

Bay of Islands-Whangaroa Community Board Grants July 2023 - June 2024

Local Grant Application Form

Application No. BOIWCB23242 From Graeme Dingle Foundation Far North

Form Submitted 28 Jul 2023, 12:58PM NZST

Applicant Details

*** indicates a required field**

Instructions

Please read carefully:

- Read this application in full before you start filling it in. It is easier to complete an application if you have the information you need at your fingertips.
- Please see Section 1 of the [Community Grant Policy](#) to ensure you are eligible.
- All applications are to be submitted 15 clear working days prior to the Community Board meeting where the application will be considered. Deadline dates are on the Council's website.
- Incomplete, late or non-complying applications will not be considered.
- Applicants who have failed to complete a Project Report for previous funding granted within the last five years are not eligible for funding.
- If there's anything on this form you're not sure of, please contact the Community Development team at freephone 0800 920 029 or funding@fndc.govt.nz - we're happy to help.

The following *must* be submitted along with this application form:

- Two quote for purchases where practicable, **or** evidence of expected purchases
- Business plan (including project costs)
- Details of all other funding secured or pending approval for this project (minimum 50%)
- Programme outline (if applying for operating costs)
- A health and safety plan.

Applicant details

Applicant *

Graeme Dingle Foundation Far North

Website

<http://dinglefoundation.org.nz>

Must be a URL.

Facebook page

<https://www.facebook.com/KiwiCanFarNorth/>

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Contact details

Contact Person One:

Applicant Project Contact *

Mr George Faalogo

Position *

Regional Manager

Contact Person Two:

Applicant Admin Contact

Ms Brydie Lenden

Position

Trust Chairperson

Must be an email address.

Must be an email address.

Purpose of organisation

Please briefly describe the purpose of the organisation *

Our purpose is to help tamariki and rangatahi realize their potential. We do this by helping tamariki and rangatahi develop true self confidence and real skills for later life through delivering both the Kiwi Can and the Ngā Ara Whetū (Career Navigator) programmes every week of school.

The Graeme Dingle Foundation in the Far North have been delivering the Kiwi Can programme for over 20 years. We focus on how to build positive relationships and resilience. These are all soft skills that are, sadly, lacking in some homes and are corner stones for personal development and being a responsible citizen. Research and evaluation by the Graeme Dingle Foundation in collaboration with the University of Auckland and Massey University shows that our programmes are highly effective. The findings showed reduced offending, improved attitudes and behaviour at school and at home, improved academic outcomes, greater self-confidence, resilience and wellbeing.

Number of Members *

6

Project Details

*** indicates a required field**

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Project Details

Clearly describe the project or event:

Name of Activity *

Operational Costs

Will there be a charge for the public to attend or participate in the project or event? *

Yes

No

Project dates:

Start Date

End Date:

Date *

Date: *

09/10/2023

12/04/2024

Must be a date.

Must be a date.

Project Outline

Outline your activity and the services it will provide. Tell us:

- **Who will benefit from the activity and how; and**
- **How it will broaden the range of activities and experiences available to the community.**

Project outline: *

The Graeme Dingle Foundation Far North is based in Kaeo but influences and supports the development and wellbeing of nearly 1200 school aged tamariki and rangatahi aged from 5 to 18 years every week of the school year across communities in the Far North. This has a flow-on affect to whanau, communities and employers.

How do we do this?

By delivering both the Kiwi Can and the Ngā Ara Whetū (Career Navigator) programmes. We have been delivering Kiwi Can for over 20 years to communities in the Far North.

What are our programmes?

Kiwi Can is a values and life skills programme that teaches self-respect, respect for others, and healthy relationships. The values underpinning Kiwi Can are explicit in the programmes four themes namely: Whakawhanaugatanga (Positive Relationships), Pono (Integrity), Taikaha (Resilience) and Manaakitanga (Respect).

Each theme has a series of modules to support it, for example Whakawhanaugatanga (Positive Relationships) is underpinned by the following modules - Positive Communication, Cooperation, Friendship, Fairness, Leadership and Conflict resolution.

Ngā Ara Whetū (Career Navigator) is a mentoring programme and is based on the Te Ao Māori framework of Tuakana (older sibling) mentoring their Teina (younger sibling).

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Senior students mentor year 9 students as they transition into college life. The same senior students are mentored by members of the community. Often, this will lead to jobs for these students and/or further tertiary study.

What is our scope?

The Kiwi Can programme is delivered to eleven schools and over 1000 primary school students at Te Hapua, Ngataki, Kaingaroa, Taipa, Peria, Mangonui, Oruaiti,

Totara North, Matauri Bay, Te Kura o Hato Hohepa and Kaeo School.

Ngā Ara Whetū (Career Navigator) is delivered to approximately 160 students at Bay of Islands College in Kawakawa and suitable mentors are selected from the local community.

Both programmes support students to become positive role models in their school, home and community.

Why do we do this?

We do this because we believe there is demand for our service in the Far North community. All of the schools that we work with, score high on the Ministry of

Education Equity Index (EQI). Essentially, the higher the EQI score, the more socio-economic factors exist in the community where the school is located that may affect student achievement.

