

Ngāti Mutunga o Wharekauri Iwi Trust Pūtea Whanaungatanga

Information for Applicants

Please read this section **BEFORE** sending in your application to the Ngāti Mutunga o Wharekauri Iwi Trust (**The Trust**).

Mission of the Pūtea

To enhance the wairua, mana and cultural wellbeing of ngā uri o Ngāti Mutunga o Wharekauri.

Pūtea Strategic Goals

- Build the cultural knowledge and participation of Ngāti Mutunga o Wharekauri
- Encourage and grow the cultural leadership practices of Ngāti Mutunga o Wharekauri
- Encourage cultural leadership of Ngāti Mutunga o Wharekauri

The Pūtea will consider projects that link to at least one of the Fund's three strategic goals.

Priority Funding Considerations

When assessing applications, the Fund will take into account these key priorities below:

- Whakapapa
- Te reo me ngā tikanga
- Mahi toi
- Whānau development
- Whenua development
- Māhinga kai

Pūtea Ture

- Up to \$5,000.00 per annum
- No legal entity required
- Individuals may apply
- Only one application per funding round and only one successful application per applicant per annum
- A report on the outcome of the initiative funded must be provided by the recipient within three months of the completion of the project

Not Considered:

- The repayment of debt
- Koha – this is the responsibility of those running a project and should come from themselves
- Retrospective funding – projects which are virtually completed or underway before pūtea closing dates
- Where the major purpose is social service delivery
- Duplication of existing projects unless there is a good reason for both to exist
- Core business of an organization or general operation/administration functions as the sole or primary purpose of the grant application
- Major building works, equipment or vehicles as the sole or primary purpose of the grant application
- Projects that have a primary focus on enhancing the financial or business position of individuals or groups
- Projects which involve the diversion of funds to benefit individual sectors or Trustees of the Ngāti Mutunga o Wharekauri Iwi Trust or their associates

Reporting Requirements

Reporting on Pūtea projects ensures that there is accountability for the funds and gives the recipients the opportunity to share what they have learnt with ngā uri o Ngāti Mutunga o Wharekauri.

To comply with the Pūtea requirements, all recipients are required to submit a project report three months after the



completion of their project. Projects are to be completed within one year of the receipt of funds, unless prior negotiated.

A standard reporting form, with the dates for reporting, is attached to this application form. The form is designed to be easy to complete, giving a clear picture of project progress and expenditure.

When the project is completed the final project report provides an opportunity for those running the project to outline what has been learnt in the process. The report must also contain receipts and a comprehensive breakdown of how the funds were used. Those parts of the report that will be of interest to ngā uri o Ngāti Mutunga o Wharekauri may be published on the website, in pānui and/or in the Annual Report.

How to Apply

You can apply by getting an application form:

- By downloading a PDF version from the Ngāti Mutunga o Wharekauri website (www.nmow.co.nz)
- From the Ngāti Mutunga o Wharekauri Iwi Trust office (details below), or

Once you have completed your application, send it along with any attachments by email to iwitrust@nmow.co.nz

Or by post to:

Pūtea Whanaungatanga
Ngāti Mutunga o Wharekauri Iwi Trust
PO Box 50
Wharekauri 8942

Who can Apply?

The Pūtea Whanaungatanga category considers applications from any registered Ngāti Mutunga o Wharekauri beneficiary.

Things You Should Know

- Receipt of applications will be acknowledged
- Recipients are responsible for any income tax or GST that may be payable on the funds
- A list of individuals that have received funds may be published
- Final project reports are due three months after the completion of the project
- Failure to supply a project report may effect eligibility to apply for future grants
- Applications received late will not be reviewed
- All bookings for projects (eg flights and accommodation) are the applicants responsibility
- Grants will be paid on the 20th of each month

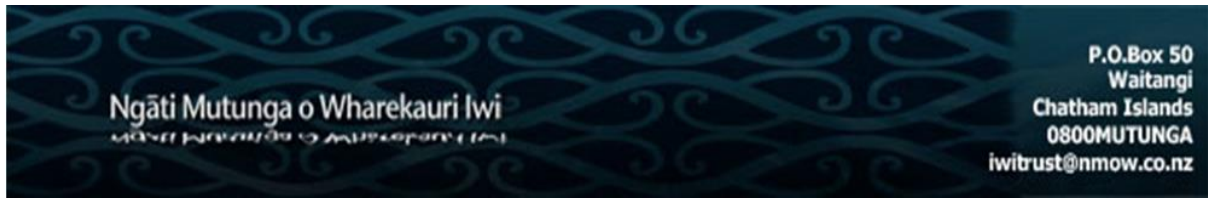
All funds given to applicants will be given for charitable purposes in accordance with charities law and other charity legislation. This includes all related case law of New Zealand.

