



Community Wellbeing Fund Criteria

The South Wairarapa District Council Community Wellbeing Fund, a contestable fund will receive applications from June 15th 2024, until October 31st 2024. The Subcommittee who will assess applications will meet bimonthly to receive, and grant funds. The last meeting date is scheduled for Wednesday 27th November.

We are proud to be able to invest in initiatives that align with our strategic drivers and dedicated community wellbeing outcomes:

- Social Wellbeing – Residents are active, healthy, safe, resilient, optimistic and connected.
- Economic Wellbeing – A place of destination, new business and diverse employment that gives people independence and opportunity.
- Environmental Wellbeing – Sustainable living, safe and secure water and soils, waste minimised, biodiversity enhanced.
- Cultural Wellbeing – Strong relationships with whānau, hāpu and marae, celebrating diverse cultural identity, arts and heritage.

Before completing an [CWBF Application Form](#) please read the Community Wellbeing Fund Criteria below:

1. This is a contestable grant round which will essentially open from launch, once funds are spent/allocated the subcommittee will close the fund.
2. Applicants can be:
Individuals, Schools, Community groups (sports clubs, umbrella/affiliated organisations, marae), Incorporated Societies or a local branch of one and Charitable Trusts or a local branch of one.

Amounts available to access will differ between the applicant groups via tiers. So that the Subcommittee is satisfied that any individual, group, or organisation that is eligible, can access the fund equitably and transparently whilst ensuring our due diligence requirements are met.

3. To be eligible applicants must meet one of the following criteria:
 - a) Supporting communities to transition to a sustainable and low emissions economy.
 - b) Delivery of initiatives that support improvements in community well-being.

And must include one or more of the following wellbeing outcomes: Social, Economic, Cultural and/or Environmental.

Criterion breakdown and wellbeing definitions are provided in the [CWBF Applicant Guide and FAQ](#)

4. Applicant Tiers:
- Cornerstone Fund (up to \$2000) Any applicant that meets A or B and well-being outcomes
 - Grassroots Community (up to \$10,000) Groups without a legal structure
 - Grassroots Societies and Charities Fund (up to \$25,000) Groups with a legal structure
 - Impact Fund (\$25,000+) Must meet additional reporting requirements, proof of expenditure and supporting documentation.
 - Transformative funds of \$50,000+ will be considered at the CWBF's discretion and delegated to the council.

The CWBF Subcommittee may consider applicants' ability to apply outside the recommended tier amount at their discretion.

5. The focus of the fund will be on the South Wairarapa District, however, initiatives that were outside of this locale that had measurable benefit to our communities may be considered at the CWBF Subcommittee's discretion.
6. Applicants are required to present to the CWBF Subcommittee meeting at which their grant is being considered, video presentations and online presentations will also be accepted.

Where an applicant may not be able to present to the committee as above, the CWBF Subcommittee may allow the individual or organisation to work with a Fund Advisor who can speak to the application on their behalf.

7. Successful applicants are required to spend grants received within 12 months of payment being made. Should an extension be required applicants must write to grants@swdc.govt.nz in advance requesting permission.
8. Grants must only be used for the purpose authorised as stated in an application. Unspent grants must be returned to the Fund as soon as possible.
9. All grant recipients are required to report back in an accountability form or video within 3 months of project completion or 12 months of grants received.

Where an applicant may not be able to report back via accountability form the CWBF Subcommittee may allow the individual or organisation to work with a Fund Advisor to create an accountability video. Other options may be requested and approved by the Chair of the Subcommittee.

10. The maximum grant allocated by the CWBF Subcommittee will be \$49,000. (GST will be added to grants approved for GST-registered applicants).
11. Grants over \$50,000 will be escalated to Council for consideration and may include community engagement activities (e.g. token/vote endorsement).
12. Grant applications will be processed by staff and reviewed and weighted by a Wellbeing Scoring Matrix before a formal meeting. All deadlines and meetings will be communicated to applicants.

13. Grants awarded and amounts allocated are at the sole discretion of the CWBF Subcommittee, the decision of the subcommittee is final and cannot be appealed.

14. What we can't fund:

- Debt servicing or refinancing costs.
- Stock or capital market investment.
- Gambling or prize money.
- Purchase of land and buildings.
- Professional Fundraising.
- Private social functions.
- Medical or healthcare costs.
- Air travel and/or accommodation associated with commercial ventures.
- Salaries or wages related to employment; this does not include project management and administration costs.
- Projects that accrue profit to the applicant, project sponsor or any associated individual or entity
- Money that will be redistributed as grant funding, sponsorship, donations, bequests, aid funding or aid to other recipients.
- Payment of any legal expenditure or expenditures related to mediation disputes.
- Projects that are primarily the responsibility of local or central government or another funding body.
- Activities or initiatives where the primary purpose is to promote religious ministry, political objectives, and commercial or profit-oriented interests.
- Activities or initiatives that negatively impact community wellbeing and or are a detriment to an individual or organisation's wellbeing.

15. The above criteria may be reviewed by the CWBF Subcommittee and updated at any time upon their discretion, any changes will be communicated to applicants in due course.

A robust weighting and scoring matrix has been developed to support the Fund Advisor in shortlisting applications and CWBF Subcommittee in assessing individual and group initiatives and projects.

Social	Cultural	Economic	Environmental	SCEE Rating	Locale	Audience	Ability	Kaupapa Māori	LAAK Rating	Supporting documents
4	5	1	2	12	5	3	4	5	17	No
										Yes all
										missing bank acc
										missing letters
										missing accountability
										missing declaration
										missing budget
										missing multiple
										No

16. Each of the wellbeing outcomes will be scored out of 5, with the highest score of 20. Locale, audiences, ability and kaupapa Māori will be scored out of 5, with the highest score of 20.


SWDC recommends applicants articulate the How, What and Why clearly in their presentation.

i. Additional weighting may be given to:

- Projects that primarily focus on South Wairarapa initiatives and communities

- Projects that provide the supporting documents particularly letters of support
- Projects that include partnership with other community groups or funders
- Projects that promote a ‘butterfly effect’ and kickstart future wellbeing projects
- Projects that support māori aspirations with a focus on kaupapa māori values
- Projects that support local businesses and suppliers with quotations
- Projects that benefit more than one audience demographic

ii. Each application will have a cover page for the CWBF Subcommittee to review during deliberations.

SWDC Community Wellbeing Fund		
Project Description:		
Funding Criteria met:	Total CWBF Criteria Score	Wellbeing areas met:
1. or 2.		
Wellbeing Outcomes	How Outcome is Measured	How outcome is reported
		Survey, Case study, Images, Accountability report, Infographics, Dashboard, Community feedback, quotes

Applications that do not make the shortlist will be reported to the committee. However, the Fund Advisor will look to work with applicants proactively to ensure that this is limited.

17. Assessment criteria may be updated or changed at any time upon the discretion of the Subcommittee, any changes will be communicated to applicants in due course.

For more information contact grants@swdc.govt.nz or visit the [Grants page](#) on our website.