

Applicant eligibility criteria:

Applicant must be able to meet all the criteria stipulated in the guidelines;

Applicant/organisation must be

- Incorporated Society (certificate or documentation of proof must be supplied);

- Trust or Association (please supply documentation);

- Unincorporated community group

- Umbrella organisation with local branches.

It is expected that the 'umbrella organisation' will have an interest in the project for which funding is being sought.

Council is unable to issue funds directly to individual recipients.

Hints and tips:

Ensure that you give us as much detail as possible in the contacts section. If we have any questions we need to be able to contact you as easily as possible.

When providing contact names please ensure that the people listed are able to answer questions about the application and list the person who completed the application form as the first contact.

The details in this section allow us to understand the objectives of your organisation and the affiliations you have.

If your group is an incorporated society, your constitution will have broad aims for the group listed.

Tell us about your activities, the other groups you work with and how you promote your end objectives.

1. APPLICANT DETAILS (See applicant eligibility criteria)

Full Name of Organisation: Royal New Zealand Plunket Society Manawatu Wanganui Branch

Street address: 20 Fitzherbert Avenue Palmerston North

Postal address: PO Box 126 Palmerston North

Post Code: 4440

Contact 1 Name: Kylie Gibbard

Telephone (day): 021 904 860

Email: kylie.gibbard@plunket.org.nz

Contact 2 Name: Heidi Wright

Telephone (day): 027 429 7271

Email: heidi.wright@plunket.org.nz

Legal Status (see Applicant eligibility criteria)

Incorporated Society

IS YOUR ORGANISATION ACTING AS AN UMBRELLA ORGANISATION?

☒

Yes

☐

No

IS YOUR ORGANISATION GST REGISTERED?

☒

Yes

☐

No

If so, please provide your GST Number:

86

326

965

2. WHAT ARE THE OBJECTIVES OF YOUR ORGANISATION?

Attach additional sheets if you need to

Together the best start for every child

- see additional sheets

Project eligibility criteria

All projects eligible for funding must:

- * Take place within Rangitikei;
- * Demonstrate consideration of how they see their proposal would benefit the community
- * Provide 3 targets that will be used to monitor the outcome of the project
- * Provide a realistic and balanced budget;
- * Be able to contribute a significant proportion to the cost of the project (see Section 4).

Please note:

* Applicants cannot have been financially supported by the ratepayers of the Rangitikei District Council through some other means for the same project in the same financial year, i.e. through the Event Sponsorship Scheme, Community Boards/Committees, Annual Plan etc.;

* Applicants cannot apply for funding from the Community Initiatives Fund more than once in any financial year;

* Proposals which are eligible for funding from Creative New Zealand or Sport New Zealand Rural Travel Fund must state clearly if they have made an application to or intend to apply to either fund. The Community Initiatives Fund assessment committee may limit funding to these groups.

* If you receive confirmation of funding from any other organisation before the Committee meets, you must inform the Grants Administrator at the Council.

3. YOUR PROJECT (See project eligibility criteria)

3.1 What is the name of your project?

Plunket Rangitikei Parent Education

3.2 When will it take place:

Sept 2015 to June 2016

3.3 Where will it take place:

Mariri, Mangereka, Taihape, Huntleyville & Bulls

3.4 What type of project are you planning?

☒ Ongoing activity, or

☐ New initiative

Please tick the **ONE** box that **best** describes your project. (See Event Sponsorship Scheme definitions)

☒ Community service and support, or

☐ Leisure promotion, or

☐ Heritage and environment

3.5 Describe your project in full:

Attach additional sheets if you need to.

This grant will allow Plunket to provide a trained Parenting Education program facilitator (PEPE) in the Rangitikei district to coordinate FREE parent education sessions throughout the region. These services are designed to meet the specific needs of the parents & children in the area considering cultural & socioeconomic factors to promote positive parenting, build strong families & strengthen community relationships.

Accountability Reports

Successful applicants will be required to report back (to the Chief Executive) on a six-monthly basis or at the conclusion of the project, whichever is later.

For all projects this will include reporting against the three targets that you have identified as indicating success.

Council will also seek your feedback on what worked well for your project and what could be improved.

Promoting Rangitikei District Council's support:

The support of the Rangitikei District Council must be acknowledged on all publicity material. Logos may be obtained from the Council Administrator. You will need to show how you have done this in the accountability report.

Hints and tips:

Describe your project in full.

In this section we want to know about the complete project, not just the portion you are seeking funding for.

Or you may have a project that supports a small number of people over a longer period of time. In this case you will need to explain the long term benefits of the project to this group.

Be sure to fully describe your target group or those who will benefit from your activity.

Relate your project back to the category under which you applied. If you ticked Heritage and Environment for example, you will need to demonstrate why this is a Heritage and Environment Project.

3.6 Who will benefit from your project? Punket provides support services to over 320 new babies & their families in Rangitikei every year with support provided to approx 1600 under 5's. Their parents & wider families & whanau at any given time.

3.7 How will the people who will benefit from your project know that it is happening? Punket works with many community groups, prechols & kindergartens, businesses & other support service groups to ensure parents, families & caregivers are informed of upcoming events. Facebook & social media are also used as appropriate.

3.8 How will you acknowledge the funding provided by Rangitikei District Council? (See Promoting Rangitikei District Council's support)

Punket Manawatu Whanganui Area Annual Report & on Rangitikei Parent Education Issue Pages etc

3.9 Nominate 3 targets that will demonstrate the success of your project and the benefit to the Rangitikei District. Please refer to the funding guide as the targets set here will form the basis of your reporting back to Council when the project is completed.

Target 1: Provision of minimum 50 Parent Education sessions in Rangitikei.

Target 2: Full participation numbers in sessions provided.

Target 3: Utilize facilities throughout Rangitikei District to ensure wide session distribution & ease of access for parents

Funding Guide

An organisation may receive a grant for a project in one or more successive years, but must apply annually. All profits from the projects must be held over towards funding the next project.

Grants will usually be up to a maximum of \$2,500 for any project in any one financial year.

Grants will not be made to organisations which have not complied with reporting requirements for previous grants.

This section asks for the total cost of your project. In the income section list the funding from all sources. Council is unlikely to fund 100% of project costs, so it is important that you do not restrict your costs to the amount of funding you are requesting.

Ineligible costs

- * Facility development or funding for capital works (i.e. the cost of buildings or items necessary to operate the facility);
- * Grants to individuals;
- * Purchase or long-term lease of equipment¹ or facilities;
- * Food and beverage costs;
- * Retrospective project costs;
- * Costs of bonds or making good any damage done to venues that are hired;

You must provide valid, written quotes for all goods and services for which you are seeking funding.

If no quotes are supplied your application will be ineligible.

General overheads such as power costs, administration costs etc. must be based on proven figures from previous year's accounts.

Groups registered for GST must provide figures that are GST exclusive.

4. FINANCIAL INFORMATION (See Funding Guide) Please provide all costs and all sources of income for the project you are planning. Attach additional sheets if necessary

4.1 Project Costs

Outline how much the project will cost to put on:

Item	Amount
Planet Parent Educator fee/hrs	2500
Travel costs	\$ 750
External Program Presenters	\$ 1000
Program Resources	\$ 400
Planet Room Power (cost)	\$ 720
(Market)	\$
	\$
example invoices are provided for previous PEPs sessions - Actual programs, locations & invoices will vary dependent upon need within individual communities.	
	\$
	\$
Total Cost (GST inclusive / exclusive. Please delete one)	\$ 5370

4.2 Project Income

Outline how the costs of the project will be met:

Item	Amount
Donated material	\$
Cash in hand towards project	\$ 500
Intended fundraising (provide an estimate)	\$ 1020
Ticket sales	\$
Other sponsorship/grants (please specify source/s below)	
QBS Dodging Trust	\$ 1000
Sollard Te Koroa Trust	\$ 850
Kingdon Foundation	\$ 500
	\$
	\$
	\$
Total funds available (GST inclusive / exclusive. Please delete one)	\$ 3870

Amount of funding you are requesting

from Rangitikei District Council:

One thousand five hundred dollars —

\$ 1500

¹ Equipment is defined as being "the tools, clothing or other items needed for a particular activity or purpose, that under normal conditions of use can be expected to serve their principal purpose for at least one year"

Please provide a pre-printed bank account deposit slip for payment should your application be successful.

Please attach your group's latest audited annual accounts. Any organisation that has given away or donated money to other organisations will not be granted Council funding.

Quotes must be provided for all goods and services. For services such as power where it is not possible to get a quote, an estimate based on proven figures from previous years must be provided.

HAVE YOU ATTENDED TO ALL OF THE FOLLOWING?

Tick as appropriate

<input checked="" type="checkbox"/>	Answered all of the questions?
<input checked="" type="checkbox"/>	Does your financial information add up? Please check!
<input checked="" type="checkbox"/>	Provided daytime phone numbers?
<input checked="" type="checkbox"/>	Provided full details of your project and included extra pages as appropriate?
<input checked="" type="checkbox"/>	Provide quotes for all appropriate items?
<input checked="" type="checkbox"/>	Provided a pre-printed deposit slip?
<input checked="" type="checkbox"/>	Provided your latest annual accounts?

