

## General grounds for grants awarded by City Executive Board's General Section:

- Grants for health and welfare promotion
- Local civic activity grants

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# GENERAL GROUNDS FOR GRANTS AWARDED BY CITY EXECUTIVE BOARD'S GENERAL SECTION

Vantaa City Council annually grants the City Executive Board's General Section an appropriation for supporting Vantaa residents' health and welfare, as well as local organizations promoting civic activity. These general grounds supplement the **general grounds for awarding grants and stipends**, approved by the City Executive Board. (City Executive Board, Dec. 11, 2017, §6)

The City of Vantaa has committed to promoting non-discrimination and equality between the sexes in all its operations.

The General Section decides on distributing its appropriation between different types of grants and awards the grants. The grants are awarded upon consideration.

The General Section awards grants according to the following division:

1. Grants for health and welfare promotion
  - 1.1. Operating grants for health and welfare promotion
  - 1.2. Operating grants for parties engaged in important social work
2. Local civic activity grants
  - 2.1. Project assistance for local civic activity
  - 2.2. Operating grants for local civic activity

## 1. GRANTS FOR HEALTH AND WELFARE PROMOTION

Organizations, communities or action groups whose operations promote Vantaa residents' health and welfare may be entitled to the grants. The grants shall primarily support diminishing welfare gaps in Vantaa.

The grants awarded shall be targeted at vulnerable groups such as children, the young, low-income families, the elderly, the chronically ill, those needing substance-abuse or mental-health services, those needing crisis help, the homeless, minority language or cultural groups, those with subsistence problems, or other population segments significant for health or welfare promotion.

The aim of the grants is to promote:

- health, functional abilities and independent coping
- senior citizens' independent initiative and activity
- help and peer support for people belonging vulnerable groups

- access to crisis support
- integration.

Grants may be awarded to:

- national health organizations
- patient organizations
- associations of disabled people
- child welfare organizations
- substance abuse organizations
- organizations for senior citizens
- youth education organizations
- organizations of the unemployed
- other organizations, associations or unregistered action groups whose activities aim to promote health and welfare.

The grant awarded may not cover more than 70% of the grant-recipient's operating costs.

Grants will not be awarded to such sports, youth or cultural activities that receive some other type of assistance from the city. Applications for grants shall be annually submitted by the end of February.

## 1.1 Operating grants for health and welfare promotion

The grant is meant for costs arising from arranging activities that promote health and welfare.

As costs are accepted the following: costs related to arranging clubs, peer support, volunteer activities, as well as guidance and counseling.

The grant may also cover general costs such as wages, rents, phone costs, and material-acquisition costs related to arranging activities.

## 1.2 Operating grants for parties engaged in important social work

The following criteria apply to awarding grants to established organizations, communities and action groups engaged in important social work:

- Operations significantly boost Vantaa residents' welfare, while lack of them would make it more difficult for the target group to cope with everyday life.

- Operations significantly complement the city's own service production, and the city does not itself produce a corresponding service.
- Operations are primarily service activities targeted at specific special groups in Vantaa.
- In addition to the city's support, the actor has its own fund-raising or other public financing, as well as hired employees.

The grants will be awarded to organizations' normal costs arising from common-good activities.

The city will choose among the applicants those whose activities best meet with the criteria. A partnering agreement of 1-3 years will be concluded with the grant-recipients. Awarding the grants will be decided annually after approving the budget.

## 2. LOCAL CIVIC ACTIVITY GRANTS

Local civic activity grants support such activities arranged by residents, action groups or organizations that promote the sense of community and social interaction locally or regionally. The grants encourage creation of such activities that enrich communities all over the city.

The grant can be awarded to activities that locally promote:

- sense of community
- encounters between residents
- communication and flow of information
- interaction between different population segments or
- enhanced urban comfort and safety.

The grants can be awarded as operating grants or project assistance.

The grant awarded shall be open to everybody. If an event has a specific target group or limited audience, the application shall specify how the criteria for openness will be realized. When awarding the grants, the realization of impartiality and bilingualism will be accounted for.

