



FOUNDATION

**STRENGTHENING  
COMMUNITY  
FUND POLICY**

## OUR PURPOSE

*To support our communities to build a thriving inclusive and equitable Taranaki.*

KIA TOKA IA NEI TE ARA WHAKAKAHA  
I TE HĀPORI, KIA TOITŪ TE WHENUA,  
KIA TOITŪTE TANGATA, KIA TOITŪ  
TE MAUNGA

*Toi Foundation is committed to reducing economic and social disparities in Taranaki by funding where there is the greatest need*



## ABOUT THE STRENGTHENING COMMUNITY FUND



*The Foundation understands the significance of its community grants, which support the fabric of our community. The Foundation is responsive to requests that contribute to increasing access to opportunities. The Foundation has an annual budget dedicated to the Strengthening Community Fund and is distributed via:*

- Annual Grants: to help with organisational day-to-day costs
- Capital Grants: to help organisations buy or improve assets or equipment
- Programme and Event Grants: to help with the cost of running programmes/initiatives or events
- Individual Grants: to help individuals with the costs of competitive National representation training and development

## WHO CAN APPLY

### ***Not-for-profit organisations with a project or initiative within the region can apply for funding.***

Not-for-profit organisations include Incorporated Societies, Charitable Trusts, companies with charitable status, schools and nonconstituted groups with a formal structure. Individuals who meet the criteria as detailed in the Individuals section of this policy are also able to apply.

The Foundation's legislated boundary/region runs from Mokau in the North, to Tahora in the East and Nukumarū in the South.



## FUNDING CRITERIA

### ***Each grant category (Annual Grant, Capital Grant, Individual Grant and Programme and Event Grant) has its own principles of practice in addition to the below criteria:***

#### **The Foundation does not fund:**

- Sub-groups of entities (such as jubilee committees, men's, women's, or junior sections). The main entity or governing body of each organisation must be the applicant
- Industry, commercial or professional network groups
- Groups whose purpose is to support or fund Council owned assets (e.g. 'Friends of')
- Political lobby groups
- Corporate social clubs
- Whānau and family trusts, groups and closed groups
- School carparks, entrance ways, staff areas and staff equipment
- Specific items such as alcohol
- Travel or accommodation outside the region
- Group/team registration
- Organisations whose purpose is fundraising (e.g. Rotary/Lions) or re-gifting (e.g. prize money, scholarships etc)
- Retrospectively – the activity or project being considered for funding must not have started or incurred costs until it has been considered by the Board and paid
- Activities or initiatives that are of a similar nature or duplication to what the Foundation has or is, already funding
- National organisations, programmes or initiatives that are not established within Taranaki with proven outcomes

## WHEN CAN YOU APPLY

*Applications are accepted at any time and will be considered four times per year throughout the Foundation's financial year (1st April – 31st March).*

The closing dates for applications will be detailed on our website [www.toifoundation.org.nz](http://www.toifoundation.org.nz) or contact us 0800 7699471 / 06 7699471 / [info@toifoundation.org.nz](mailto:info@toifoundation.org.nz)



## GRANT AMOUNTS ARE SET BY THE FOUNDATION AND MAY CONSIDER:



- The organisation's alignment with the Foundation's purpose, outcomes and strategy
- Where there is the greatest need, the community in which the project will serve
- Organisation and/or initiative type, focus and size
- Recently received funding from the Foundation by the organisation
- The potential impact of the grant, including how many people will benefit by its scale or depth the project is likely to have
- Community involvement with the organisation, including community access, contributions, use and support
- The organisation's ability to fundraise from other sources
- Other applications being considered at the time and budget availability
- Other comparative or previous grants made of similar size, scale and scope. For comparison a full list of past grants can be viewed here [www.toifoundation.org.nz](http://www.toifoundation.org.nz)
- Any other factors the Foundation considers appropriate in the circumstances. All funding considerations and decisions are at the full discretion of the Foundation

## ANNUAL GRANTS

### ***Annual Grants are to support the operational costs of not-for-profit organisations that have community or regional impact.***

An organisation may receive an Annual Grant once within the Foundation's financial year (1st April – 31st March). This does not prevent the organisation from applying for other grants in the same financial year. The Foundation does not provide Annual Grants to organisations who deliver a one-off annual event. Organisations must have an office/branch established in the region that holds oversight and full management of all operational activity in the region. Annual Grant amounts are set by the Foundation and start from \$600.00.