All applications that do not have the full and complete documentation (including quotes) cannot be considered by the Committee.

Council staff will check all applications to ensure they meet the criteria included in this application form and are complete. Council staff will contact you for further information if necessary.

4.3 Has your group received funding from the Rangitikei District Council in the last 5 years? If yes, please list all grants made below.

Event/Project/Activity	Amount
Pepe facilitator Sept 2013	\$ 1000 —
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$

4.4 Please name two referees for your organisation and your project

Name: Toni Grimshaw - ANZCO

Telephone (day): 06 327 0010

Name: Celeste Venbra - Ruapehu Reap

Telephone (day): 06 388 0109

5. DECLARATION

☒ I declare that the information supplied here is correct.

Name: Kylie Gabriel

Signature: [Signature]

Position in organisation: Grants Coordinator

Date: 30/7/15

☐ Please tick here if you would like to speak with the Committee about your project. The Committee will meet on 27 August 2015. The Grants Administrator will contact you with more details.

2. WHAT ARE THE OBJECTIVES OF YOUR ORGANISATION?

Plunket is the largest provider of FREE support services for the development, health and wellbeing of children under five in New Zealand.

We provide a unique mix of a specialist clinical workforce working hand in hand with volunteers and support staff throughout the country. Each year we see more than 90% of new borns in NZ offering parenting information and support as well as developmental assessments.

For over 100 years, Plunket has been providing care and support for families with children under the age of 5. Our holistic approach and ability to visit whanau in their homes has enabled us to build trust and credibility within the communities we serve.

Our objectives are:

To improve the health and wellbeing of parents and children through co-ordinated services.

To promote wellness and the creation of healthy, nurturing environments.

To promote the qualities of stable and integrated family life.

To deliver Parenting programmes throughout the Manawatu/Whanganui area.

To run Parent Support groups.

To deliver Community Support Co-ordination to ensure the smooth running of courses and to ensure all new families are linked with appropriate services.

3. DESCRIBE YOUR PROJECT IN FULL

This grant will allow Plunket to provide a trained Parenting Education programme (PEPE) Facilitator in the Rangitikei district to coordinate Free Plunket PEPE programmes in the area.

Parent Education groups are designed to support parents in their parenting role, build parent confidence and connect parents with other parents and local support and resources in their area.

PEPE Facilitators ensure parents and families can access programmes, groups and support networks that help strengthen family and community connections by providing opportunities for parents to share experiences and support each other.

These one off education / information sessions are targeted to help parents understand and nurture their child's health and learning needs so that the child can best reach its full potential. They are aimed to promote positive parenting, build stronger families and strengthen community connections through information and education.

Topics include health, activity and nutrition, baby, toddler and child development, behaviour, first aid and child car seat and injury prevention topics.

These programmes will be undertaken throughout the Rangitikei District providing maximum accessibility.

WHO WILL BENEFIT FROM YOUR PROJECT

Babies, Toddlers, preschoolers and their parents, caregivers and Whanau all benefit directly from Plunket Parent Education Programmes (PEPE).

Plunket's PEPE teach life long parenting skills to help parents understand and nurture their child's long term health, learning and parenting needs. This benefits all youth not only babies and toddlers from their parents taking part in Plunket's positive parenting programs.

With a higher than the New Zealand average percentage of young people (22.8%*) in the Rangitikei District, it is important that Plunket is able to provide the support, programs and community connections to ensure these young babies, children and youth are cared for by confident, supported parents, caregivers and whanau.

Plunket can only do this by providing a dedicated PEPE facilitator in the Rangitikei area.

With a total of 3354* babies, children and youth in the Rangitikei area (over 1000 under 4 years old*), Plunket will provide benefit to over 1600 children and their families with the clinical, community services and Parent Education Programmes it provides at any one time.

HOW WILL YOUR PROJECT BE PROMOTED

Utilising existing relationships with preschools and kindergartens, schools and community groups, businesses newspapers and other media, PEPE courses available will be advertised as appropriate in the area. Plunket nurses, Community Support Coordinators and PEPE facilitators also promote Plunket's community services as appropriate.

Acknowledgement of funding if requested can be provided by the addition of:

"Proudly supported by Rangitikei District Council" and your logo on all PEPE event posters and supporting material as appropriate. Rangitikei District Council will also be acknowledged in our Annual Report. RDC will also be thanked and acknowledged on the Plunket Manawatu Whanganui Area facebook page.

* Figures taken from 2006 NZ Census. information available online at www.stats.govt.nz



Ruapehu Rural Education Activities Programme (Inc)
Community Education Service

1 Tui Street, P.O. Box 86, Taihape
Phone: (06) 388-0109
Free phone: 0800 007 327
Fax: (06) 388-0072
E-mail: ruapehureap@xtra.co.nz

To Whom It may Concern:

The Taihape Plunket Service has worked in collaboration with the Early Childhood Services of Ruapehu REAP over many years.

Our role in Early Education fits seamlessly with the medical/developmental Plunket service for Babies Mothers and Families.

I have personally had a valued relationship with the Taihape Plunket staff for 20 years in various capacities, and it would be of concerned to see any limiting of their service.

Regards
Celeste Ventura

Early Childhood Education
Parenting and Family worker,
Ruapehu Rural Education Activities Programme.





To whom this may concern,

I am writing to confirm that we have been working alongside Plunket to educate the community and our high need employees, particularly those recruited through the Samoan quota scheme.

Plunket provides education to parents and families who arrive in New Zealand through the quota scheme.

The work Plunket are doing with our organization and the community is vital and we value their contribution.

If you require any more information about the work we are doing with Plunket, please do not hesitate to contact me directly.

Regards


Toni Grimshaw
HR Advisor

Tatua/Whanganui Area Expense Claim Form

Plunket

Name of Person to be reimbursed: Heidi Wright

Date of Claim: 22/7/15

Description of Item/	Relates to	Date	Code	Cost
Travel to Rongotea-Marton	One Off Info Session	15/7		\$ 23.61
				\$
				\$
				\$
Mileage Claimed:				\$
Number of kms <u>31.9</u>				
Cents per km: <u>\$0.74</u>				
TOTAL CLAIMED				\$ 23.61

Example of travel costs

I have attached tax invoices for these purchases (EFTPOS dockets are not a tax invoice). I have detailed mileage claimed on the reverse or on a mileage return.

Payment to Bank Account Number _____

(Please attach deposit slip)

Commonly used codes	CODE	Commonly used codes	CODE
Staff/Volunteer Appreciation	31555	General Expenses	39025
Course Resources	32550	Kitchen Consumables	39035
Minor equipment (under \$500)	36070	Literature	39040
Toy Purchases	36130	Photocopying	39055
Accommodation & Meals	37010	Postage and Freight	39060
Petrol	37050	Stationery	39070
Private Mileage	37060	Telephone Rentals & Tolls	39075
Other Travel (Taxi, Parking)	37080		

Payee Signature HN Wright Date 21/7/15

Community Services Leader

[Signature]

Date 21/7/2015

Tax Invoice



RECEIVED AREA OFFICE

Date: 27/07/2015
Invoice No.: 11678
Due Date: 26/08/2015

MEDITRAIN MANAWATU

GST 33-748-655

P.O. Box 208

Levin 5540

PH:- 06 3684873

Free: 0800 2774543

MANAWATU WANGANUI

*Sample of external
contractor costs*

PLUNKET SOCIETY

P O BOX 126

PALMERSTON NORTH 4440

P O BOX 126

PALMERSTON NORTH 4440

Qty	Description	Unit price	Total
1	PEPE COURSE FIRST AID 20/06/2015 FAMILY CENTRE	\$150.00	\$150.00
1	PEPE COURSE FIRST AID 23/06/2015 FAMILY CENTRE	\$50.00	\$50.00
1	PEPE COURSE FIRST AID 23/06/2015 FAMILY CENTRE 7PM	\$150.00	\$150.00
1	PEPE COURSE FIRST AID 29/06/2015 FEILDING	\$50.00	\$50.00
1	PEPE COURSE FIRST AID 14/07/2015 DANNEVIRKE	\$70.00	\$70.00

B. J. [Signature]

Subtotal \$408.70

GST \$61.30

Total Amt \$470.00

Balance Due \$470.00

Invoices are to be paid by the 20th of the month following the course completion for companies and by the day of the course for Public courses.
Parts are to be paid within 7 days of invoice date.

Please make cheques payable to Meditrain Manawatu or direct credit to:-38-9004-0558651-01
PLEASE Quote Invoice Number. Thank you for your business.