The weather events in the Far North this year and the impact of Covid over the last three years, have placed a strain on our community, but particularly young people. School closures meant that young people weren't able to connect with their peers or receive face to face lessons.

What is the impact?

Kiwi Can enables students to confront these challenging times with a positive mind set and resilience. We teach them how to form and shape positive relationships.

Research and evaluation by the Graeme Dingle Foundation in collaboration with the University of Auckland and Massey University shows that our programmes are highly effective. The findings showed reduced offending, improved attitudes and behaviour at school and at home, improved academic outcomes, greater self-confidence, resilience and wellbeing.

Purpose of Application.

The purpose of this application is to seek funding to for petrol costs incurred by our staff for travel to deliver our lessons to tamariki in the Far North. Our staff use their personal vehicles to travel across the Far North to deliver either Kiwi Can lessons or activities for the Nga Ara Whetu mentoring programme. Staff are expected to travel to work on their own steam. Mileage is based on the distance from Kaeo to the destination where their school is located. E.g. Every Thursday two staff travel to Ngataki and Te Hapua Schools. This is a 311 km round trip with a portion of the road unsealed. Attached are detailed expense claims made by individual staff so far this year. We are seeking reimbursement costs for Term 4, 2023 and Term 1, 2024. Petrol prices have risen exorbitantly in recent months, and we have only just increased the mileage allowance to \$0.83 per kilometer. We believe this is a fair amount given that the wear and tear on our staff personal vehicles is a cost they have to absorb.

Project Cost

*** indicates a required field**

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Provide a detailed cost estimate for the activity. Funding requested may not exceed 50% of the total cost.

*Total Cost - provide the **total** amount of the estimated quoted cost against the appropriate item.*

Amount Requested - provide (against the item) the amount the Board is being requested to contribute.

Please Note:

- You need to provide quotes (or evidence of costs) for everything listed in the total costs column
- If your organisation is GST registered, all requested amounts must be GST exclusive.
- Do not enter cents - round values up or down to the nearest dollar
- Do not use the dollar sign (\$) - just enter the dollar value
- If you are applying for operating costs of a programme, please attach a programme outline

Budget

Expenditure	Total Cost	Amount Requested	Quotes	What is the total cost of your project?
	Must be a dollar amount.	Must be a dollar amount.		Must be a dollar amount.

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Travel Reimbursement staff	\$32,000.00	\$12,811.00	<p>Filename: Ange's Mileage Term 2 2023.xlsx File size: 11.8 kB</p> <p>Filename: Calla Mileage Term 2 2023.xlsx File size: 11.7 kB</p> <p>Filename: George's mileage Term 2 2023.xlsx File size: 11.3 kB</p> <p>Filename: Invoice Ange's Mileage Term 1 2023.xlsx File size: 11.7 kB</p> <p>Filename: Invoice Calla Mileage Term 1 2023.xlsx File size: 11.7 kB</p> <p>Filename: Invoice George's Mileage Term 1 2023.xlsx File size: 11.9 kB</p> <p>Filename: Invoice George's Mileage Term 1 2023.xlsx File size: 11.9 kB</p> <p>Filename: Invoice Joes mileage Term 1 2023.docx File size: 171.8 kB</p> <p>Filename: Invoice Joes mileage Term 1 2023.docx File size: 171.8 kB</p> <p>Filename: Invoice Shayle Mileage Term 1 2023.xlsx File size: 11.6 kB</p>	\$32,000
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			<p>Filename: Jeremy's Mileage Term 2 2023.xlsx File size: 11.8 kB</p> <p>Filename: Joe mileage Term 2 April 2023.docx File size: 171.3 kB</p> <p>Filename: Mileage Calculation Terms 1 & 2 2023 F NDC.xlsx File size: 11.7 kB</p> <p>Filename: Shayle's Mileage Term 2 2023.xlsx File size: 11.9 kB</p>	
Advertising/Promotion	\$	\$	<i>No files have been uploaded</i>	\$
Facilitator/Professional Fees	\$	\$	<i>No files have been uploaded</i>	\$
Administration (inc. stationery/copying)	\$	\$	<i>No files have been uploaded</i>	\$
Equipment Hire	\$	\$	<i>No files have been uploaded</i>	\$
Equipment Purchase (describe)	\$	\$	<i>No files have been uploaded</i>	\$
Utilities	\$	\$	<i>No files have been uploaded</i>	\$
Hardware (e.g cement, timber, nails, paint)	\$	\$	<i>No files have been uploaded</i>	\$
Consumable materials (craft supplies, books)	\$	\$	<i>No files have been uploaded</i>	\$
Refreshments	\$	\$	<i>No files have been uploaded</i>	\$
Travel/Mileage	\$	\$	<i>No files have been uploaded</i>	\$
Volunteer Expenses Reimbursement	\$	\$	<i>No files have been uploaded</i>	\$

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Other (describe)	\$	\$	No files have been uploaded	\$
Other (describe)	\$	\$	No files have been uploaded	\$
Other (describe)	\$	\$	No files have been uploaded	\$
	\$	\$	Filename: Graeme_Dingle_Foundation_Far_North_-_Annual_Report_for_2022_July_2023.pdf File size: 67.2 kB	\$

Funding Request Amount

Please enter the total cost of your project (the sum of the items you have listed in the Total Cost column above) and the total amount you are requesting from the Board (the sum of the items you have listed in the Amount Requested column above).

