



## **Island Bay Community Events and Activities Fund INFORMATION SHEET**

### **PURPOSE OF THE FUND**

In 2022, the Island Bay Residents' Association conducted a community survey, which identified the importance of Island Bay having a strong sense of community. It noted strong support for existing community events and activities, and a wish to see more of them.

As a result, a small fund has been developed to support and encourage community events and activities in Island Bay. This is as part of IBRA's mandate to develop plans that reflect the wishes of Island Bay residents and that enrich the Island Bay community.

### **FUNDING AND SUPPORT AVAILABLE**

Applicants are able to apply for a contribution towards the expenses of their community event or activity up to a maximum of \$100. The funding totals \$500 each year with applications open until the Fund is exhausted.

The Island Bay Community Centre may also be able to provide support with your event, including venue, advertising and promotion, and possibly help to organise. You can email them on [islandbaycc@wcc.govt.nz](mailto:islandbaycc@wcc.govt.nz) or visit them to request support. IBRA will also provide support with promotion and other assistance where possible.

### **APPLICATION CRITERIA**

Community events or activities must meet the following criteria:

1. The event or activity must be held in Island Bay, and targeted at the residents of Island Bay. This may be a sub-section of residents (e.g. a particular street) or all residents. It may be one off or a series.
2. The event or activity must be positive and inclusive, building connections and neighbourliness between the residents of Island Bay.
3. Events and activities must not be of a political or advocacy nature.
4. Priority will be given to events or activities that are new, or that can outline how the Fund will help expand on what is already being done.
5. The funding requested must directly relate to expenses of the community activity or event. It must not include wages. As a general guide, a budget of \$4 per participant is considered reasonable, up to a maximum of \$100.



### **REPORTING OBLIGATIONS FOR SUCCESSFUL APPLICANTS**

Successful applicants must provide a short report (a paragraph or two is fine) and photos to [islandbayres@gmail.com](mailto:islandbayres@gmail.com) within two weeks of holding the event or activity. This should describe how the event went, and what the funding was spent on.

The Island Bay Residents' Association may choose to share some or all of this through social media or its newsletter or on its website.

### **TIMEFRAMES AND DECISION MAKING**

The Fund is open year round, until exhausted. Applications should be received by the 20th of the month, with decisions made by the Island Bay Residents' Association Committee, at their monthly meeting, which is held on the 2nd Wednesday of the month between 7pm and 8.30pm. Details of the next meeting can be found here:

<https://islandbay.org/meetings/>

Applicants will be advised of the success or otherwise of their shortly afterwards. Where successful, funding will be transferred to the applicant's bank account. Applicants are welcome to come and talk to their application if they wish to, but do not need to.

### **SUBMITTING YOUR APPLICATION**

Completed applications should be sent to [islandbayres@gmail.com](mailto:islandbayres@gmail.com).

### **WITH GENEROUS SUPPORT FROM:**

**Absolutely Positively  
Wellington City Council**

Me Heke Ki Pōneke