Relinda



warehouse
stationery

● work ● study ● create ● connect

Warehouse Stationery Ltd
168-208 RANGITIKEI STREET
PALMERSTON NORTH
PH: (06) 3547474; FAX (06) 3547447
Packing Slip

Tr: 512000368247 10/04/15
Op: DAVE 11:57:16

CARD KASKAD 225GSM SRA2 KINGFISHER BLUE.		
1	65805	2.80 2.80
CARD KASKAD 225GSM SRA2 ROSELLA RED		
1	65801	2.80 2.80
KASKAD BOARD 225GSM A3 PARAKEET GREEN		
2	660501	1.80 3.60
KASKAD BOARD 225GSM A3 PLOVER PURPLE		
2	660498	1.80 3.60
LABELS AVERY J8160-25 INKJET 25PK		
1	58022	50.95 50.95

Total 63.75

Items	7.00
GST Content	8.32
Account	63.75

13442
Royal NZ Plunket - Manawatu
relinde

Invoice to follow
BizRewards points on qualifying products
applied to: 13442
Ref: 5100150159

Cust. Name : relinde

Sign. : _____

LET US KNOW WHAT YOU THINK

TELL US HOW WE DID TODAY AND YOU COULD
WIN 1 OF 4 \$500 PREZZY CARDS!

To enter scan one of the QR codes in
store or go to: sfbac.com/ws/1028

Promotion runs from 2nd March to 26th
April 2015. See posters in store for
Terms & Conditions.



512000368247

*Examples of Program
Referrals*



Warehouse Stationery Ltd
191 - 193 OXFORD ST, LEVIN 5510
PH: (06) 367 9302; FX: (06) 367 9302
GST NO. 68-458-811
Tax invoice / GST Inclusive

T-IT NOTES 654 YELLOW 76X76MM.		
41045	2.99	2.99
T-IT NTS 654 SPR STKY 90 SHT ULTRA AS		
420236	3.99	3.99
I-TACK 75G BOSTIK		
41150	4.00	4.00
ACT AS COPY PAPER WHITE 80GSM 500PK		
531583	25.00	25.00

Figure 1. A schematic diagram of the experimental setup. The subject is seated in a chair, viewing a screen. The screen displays a target (a small circle) and a starting point (a larger circle). The subject's hand is positioned at the starting point. The distance between the starting point and the target is labeled as 'Distance'. The subject is instructed to move their hand from the starting point to the target. The screen also displays a scale from 0 to 100 cm.

Cents per km 74 cents

TOTAL CLAIMED

Wairarapa/Whanganui Area Plunket Claim

d: Jerry Walter

[illegible]

I have attached tax invoices for these purchases (EFTPOS docketts are not a tax invoice). I have detailed mileage claimed on the reverse or on a mileage return.

Payment to Bank Account Number 03-0662-0351140-000
(Please attach deposit slip) west pac.

Commonly used codes	CODE	Commonly used codes	CODE
Staff/Volunteer Appreciation	31555	General Expenses	39025
Course Resources	32550	Kitchen Consumables	39035
Minor equipment (under \$500)	36070	Literature	39040
Toy Purchases	36130	Photocopying	39055
Accommodation & Meals	37010	Postage and Freight	39060
Petrol	37050	Stationery	39070
Private Mileage	37060	Telephone Rentals & Tolls	39075
Other Travel (Taxi, Parking)	37080		

Payee Signature Tanya Warren Date 21/2/2015

Community Services Leader V. S. [Signature] Date 21/2/2015



RECEIVED AREA OFFICE

Genesis Business Team
Genesis Energy Limited
Private Bag 3131
Waikato Mail Centre
Hamilton 3240
0800 600 900
Freefax 0800 110 999
genesisenergy.co.nz

Your Consumer Number

100 038 8074

Customer Business Team

0800 600 900

Account Date

24 Jul 2015

Due Date

10 Aug 2015

GST Tax Invoice/Statement

Statement Number

12364876

GST Number

71-067-769

MARTON PLUNKET
PLUNKET MANAWATU WANGANUI MARTON
PLUNKET
PO BOX 126
PALMERSTON NORTH CENTRAL
PALMERSTON NORTH 4440

Our Business Team hours are
Monday to Friday, 8am to 6pm.
Or email us on
business@genesisenenergy.co.nz

Your Electricity Account - Actual Reading

Summary of Payments Since Your Last Account

Closing Balance of Your Last Account	\$	85.75
Payments Received - Thank You!	\$	85.75 cr
Opening Balance	\$	0.00

Current Account Summary (refer over for details)

Current Charges	\$	74.76
Prompt Payment Discount	\$	7.48 cr

Total Amount Due	\$ 74.76
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(If paid after due date 10 Aug 2015)

Discounted Amount Due	\$ 67.28
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(If paid by due date 10 Aug 2015)

Total Current GST Content \$9.75 (refer over for details)

Total Current GST Content After Prompt Payment Discount \$8.77

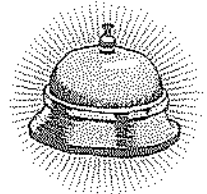
GST is calculated on each separate charge.

**Do it all
online with
My Account.**

Manage your account,
view and pay your bills,
add services or move
your energy account
to a new property

Register now by
logging in to
My Account at
myaccount
genesisenergy.co.nz

Example of
per loss



The amount of \$67.28 will be Direct Debited from your bank account on 10 Aug 2015 unless you advise us otherwise by 8 Aug 2015.

Thank you for using Direct Debit.



Your Consumer Number

100 038 8074

MARTON PLUNKET
PLUNKET MANAWATU WANGANUI MARTON
PLUNKET
PO BOX 126
PALMERSTON NORTH CENTRAL
PALMERSTON NORTH 4440

Statement Number

143256976

Energy Transactions

RNZPS Manawatu/Wanganui Area Marton From 1 Mar 2015 to 30 Jun 2015

Date	Type	Transaction	Reference	Debit	Credit
11 Mar 2015	PAY	GENESIS ENERGY - Marton		63.67	
15 Apr 2015	PAY	GENESIS ENERGY - Marton		63.59	
11 May 2015	PAY	GENESIS ENERGY - Marton		60.57	
11 Jun 2015	PAY	GENESIS ENERGY - Marton		57.26	
Total				245.09	
30 Jun 2015		Balance		245.09	

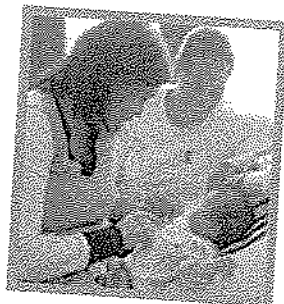
*Sample 4 months
Power costs*

Supplementary Grant Information

Plunket Manawatu Wanganui Area Inc
July 2015



Plunket



Together, the best start for every child | Whanau awahina

History

In May Plunket will turn 107. From small beginnings in 1907, Plunket is now the largest provider of support services for the development, health and wellbeing of children in New Zealand.

Plunket is as much a part of our culture as the haka and pavlova. 9 out of 10 babies in New Zealand are "Plunket Babies".

Founded in Dunedin by child health visionary, Sir Fredric Truby King, Plunket nurses quickly became a vital line of support for mothers and babies throughout New Zealand and Plunket's philosophy soon became parenting lore.



Using all the latest innovations, technologies and communications, today Plunket has more than 600 clinical staff and 6000 volunteers that represent and carry out Plunket's good work to ensure Plunket's survival for many years to come.

"Plunket was a life-saver for us especially in the first few weeks" Emily

Family & Whanau Support

Last year 54,964 newborn babies and their parents were enrolled with Plunket for support. This is 91.8% of statistics New Zealand's births for the same period. Plunket provides support to parents and babies of all ethnicities, through a variety of services. These include B4 School Checks, Parenting Courses, Play groups, Car Seat Rentals, Telephone conversations, Plunket Line Calls, Toy Libraries, Support groups and First Aid programs

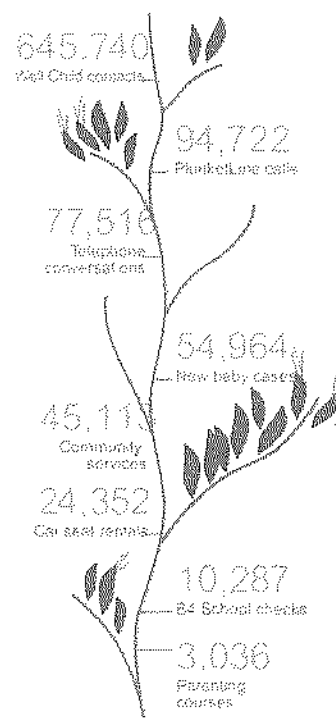
Through these services Plunket had 955,730 total contacts with family/whanau across all Plunket service

Last year the largest percentage of Plunket's babies were born to Deprivation 10 families (14.1%). The Dep standard predicts socio-economic disadvantage and is used as one indicator to assess the level of support parents and whanau may need. Dep 10 families are families that may need considerable support.



Well Child Services

Last year Plunket had 645,740 contacts with parents and whanau through the Ministry of Health Well Child contract. We did this through a combination of home visits, visits to clinics, and in some areas mobile clinics and Family centres.



