



AUCKLAND AIRPORT
COMMUNITY
TRUST

COMMUNITY GRANTS 2017-18
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 \$300,000 per annum (adjusted by the consumer price index each year) into the Auckland Airport Community Trust fund.

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 annually.

These priorities are detailed below 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.

AREA OF BENEFIT

The Auckland Airport Community Trust can only award funding to projects that support the communities residing in the Trust's 'Area of Benefit'. The Area of Benefit (AoB) is defined by aircraft noise zones. The AoB covers parts of the following Auckland suburbs:

- | | | | |
|----------------------|----------------|-----------------|-------------------|
| ✓ Papatoetoe Central | ✓ Whitford | ✓ Flat Bush | ✓ Manukau |
| ✓ Clover Park | ✓ Wiri (north) | ✓ Otara (south) | ✓ Mangere (south) |

It is essential that all applicants check that their project benefits people living in these communities before applying. Several of these suburbs are only **partially** covered by the Trust AoB. A map of the AoB is available on the Trust's website:

http://www.aucklandairportcommunitytrust.org.nz/Eligibility/Area_of_Benefit.aspx

The Trust has previously granted to schools in the Area of Benefit, or to organisations that work with/deliver programmes in the Area of Benefit schools. Below is a list of the eligible schools, all of which are either located within the Area of Benefit or draw a sufficient percentage of their student roll from within the Area of Benefit communities:

- | | |
|----------------------------------|--------------------------------------|
| ✓ Aorere College | ✓ Papatoetoe East Primary |
| ✓ Chapel Downs Primary | ✓ Papatoetoe High School |
| ✓ Dawson Rd Primary | ✓ Papatoetoe South Primary |
| ✓ De La Salle College | ✓ Papatoetoe West Primary |
| ✓ Flatbush Primary | ✓ Puhinui Primary |
| ✓ Holy Cross Catholic School | ✓ Redoubt North Primary |
| ✓ Kedgley Intermediate | ✓ Rongomai School |
| ✓ Kia Aroha College | ✓ South Auckland Seven Day Adventist |
| ✓ Mission Heights Junior College | ✓ Tangaroa College |
| ✓ Papatoetoe Central Primary | ✓ Tyndale Park Christian School |

In addition to the schools above, the Trust would consider applications from the following schools on the basis that sufficient evidence was provided as to the percentage of current students residing in the Area of Benefit:

- | | |
|--------------------------|---------------------------|
| ▪ Baverstock Oaks School | ▪ Papatoetoe North School |
| ▪ Everglade School | ▪ Sancta Maria College |
| ▪ Kingsford Primary | ▪ Wiri Central School |

In cases where projects are delivered regionally or sub-regionally, the Trust may consider partial funding requests as relevant to the percentage of your project's beneficiaries that reside in the Trust's AoB. This may be of relevance to the above schools that fall just outside the AoB but draw students from within.

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

Many applications are declined each year because the project does not benefit communities within the AOB. If you are unsure, please check with us BEFORE applying.

FUNDING PRIORITIES

1. LITERACY

The Trust has supported literacy projects since its inception in 2003. Particular priority will be given to projects or programmes that:

- Achieve strong literacy outcomes for participants.
- Support enhanced educational achievement through improved literacy.
- Engage families, parents or caregivers in supporting learning and literacy outcomes for their children (build family/whānau capacity).
- Enhance the literacy levels of adults involved (achieve family learning outcomes).

2. LIFE SKILLS

The Trust has supported life skills projects since 2011. To be eligible for support, your programme/project should achieve outcomes in line with the following life skills priorities:

1. Financial literacy

Initiatives should support the financial wellbeing of families through the development of financial literacy and budgeting skills.

2. Parenting

Initiatives should help to build parenting confidence and skills so that parents are able to provide a nurturing environment for their children and support their social and educational needs.

3. Early education and play

Initiatives should support children to achieve a positive start to life by increasing the access to, and quality of, early education and/or learning through play.

4. Youth development

Initiatives should support high-needs or at-risk young people to succeed. In particular, the Trust will prioritise youth development projects that are strengths-based, focus on early intervention and provide opportunities for youth leadership.

