

Rapid-response funding for Paekākāriki during the Covid-19 pandemic

- 1 Kāpiti Coast District Council Councillors passed the following resolution at the Emergency Council meeting on 25 March 2020:
RESOLUTION 2020/1 Moved: Cr James Cootes Seconder: Deputy Mayor Janet Holborow
That the Council:
 - a) Receive the information.
 - b) Note that the legislative change to remove the requirement that councillors meet “in person” in order to satisfy a quorum has been passed
 - c) Agree that the delegation to the Strategy and Operations Committee will have all the delegated powers, duties and functions of the Council, except those specified in the Local Government Act.
 - d) Agree to amend the delegation to the Strategy and Operations Committee so that the Committee will have a quorum of two members.
 - e) Agrees, with immediate effect, that meetings of Council’s other committees and other decision making bodies (including Community Boards) are suspended until further notice, and decisions that otherwise would have been considered by those decision making bodies will be referred to the Council or Strategy and Operations Committee for decision.
 - f) Agree that the Strategy and Operations committee will only meet in the event that Council is unable to meet any quorum requirements
 - g) Agree that the arrangements set out in paragraphs (a) – (g) will remain in force for such time as New Zealand or the Kāpiti Coast District Council district remains at COVID-19 alert level 3 or 4.”
- 2 Jacinta Straker, KCDC’s Chief Financial Officer, has agreed to facilitate a simple process during this time (ref: email 31 March 2020). Community Boards should “have an e-mail or voice chat and agree:
 - 3 1) Which organisations do you wish to grant funding to (we can assist with suggestions if needed) ?
 - 4 2) How much funding do you want to provide (depending on what you have left) ?
 - 5 3) Each community board member e-mail me confirming you are happy/approve

- 6 4) Provide me with a contact for the organisation (phone/e-mail) so that I can ensure we can get the appropriate bank details and GST registration status etc.
 - 7 5) We will aim to pay the grant within 3 working days of receiving all of the information to help get the funding out into the community as quickly as possible”.
- 3 KCDC has made available the current allocation of discretionary funding and a further \$10,000 from the Campe Estate for the use of the Community Board during the Covid-19 pandemic. This is in addition to the remaining \$2,388 discretionary funding (\$1,000 of which is already ‘allocated’ to Paekākāriki School and Age Concern, yet to be formally notified to KCDC).
- 4 The Paekākāriki Community Board met informally on 2 April 2020 to consider its process for making funding decisions during this time. The following criteria and processes have been agreed.

What are the grants for and who can apply?

The Paekākāriki Community Board has funding available for community groups providing community-led solutions to support local Paekākāriki resilience and community wellbeing during the period of the Covid-19 pandemic and in particular during the Alert Level 3 and 4 periods.

The Community Board will consider applications from community groups serving the Paekākāriki community, but not from individuals to meet their own needs. The funding will not be applied to directly address individual financial hardship. Here’s where people who are facing financial hardship can go for financial assistance: <https://wremo.nz/covid-19/seeking-support/>

How much funding is available?

\$10,000 of Campe Estate funds have been made available, in addition to the remaining \$1,388 discretionary funding the Community Board usually allocates each year.

There is no cap on the amount a community organisation may apply for, however the Community Board is aware that this situation may go on for some time and will be careful to enable funds are available later down the track.

When will the grants become available?

The funds are available from 3 April 2020 and will remain available until the funds have been fully allocated.

Criteria

- 1 Must be a community-based group meeting the needs of the Paekākāriki community.
- 2 Must provide details on:
 - how use of the grant will contribute towards the provision of community-led solutions to support local resilience and community wellbeing in relation to Covid-19
 - total grant amount and how the amount has been calculated.
- 3 Must have confidence that the capability and capacity requirements needed to provide the community-led solution can be met within the Covid-19 Alert Level restrictions and any WREMO directions.

Some examples of possible initiatives are:

- supporting community efforts to establish ways of maintaining links with, and supporting each other in new ways in light of social distancing and other possible requirements
- developing local plans to provide food and supplies for people not able to access these through fear of going out due to self-isolation concerns and implementing them
- preparation of meals to be distributed from a central place
- wider assistance with self-isolation and development of community outreach programmes.

What we cannot fund:

- activities that intend to generate profit, the promotion of commercial, political, or religious objectives, or the purchase of alcohol
- wage subsidy or direct financial assistance for individuals and families
- grants for the sole benefit of one individual/family.

Monitoring and reporting

The Community Board will contact successful recipients to seek a short report down the track. Fund recipients will need to provide a short story about their initiative including:

- what you did
- what impact the initiative had
- how the grant funds were spent.

Who should I contact with questions?

If you have any questions, please email

Jessica.hortop@kapiticoast.govt.nz and she'll call you to discuss.

Fund application process

To apply for a grant, community organisations need to send an email to Jessica.hortop@kapiticoast.govt.nz with:

- a description of your initiative, with the costs itemised
- contact person, phone number and email address
- GST number if GST registered
- proof of bank account name and number, for example, a pre-printed bank deposit slip, a letter from the bank or a copy of your bank statement showing your account name and account number only.

Please also let us know that you understand and can operate within COVID-19 Alert Level 4 restrictions and how you'll do that. More information about the restrictions is on the [Unite against COVID-19 website](#).

Applications will be reviewed as they are received. Applicants will be contacted with a decision by email within five days. Payment to successful applicants will be made within seven days.