Home	48.2%
Clinic	36.6%
Telephone	12.0%
Family Centre	1.8%
Mobile Bus Clinic	0.8%
Early Childhood Centre	0.3%
Kohunga Reo	0.2%
Marae	0.05%

Community Services

Plunket's community services help strengthen family and community connections by providing opportunities for parents to share experiences and support each other.

Last year saw over 45,596 contacts with parents and whanau through this service. Specialist groups to fit the needs of the community last year included New migrants groups, premature babies group and a support group for parents of children with allergies.



Percentage of parents who have used community services

Age 0-4	31%
Age 5-14	35%
Age 15-24	33%
Age 25-34	32%
Age 35-44	34%
Age 45-54	33%
Age 55-64	34%
Age 65+	35%

Car Seat Service

In 2013 Plunket's car seat service celebrated 31 years of getting kiwi kids into affordable car seats.

Plunket car seats holds a very strong position in our communities providing affordable access to car seats and free advice and fitting service through its Car Seat service. The service actively promote child safety and car safety in the community alongside Plunket's other services

Plunket Line

PlunketLine is available 24 hours a day, seven days a week.

It continues to be a highly valued and respected provider of quality advice and information on parenting issues and children's health and wellbeing.



PlunketLine is committed to providing a Multi-lingual service to callers, providing Chinese, Maori, Samoan and Cook Island Maori speaking nurses.

Last year PlunketLine staff responded to 94,722 Calls

Advocacy

Plunket focuses on providing the best support for parents and caregivers, that includes working to improve policy and law which affect children and families/whanau.



Plunket

Positive Parenting Programs

Plunket's parenting education programmes help parents understand how their child develops and learns, and how they can best help their children reach their full potential.

Last year over 30,000 participants took part in Plunket Parenting programs aimed to promote positive parenting and build stronger families.

These programs take place throughout New Zealand and include a variety of initiatives including Parents as first teachers (PAFT)

PEPE - Parenting education programme
Teen parenting courses
First aid courses
and Parenting education in schools.

Plunket is invited into the homes of over 90% of New Zealand families with children under five.

Hari's Story

Recent statistics indicate that a significant proportion of our children are not safe in their own homes, victims of family violence and poor parenting practices.

Plunket's FREE Parent education programmes are not government funded yet Plunket is the leading provider of these services with over 90% of newborn babies and their parents enrolled with Plunket for support.

The parenting programmes and coordinated services that Plunket provides at community level are fundamental to establishing the framework for growing healthy, well adjusted and confident parents as well as children.

Many families have made the necessary changes to encourage and promote positive parenting because of their engagement with Plunket Community Services.

Another way we can explain what we do is by telling you "Hari's Story"

A new mother's inspiring story of change.

Having been a witness to abuse and neglect in her childhood, Hari believed that anger and violence were just a normal part of life. However, that view changed when she gave birth to her adorable baby Max.

Through her Plunket playgroup, Hari took Max to see the Funky Monkeys, a children's music group, at a free concert organised by Plunket and the Ministry of Social Development. The Funky Monkeys' songs deliver positive parenting messages in a fun, entertaining way, and have proved hugely popular with kids and parents alike.

When Hari was given a free CD of the songs to take home, her world turned upside down.

"Listening to that CD changed my whole way of thinking," she says. "I thought you had to raise your voice to get a child to obey, but now I know to use positive words to get Max to do what I want or need him to do – like saying, 'Nice shot but let's eat instead', rather than getting mad at him for throwing his food. That would never have occurred to me before I heard those songs; in my family, discipline was all about yelling and smacking."

Hari says Plunket was the key to her ending the cycle of abuse.

"The songs put me on the path, but Plunket helped me to make the changes happen. They gave me support and tools, answered all my questions and encouraged me to try new ways of doing things".

"I now know that I can give Max what I didn't have: a loving, caring environment where he's happy and willing to learn and grow," she says. "I can't imagine the upbringing I would have given him without Plunket."

"It will only take one generation of parents to raise their children without abuse to change the world forever"

Car Seat History

Plunket piloted the first car seat rental service in Dunedin in 1981. Since then the service has multiplied and now operates in most communities throughout the country. The service own more than 27,000 restraints throughout New Zealand and actively promote infant and child restraints from infant seats through to booster seats, which are available for short and long term hire

Car Seats Saves Lives !

Manawatu Wanganui Car Seat Service

The Manawatu / Wanganui Car seat service offer a variety of affordable infant and child restraints from newborn up to booster seats, available for short and long term hire. We have trained technicians working in Palmerston North, Wanganui, Marton, Feilding, Levin, Dannevirke, Pahiatua, and Taihape and from the Waimarino Health Centre. This service includes the outer rural areas as well, which means that technicians cover a wide geographical area, extending their service as far and wide as needed.

Plunket Child Restraint Technicians

Plunket Child Restraint Technicians are trained and certified through the NZ Qualification Framework (NZQA), which means they can provide informed advice on the type of child restraint a family may need. They also have the practical knowledge to correctly fit the child restraint into a vehicle, show the family how to do it and give the best advice on the safe use of child restraints. Child Restraint Technicians play a very important role in keeping children safe on our roads.

The Law

Car crashes are one of the biggest dangers to a child. New Zealand law requires that all children be correctly secured in an approved restraint until their seventh birthday. The law (as of 1.11.13) requires all children aged 7 to 8 years to be secured in an approved child restraint if one is available in the vehicle and it is recommended that a child stay in a booster until they have reached 148cm. To be effective, a restraint must be the right size for your child and you must fit and use it properly. As the driver, you're responsible for ensuring that any child travelling with you is appropriately secured.

Car Seat Funding

Plunket Car Seat Services are strongly grounded in the communities they serve. The cost of maintaining and replacing child restraints is high, and Plunket is committed to keeping rental costs affordable so that price is not a barrier. Support from community organisations, trusts, and businesses, is vital to the continued viability of these services. As all car seats have an expiry date (between 6 and 10 years and need to be destroyed) and others may never be returned. Plunket car restraints regularly need to be replaced. If local funding is unable to be sourced to purchase new car restraints as they are needed, this is a big financial burden on the Car Seat service. The Car Seat Service is NOT Government funded and any income is derived from a variety of affordable infant and child restraints available for short- and long-term hire. A bond is charged in addition to rental, and this is refunded when and if the seat is returned, and in good condition.



Help for Families in Need

We have several ways we are able to help these families get their child safely into a car restraint, when a family can't afford it, or feel it is not a priority. There is a very large refugee base in our area, which we are also very committed to helping.

This can be done by:

- providing WINZ quotes for families to purchase or hire a restraint
- offering car restraints at even lower rentals with no bond
- donating a Plunket restraint (explained below)

Car Seat Donations

We use our restraints that have 3-4 years of life left before they are due to expire, as our donation restraints. When the seat is due to expire it is returned and destroyed and another seat is donated if necessary. We continue to help until the child is big enough to go in the adult seat belt. In order for us to be able to donate child restraints to a family in need, we again need to rely on local funding or our own fundraising efforts to purchase replacement car restraints.

Checking Clinics

Funding is sought each year to help cover some of the costs involved with attending Checking Clinics. This involves 3 technicians working at Early Childhood Centres and at police stops. Police, ACC and Horizons Road Safety Coordinators often work with us checking children are using their restraint correctly and helping the caregivers to achieve this. Statistics are taken for every child that is seen at these checks and these show that on average, more than half of the children seen are incorrectly restrained. We visit approx 75 childcare locations throughout the area, and see approximately 2,000 children per annum. We spend a full day in every area at least 2 or 3 times a year. To enable us to help correct the car restraint, and depending upon funding, we provide anchor bolts and free installation, harnesses, extension straps, locking clips, lock offs, donation seats, WINZ quotes or we refer them to our local Car Seat Service for further help that is needed. We also supply a take home bag for every child, with freebies and car restraint safety information for the parents.