## CAPITAL GRANTS

***Capital Grants provide support towards the purchase or maintenance of capital assets or equipment. An organisation may receive a Capital Grant once every two financial years. This does not prevent the organisation from applying for other grants in those financial years.***

### **CAPITAL GRANT FUNDING CRITERIA:**

- The project must comply with any relevant central, regional and local government legislation, regulations, by-laws and have required consents
- The organisation must own or be the intended owner of the asset or equipment (the Foundation may consider the application if the organisation holds a lease or other formal agreements for IT equipment depending on the conditions of the agreement)
- If the organisation is a school/kura, the application must show that the grant would have a direct impact on learning outcomes for students e.g. ICT, facilities, cultural or team apparel that remains the property of the school/kura, vehicles. It does not fund uniforms, school carparks, entrance ways, staff areas or equipment

### **CAPITAL GRANT TERMS OF FUNDING**

#### ***The Foundation may decide to make Capital Grants:***

- On the basis that the Foundation has mutually agreed the specific outcomes that the asset or equipment is aiming to achieve
- Conditional on certain requirements (e.g. obtaining any required consents or raising the remaining funds necessary to complete the project)
- On the basis that a Strengthening Community Fund Final Outcomes Report is completed
- Local Authorities may only apply to the Foundation once per year via invitation.

Below are the maximum amounts that can be applied for based on the type of project:

<b><i>Organisation Type</i></b>	<b><i>Maximum Grant Amount</i></b>
Early Childhood Education	\$30,000
Primary and Intermediate School	\$30,000
Secondary School	\$60,000
Initiatives with Community Impact	\$60,000
Initiatives with significant Regional Impact	Over \$60,000

## PROGRAMME AND EVENT GRANTS

***Programme and Event Grants are to help organisations with the costs of running programmes or events that are beneficial to the community. An organisation may apply for a Programme & Event Grant once per financial year.***

### **PROGRAMME AND EVENTS FUNDING CRITERIA:**

- The programme or event has a specified timeframe and clearly identified purposes or outcomes
- The programme or event complies or will comply with relevant central, regional and local government legislation, regulations, by-laws and have any required consents
- The programme or event costs are budgeted for and are separate from the operating costs of the organisation (however the Foundation accepts that part of the budget may include a contribution to operating costs that relate directly to running the programme or event)
- If the organisation is a school/kura, the application must show how the programme or event will deliver outcomes in particular to one or more of the following areas:
  - Increasing engagement of parents in their children's learning
  - Lifting engagement, wellbeing and/or educational achievement of children, and in particular those with special learning needs and those children coming from low socio-economic backgrounds
  - Connecting families, whānau and communities to schools

### **PROGRAMME AND EVENT TERMS OF FUNDING**

***The Foundation may decide to make Programme and Event Grants:***

- On the basis that the Foundation has mutually agreed the specific outcomes that the programme or event is aiming to achieve
- Conditional on certain requirements relating to the programme or event
- As an underwrite (e.g. rather than paying for necessary goods and services, the Foundation can guarantee payment to providers to allow access to the goods and services)
- On the basis that a Strengthening Community Fund Final Outcomes Report is completed
- Local Authorities may only apply to the Foundation once per year via invitation.

Below are the maximum amounts that can be applied for based on the type of project:

<b><i>Organisation Type</i></b>	<b><i>Maximum Grant Amount</i></b>
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Primary and Intermediate School	\$30,000
Secondary School	\$40,000
Initiatives with Community Impact	\$60,000
Initiatives with significant Regional Impact	Over \$60,000

## INDIVIDUAL GRANTS

***The Foundation makes Individual Grants each year to help individuals with the cost of competitive representation and associated learning and development opportunities. For example, the Foundation may support individuals to:***

- Represent New Zealand when selected to do so by a recognised national body
- Attend a national training or development squad associated with national competitive selection by a recognised national body
- Represent iwi or tribal waka of Taranaki in traditional practices of identity/Ngā Taonga Tuku Iho

### **INDIVIDUAL GRANT FUNDING CRITERIA:**

- The Foundation's Individual Grants are available to any individual who lives in the region, or is attending a recognised educational institution outside of the legislated boundary, and whose parent/s or guardians do live in the region
- Individuals may receive an Individual Grant once each financial year (1st April – 31st March).
- The Foundation does not fund managers, chaperones, coaches or team referees

### **The Foundation requires any application to be supported by:**

- A confirmation letter from a recognised national body verifying that the individual has been selected and named, as a representative or participant
- An endorsement letter from Iwi
- Any other relevant evidence to support the application

Below are the maximum amounts that will be granted to individuals based on the type of event. Where organisations have more than 10 representatives attending an event the Foundation may provide one grant (via a Programme and Event grant) to contribute to the costs. This will not impinge on a concurrent Programme and Event grant.

