Grant Application Criteria

The online grant application is for your centre to submit grant applications to the Playcentre National Office. In place of the individual COGS and Lottery grants that Centres and Associations previously applied for, Playcentre Aotearoa have negotiated with the Department of Internal Affairs to apply for grants on behalf of Centres at a national level.

Please begin this process by filling out the online application on our website (www.playcentre.org.nz) detailing your centres grant requirements.

We encourage you to have this submitted by the end of term two (5th July 2019).

Ngā Hua / Outcomes

The committee looks at the outcomes of your project or services and how they will benefit your community and help:

- support volunteers
- help people to help themselves
- promote community wellbeing
- promote community or cultural identity
- support vulnerable people
- help people feel that they belong and can take part in their community.

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Ngā kaupapa matua / Priorities

Support the needs of:

- Māori, whānau, hapū and iwi
- Pacific people and other ethnic communities
- older people, women, youth and people with disabilities.

The priorities are projects, activities, resources or services that focus on:

- parents/families/whānau
- children and youth development
- rurally isolated people
- enhancing the quality of life of older people in the community
- preventing violence
- new migrants/refugees
- people with a long-term/significant disability or illness
- people who are considered to be at risk or disadvantaged
- community-based organisations with limited access to other government funding
- improving people's knowledge and use of digital technology.

What do we fund?

We provide grants to non-profit community groups and organisations delivering community-based social services, projects and events covering:

- the running or operational costs of organisations that provide community-based social services
- community development costs, such as hui, training, planning, evaluation and facilitator fees
- projects beyond an organisation's day-to-day operations
- minor capital works projects valued at $30,000 or less
- community projects or event costs that:
    - encourage participation in communities
    - promote community leadership
    - promote social, economic and cultural equity.

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Multi-year grants

Organisations are able to apply for grants for up to a maximum of three years. Multi-year requests can be made for either:

- ongoing operational costs, which may cover the delivery of existing or expanded services and activities already delivered by the organisation
- a one-off project, which may cover an initiative that has a definite start and end date and is additional to the normal day-to-day activities carried out by the organisation.

To be eligible to apply for a multi-year grant an organisation must:

- be a legal entity
- have been established for at least two years
- demonstrate a good grant management history
- have evidence of good governance and management systems
- have experience in running a similar service, activity or project for which funding is requested.

What isn't funded?

- individuals
- repaying or servicing debt
- services that duplicate existing services, unless the request demonstrates there is a good reason for both services to exist
- services or activities that have already been delivered (retrospective funding) or have taken place prior to the closing date
- social functions, except if, for cultural reasons, the event brings people together in order to achieve other significant community benefits or outcomes
- requests where there is evidence of a conflict of interest, which has not been disclosed or managed appropriately. (Note: a conflict of interest exists where a

person's duties or responsibilities to a grant recipient organisation could be affected by some other interest or duty that the person may have)

- publishing any material of a technical nature, unless it is consistent with the applicable policies and guidelines produced by the relevant government or government-approved authorities
- capital items purchases such as land, buildings, renovations, machinery, vehicles and/or furniture. (Items of office equipment with a unit cost less than $1000 are not deemed to be capital items)
- activities or projects specifically intended to generate a profit, though profits are allowed if the purpose is to achieve ongoing sustainability for the project
- services, activities or programmes to be delivered overseas
- refinancing loans, deposits or underwriting projects
- commercial, political and/or religious objectives, including employment and/or business initiatives, commercial enterprises, political advocacy or projects which seek to change legislation
- fundraisers and projects which seek to raise funds in or for a specific sector, or are involved with the training or employment of fundraisers
- projects which seek to redistribute funding to others
- overseas aid or disaster relief
- alcohol and drug treatment, education and support services
- medical expenses, operations, treatments or the purchase of major items of health equipment
- capital investment or trust funds
- research, including: large scale research plans, feasibility studies for capital projects and health research
- major capital works over $30,000, including project management fees
- food for food banks
- alcohol and similar substances, for example kava
- requests that fit the priorities for the Lottery Minister's Discretionary Fund, which include:
    - volunteer fire-fighting services,
    - overseas travel,
    - animal welfare
    - financial and governance training.

Required documentation

All grant requests must include a budget.

A budget must include:

- A start and end date for the period covered by the budget
- All anticipated and confirmed income and your expected expenses.

If your request is approved, you may use the grant for any costs listed in your budget, except for:

- any item that is not eligible
- any cost that is excluded when the grant is approved.

Important dates

We encourage you to have your grant application submitted on the Playcentre website by the end of term two - Friday 5th July 2019.

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