Our Free Service

Many car seats purchased through retail stores, second hand, family/friends/whanau, from Trade Me or on-line often do not fit into the car, or the client doesn't know how to install it. This means much of the technicians time is taken up with helping fit the seat and providing advice to parents regarding car seat suitability and safety. This is free service which does not generate an income includes:

- helping give specific and technical car restraint advice
- by checking car seats are safe and within their "use by date"
- checking the fit of the child into a car seat as different ages need different size restraints
- checking the restraint is correctly fitted into the car and if not correcting it
- attending local Plunket, Antenatal, early childhood and community events to help promote child safety in cars
- attending and giving help, advice, information and resources at Police and/or ACC/Horizons roadside check stops
- following up with people seen at the checking clinic who need more help than could be given on the side of the road

The Ongoing Issues

The ongoing issues faced by Plunket Car Seat Technicians in all the Manawatu / Wanganui Area, which we continue to need to work with parents are:

Caregiver not reading the instruction book correctly

Children under 7 years sitting only in a seat belt, as the child is too small for an adult seat belt which cuts into their neck while the lap section can do harm to the child's abdomen, and a booster seat should be used

Children being taken out of a child restraint and put into a booster seat sooner than they should be

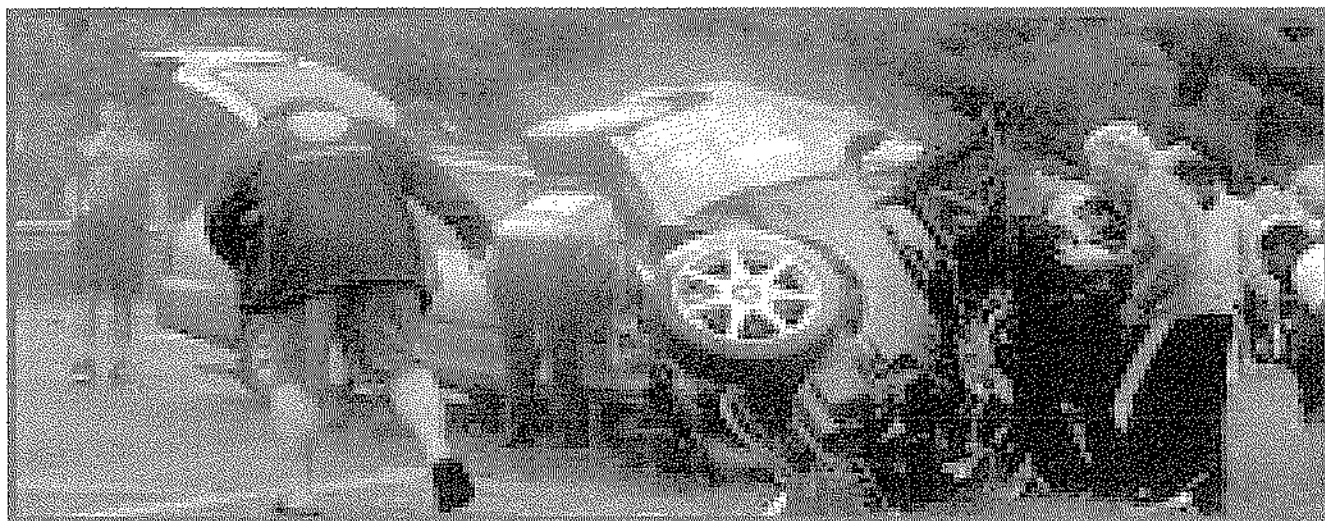
Children using only a lap belt (at any age), which is not sufficient to hold the child in a crash

European infant seats which are not installed correctly as they require the full lap and sash of the seatbelt to go around and over the seat. Japanese car seat belts are not long enough for this (breaking the law as the seat is not installed correctly and very unsafe)

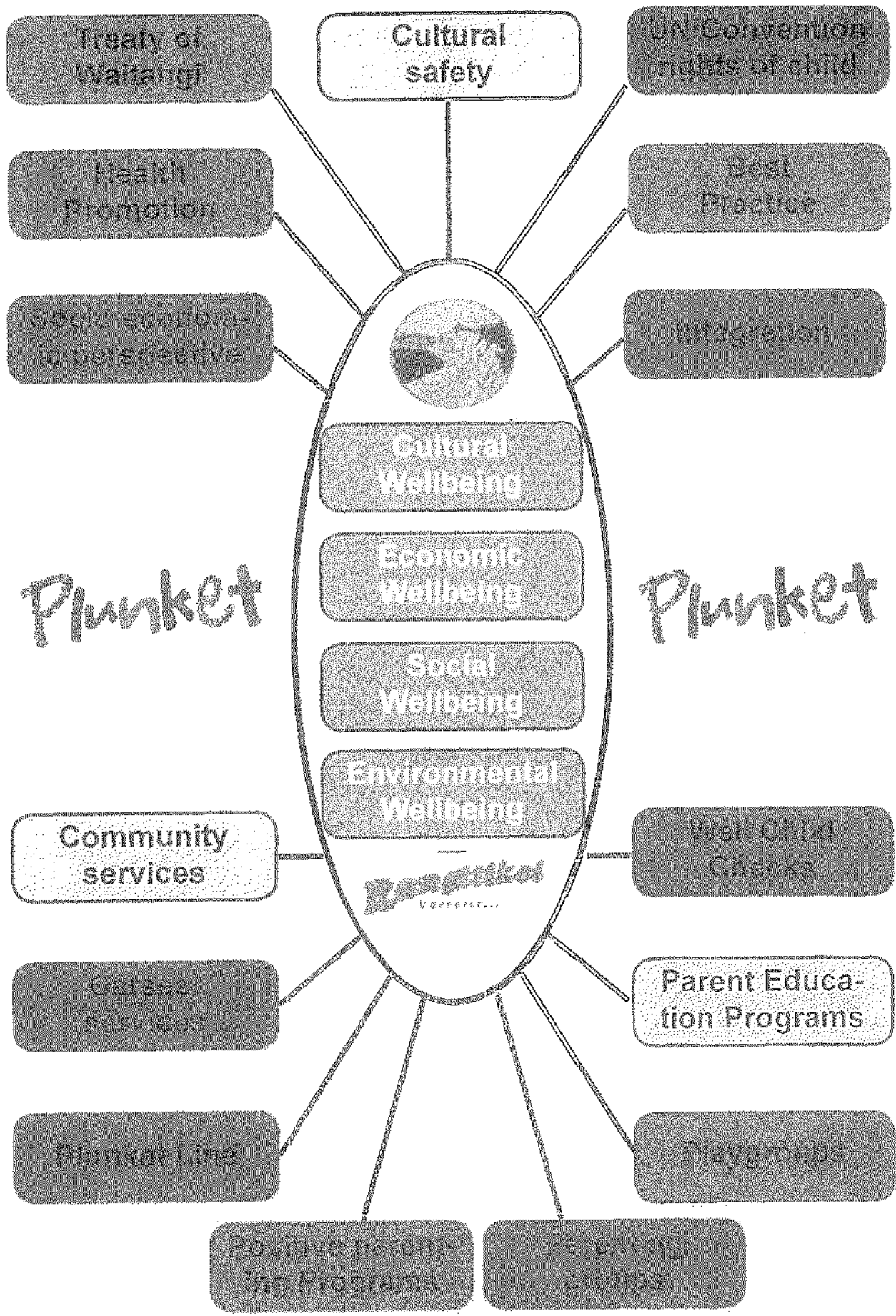
Anchor bolts which are either not installed in the car or not being used.

General lack of knowledge on which is the correct type of restraint for the age/size of the child

Lack of knowledge on how to tighten or move harnesses on a restraint to fit the child correctly.



Two children survived this crash in our Plunket seats





CERTIFICATE OF INCORPORATION

THE ROYAL NEW ZEALAND PLUNKET SOCIETY MANAWATU /
WANGANUI AREA (INCORPORATED)

1219987

This is to certify that THE ROYAL NEW ZEALAND PLUNKET SOCIETY MANAWATU /
WANGANUI AREA (INCORPORATED) was incorporated under the Incorporated Societies Act 1908
on the 17th day of June 2002.

Registrar of Incorporated Societies
7th day of June 2012



For further details visit www.societies.govt.nz

Certificate printed 7 Jun 2012 11:24:35 NZT



Certificate of Registration

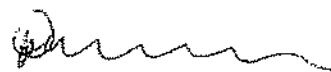
**Royal New Zealand Plunket Society Manawatu /
Wanganui Area (Incorporated)**

Registration number: CC26411

This is to certify that Royal New Zealand Plunket Society Manawatu / Wanganui Area
(Incorporated) was registered as a charitable entity under the Charities Act 2005 on 24 June
2008.



