

# **Auckland Foundation**

## **HOBSONVILLE POINT COMMUNITY GRANTS FUND**

### **APPLICATION GUIDANCE NOTES**

# ABOUT THE HOBSONVILLE POINT COMMUNITY GRANTS FUND

The Hobsonville Point Residents Society Community Grants Fund was established with seed funding from the Hobsonville Land Company with additional funds provided by the HPRS following agreement at an AGM. The Fund's purpose is to encourage and financially support residents and groups in Hobsonville Point to develop and carry out activities, events or community service projects that contribute to local wellbeing.

## Structure and Funding

Administration and payment of the grants are managed by Auckland Foundation, with a selection committee, the Hobsonville Point Community Grants Fund Advisory Committee (advisory committee), under the umbrella of the Hobsonville Point Residents Society overseeing the selection process of the grants. These are charitable funds being granted and applications will need to satisfy the charitable purpose of the Fund and comply with DIA charitable funding guidelines.

Individuals or community groups can apply for up to \$500 in any one year.

## What the Fund supports:

The Fund is to encourage and financially support not-for-profit projects, initiatives and ideas that contribute to Hobsonville Point's vision of good communications, engagement and respect between members and residents. Creative and fresh initiatives are encouraged to support the Point as a great place to live, work, play, grow and learn.

The Fund is focussed on events and projects run within the boundaries of Hobsonville Point, as set by Kainga Ora's [Hobsonville Point Masterplan Map](#). The events and projects funded must be undertaken within this area, unless the advisory committee gives prior agreement.

## ELIGIBILITY REQUIREMENTS

### What can be funded:

- Workshops for the community
- Sports events
- Community gardening projects
- Youth activities
- Art initiatives
- Setting up a new club or activity
- Neighbourhood social events, such as barbecues, picnics, dances, games nights or get-togethers for the benefit of the community that meet the charitable purpose of the Fund

Individuals or community groups can apply for up to \$500 in any one year.

### What will not be funded:

- Day-to-day operational expenses of an existing group or organisation
- Activities run outside Hobsonville Point's boundaries.
- Activities aimed at promoting political parties or religious beliefs
- Expenditure already incurred before the date of your application i.e. no retrospective applications
- Debt servicing costs
- Applications from non-residents
- Projects that aim to make a profit for the applicants
- Salaries

If you are unsure, please contact us and we will be more than happy to discuss whether your application is eligible or not.

## APPLICATION PROCESS AND ASSESSMENT

Applications must be received using the online application form on Auckland Foundation's website. You can save your progress at any time, as long as you are accessing the application from the same computer or device.

Any applications received by Auckland Foundation after the closing dates will not be eligible for consideration by the advisory committee, so make sure you send your application in plenty of time in case we have any questions.

Once you have submitted your application online, you will receive an acknowledgement email from Auckland Foundation. If you haven't received this email within 48 hours, please contact us.

The Hobsonville Point Community Grant Fund advisory committee will meet to assess applications and inform Auckland Foundation, who in turn will ensure charitable purpose is met and any due diligence completed. Auckland Foundation will contact applicants for bank account information/other paperwork and process the grant payment.

Auckland Foundation will contact the applicant for an accountability report on the activity and proof of expenditure, i.e. receipts once the activity has taken place. The applicant must return any unspent grant funds to Auckland Foundation.

A group of local volunteers makes up the Hobsonville Point Community Grants Fund advisory committee and their assessment of events/projects is based on:

- The amount of funds being sought as a proportion of the total sum needed. For larger, more expensive events, it is expected that the group/individual will have additional sources of funding.
- The size of the community group that will benefit.
- The validity of the actual expense required to undertake the proposed activity

**The Hobsonville Point Community Grant Fund accepts applications on a rolling basis. To help you plan for future projects please view the Key Dates below as a guide, since retrospective costs will not be covered.**

<b>2023 FUNDING   KEY DATES</b>	
<b>Activities taking place August 2023</b>	
<b>Friday 14 July 2023</b>	Applications close at 5pm
<b>Week of 24 July 2023</b>	Applicants notified of decisions and grants paid
<b>Activities taking place September-October 2023</b>	
<b>Monday 14 August 2023</b>	Applications close at 5pm
<b>Week of 28 August 2023</b>	Applicants notified of decisions and grants paid
<b>Activities taking place November-December 2023</b>	
<b>Monday 16 October 2023</b>	Applications close at 5pm
<b>Week of 30 October 2023</b>	Applicants notified of decisions and grants paid

The Hobsonville Point Community Grants Fund is administered by Auckland Foundation. As a community foundation, it is place-based and donor-advised. It invests funds prudently to ensure long-term benefits for the community, and donors know their charitable giving is being distributed wisely.

Auckland Foundation is one of 17 community foundations across New Zealand. For more information visit [www.aucklandfoundation.org.nz](http://www.aucklandfoundation.org.nz).

## ENQUIRIES

If you are unsure of your eligibility or have any questions about this funding round, please contact Auckland Foundation:

[info@aucklandfoundation.org.nz](mailto:info@aucklandfoundation.org.nz)