auditing requirements. Applicants must also be available to present back to council on the success of the project or event if required.

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