<b><i>Type of event</i></b>	<b><i>Individual Maximum Grant Amount</i></b>
NZ Representative - Overseas event	Up to \$1,500
NZ Representative - NZ event	Up to \$750
Training and Development Squads	Up to \$500
Iwi or tribal waka of Taranaki - Overseas event	\$1,500
Iwi or tribal waka of Taranaki - NZ event	\$750



## SUPPORTING THE REGION

Toi Foundation, via its holding company owns 100% of TSB Bank Ltd (TSB) and a controlling share in Fisher Funds Management Ltd (Fisher Funds).

Each year, TSB and Fisher Funds pay dividends, and these dividends enable the Foundation to complete its philanthropic work.

Therefore, if people bank with TSB and have their KiwiSaver or investments with Fisher Funds they contribute to the community and enable the Foundation's granting activity.

It is the Foundation's preference that grants are paid into a TSB account.

The Foundation, at their full discretion may in certain circumstances fund outside the Strengthening Community Fund Policy.

## WHICH DOCUMENTS SHOULD I PROVIDE WITH MY APPLICATION?

*Read below to see which documents to supply for each of the Foundation's grant types.*

### **NEW REGISTRATIONS**

- Trust Deed, Charter, Constitution, or written Rules
- Bank Statement, transaction list or letter detailing organisation's name and bank account details, this must be no older than 12 months

### **ANNUAL GRANTS**

- Most recent Annual Report or Chair's Report
- Most recent (no older than 18 months) AGM minutes (draft is acceptable)
- Bank Statement, transaction list or letter detailing organisation's name and bank account details, this must be no older than 12 months

### **INDIVIDUAL GRANTS**

- Selection letter from nationally recognised body (or Iwi letter of endorsement) to represent NZ.
- Bank Statement, transaction list or letter detailing organisation's name and bank account details, this must be no older than 12 months

### **PROGRAMME & EVENT GRANTS**

(Schools see below)

- Most recent Annual Report or Chair's Report
- Most recent (no older than 18 months) AGM minutes (draft is acceptable)
- Independently signed income and expenditure of the organisation for the previous 12 months
- For Events and Programmes - Quotes to support your project budget
- Detailed budget showing expected income and expenditure of the programme or event
- Quotes to support your budget request
- Bank Statement, transaction list or letter detailing organisation's name and bank account details, this must be no older than 12 months

### **CAPITAL GRANTS**

(Schools see below)

- Most recent Annual Report or Chair's Report
- Most recent (no older than 18 months) AGM minutes (draft is acceptable)
- Independently signed income and expenditure of the organisation for the previous 12 months
- Quotes to support project budget
- Bank Statement, transaction list or letter detailing organisation's name and bank account details, this must be no older than 12 months

### **SCHOOL CAPITAL AND PROGRAMME & EVENT GRANTS**

- Most recent Board of Trustee meeting minutes
- Most recent Principal's report to Board of Trustees
- Audited Financial Report
- School Charter/Strategic Plan
- Quotes to support your budget request
- ICT Plan (if the capital grant is for ICT equipment)
- Bank statement detailing the school's name and bank account details, this must be no older than 12 months

### **CAPITAL GRANTS FOR FACILITY DEVELOPMENT - ALSO REQUIRE**

- Certificate of Title to the land, building(s); or Lease agreement; or License to Occupy or
- Signed approval from building / landowner or governing authority to alter facility (e.g. this could be a letter)
- Concept plans – these may be requested for new builds or significant alterations
- For any sport or recreation facility project that exceeds \$50,000.00 it would be advantageous to supply supporting documentation from the Taranaki Facilities Consortium. For more information about contacting this group and the process involved, please contact Sport Taranaki or visit [www.tfc.net.nz](http://www.tfc.net.nz).

### **QUICK REFERENCE LINKS**

Toi Foundation is a philanthropic funder in the Taranaki region. The Board meets quarterly to consider Strengthening Community Fund applications

- Visit Toi Foundation website here [www.toifoundation.org.nz](http://www.toifoundation.org.nz)
- Register your organisation, click [here](#) > then click the REGISTER button
- To access the Grants Portal, follow this link [here](#) (you will need your User Login and Password)
- The Strengthening Community Fund Policy can be found [here](#)
- Find tips on "How to Apply online" [here](#)
- Forgotten / Reset password [here](#)

The Foundation has a partnership with each of the region's district libraries which means you can scan and send documents directly to the Foundation if you are unable to do this yourself. See your local library for details.