

Events & Festivals Discretionary Response Fund Eligibility

The purpose of this fund is to support city and community activations to aid recovery due to the uncertainty created through Covid-19.

The fund would only exist if events were cancelled or postponed ie COVID-19.

The Events and Festivals Discretionary Response Fund is a fund that aligns to the Events Policy Framework, Community Events Implementation Plan, Toi Ōtautahi Arts Strategy, and the Central City Action Plan.

The Events and Festivals Discretionary Response Fund will have similar delegations as the Metropolitan Strengthening Communities Discretionary Response Fund.

Delegated authority to the Head of Recreation Sport and Events to approved grants from the Events and Festivals Discretionary Response Fund of up to \$15,000 in accordance with the eligibility criteria of the fund.

Eligibility

To be eligible to apply for support from the Events and Festivals Discretionary Response Fund, the event and/or event organisers must meet the following criteria:

- The event must be within the Christchurch City Council boundaries.
- The organisation responsible for the event must be a legal entity and must be able to provide evidence, such as
 - a trust
 - a company
 - an Incorporated Society
- The organisation must have no outstanding debt owing to Christchurch City Council or any Council-controlled organisations
- The event must have clear start and finish dates and must not be a programme of multiple events
- The event/organiser must fully declare any additional Council, local board or Council-controlled organisation funding, grant or koha/ donation for the event
- If the application is for a sporting event, the event must be officially recognised by the national body of that sport
- The applicants must comply with all Christchurch City Council's regulatory and statutory requirements relating to the preparation and delivery of the event, including obtaining all necessary permits and consents within the allowable timeframes
- The event must be held within the planned timeframe
- If the application is successful, the applicant must sign the [Council's Terms & Conditions \[PDF, 146 KB\]](#) in the form of a contract
- Please note: All events securing funding through the Events and Festivals Discretionary Response Fund will be required to hold up-to-date public liability insurance, which covers the proposed activity in the proposed location.

Events not eligible through the Events and Festivals Discretionary Fund

- Private functions, lunches or dinners
- Events where the primary purpose is to promote religious, ministry or political objectives
- Events that denigrate, exclude or offend parts of the community
- Any conventions, conferences, trade shows, business events or exhibitions
- Events that present a hazard to the community or pose a significant risk to the public or council
- Events that have already been held
- Events that have previously been declined through the current financial year's Events and Festivals Sponsorship Funding round.
- Events not held in the current financial year
- Biennial events will only receive funding on the year the event is being held

Event-related costs not eligible for funding through the Events and Festivals Discretionary Fund

- For the purchase of alcohol

- For staff salaries and/or wages
- Stock or capital market investment
- Payment of fines, court costs, IRD penalties or retrospective tax payment
- Purchase of insurance cover
- Purchase of vehicles and any related ongoing maintenance repair, overhead costs or road user charges
- Rent or accommodation costs
- Service or maintenance costs including utilities such as power or phone
- Any retrospective costs
- Overseas travel
- Debt servicing or refinancing costs
- Medical expenses
- Prize money or entrance fees
- Payment of any legal expenditure including costs or expenses related to mediation disputes, ACC, Employment Tribunal, Small Claims Tribunal, professional or disciplinary body hearings
- Legal challenges against Council, Community Boards, Council-controlled organisations or Environment Court decisions
- Projects or initiatives that change the scope of a Council project
- Projects or initiatives that will lead to ongoing operational costs to the Council.
- Money to be redistributed as grant funding, sponsorship, bequests, donations, to aid funding or aid to other recipients
- Events that have breached previous funding agreements with the Council, including post-event reporting criteria, and where no commitment has been made to rectify this