

Local Grant 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:

- ☒ Quotes (or evidence of costs) for all items listed as total costs on pg 3
- ☒ Most recent bank statements and (signed) annual financial statements
- ☒ Programme/event/project outline
- ☒ A health and safety plan
- ☒ Your organisation's business plan (if applicable)
- ☒ 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	<input type="text" value="R Tucker Thompson Sail Training Trust"/>	Number of Members	<input type="text" value="NA"/>
Postal Address	<input type="text" value="PO Box 42, Opuia"/>	Post Code	<input type="text" value="0200"/>
Physical Address	<input type="text" value="Opuia Wharf, Beechy St"/>	Post Code	<input type="text"/>
Contact Person	<input type="text" value="Jo Lynch"/>	Position	<input type="text" value="Chief Executive"/>
Phone Number	<input type="text" value="0275773336"/>	Mobile Number	<input type="text" value="027 577 3336"/>
Email Address	<input type="text" value="jo.lynch@tucker.co.nz"/>		

Please briefly describe the purpose of the organisation.

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The R. Tucker Thompson Sail Training Trust operates a tall ship youth development programme funded by tourism activity, patrons, grants and sponsorship. The mission of the R. Tucker Thompson Sail Training Trust is: *Learning for Life through the Sea.*

Through the values of kaitiakitanga and whakawhānaungatanga we act in three areas:

Tangata - People	Turangawaewae - Place	Waka - Ship
Make a positive difference to the lives of those who come on board, whether for a day, a week or longer	Allow those who sail in her to learn more about who they are, where they come from and where they are going	Embrace the values of Kaitiakitanga; preserve the tradition of tall ship sailing and specifically the R. Tucker Thompson

Our primary purpose is youth development, focused on rangatahi from Te Tai Tokerau. Annually we take approximately 200 taitamariki, aged from 13 to 18, on 7-day voyages on the tall ship, the R. Tucker Thompson.

The Youth Development programme has focused on youth development since 2006. Key measurable outcomes include:

- Improved self-confidence
- Improved ability to build relationships
- A better understanding of their own strengths
- A strengthening of personal identity
- The development of leadership skills

Historically we would raise funds through tourism to support the youth development programme; we have consistently raised approximately \$200,000 each summer to subsidize each placement. Unfortunately, due to COVID-19, for the last two years we have not generated revenue. The impact of the pandemic, coupled with a 7-week breakdown this summer costing \$100,000, means we are seeking alternative funding support. We have excellent reserves in place for a breakdown such as this, but we require additional support please.

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Project Details

Which Community Board is your organisation applying to (see map Schedule A)?

☐ Te Hiku ☒ Kaikohe-Hokianga ☐ Bay of Islands-Whangaroa

Clearly describe the project or event:

Name of Activity Date

Location Time

Will there be a charge for the public to attend or participate in the project or event? ☒ Yes ☐ No

If so, how much?

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.



We are applying for these funds to sponsor a rangatahi specifically from the Kaikohe Hokianga Ward. The trainee can be selected by the Community Board or we can work with local schools and iwi to ensure this funding benefits youth within the Ward.

We work with rangatahi from 13 to 18 from Te Tai Tokerau. We have over 200 young people each year from Northland of which 65% are Māori. Tikanga Māori, education, new experiences and a focus on belonging underpin delivery.

Environment: Whakawhānaungatanga is our guiding principle. We focus on creating a sense of belonging, demonstrated through deliberate inclusivity and acceptance.

Education: A structured programme is delivered. Crew deliver modules on Safety at Sea; Meteorology; Sailing and Seamanship; Polynesian Celestial Navigation; Marine Navigation; Sustainability, Pollution and Recycling; Marine Wildlife; Financial Literacy; Food and Nutrition; Fishing; and Environmental activities. A specific talk on careers and post-school planning is also delivered.

New Experiences: Like many adventure education programmes, exposure to many new and unique experiences and challenges creates and strengthens neural pathways that support improved coping skills and decision making in the future. The tall ship experience is no different. The Trainees learn traditional sailing skills, climb the mast, swim, collect seafood, walks ashore and engage in many other outdoor activities.

Tikanga: Te Ao Māori approach is woven into the programme. Over 65% of the Trainees are Māori; our crew members are Maori and NZ Pākehā. Relationships are Tuakana- Teina in nature and tikanga is foundational in our delivery.

Evidence of outcomes

Otago University Research: In addition to assessing the effect the voyages had on psychological resilience, self-esteem, and positive outlook, the research was also looking to determine the contribution of *whakawhānaungatanga* or collective identity to these outcomes. The quantitative research found that:

- Both Māori and Pākehā Youth displayed a significant increase in **Resilience** as a result of the voyage. Maori youth had a significantly lower level of resilience at the beginning, but were comparable by the end. [View here.](#)
- Pākehā youth showed a moderate increase in **Self-esteem**, and Māori Youth a significant increase: directly compared, Maori Youth reported significantly lower levels of self-esteem at the beginning but at the end the levels were comparable.
- Both Māori and Pākehā Youth displayed a significant increase in **Positive Outlook** as a result of the voyages.
- The survey found that both Māori and Pākehā Youth benefited from a sense of **Collective identity** but that it was not directly related to the shift in self-esteem or positive outlook.