Sid Ashton
Chair



Trevor Garrett
Chief Executive



WELLINGTON BRANCH

Tellers Stamp & Initials Paid in by

Signature

Credit

FOR RNZPS MANAWATU/WANGANUI AREA INC
PLUNKET KA00- MANAWATU/WANGANUI AREA INC

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Date

Notes

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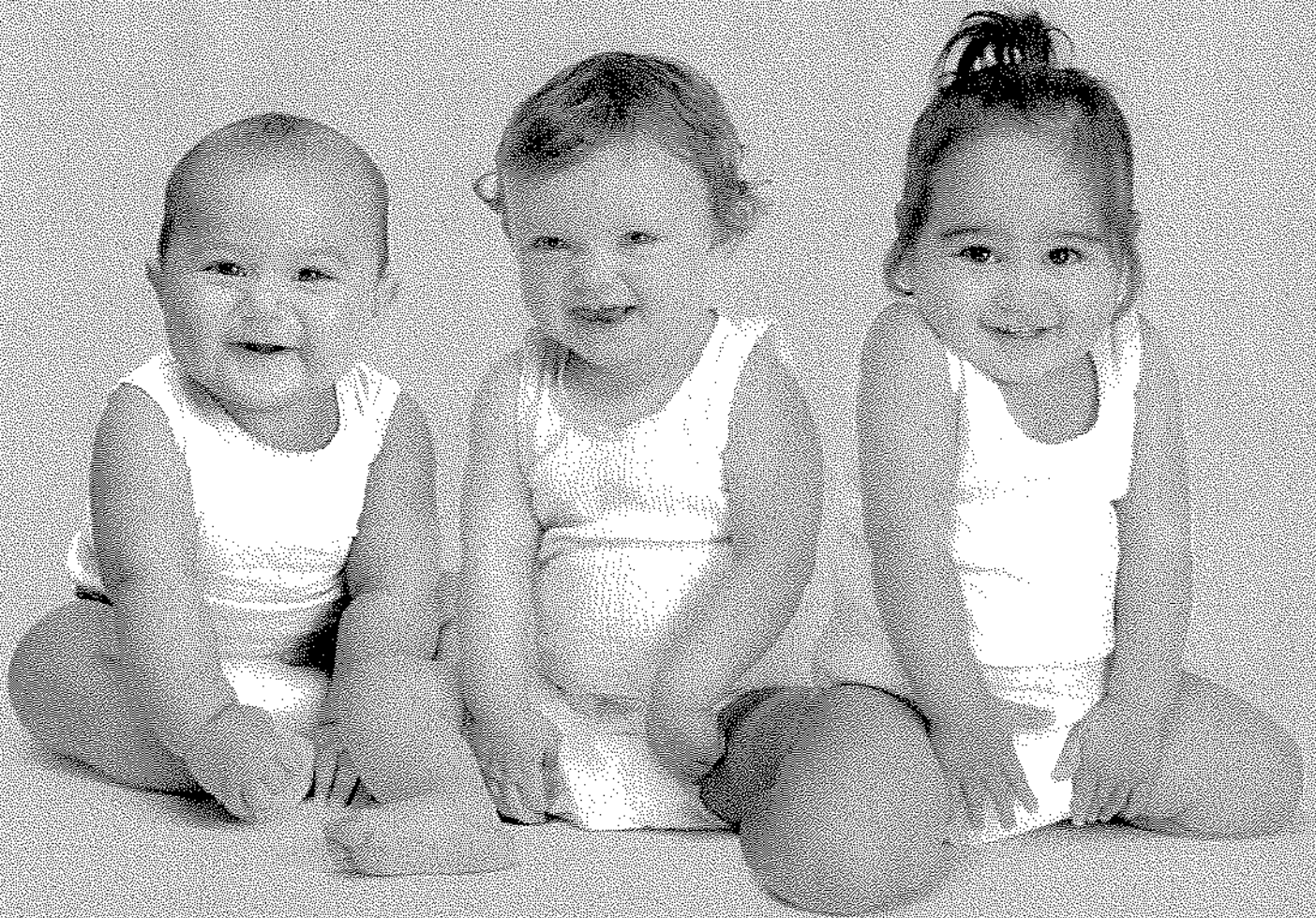
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Royal New Zealand Plunket Manawatu Wanganui Area Society Inc

Annual Report

1 July 2013 to 30 June 2014

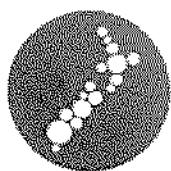
Thank you to Plunket Manawatu Whanganui's
Sponsors, Funders and Supporting Businesses.



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Joyce Fisher
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Lottery Grants Board
Lotto FUNDS FOR YOUR COMMUNITY

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Thank you to Plunket New Zealand Sponsors & Supporters:

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Area Managers Report

Jo Malcolm-Black – Area Managers Report

The 2013 to 2014 year was a challenging but consistent year for services in our region.

While our dramatic move to the Wanganui Family Centre in August/September, and from the Pahiatua Clinic in January was difficult for volunteers and staff alike, we had great support from branch and committee, and our community, and understanding around our decision to relocate.

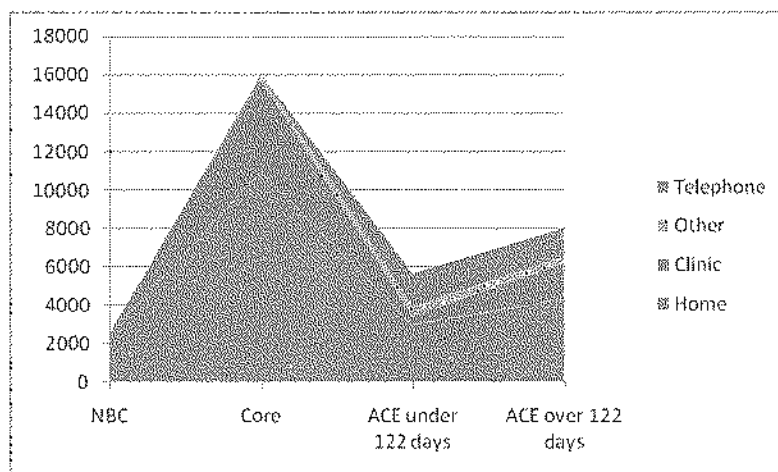
This year we sadly said farewell to our long time Whanganui Kaumatua Uncle Bill – Arikī Hirini Hanara Mare Mare. Uncle Bill's contribution is greatly missed but was much appreciated, and leaves a void. In the Manawatu we welcome Papa Pereiha as our kaumatua. He has already been a wonderful influence on our team. We also fare well to board members Sheena Maru and Ruth Butter who moved on to other challenges.

Ultimately there was very little interruption to service. This year there were staff changes to the various teams and in general we improved our service delivery in Well Child, Community Services, B4 Schools and PAFT. I acknowledge the hard work of our team leaders Anne Wild, Jackie Foss, Theresa Ryder, Veronica Fieldsend, Stephanie Hansen Relinde Tap and Michelle Copeman, and acknowledge the contributions made by Christine Edge, Deborah Loveridge and Kirsty Dysart who left us during the year. Thank you for ensuring our families have not missed out. You have contributed to Plunket adding to the lives of local families and ensured that we have a reputation as consistent partners in this community.

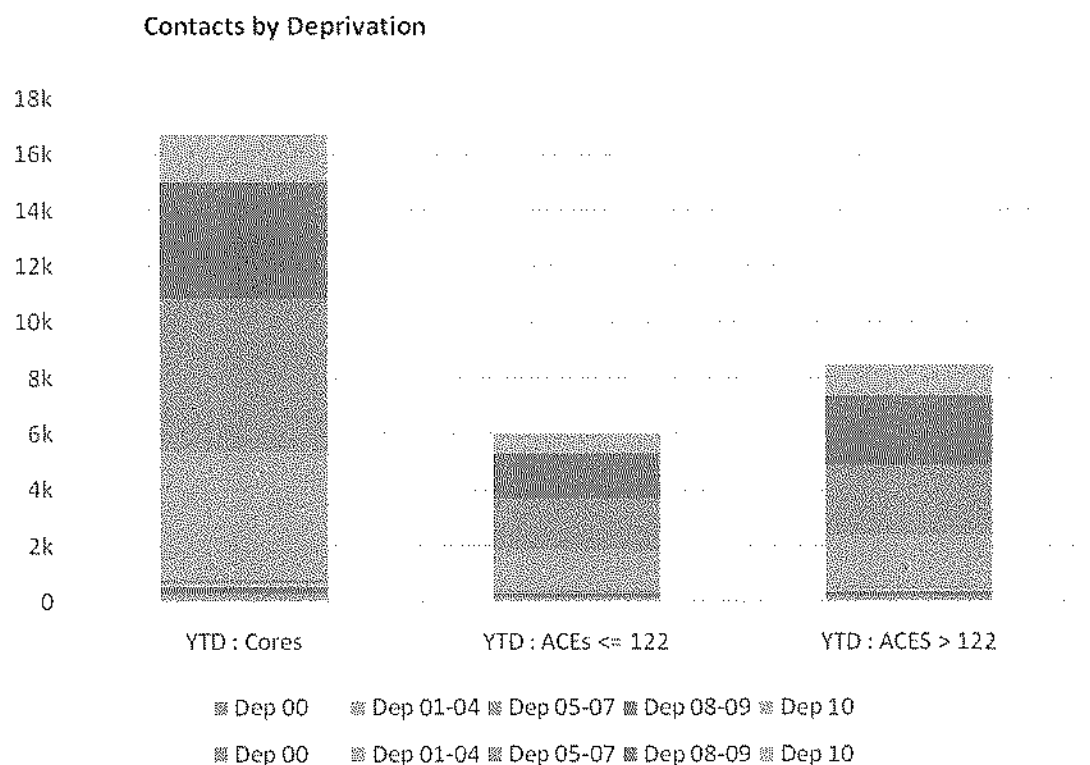
- **Well Child Contract**

During the year we enrolled 2567 new babies and had 29,744 clinical contacts with Manawatu/Wanganui families through the Well Child contract. As delivery sites are led by the needs of the client, our clients were seen predominantly in the home (64.1%), with the next highest location being in clinic (21.9%):

Location of visits 2013-2014

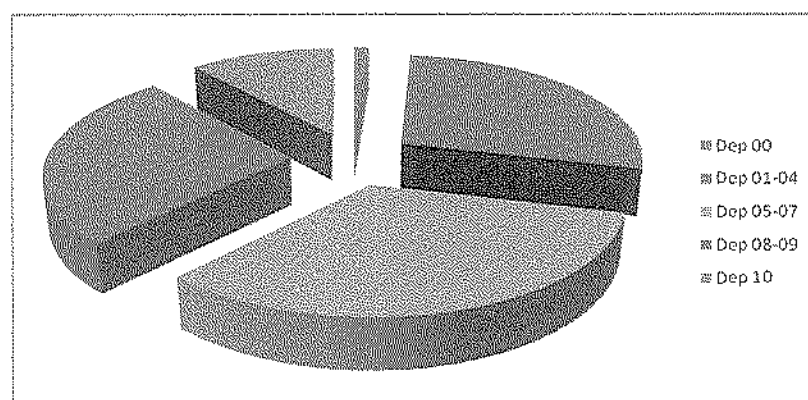


Proportionately, we delivered the highest rate of core and additional contacts (39.5%) to those families identified as being deprivation in 8, 9, and 10 which indicates a continuing strong need for support from high needs families.