Please phone the Pūtea Whanaungatanga Programme Coordinator, Thornton Lanauze-King, on (03) 305 0500 or email iwitrust@nmow.co.nz if you require further information about the fund or require assistance with your project and the application process.

2019/20 Pūtea Closing Dates

Applicants must submit their application at least two months prior to the commencement of the project. The applications are reviewed at the Iwi Trusts monthly Board hui, and must be received by the dates below to be reviewed by the Board at the corresponding hui. It is the applicants' responsibility to ensure they are submitting their application in a timely manner. If an application is received past the dates below, it will not be reviewed by the Board until the next hui.

- | | | |
|-------------------------------|----------------------------------|----------------------------------|
| • 15 th April 2019 | • 19 th August 2019 | • 20 th January 2020 |
| • 20 th May 2019 | • 21 st October 2019 | • 17 th February 2020 |
| • 17 th June 2019 | • 18 th November 2019 | • 16 th March 2020 |
| • 15 th July 2019 | • 3 rd December 2019 | |



2019/20 Pūtea Whanaungatanga Application Form

Applicants Personal Details			
Title:	<input type="checkbox"/> Mr	<input type="checkbox"/> Mrs	<input type="checkbox"/> Ms <input type="checkbox"/> Miss <input type="checkbox"/> Other (Please specify)
First Names:			
Last Names:			
Date of Birth:	_ / _ / _ _ _ _	Gender:	<input type="checkbox"/> Tāne <input type="checkbox"/> Wahine
Applicants Contact Details			
Street Address:			
Suburb:		City:	
Country:		Postcode:	
Phone (Home):		Phone (Mobile):	
Email:			
Additional Key Personnel			
(Additional people involved in the project, their roles and contact details)			
Name:			
Role:			
Phone (Home):		Phone (Mobile):	
Email:			
Signature:			
Name:			
Role:			
Phone (Home):		Phone (Mobile):	
Email:			
Signature:			
Name:			
Role:			
Phone (Home):		Phone (Mobile):	
Email:			
Signature:			
Name:			
Role:			
Phone (Home):		Phone (Mobile):	
Email:			
Signature:			

Information About Your Project

(Please provide a description of your project and how it links to at least one of the Funds strategic goals. Attach additional pages if you need to)

Projects Cultural Outcomes

(Please provide a description of the cultural outcomes your project will deliver. Attach additional pages if you need to)

Project Risks

(Please provide a description of the potential risks of your project)

Empty space for describing potential risks of the project.

Mitigation of Risks

(Please provide a description of how you would mitigate these risks)

Empty space for describing mitigation of risks.

Project Budget

(Please itemize your predicted budget in the boxes below)

1.	\$	2.	\$
3.	\$	4.	\$
5.	\$	Total Costs:	\$

Declaration of Applicant for Pūtea Whanaungatanga

In applying for this Pūtea Whanaungatanga I declare that the information I have supplied in this application form is, to the best of my knowledge, true and correct. I acknowledge that any incorrect or false information may result in my application being delayed or declined. I understand that if my application is successful I am required to provide a project report to the Iwi Trust within three months of my projects completion.

Signature: _____ **Dated:** __/__/____

Checklist

- The applicant is a registered member of Ngāti Mutunga o Wharekauri Iwi Trust
- The application has been fully completed and signed by the applicant
- Any additional pages are attached

Please complete this form and post it to the address below, or email to iwitrust@nmow.co.nz

**Pūtea Whanaungatanga
 Ngāti Mutunga o Wharekauri Iwi Trust
 P O Box 50
 Wharekauri (Chatham Islands) 8942**