If an applicant is awarded a local civic activity grant, project assistance can be granted to such events that are not included in the same year's action plan.

A local civic activity grant cannot be granted to events or activities that are primarily cultural, youth or sports events or that receive another targeted type of assistance.

A community that has received a grant shall publish that it has received financial assistance from the City of Vantaa.

## 2.1 Project assistance for local civic activity

A local civic activity grant supports implementation of residents' events and village parties, as well as innovative projects that promote the sense of community.

Applications can be submitted throughout the year. The application shall be submitted at the latest 21 days before the event and 21 days before the General Section meeting where the application is wished to be handled. An applicant can apply for a local civic activity grant for several events during the same year on the same project-assistance application. The grant can be simultaneously awarded to several events if the applicant has earlier received a grant from the City of Vantaa and has accounted for the grant in accordance with the instructions given.

All the events on the same application shall be reported in one go, and the grant will be paid upon receipt-based accounting.

Acceptable event costs:

- Performance fees and performers' backstage costs.
- Immediate and necessary costs arising from arranging events such as small-scale operating costs, document- and permission-acquisition costs, insurance, administrative fees, cleaning costs, and security officers' fees.
- Rents, if the event requires that premises or technology be leased.
- Reasonable information costs.
- Event-related travel costs will be remunerated according to the least expensive public-transport mode, and tax-free mileage according to the travel-expenses account/driver's log.
- Catering costs (at max. €2/person).

Not accepted as costs: association's bills or production fees paid to itself, equipment and goods acquisitions, rewards, gifts, stipends, alcohol-catering bills, interest on delayed payments, office and administration costs, daily allowances and costs from travel abroad, as well as the association's internal annual parties, training events or costs arising from corresponding activities.

An account of the assistance granted shall be provided at the latest two (2) months after the termination of the event in question or by the deadline specified by the official that awarded the grant. If the decision on project assistance has been made after the event, the deadline for the account is accounted from the date of the notice of the decision.

If no account is provided by the deadline, the grant will not be paid or a grant already awarded will be collected.

At max. 75% of a local civic activity grant can be received in advance upon obligation. Prepayment cannot be applied for after the event.

## 2.2 Operating grants for local civic activity

Associations that arrange regular and wide-scope civic resident-targeted activities can apply for operating grants for local civic activity.

The grant can be awarded to activities that enhance the preconditions for civic activity in Vantaa and the residents' participation and influencing possibilities.

For example, district associations, village associations and tenants' associations can apply for the grant.

The application and accounting instructions for operating grants are applied to applying for the grants.

The grant awarded may not cover more than 70% of the grant-recipient's operating costs.

## 3. INSTRUCTIONS FOR APPLYING AND ACCOUNTING FOR OPERATING GRANTS

Operating grants for health and welfare promotion, actors engaged in important social work, and local civic activity grants shall be annually applied for by the end of February.

The operating grant will be awarded once a year and it must be spent during the year it was granted. Financial assistance will not be granted retroactively.

A prepaid grant can also cover the costs incurred between the beginning of the year and the time the decision on awarding the grant was made.

The applicants can supplement their self-financing with volunteer work.

When required, the applicant can provide further information and clarifications in a separate appendix.

Applicants can apply in writing for a prepayment amounting to 50% of the same grant type that was awarded to them the previous year.

Grant-recipients must give a report of spending the grant by the end of the following year's May or by the date specified in the grant decision. The report shall be given on the "Account of spending the grant awarded by the City Executive Board's General Section" form.

Costs arising from the activities covered by the grant shall be entered in the form as costs. If the grant is spent on paying salaries or fees, the grant-recipient is responsible for paying withholding taxes and other statutory fees.

Not accepted as costs of operating grants consist of: costs arising from fund-raising, business costs, interest on or amortization of loans, collection fees, meeting allowances, alcohol-catering costs, daily allowances, membership fees to regional or district organizations, depreciations, or renovation and basic repair of premises.

An account of spending the grant must always be provided.

If the grant is fully or partially unspent, it must be returned to the city, or the grant-recipient must apply the city for additional time to spend the grant the following year.