

**COMMUNITY GRANTS**

**APPLICATION GUIDANCE NOTES**

**AUCKLAND AIRPORT COMMUNITY TRUST: OVERVIEW**

Auckland Airport Community Trust was established in 2003 to manage and distribute a "noise mitigation fund" on behalf of Auckland International Airport Limited.

As required by the Environment Court decision (A143/2001), Auckland International Airport Limited contributes $250,000 per annum (adjusted by the consumer price index each year) to the Auckland Airport Community Trust.

The Trust distributes this funding through community grants on an annual basis. The funding priorities of the Trust are set by the Auckland Airport Community Trust Board of Trustees each year.

The Trustees’ priorities for the 2020-21 granting round are outlined in these guidance notes, and are in line with the Trust’s deed:

***“Supporting communities in the area of benefit, mitigating adverse effects associated with aircraft operations, and ensuring positive benefits to offset these adverse effects”***.

For more information on the Trust, visit aucklandairportcommunitytrust.org.nz.

**Our Vision The airport’s neighbourhood is a great place to live, work, play and learn**

**Our Mission To provide financial assistance to reduce the impact of aircraft noise in homes and support community groups around the airport**

**AREA OF BENEFIT**

The Auckland Airport Community Trust can only award funding to organisations and projects that support the communities in the Trust’s ‘Area of Benefit’.

**It is** **essential that all applicants check that their project benefits people living in these communities before applying.**

***Where is the Area of Benefit?***

The Area of Benefit is defined by aircraft noise zones, and covers parts of the following South Auckland suburbs:

**✓ Papatoetoe ✓ Whitford ✓ Flat Bush**

**✓ Manukau Central ✓ Clover Park ✓ Wiri (north)**

**✓ Ōtara (south) ✓ Māngere (south)**

A map of the Area of Benefit is also available on the Trust’s website:

[www.aucklandairportcommunitytrust.org.nz/Eligibility/Area\_of\_Benefit.aspx](http://www.aucklandairportcommunitytrust.org.nz/Eligibility/Area_of_Benefit.aspx)

It is important to be aware that some of these suburbs (e.g. Māngere) are only **partially** covered by the Trust’s Area of Benefit.

It is also important to be aware that the Area of Benefit is not the same as being in Auckland Airport’s flightpath. Unfortunately, projects or organisations that are in areas of Auckland in the Auckland Airport flightpath but not in the Area of Benefit are not eligible to apply for funding from the Trust.

Where organisations are delivering a project across the wider Auckland region, or an area of South Auckland, which includes part of the Area of Benefit, the Trust may consider **partial** funding requests, **as long as** there is a reasonable percentage of people benefitting from your project who live in the Area of Benefit.

*For example, if you are requesting salary costs for a staff member who spends 50% of their time in the Area of Benefit and 50% of their time in the wider South Auckland area, the Trust may consider awarding a proportion of your request that relates to the work and time spent in the Area of Benefit*.

This may be of particular relevance to schools that fall just outside the Area of Benefit, but have a percentage of current students living in the Area of Benefit:

Established providers who are not currently operating within the Area of Benefit are encouraged to consider how they might deliver their programmes in the Area of Benefit with the assistance of funding from the Trust.

**Each year we receive many unsuccessful applications because the project does not benefit communities within the Area of Benefit. If you are unsure, please check with us BEFORE applying.**

**FUNDING PRIORITIES**

For the 2019-20 funding round the Trust encourages organisations offering the following to apply:

* Education
* Community
* Arts & Culture
* Environment
* Sport
* Health

Priority will be given to projects or programmes that support learning opportunities for children and young people, improve the health & well-being of the community, support inclusiveness, promote diversity and bring communities together, such as;

* Supporting learning opportunities for children and young people, such as through play and reading, or sports.
* Engaging whanau and encouraging families to spend more time together.
* Bringing communities together.
* Improving the health and wellbeing of the community.
* Providing or increasing access to services for those who most benefit from those services but are unable to access them.
* Recognising, celebrating and supporting Tangata Whenua.
* Supporting inclusiveness and promote diversity.
* Promoting a wider understanding of and respect for different cultures in the community.