What is the total cost of your project? *

32000

Must be a number.

What is the amount you are requesting from the Board? *

\$12,811

Must be a dollar amount.

Financial Information

*** indicates a required field**

Financial Information

If your organisation registered for GST *

Yes No

GST Number

GST Number

090 697 846

Current Funding

How much money does your organisation currently have? *

\$214,274.00

Must be a dollar amount.

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How much of this money is already committed to a specific purpose? *

\$308,000.00

Must be a dollar amount.

Tagged Funds

List the purpose and the amounts of money already tagged or committed (if any):

Purpose	Amount
Wages & Salaries	\$286,250.00
Administration costs	\$10,000.00
Kiwi saver contributions	\$9,000.00
Insurance & ACC	\$3,000.00
	\$

Total Tagged Funds

Total Tagged Amount

\$308,250.00

This number/amount is calculated.

Other Funding

Please list details of all other funding secured or pending approval for this project (minimum 50%)

Funding Source	Amount	Decision
	Must be a dollar amount.	
Lottery Community Fund	\$30,000.00	Pending
Northland Grassroots	\$15,000.00	Declined
Pub Charity	\$5,000.00	Pending

Previous Funding from FNDC

Have you previously received funding from FNDC? *

Yes No

Declaration

*** indicates a required field**

Privacy Information

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The information you have provided on this form is required so that your application for funding can be processed. Once this application is lodged with the Council it becomes public information and may be made available on the Council's website. **If there is sensitive information in the proposal of personal details you wish to be withheld, please advise.** These details are collected to inform the general public and community groups about all funding applications which have been submitted to the Far North District Council.

Applicant Declaration

This declaration must be signed by two people from your organisation who are 18 years of age or older with the authority to sign on behalf of the organisation. Signatories cannot be an undischarged bankrupt, cannot be immediately related, cannot be partners, and cannot live at the same address. They must have a daytime contact phone number and be contactable during normal business hours.

We, the undersigned, declare the following:

In submitting this application:

1. We have the authority to commit our organisation to this application and we have been duly authorised by our governing body.
2. We acknowledge and agree that the Far North District Council may disclose or obtain information related to the funding of the organisation from any other government department or agenda, private person, or organisation.
3. We have attached our organisations most recent statement of income and expenditure, annual accounts, or other financial documents that demonstrate its ability to manage a grant.
4. Individuals associated with our organisation will not receive a salary or any other pecuniary gain from the proceeds of any grant money arising from this application.
5. The details given in all sections of this application are true and correct to the best of our knowledge, and reasonable evidence has been provided to support our application.
6. We have the following set of internal controls in place:
 - Two signatories to all bank accounts (if applicable)
 - a regularly maintained and current cashbook or electronic equivalent
 - A person responsible for keeping the financial records of the organisation
 - A regularly maintained tax record (if applicable)
 - A regularly maintained PAYE record (if applicable)
 - The funding and its expenditure shown as separate entries in the cash book or as a note to the accounts
 - Tracking of different funding, e.g through a spreadsheet or journal entry
 - regular financial reporting to every full meeting of the governing body

We agree to the following conditions if we are funded by Local Community Grant Funding:

1. To uplift any funding granted within 3 months of the date of the letter of agreement. failure to do so will result in loss of the grant money.
2. To spend the funding within 12 months of the date of grant approval unless written approval for an extension is obtained from Council before that 12 month period ends.
3. To spend the funding only for the purpose(s) approved by the Far North District Council unless written approval for a change of purpose(s) is obtained **an advance** from the Community Board.

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4. To return to the Far North District Council any portion of the funding that e do not spend. If our payment includes GST we will return the GST component of the amount to be returned.
5. To acknowledge the receipt of Community Board funds as a separate entry in our accounts, or in a note to our accounts, in our organisation's annual report.
6. To acknowledge any financial contribution from Far North District Council on signage and in any publicity relating to the project. Contact the Funding Team for digital imagery.
7. To make available any files or records that relate to the expenditure of this funding for inspection if requested by the Far North district Council or its auditors.
8. To complete and return a Project Report within **two months** of the end of the project, or, if the activity is ongoing, within two months of the funding being spent. applicants who fail to provide a project report within this timeframe will not be considered for funding for stand-down period of five years.
9. To inform the Far North District Council of significant changes in our organisation before this application has been considered, or the funding has been fully used and accounted for (such as change in contact details, office holders, financial situation, intention to wind up or cease operations, or any other significant event).
- 10 To lay a complaint with the Police and notify the far North District Council immediately if any of the funding is stolen or misappropriated.

Signatures

Signatory One

Name *

George Faalogo

Position *

Regional Manager

Postal Address

Signatory Two

Name

Brydie Lenden

Position

Board Chairperson

Postal Address

Mobile Number

Must be an email address.

Must be an email address.

Date

28/07/2023

Must be a date.

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Date

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