

CLUTHA DISTRICT COUNCIL POLICY

Policy Number	01-03-001		
Prepared by	Chief Executive		
Authorised by	Council		
Effective from	17 May 2007	Page	1
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Policy on General Grant Allocation

Purpose

To establish the policy and principles which will form the basis on which Council will provide general grants to assist organisations that provide projects/activities which benefit the residents of communities within the Clutha District.

Policy

Council may provide general grants providing the following criteria are met:

- There is an identifiable project/activity.
- The project/activity contributes to at least one of the Community Outcomes listed in the current Long Term Plan.
- The organisation making the application is a non-profit organisation.

General grants are limited to the following categories:

- Reimbursement of Council Fees and Charges.
- Reimbursement of rents for properties leased from Council.
- Reimbursement of hire charges for community centres and community halls.

No grants will be made for reimbursement of liquor licensing fees.

The Mayor may approve application for grants up to \$750 for reimbursement of Council Fees and Charges.

Grants for reimbursement of rents for properties leased from Council are limited to \$2,000 per year for three years.

All applications for grants other than those that may be approved by the Mayor are to be considered by the Council's Corporate Services Committee which has delegated authority to make grants within the budget allocated.

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Procedures

The application form must be completed and must identify:

- Description of the project/activity.
- How it contributes to Community Outcomes.
- Total cost of project/activity.
- Contributions, if any, by applicant or other organisation.

Applications, where the total amount sought is over \$5,000, must be accompanied by:

- Audited financial statements and/or
- Project budget.

The policy is for the “reimbursement” of fees and charges and evidence that the fee or charge has been paid or rent agreement reached will be required.

The Mayor, in making his/her determination on whether an organisation is contributing to Community Outcomes, is non-profit and will benefit residents of the district, may consult with the local Councillor(s).

Definitions

1. Council Fees and Charges does not include any charge, fee or levy imposed by any statute that is not retained by Council.
2. Community Centre or Community Hall does not include rooms or spaces associated with sporting clubs.

Relevant Legislation

Legal Compliance

Related Policy and Documents

Key Words

Grant, Donation, Community Support, reimbursement, fees and charges

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Appendix A

Council Owned Halls/ Community Centres	Other Halls/Community Centres
Balclutha Town Hall	Beaumont Hall
Clutha Valley Community Centre	Clinton Hall
Hillend Hall	Crookston Community Centre
Kaitangata Hall	Dunrobin Hall
Kaka Point Hall	Heriot & Districts Community Centre
Lovells Flat Hall	Leitch Memorial Hall
Moneymore Community Centre	Matau Hall
Owaka Hall	Milton Coronation Hall
Paretai Hall	Popotunoa Hall
Waiholā Hall	Pukeawa Hall
Waipahi Hall	Purekiriki Hall
Waitahuna Hall	Romahapa Community Hall
Waiwera South Hall	Simpson Park Hall
	Stirling Athenaeum
	Tahakopa Hall
	Toko Mouth Hall
	Tuapeka Mouth Coronation Hall
	Tuapeka West Hall
	Waikoikoi Public Hall
	Waitapeka/Puerua Public Hall
	Warepa Hall
	West Otago Community Centre