Furthermore, [qualitative research indicated](#) that the group identity formed on the voyages was experienced by all participants, but was potentially more salient and meaningful for the Māori trainees. Researcher Hitaua Arahanga-Doyle stated that this “also lends support to the previous findings that social identity development in the voyage group is more strongly linked to resilience and positive outlook for Māori when compared to the NZ European trainees.”

The Trust is in discussion with the University about further longitudinal studies and is also considering economic impact research to further strengthen the evidence of our outcomes.

We are partnering with different tertiary and work placement organisations such as CompeteNZ, NorthTec to connect our Trainees to apprenticeships, work and tertiary study.

From this last year’s survey of trainees, there were a number of benefits in terms of wellbeing, including

- 82.61% were more confident meeting new people
- 73.91% felt more positive/happy/relaxed
- 72.46% felt they had gained leadership skills/take on responsibility
- 65.22% were more self-confident
- 59.42% had better understanding of people
- 57.97% considered they were better able to tackle problems
- 49.28% enjoyed a chance to be involved in decision making
- 42.03% said they liked themselves better

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Project Cost

Provide a detailed costs 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 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

COSTS

I have provided the voyage costs and costs per child; these figures are exclusive of GST.

I have also included the Fixed Expenses of which 50% is apportioned to each Youth Voyage.

Direct costs	Annual cost	Per voyage	Per child
Advertising	4000	250	23
Cleaning & Refuse	1500	94	9
Expenses	2000	125	11
Fuel & Oil	6000	375	34
KiwiSaver	5670	354	32
LPG, & Outboard fuel	1000	63	6
Petrol	800	50	5
Printing & Stationery	2200	138	13
Provisions	17000	1063	97
Wages	189000	11813	1074
Total Direct costs	229170	14323	1302
Contribution to central costs*	147541	9221	838
Total voyage costs ex GST	164541	23544	2140
Plus GST	24681	3532	321
Total including GST	189222	27076	2461

*Fixed Expenses all activities	Apportionment	Annual
ACC Premiums	2353	4706
Assets under \$500	390	780
Audit fees	1900	3800
Bank Charges	75	150
Depreciation Expense - Development Expenditure	695	1390
Depreciation Expense - Office Equipment	257	515
Depreciation Expense - Plant & Equipment	3609	7218
Depreciation Expense - Vessel	24339	48679
Electricity	548	1096
Expenses Shed	15366	30732
General Expenses	720	1440
Health & Safety	820	1640
Hire of Plant & Equipment	374	747
Insurance	5750	11500
Internet	0	0
IT Equipment	3500	7000
IT licenses	861	1722
IT R&M	170	339
Kiwi saver R&M	600	1200
Legal Fees	495	990
Licences & Fees	4750	9500
Meals	102	203
Petrol (car)	242	485
Postage, Telephone & Tolls	1373	2745
Printing & Stationery	368	737
R&M - wages	20000	40000
R&M expenses	500	1000
R&M Schooner & Ancillary Plant	20000	40000
Rent	12684	25367
Staff Training	3132	6263
Travel	318	637
Uniforms	250	500
Wages Executive Trustee	21000	42000
TOTAL	147541	295081

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Financial Information

Is your organisation registered for GST? ☒ Yes ☐ No GST Number

How much money does your organisation currently have?

How much of this money is already committed to specific purposes?

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

Purpose	Amount
Working capital - monthly overheads and operational costs	\$40,000
Maintenance Reserves - for annual maintenance costs	150,000
Donations - for voyages	\$52,000
Reserves - organisational reserves	\$125,000
TOTAL	\$367,000

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

Funding Source	Amount	Approved
Foundation North	\$100,050	Yes / Pending
Sponsorship	\$70,460	Yes / Pending
Unconfirmed sponsorship	\$117,348	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
Far North Holdings fund 1 voyage	\$20,086	Annually	Y / N
			Y / N
			Y / N
			Y / N

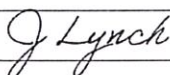


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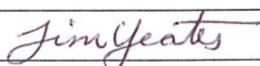
We agree to the following conditions if we are funded by Local Community Grant Funding:

1. To uplift any funding granted within 3 months of the date 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.
3. 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).
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.

Signatory One

Name	Jo Lynch	Position	Chief Executive
Postal Address	63 Oromahoe Road Opua	Post Code	0200
Phone Number	027 577 3336	Mobile Number	027 577 3336
Signature		Date	16 February 2022

Signatory Two

Name	Tim Yeates	Position	Trustee
Postal Address	Total Marine Group Beechy Street Opua	Post Code	0200
Phone Number	021 412 954	Mobile Number	021 412 954
Signature		Date	16 February 2022

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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)

R. Tucker Thompson Sail Training Trust

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 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.
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

Signatory One

J Lynch

Signatory Two

Jim Yates

Schedule of Supporting Documentation

R. TUCKER THOMPSON SAIL TRAINING TRUST

(Youth Development Voyage)

The following supporting documentation has been provided in support of the grant application and is emailed under separate cover.

1	Programme Overview x 4 pages
2	Business Plan 2021 – 2022 x 20 pages
3	Health and Safety Plan x 21 pages
4	Bank Statement or January 2022 x 3 pages
5	Performance Report until 31 May 2021 x 22 pages