The reason why is evident when we look at the split of our families. The largest cohorts of our clients are in the highest need areas. — deprivations 5- 7 make up 33% of the cohort. In our region only 28.9% of our families sit in deprivation 0-4.

Split of Manawatu/Wanganui new baby cases by deprivation



There continue to be a number of challenges to ensure families get support in the areas that they need. This year our team held community meetings in Palmerston North and Wanganui to link with other community agencies to bridge gaps.

- **B4School and PAFT**

This year B4School team achieved all targets despite changes in staff and increased quintile 4 (high need) targets, mainly due to the drive of coordinator Theresa Ryder to ensure that families did not miss out when there were gaps in staff availability. Our partnership with our three iwi partners, (Rangitane O Tamaki Nui a Rua incorporated, Te Te Wakahuia Manawatu Trust Hauora, He Puna Hauora) survives and thrives. This team has also enjoyed strong support from our Child & Youth Health Portfolio Manager Barb Bradnock. This year the PAFT team made some practice changes to ensure that our families receive quality processes and support. Under the new leadership and support of Stephanie Hansen the team has had a particular focus on education around Care and Protection of children.

- **Manawatu/Whanganui Board**

My thanks go to the amazing support provided by Marie and the board this year. Your vision of what services should look like and your passion to see them achieved have for me been inspiring. That solution focused approach to the challenges that we have faced have enabled us to progress strategies around buildings, playgroups and the future. The addition of Kylie Gibbard to our team has enabled a great deal of these strategies to progress. Thank you Kylie for the drive you have brought to our team.

On a personal note I would also like to acknowledge the support that Marie has given me as Area Manager over the last three years. Your ability to quickly assess situations, and provide timely support and feedback has I think been contributory to the progress that we have achieved in Manawatu/Whanganui over this time. You are in my opinion, one of the best Area Presidents that Plunket has. Thank you for having such a strong inner voice.

While this is my last full year as Area Manager, I know the team is confident in the year ahead, and I still feel excited about what is yet to be achieved. You have all been a pleasure and an inspiration to work with. I will be watching.

He aha te mea nui o te ao?

He tangata! He tangata! He tangata!

What is the most important thing in the world?

It is people! It is people! It is people!

Jo Malcolm-Black

From the Chair

Marie Henry - Board Chairperson Report

This marks the second AGM for the Manawatu/Wanganui Area Society under the transformative rules introduced in 2011 which saw the creation of our Area Board structure. During this past year our Area Board has raised again the level of governance we are working at, thinking and working more at strategic level than ever before. This has been due in large part to the strong trust that has been built between our board and the operational teams that we have working at the coalface in our Area. It has been through this strengthened relationship with Jo Malcolm-Black as Area Manager and through her, her team, that the board has been able to step away from getting involved in day-to-day doing to focus on resolving some of the long standing issues in our area and start to consider new initiatives we would like to support. Thank you to all of the Manawatu/Wanganui staff that go above and beyond for Plunket in our Area.

This year has also seen a transformation in the grants funding the Area Society has been fortunate to receive, this is due to the high degree of professionalism and skill that Kylie Gibbard brings to the grants and fundraising role. Through Kylie's efforts as well as those in our Community Services Team headed by Relinde Tap, and the work of our dedicated volunteers, we have been able to continue to provide such a broad range of services such as parenting education, carseat checking clinics, home-help, and playgroups.

Plunket has a strong tradition of volunteering and our volunteers remain critical to achieving all that we do. In recognising that the number of volunteers in our organisation is in decline it often puts a greater demand on those that do. Thank you to all of you who gave your time and effort to support Plunket in the last year.

Finally, I would like to thank my fellow board members for your support throughout this year.

Together we have made significant steps towards making our area a better place to raise young children. I look forward to the coming year and building on the inspiration gained from our Plunket conference.

Regards, Marie

Community Services

Relinde Tap – Community Services Team Leader

It has been a busy and exciting time since I started my role as the Manawatu/ Whanganui Community Services Leader on the 25th of March 2014.

The Manawatu/Whanganui Community Services Teams, which consists of the Community Support Coordinators, the Parent Educators (PEPE) and the Car Seat Technicians, add greatly to the services Plunket offers to support our children, families and the local communities. These teams work together with the Plunket Area Board, Plunket Committees/Groups, Plunket nurses, the B4School team and PAFT to support a visible, responsive and sustainable Plunket.

During the past months the Community Services teams have been building up again after staff left for a variety of reasons such as maternity leave, a new role as a Kaiawhina within Plunket or to move to a new area or job. An active recruitment process led to the appointment of multi-skilled and diverse teams who offer support in the local areas for our children, families and the communities they live in.

Inductions and professional development has supported communication pathways which have led to better resolution of 'roadblocks' for our staff and have built staff knowledge and confidence. This ongoing process will support better retention and well supported, well resourced and motivated, passionate staff.

Plunket volunteers are an invaluable part of our Plunket Community. Our Community Support Coordinator teams have started building a bigger volunteer base in the different areas. This is an ongoing process as volunteering has changed in today's world where volunteering is often a more short term commitment rather than the often lifelong volunteers Plunket was built on. More diverse volunteer role descriptions are being developed to support our volunteers in feeling engaged, supported and part of the bigger Plunket community. A volunteer data base is at present also under development by Plunket's National office with the support of the areas to make sure our communication with our volunteers is extended in the future and this development will also help to give our volunteers a greater sense of contribution and belonging.

Links with local Plunket committees/groups are deepening as we gain a better understanding of the needs of our changing local communities and the knowledge and skills available in the often very different localities. The transition from Plunket committees to Plunket groups will be complete in 2015 as we move forward to a modern Plunket which is relevant for today's and future families. This process will be a continuous learning cycle as our communities change and become more diverse.

Cooperation and networking with other organizations, groups and individuals in the Manawatu/Whanganui community to support Plunket's visibility and relevance in the communities has also been an important part

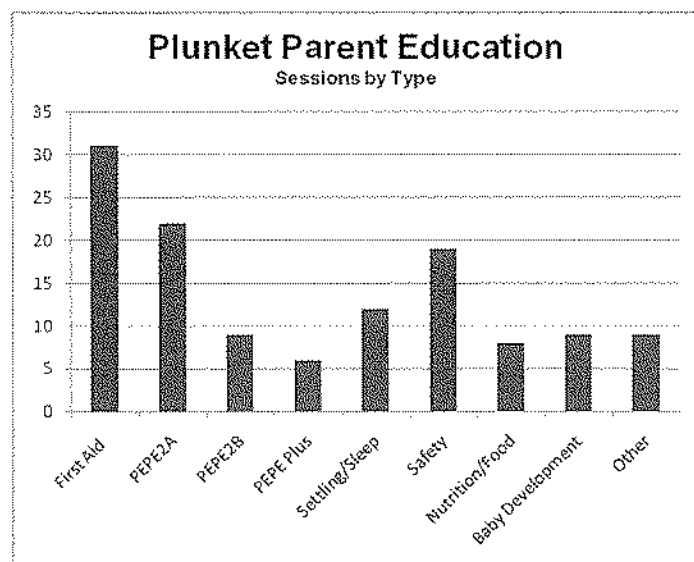
of the previous months. This include working closer together with local groups to make sure we work together in giving every child the best start in life.

• Community Support Co-ordinators

The community support coordinator's team has expanded to 8 staff members in the past months. This very motivated, knowledgeable and diverse group of CSC's have all contributed in many different ways in their local areas to support the children and their families in a flexible way that is relevant and helpful for them. The CSC teams are working in cooperation with the parent education team in helping to organise courses, they also recruit and work with volunteers, they support new parents with a phone call explaining Plunket's many different services, organise/support new parent coffee groups, play groups, a puzzle library, swap shops and liaise with the community. Quite a few of them also have great skills in opting in the help of their family, friends and others in their community to support gardening, cleaning, painting and other jobs that need doing to keep the Plunket rooms and family centres in working order. Having coordinators with different skills and interests has helped to support our families on many different levels and needs. Thank you all for an exciting Plunket year!

