



**Upper
Harbour
Local Board
Facilities
Grants
Programme
2024/2025**



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Upper Harbour Local Board

Facilities Grants Programme 2024/2025

Upper Harbour Local Board recognises the importance of quality community facilities in fostering a vibrant, connected, and resilient community.

What we will fund

The Facilities Grant Programme provides funding to assist in the development, improvement, and renovation of community facilities that serve the Upper Harbour area.

- Projects must relate to the development or renovation of a facility that is available for community use. Examples include:
 - feasibility study
 - needs assessment
 - facility investigate and design
 - building projects and physical works such as building maintenance and repairs, construction and site development, building improvements
 - necessary construction and development reports and fees, such as engineering, geotechnical, architectural reports and project management fees (except for council administered reports such as building and resource consents)
- Projects must be publicly accessible and meet a clear community need
- Applicants must demonstrate that their project aligns with the priorities of the Upper Harbour Local Board Plan
- There is a preference for two quotes, where practical.

Higher priority for funding

- Applicants who have secured or are actively seeking additional funding sources as part of their overall project plan.

Low priority for funding

- Application requests exceeding \$100,000 will be considered as a lower priority for funding when the grant round is oversubscribed (total requested amount exceeding the annual budget amount).

Eligibility

- The facility must be located in Upper Harbour Local Board area
- Where a building, resource consent, or landowner approval is needed this must be obtained prior to the grant being released
- Applicants must hold (or be able to obtain) insurance for the asset being applied for

- Initiatives must fit with at least one of the board’s objectives as stipulated in the [Upper Harbour Local Board Plan 2023](#)

Exclusions

Please refer to the [Community Grants Policy](#) ‘scope and eligibility’ for general eligibility criteria:

- Ineligible applicants – Paragraph 78
- What we won’t fund – Paragraphs 84-86
- Lower priority – Paragraphs 87-88

In addition to the eligibility criteria outlined in the Community Grants Policy, the Upper Harbour Local Board will not fund:

- initiatives that have already taken place before the board has the opportunity to consider the application (unless the board accepts there are genuine mitigating circumstances)
- applicants that have outstanding accountability obligations from previous council grants
- applications for the same projects more than once in a financial year
- activities that do not relate to one or more of the local board plan outcomes

Obligations if you receive funding

In order to ensure that the Upper Harbour Local Board grant achieves positive results, recipients will be obligated to provide evidence that the grant has been used for the agreed purpose and the stated outcomes have been achieved. These obligations are outlined on the funding agreement.

The following accountability measures are required:

- Complete and submit accountability report, within two months of the completion of the project, proving that the grant has been used to deliver the set outcomes and objectives.
- Any grant money that is unspent and not used for the project must be returned to the Upper Harbour Local Board.
- The contribution of the board is to be clearly acknowledged in all publicity and signage using Upper Harbour Local Board branding whenever appropriate in accordance with Council’s brand guidelines (Supplied with Funding Agreement and can be provided on request).
- Extend an invitation to the local board members for any event or function funded.
- Successful applicants to be available to work with Council staff on media coverage and their project/activity shared as a good news story if applicable.

Grants approach and application dates

The Upper Harbour Local Board has allocated budget within a limited funding envelope to support the communities needs through their grants programme.

Grants Value: No limit

Communities are encouraged to consider all funding opportunities from a variety of funding agencies available to them. Please note that higher priority will be given to applications that actively seek additional alternate funding sources.

Application requests exceeding \$100,000 will be considered as a lower priority for funding when the grant round is oversubscribed (total requested amount exceeding the annual budget amount).

Facilities Grant rounds for the 2024/2025 financial year will be as follows:

- Between the *Opens and Closes date* you will be able to apply on the Auckland Council website for the grant. Applications close at 10pm and late submissions will not be accepted
- The *Decision Made date* is when the board officially decides on your application, you can expect to be emailed a few days after this and payment should be made by the *Project to Occur After date*, assuming no issues with your bank information
- All applications must start after the *Project to Occur After date*, as this is when payment will likely be made by. Having a date before this will result in reduced funding or being declined.

2024/2025 grant rounds	Opens	Closes	Decision made	Projects to occur after
Facilities Grant	20 January 2025	21 March 2025	22 May 2025	1 June 2025

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