

Living and Working in Clutha Community Funding Assessment Criteria

September 2021

1. When assessing the strength of a community funding proposal, and which proposals should be considered a priority for funding, decision makers will consider whether the applicant has:
 - Made a compelling case for how their proposal aligns to the Living and Working in Clutha Strategy and/or the relevant Our Place community plan.
 - Clearly defined the purpose and expected community outcomes of their project, activity, or service, for example the need they are meeting and why this is important.
 - Clearly described their project, activity or service, what will be delivered and have satisfied Council that it is viable.
 - Provided information about their capability, capacity and experience to deliver the project, activity or service.
 - Presented a realistic, evidenced-based budget for their project, activity or service, and identified exactly how the Council grant would be spent.
 - Given thought to how they will show the grant has benefited the community or for larger grants, identifying how they will evaluate the success of their project, activity or service.
 - Understands who their project, activity or service will benefit and where in Clutha District area these people are likely to come from.
 - Provided evidence of community support for, and/or involvement in the project, activity or service and/or evidence of support from their recognised local and regional bodies (where relevant).
2. Council will apply the 'proportionality principle' in evaluating the applications. Applicants seeking larger grants will be expected to answer in more detail and provide additional evidence compared with applicants seeking smaller grants.
3. Council will ask grant applicants what they (or others) will contribute to the cost of their proposed project, activity, or service. An applicant's own contribution may include volunteer labour, donated materials, donated professional services and/or their own cash reserves. Council will generally consider funding a third to half of the overall cost, however, this aspect will be considered on a case-by-case basis.
4. When assessing and prioritising applications, Council may take into account any or all of the following:
 - The applicant's overall financial position, including their ability to support the project, activity or service from their own resources and/or to access grants from other sources.
 - Whether the applicant has accessed, or made reasonable attempts to access, other sources of financial support for their project, activity or service, including grants from other funders, or fundraising within their community.
 - Whether the applicant has received, or is receiving, any other grants, contracts or other financial assistance from Council.