

Grants Policy 2008/09

This paper sets out the Wiri Licensing Trust's grants policy for 2008/09. This paper and the associated policy have been prepared to assist the Trust to act fairly, openly and consistently in the consideration and approval of its grants and donations to the community.

POLICY APPLICATION:

This policy will apply to two grants programmes directed by the Trust. One programme is the grants, donations and sponsorship programme operated directly by the Trust and financed by the Trust's profits. The Trustees of the Wiri Licensing Trust have direct control and complete discretion over this grants programme.

In deciding and allocating grants and donations the Trust retains its discretion at all times and wishes to make clear that its decisions are made in the best interests of the Trust as a community owned business and in the best interests of the community it serves – the people of Wiri, Manurewa and Takanini. The Trust acknowledges that it must always act within the law and that it must honour its obligations to Manukau City Council under a 2003 deed of agreement to provide at least 25% of all its community contributions to the broader Manukau City community.

The second programme is that run directly by The Trusts Charitable Foundation (TTCF) and is based on the proceeds from gaming machines operated at Our Local tavern. The Trustees of TTCF decide the allocation of grants from the proceeds of gaming machines at Our Local under the requirements of the Gaming Act 2003. TTCF however have agreed to seek advice from the Trustees of the Wiri Licensing Trust on these allocations to ensure that local priorities are recognised. This policy covers the Wiri Licensing Trust's procedures in providing this advice to TTCF.

OBJECTIVES:

The purpose of the Trust's grants and donations programme is to:

- distribute a prudent proportion of the Trust's profits for the benefit of communities within the Trust's district and across the wider Manukau City community,
- provide funding to community organisations in creative ways which do not replace existing funding sources nor substitute Government's funding responsibilities,
- support valuable community services, events and organisations through long-term partnerships,
- assist with the development of local community projects with seed funding which is able to be leveraged against for other funding assistance,
- promote the standing and reputation of the Trust and its businesses in the community.

CRITERIA FOR TRUST GRANTS:

The Trust will consider applications for grants, sponsorship and donations from any not-for-profit community based group or organisation which feasibly provides benefits to the people of Manurewa.

The Trust will give preference to applications which;

- offer positive opportunities to children and youth,
- contribute to Manurewa's or Manukau City's identity and sense of community,
- offer services and opportunities to the Manurewa community which are available freely or at very low cost,
- provide opportunities to leverage funding from other sources.

The Trust will not consider applications for grants, sponsorships and donations from;

- private individuals either for their benefit or for the benefit of others,
- Government agencies or organisations providing services on behalf of the Government where the application is seeking support for these services, this includes schools seeking funding for activities, facilities and assets which are part of their delivery of curriculum to students,

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- private profit making organisations or private organisations which only benefit a small or exclusive group,
- organisations which cannot plausibly demonstrate a benefit to the people of Manurewa,
- previous recipients which have not complied with the Trust's accountability requirements,
- religious or political organisations for projects or programmes which in the view of the Trustees will advance the religious or political objectives of the organisation,
- organisations which in the view of the Trustees are not socially or financially responsible.

ACCOUNTABILITY:

The Trust expects every organisation receiving a grant, donation or sponsorship from it to:

- meet the accountability requirements set down as a condition of the grant, donation or sponsorship,
- acknowledge the Trust's contribution as appropriate and as agreed in any conditions set down.

In administering grants, donations and sponsorships the Trust will always act in an open and honest way by:

- responding to every application for assistance,
- giving reasons for decisions made on any application
- publishing a schedule of grants, donations and sponsorship at least on an annual basis.

ULTIMATE DISCRETION FOR DECIDING TRUST GRANTS

The Trustees will make every endeavour to be adequately informed of the merits and circumstances of an application before making a decision on it. They will attempt to reach decisions on a consensus basis and will not discriminate against an applicant group on the basis of its political, ethnic, cultural or religious beliefs. Some applications do however have more merit than others and the Trust's funds are limited which means that the Trustees will make judgements of merit and priority. The Trustees' decision on grants, donations and sponsorships will be final and no subsequent discussion of or further explanation for a decision will be provided.

ADVICE ON GRANTS FROM THE TRUSTS CHARITABLE FOUNDATION:

The Trustees have an advisory role for the allocation of grants by The Trusts Charitable Foundation (TTCF). Because the Trustees only have an advisory role they will undertake their reviews of applications to TTCF "in committee" (with the public excluded from the meeting) in order not to prejudice TTCF's role as the final decision maker.

In considering applications to TTCF, the Trustees will apply the same criteria as it does for its own grants, sponsorships and donations. The Trustees will make TTCF aware of any adverse reason why an application should be declined including previous experiences with the applicant group not complying with Wiri Licensing Trust grant conditions.

PERSONAL INTERESTS OF TRUSTEES:

The Trustees will always identify when they have a personal or other material interest in an application or applicant group and will not take part in any discussion or decision around such applications. Relevant personal or material interests include situations when a trustee or a close relative is employed by or has some other paid position with an applicant group. Any declaration of interest will be recorded in the minutes of Trust's meetings.

Community organisations to which Trustees belong or contribute to or support will be eligible for Trust funding and will not be prejudiced by their involvement with any Trustee. In cases where a Trustee is a member/contributor/supporter of a community organisation making an application for assistance, they may be asked by fellow Trustees to offer advice on the merit of the application and will always be obliged to report background circumstances which may discredit an application.