

### Community Matching Fund

The Community Matching Fund is an initiative which supports not-for-profit organisations, in the Whakatāne District, that are working for the benefit of our communities.

*Organisations can apply for both the costs of specific projects, and their ongoing operating costs.*

How it works:

Organisations can apply for the dollar value of donations and contributions received from the community, and Whakatāne District Council will “match” these contributions with a grant. It’s a 50/50 share, the Council’s half is cash, and the organisation’s half can be:

- Volunteer labour (valued at \$23.50 per hour)
- Donated professional services/labour (valued at up to \$65 per hour)
- Equipment and materials donated to your organisation
- Funding, grants, and other monetary donations to your organisation

We will also consider other types of donations and contributions not listed here.

### Guidelines:

- Donations and contributions must have been received within the last year, or will be received within three months of applying
- Donations and contributions that come from local sources, rather than national sources, are preferred
- We recommend the amount of funding you apply for is up to \$5,000. Applications for amounts higher than that may be considered, on a case-by-case basis
- If you have received a grant from the Community Matching Fund previously, you will need to use donations and contributions that have not been listed in prior successful applications

### How to make an application:

Applications can be completed online through our partner, SmartyGrants. If you need help with your application, or you are unable to complete an application online, please contact the Community Funding Advisor at [grants@whakatane.govt.nz](mailto:grants@whakatane.govt.nz) or 07 306 0500 for help.

To complete your application form, you will need evidence of the costs of your project, e.g. quotes or invoices for your expenses. If you’re applying for an organisation, you will also need an annual report or financial statement.

### What we do fund:

Whakatāne District Council funds projects, programmes, and activities that that benefit the Whakatāne District, its residents, and its communities. Applicants must be active in the Whakatāne District to be eligible.

In addition, we prefer to fund applicants that:

- Have a clear plan in their application, identify exactly how funding will be used, and provide a budget for the project/activity

- Demonstrate that there is a community need and/or community support for the project/activity
- Support vulnerable and marginalized people and groups in our community

### What we don't fund:

- Salaries for the staff of non-profit organisations
- Projects and activities that do not directly benefit the Whakatāne District's residents and communities
- Applications more suited to funding by other funding organisations
- Funding for projects that have already taken place

Whakatāne District Council does not usually fund commercial or private organisations, activities that promote religious or political purposes, and programmes that duplicate existing initiatives. However, exceptions will be considered on a case-by-case basis.

The Council does not fund legal or medical expenses, debt repayment, statutory functions and public services (e.g. education and health care), purchase or promotion of alcohol and tobacco, and physical works (e.g. improvements to community buildings) that do not have permits prior to application.

### How are decisions made:

**Applications are assessed based on how they would benefit the Whakatāne District's residents and communities. This includes factors like how many people your project/activity would reach, and how it would improve the lives of those people.**

Applications are also assessed based on how well they meet the guidelines and criteria, and how much information is provided in the application.

### Application review and assessment:

We'll carry out an initial check of your application to make sure you're eligible. If there is any more information we need, we'll be in contact.

The Community Funding Committee then will meet to discuss applications and allocate funding to applicants. After this meeting, you will be notified of the outcome of your application via email.

The Committee may require some conditions to be met for funding they allocate to be released. For example, providing information or clarification, paying outstanding bills, or filing outstanding reports. If this happens, you will be notified when you are told your application has been successful.

The total amount of funding requested often exceeds the amount of funding we have to distribute. Successful applicants may receive less funding than they request.

### Advice and support:

If you have any questions, or you need advice and support, contact the Community Funding Advisor at [grants@whakatane.govt.nz](mailto:grants@whakatane.govt.nz)