The Trustees will also consider supporting other projects or progammes that have a positive effect on the wellbeing of the community.

**FUNDING PRINCIPLES & EXCLUSIONS**

***PRINCIPLES***

Auckland Airport Community Trust makes grants to organisations based on the following guiding principles:

* **First and foremost, funded projects must be for the purpose of improving the lives of those who reside in the Area of Benefit.** This can be directly, e.g. through community workshops or access to services, or indirectly, e.g. improves the environment.
* Funded projects should achieve clear outcomes, that can be clearly measured through a planned evaluation.
* Grants must:

1. support outcomes for the community that would not be easily or readily achievable without funding from the Trust;
2. add value to the community, and
3. demonstrate long-lasting value to the community.

* Preference is given to projects that are collaborative and avoid duplication of services.

***RECIPIENTS***

The Trust does not award grants to individuals. Grants can be awarded to the following groups and organisations where charitable purposes can be clearly demonstrated (for example, through a deed or governing rules):

* Registered charities
* Incorporated societies
* Schools
* Local branches of a national body
* Social enterprises

Applications from collaborative groups of organisations may also be considered. In such cases, a fund holder should be nominated and listed as the primary applicant.

The Trustees reserve the right to require additional legal or financial information about the project or programme or about your organisation and/or your contracted providers, from third parties.

***FUNDING***

**Eligible expenditure**

Grants may be used for the following purposes:

* Purchasing capital items and equipment.
* Covering programme costs directly applicable to programme delivery. This includes salaries, but please be aware that requests for salary costs may only receive partial funding. Any grants made towards salaries will also be proportional to the time that person spends in the Area of Benefit.
* Core operational costs, such as rent.

Any granted funds that are subsequently not applied to the specific project or programme will be required to be returned to the Trust. Changes in expenditure or purpose must be agreed with the Trust prior to expenditure.

**GST**

Grants made by the Trust will not attract GST by your organisation.

If your organisations is GST registered, the grant will not cover the GST component of any purchased goods or services. In this case, the GST should be claimed back by your organisation directly. GST registered applicants are requested to exclude GST from their budget when completing the application form.

For organisations that are not GST registered, the Trust will endeavour to ensure that the value of the grant will cover the actual costs incurred in delivering the programme/project (including GST).

**Size of Grants**

The maximum amount that will be granted by the Trust is **$50,000.00**.

There may be some restriction on the amount granted for salary costs; however, this is assessed on a case by case basis at the discretion of the Trust.

**Length of Grants**

Grants are provided as one-off support (1 year). Applications for multi-year funding may be considered on a case by case basis by the Trustees.

**Re-applying to the Trust**

Previous grant recipients may re-apply to consecutive granting rounds. Please note that organisations will be supported consecutively for a **maximum of 3 years**.

Trustees will only consider repeat funding where the Trust has developed a more strategic relationship with the applicant, where a project is demonstrably effective, and where there is a continuous need for its delivery.

***EXCLUSIONS***

Grants cannot be awarded for the following:

* Projects or programmes **outside** of the Trust’s Area of Benefit
* Loan and endowment funds
* Business or investment capital
* Venture capital initiatives
* Cost associated with the establishment of new charities
* Individuals
* Retrospective applications
* Core education or equipment/projects that deliver core education
* Religious/ political advocacy or advancement
* Purchase of land or buildings

**HOW TO APPLY**

**All applications must be submitted using the form available on the Auckland Airport Community Trust website. Our preferred method of receipt is via email.**

**The closing date for applications is 5PM, FRIDAY 9 August 2019**

***KEY DATES***

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| --- | --- |
| **Applications open** | Monday July 1st 2019 |
| **Applications close** | 5pm, Friday August 9th 2019 |
| **Decision expected** | Early September 2019 |
| **Applicants notified** | Friday September 6th 2019 |
| **Grant payments made** | Tuesday October 1st 2019 |

***ENQUIRIES***

Please address any enquiries to Auckland Airport Community Trust:

022 400 8664

airporttrust@gmail.com