5. School transitions

Initiatives should support children and young people to make successful schools transitions (i.e. making a successful transition from early childhood education to primary school, primary school to intermediate, intermediate to high school and high school to tertiary or training). Particular focus should be given to children and young people that are at-risk of falling behind or achieving below their potential.

6. Leadership

Initiatives should contribute to leadership development, either through:

- Supporting the development of youth leaders, in line with priority (5) *Youth Development*, or;
- Supporting community-led development, building a community's capacity to lead local projects.

7. Employment skills

Initiatives should develop employment skills for priority target groups, including young people, adults not in employment and adults facing other significant barriers to employment (such as migrants/refugees). Initiatives should contribute towards:

- Work readiness;
- Improved access to employment opportunities;
- English language for work, or;
- Work-related literacy/numeracy.

8. English language

Initiatives should support the settlement and integration of migrants and refugees through the development of English language skills.

FUNDING PRINCIPLES & EXCLUSIONS

PRINCIPLES

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

- Funded projects should achieve clear outcomes that can be clearly measured through a planned evaluation.
- The Trust gives preference to projects that build a community's capacity to lead change.
- Grants must be acceptable to the community, support community outcomes that are not readily achievable without the Trust's funding, add value to the community and demonstrate long-lasting value to the community.
- Preference is given for projects that are collaborative and avoid duplication of services.

RECIPIENTS

Grants will not be awarded to individuals, but can be awarded to the following applicants where charitable purposes can be clearly demonstrated (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 will 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 utilised for the following purposes:

- To purchase capital items and equipment;
- To cover programme costs, including salaries directly applicable to programme delivery;
- To contribute towards core operational costs (however please note that such costs are not a priority for the Trust).

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

Trust grants will not attract GST by your organisation. If your organisation 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 Trust grants to a maximum of \$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.

Multi-year Applications

Grants are provided as one-off support (1 year). Trustees will only consider multi-year applications when the Trust has developed a more strategic relationship with an applicant and where a project is demonstrably effective and there is a continuous need for its delivery.

Reapplying to the Trust

Previous recipients may re-apply to consecutive granting rounds. In general terms, organisations can be supported consecutively for 3 years. As above, Trustees will consider repeat funding where the Trust has developed a more strategic relationship with the applicant and/or where a project is demonstrably effective and there is a continuous need for its delivery.

EXCLUSIONS

Grants cannot be awarded for the following:

- Projects outside the geographic borders 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

HOW TO APPLY

All applications must be made on the Auckland Airport Community Trust Application Form and sent back to Auckland Foundation (Trust Administrators) by the closing date for applications:

5PM, FRIDAY 30 JUNE 2017

BY POST

Completed applications may be submitted by post to:

Auckland Foundation
Re: Auckland Airport Community Trust Application
PO Box 139
Shortland Street 1140

Please note that we will be accepting applications based on an envelope post-mark date up to and including 30 June 2016.

All applications made by post will be acknowledged as received via email. If you have posted an application to us and haven't received an acknowledgement email, please contact us by phone to confirm that we have received your application. ***The Trust cannot take responsibility for items lost in the mail and late applications will not be considered.***

BY EMAIL

Completed applications should be attached in **Microsoft Word** format and emailed to:

nicola@aucklandfoundation.org.nz

If you plan to submit your application via email, please ensure that scans of all supporting documents are also attached to the email with your application. Attachments should be

limited to 6MB where possible, or else sent over multiple emails, to make sure they come through to our mailbox.

All applications made by email will be acknowledged as received via email. If you have emailed an application to us and haven't received an acknowledgement email from us before the deadline, please contact us by phone to confirm that we have received your application.

BY HAND

Completed applications can be delivered by hand to our physical address during core office hours (9am – 4pm):

**Auckland Airport Community Trust
C/o Auckland Foundation
Level 2, 2 Princes Street
Auckland 1010**

KEY DATES

Applications open	Monday 3 April 2017
Applications close	5pm, Thursday 30 June 2017
Decision expected	August 2017
Grant payments made	October 2017

ENQUIRIES

Please address enquiries to Auckland Foundation:

Grants and Communications Associate
09 366 1523
nicola@aucklandfoundation.org.nz