

How to apply

Step 1: Complete an application form

Applications are open from Monday 15th February 2010 and are available from:

- Te Runanga o Kirikiriroa - 59 Higgins Rd, Dinsdale
- on-line at www.terunanga.org.nz
- or by calling Hamilton City Council on 07 838 6637

Step 2: Make sure you have attached the following:

- a bank deposit slip for the account to be credited
- the registered Charities Commission number for your group (if applicable)
- a copy of your groups latest bank statement (for all accounts)
- minutes from your last two meetings

Step 3: Post or deliver your completed application to:

Te Runanga o Kirikiriroa
59 Higgins Road
Hamilton

Applications close 4.00pm, 31st March 2010

No late applications will be considered

For further information, feel free to contact:

Te Runanga o Kirikiriroa, 59 Higgins Road, Hamilton, (ph) 07 846 1820 or
Hamilton City Council (ph) 07 838 6537

Maori and Pacific Project Fund Criteria and Guidelines

Purpose of Fund

The purpose of the Maori & Pacific Project Fund is to support the charitable, cultural, philanthropic, or other projects which strengthen the well-being of Maori and Pacific Island People living in Kirikiriroa. Applications must support one of the following five guiding principals taken from the Hamilton Social Well-being Strategy

- **CITY LEADERSHIP / COLLABORATION**
(Na tou rourou na taku rourou ka ora ai te iwi) The partnership between Maori and the diverse non-Maori population is strengthened and guides our shared work
- **COMMUNITY CAPACITY AND PRIDE**
(Maa Pango, Maa Whero, ka Oti ai te Mahi) We lift our city so that our kaumatua, children, whanau, hapuu, iwi and communities are truly vibrant and empowered to do well and take pride in their contributions.
- **VIBRANT RANGATAHI AND YOUNG PEOPLE**
(Tama Tu, Tama Ora - Tama Moe, Tama Mate) Our young people are involved and optimistic about their future.
- **QUALITY OF LIFE**
(Ma te whakaaro nui ka hanga ai te whare a, ma te matauranga ka u ai) Our people truly enjoy their quality of life.
- **COMMUNITY SAFETY**
(He aha te mea nui o te ao? He Tangata, He Tangata, He Tangata!) Our homes, our neighbourhoods and our city are safe places. Communities are free from crime and people live without fear.

 **Hamilton City Council**
Te kaunihera o Kirikiriroa



Te Runanga o Kirikiriroa
Direct to the community

Funding Categories

You may apply for either:

- **Standard funding:** For establishment and ongoing operational costs up to a maximum of \$5000, or
- **Special projects:** For funding of special projects that require more significant investment (\$5000 and over). Organisations applying for this category must be governed by Māori or Pacific Peoples.

Who can apply?

Individuals, schools, community, culturally based sports clubs and cultural groups – anyone can apply to the fund. However, proposals designed to generate personal or commercial profit are not eligible.

Ineligible Applications

- Projects which are already substantially funded by Hamilton City Council
- Overseas travel
- Purchase or maintenance of vehicles
- Completed projects (retrospective applications)
- Loan repayments or investments of any kind
- Medical expenses
- Food grants
- Non-culturally based sporting activity
- Political or professional organisations



How are applications assessed?

Te Runanga staff will make initial assessment with recommendations being forwarded to an Allocation Committee comprising representatives of the Te Runanga Trust Board and an Elected Representative of Hamilton City Council.

The Allocation Committee will give priority to those projects which:

- are Hamilton based
- respond to an identified need and demonstrate who will benefit from the project and how
- align with and work towards delivering the aspirations of the Hamilton Social Well-being Strategy and those of Te Runanga O Kirikiriroa (a partner to this city strategy)
- have a high level of community support such as voluntary labour, donated materials, discounts or funds raised from the community
- clearly show appropriate planning (e.g. a project objective, how the project is managed, who is involved, its financial and management practices) and evaluation;
- has good support from a relevant government or community agency or prominent individuals within the community
- has secured other sources of funding available
- indicates appropriate co-ordination of services/activities.

The Allocation Committee may stipulate any **terms or conditions** it deems applicable.

Reporting

Each successful applicant must provide feedback on project progress **within six months** of receiving funding and is expected to complete a **final report** detailing outcomes of the project.

Legal Status

Organisations that apply for grants over \$1500 need to provide evidence of legal entity established by a Court or under an Act of Parliament, which is authorised to receive and administer charitable funding, e.g. an incorporated society or registered Charitable Trust (please provide appropriate documentation for proof).