

Application Form

Instructions

Please read carefully:

- Read this application form 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. Deadlines dates are on Council's website www.fndc.govt.nz
- Incomplete, late, or non-complying applications will not be accepted.
- 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.
- Send your completed form to funding@fndc.govt.nz or to any Council service centre
 The following must be submitted along with this application form:

abla	Quotes (or evidence of costs) for all items listed as total costs on pg 3
	Most recent bank statements and (signed) annual financial statements
\forall	Programme/event/project outline
\Box	A health and safety plan
\checkmark	Your organisation's business plan (if applicable)
$\overline{\Box}$	If your event is taking place on Council land or road/s, evidence of permission to do so
	Signed declarations on pgs 5-6 of this form

Applicant details Organisation Number of Members Miria Marae 5000+ Postal Address 18 Gill Drive, Kawakawa, 0210 Post Code 0210 Post Code Physical Address Rapid no. 5101 Main Road, Waiomio, Kawakawa BOI Project Manager Position **Contact Person** Cheyenne Heke Phone Number Mobile Number 021 765 190 cheyenne@kupai.co.nz **Email Address**

Please briefly describe the purpose of the organisation.

A prominent marae for the iwi of Ngāti Hine. A meeting place for the people of Ngāti Hine, host to the wider community, neighbouring hapū/iwi, and many visitors pre-dating the signing of Te Tiriti.

www.fndc.govt.nz | Memorial Ave, Kaikohe 0440 | Private Bag 752, Kaikohe 0440 | funding@fndc.govt.nz | Phone 0800 920 029

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Application Form

Vhich Communi	ity Board is you	r organisa	ation applying to (se	ee map Sch	redule A)	?	
	Te Hiku		Kaikohe-Hokianga	abla	Bay of Is	slands-Whang	aroa
Clearly describe	the project or e	event:					
Name of Activity	Miria Marae F	Re-build:	Stage 1			Date 01/02/2	2023
Location	Miria Marae,	, State H	ighway 1, Waiom	nio, Kawal	kawa T	ime	
Will there be a ch	arge for the publ	ic to attend	d or participate in the	project or e	event?	☐ Yes	☑ No
If so, how much?							
Outline your act	ivity and the ser	rvices it w	ill provide. Tell us:				
 Who 	will benefit from	the activit	y and how; and				
			f activities and exper	iences avail	able to the	e community.	
area in the 1700's T		Total Control	upied by the iwi of Ngāt				
and his son Maihi K. Te Tiriti o Waitangi State Highway 1 an This project is to su the present; and su This shovel-ready p which currently rur flood zone to wher and the shifting, str. The wharekai was c time the marae trus i Department of Inte These partnerships The re-build and reneighbouring hapū Stage 1: Move the p Stage 2: Earthworks Stage 3: Build the ne	There are many histon and the significant of south of Kawakawan poort the protection in the protection of the power poles of th	orical memo rangatira, hat events in hwa, Miria Man, place, and decisions foke critical water entire at the control of the con	ries on the whenua of Mapū, iwi, local, and gove istory for the Far North rae has been referred to I history of the past; programmers to come. The required for the rebind allow for Te Rapunga will take safety issues and all mang, working with archite and other entities includatinue through each stage again, enable a place as be able to host people fai (dining hall) and ablut where taonga building	diria Marae inc rnment officia district and co o as 'Te wahard gress the re-b uild of Miria Na a (the whareh nce the power e place. irae buildings cts/consultan ding Ngāti Hing ge of the rebund space of co	cluding that als and signi- buntry. Give ba ki Te Tai uild to cons darae. It will ui/meeting poles have and ground ts, and succe te Health Tri ild.	t of Ngāti Hine ra ifficant hui pre ar en the location o Tokerau: The gat struct fit-for-purp enable us to shi house) to be shi been moved, co ds were closed in cessfully partneri ust and Ngāti Hi or the descendar nd the world for	ingatira Te Ruki Kawiti nd post-signing of f Miria Marae along teway to the Bay of Isla cose buildings for ft the powerpoles ifted from the consents will be progres a 2019 – at which ing with funders the Forestry Trust. The of Ngāti Hine,
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Application Form

Project Cost

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

<u>Total Cost</u> - 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 the 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

Expenditure	Total Cost	Amount Requested
Rent/Venue Hire		
Advertising/Promotion		
Facilitator/Professional Fees ²		
Administration (incl. stationery/copying)		
Equipment Hire		
Equipment Purchase (describe)		
Utilities		
Hardware (e.g. cement, timber, nails, paint)		
Consumable materials (craft supplies, books)		
Refreshments		
Travel/Mileage		
Volunteer Expenses Reimbursement		
Wages/Salary		not applicable
Volunteer Value (\$20/hr)		not applicable
Other (describe)	\$84,382.55	\$28,723.02
TOTALS	\$84,382.55	\$28,723.02

² If the application is for professional or facilitator fees, a job description or scope of work must be attached.

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Application Form

Financial Information				White the late of the same of
Is your organisation registered for GST?	☐ Yes	☑ No	GST Number	
How much money does your organisation c	urrently hav	e?	2	87,533.55
How much of this money is already committed to specific purposes?				60,498.55

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

Purpose	Amount
-4 x Grants from partnership funders, DIA, TPK and MCH for maintenance repairs to	
Te Rapunga (window and frame replacement, fix the front door and replace lock prior to move), moving Te Rapunga costs, comms strategy and website development (to keep benficiaries	
updated on re-build progress and secure storage of documents) and develop a database of benficiary/uri/whakapapa details.	87,447
Set aside in the build account - as this will be an essential contribution/contingency	
for construction of the new buildings in addition to our funding partners contributions.	173,051.55
TOTAL	260,498.55

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

Funding Source	Amount	Approved
Ngāti Hine Forestry Trust	\$50,000	Yes / Pending
Fundraising and Koha	\$5,659.53	Yes / Pending
		Yes / Pending
		Yes / Pending
		Yes / Pending

Please state any previous funding the organisation has received from Council over the last five years:

Purpose	Amount	Date	Project Report Submitted
			Y / N
			Y / N
			Y / N
			Y / N





Application Form

Privacy Information

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 or 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.

On behalf of: (full name of organisation)

Miria Marae

We, the undersigned, declare the following:

In submitting this application:

- 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.
- We have attached our organisation's 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.
- 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

Signatory One

Signatory Two

other



Application Form

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

- To uplift any funding granted within 3 months of the date on 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.
- To spend the funding only for the purpose(s) approved by Far North District Council unless written approval for a change of purpose(s) is obtained in advance from the Community Board.
- 4. To return to the Far North District Council any portion of the funding that we 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 Governance Support 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).
- To lay a complaint with the Police and notify the Far North District Council immediately if any of the funding is stolen or misappropriated.

Signatory One Name Position Postal Address Post Code Phone Number Mobile Number Signature Date Signatory Two Position nisteo Name Postal Address Post Code Phone Number Mobile Number 040 Signature

Funding Application – Miria Marae

Schedule of Supporting Documentation

Document	Title
1	Project Plan
2	Quote – Top Energy 2 Options
3	Financial Performance Report