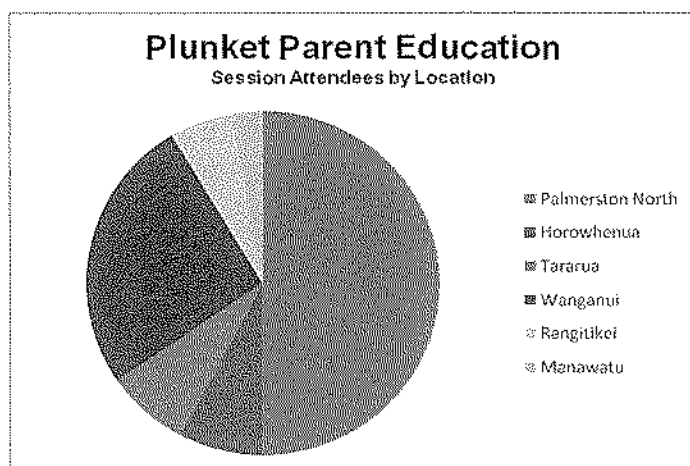
• Parent Education

Our Parent Education team has gone from strength to strength this year and our 10 PEPE facilitators are supporting parents/whānau in their rewarding but sometimes difficult job of parenting.



Professional Development courses in PEPE and SKIP have supported our facilitators in their skills and knowledge.

New Partnerships with other organizations such as START Youth Services have also strengthened our team and has given parents more choices. Developing a more diverse group of parent educators, such as a Pacific facilitator, is also one of the strengths we developed this year.



Plunket Manawatu/Whanganui is continuously looking at ways to keep parent education relevant for today's parents/whānau. A big thank you to our dedicated Parent Education team!

- **Play and Support Groups**

Play groups and Support groups, such as our new parents groups, are integral to Plunket's place in the community and have become more important than ever as social isolation becomes a greater challenge. Playgroups and Support groups are a great place to meet other parents who live in the area and support parents in their parenting role. They also support families through providing their children with valuable educational and social experiences in a meeting place in the local community. The Community Support Coordinators are supporting our groups in the different areas and are continuously looking for new opportunities to support our parents in ways that are relevant to the parents and their children. Thank you to all the people who make our groups such wonderful experiences for our children and their parents!

- **Car seats**

75 group demonstrations	1,419 rentals
8 schemes	284 car seat sales
	43 donated seats
563 seats corrected on the side of the road	60 ACC booster sales
2,608+ conversations about advice and installation	
2,104 car restraints checked and corrected at Checking Clinics	
30,704+ views of our car seat Facebook Page	

Palmerston North Scheme has continued to grow with the Service now being open on a Saturday morning, allowing couples to come in together for that much needed seat or advice. The Wanganui Scheme has moved three times due to the closure of Campbell Street due to earthquake damage. They are now temporarily working from the YMCA Building and looking forward to reuniting back in new Plunket Premises in the future. In Pahiatua the service is trying to operate from a garage at Tararua Early Years, and also waiting for Plunket Premises. Levin, Feilding, Marton, Dannevirke and Taihape continue to offer their knowledge and skills in and around the community.

A positive move within the Service was to have a small selection of infant capsules, car seats, booster seats and accessories now available as an alternative to renting. These have been assessed by Plunket to ensure they meet the safety standards required, based on current research and testing recommendations. Current research shows that children should be in a booster seat until they are 148cm tall. Plunket in the Manawatu/Wanganui Area and other organisations, are actively promoting this message and working to educate the public on the reasons why. We are now taking our message into the local Primary Schools and measuring children, then showing them how much safer it is to sit in a booster seat, and how much more they can also see out the window!

ACC and Plunket have worked closely on a joint booster seat initiative. ACC provided Plunket with \$250,000 in funding to help spread the 'Booster is Best' and the 148cm message. At the completion of the project more than 5,000 subsidised booster seats were distributed via the Plunket network. Each sale generated a contact point where Plunket was able to educate the public on booster seat usage, check other cars seats and generally advocate to parents and the wider community that a booster is best.

Plunket Car Seats holds a very strong position in our communities and will continue to work alongside all parts of Plunket promoting other services and looking for ways to work together with the aim of keeping kids in safe seats.

All Car Seat staff are trained and registered Car Restraint Technicians as displayed on the NZTA website. All Technicians are currently working on achieving a National Certificate in Retail which will ensure the customer receives the best possible help at the time of sale or hire.

- **Volunteers**

Our Volunteers work with Plunket staff to support families/whānau to give their children the best start in life. Volunteer roles include: supporting and running groups for parents, organising fundraisers, coordinating play groups, giving administrative support, helping out with our annual appeal, running our children's clothing swap shop, doing gardening or maintenance and many other jobs, big and small, that need doing. We really appreciate the work of our volunteers. Thank you - Plunket could not do what we do without you!

Some of the exciting fundraisers that took place throughout the year included

- Christmas Wrapping - December

A great little fundraiser at one of the busiest times of year but those who took part enjoyed the Xmas spirit of wrapping presents and the community goodwill of a donation to Plunket in return. The wrappers from different community groups took turns throughout December and in the week leading up to Xmas, Plunkets volunteer present wrappers were so busy we needed extra helpers during our shifts which resulted in some great hourly rates in fundraising terms. We will be doing this fundraiser again this year.

- o Blue Bear Annual Appeal –

Our street and business appeals
March in the Square and then



March

kicked off on Friday 3rd
continued in the Plaza on

Saturday. We had a wonderful response from the public and are looking forward to having more volunteers next year to donate 1 hour of their time to collect for Plunket.

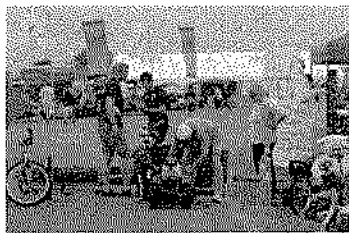


- o Central Districts Field Days – March



Again our fabulous staff and volunteers made this event a huge success. Our baby changing/feeding areas and fenced children's playground were fully utilized by event visitors and we thank CB Norwood, Farmlands, Fairfax Media and Hirepool whose generous support enabled us

to provide these facilities free to parents at the event.



While the Saturday saw Cyclone Luci invade and our Pedal pull competition cut short, we thank all the supporting businesses who donated prizes. The kids and adults alike had a great time testing their Pedal strength pulling a weighted sled along the ground.

We look forward to next year's event which will see Plunket provide even more services on site for parents and some fun events to take part in as fundraisers as well.

- **Engaging with a more diverse community**

Community Services is looking at ways of engaging the diverse community in the Manawatu/Whanganui area in different ways by thinking more outside the square of what we are already doing. Some of these ideas incorporate the inclusion of more Maori, Pacific, Chinese and Indian families in the services we offer as well as offering parent education in different places and in different forms which will support our families to feel more comfortable and at home within the Plunket community.

- **Area Board**

Manawatu/Whanganui has a dedicated Area Board who advocate strongly for the community and the Community Services Teams. The partnership between the Area Board and the Community Services Team supports a forward looking approach to find solutions for the challenges Plunket faces. The Community Services team greatly appreciates the support given to them by the Area board and the hard work they put in to enhance the Plunket experience for our children, parents, community and staff in the Manawatu/Whanganui area.

Dr Relinde Tap – Community Services Leader Manawatu/Whanganui

Finance and Treasury Report

Kylie Gibbard – Finance and Treasury Coordinator

Ensuring best practice systems and procedures has been a focus for all team members including staff and volunteers involved with finance and treasury process for Plunket Manawatu Wanganui this year as we move from separate Plunket entities and local committees to Plunket groups. Thank you to all the team for their assistance while we established these new procedures and processes.

Working with the Community Services team to improve volunteer fundraising efforts and successes has helped to meet the Area board identified fundraising targets.

Increases in the number and quality of grant applications in the second half of the financial year for project specific needs has enabled capital building improvements to be made to various Plunket rooms throughout the area, helping to bring them up to date and move towards having fit for purpose facilities. This focus will continue in the 2014/2015 financial year.

Forward planning of the Community services programme grant applications and subsequently income, alongside monitoring and management of programme related expenses, has assisted balancing grant income receipts with Community service programmes provided. This planned services, funding confirmed based approach, has provided surety to the Community Services team allowing forward planning to extend to up to 6 months ahead knowing funding for these services is in place.

The need for Plunket Manawatu Wanganui area to increase funding options in the future also saw the development of our "Building Blocks" corporate sponsorship program. This program will be advanced with more businesses and organisations next year.

We look forward to expanding on the relationships established during the year as we work towards a sustainably funded Plunket Manawatu Wanganui Area.



Kylie Gibbard

FINANCIAL STATEMENTS
For the Year Ended 30 June 2014
Royal New Zealand Plunket Society
Manawatu/Wanganui Area Incorporated

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Statement of Financial Performance
For the Year Ended 30 June 2014
Royal New Zealand Plunket Society
Manawatu/Wanganui Area Incorporated

		\$	\$
INCOME			
Annual Appeal		17,132	16,013
Bad Debts Recovered		1,763	2,251
Bequests		554	-
Contracts		8,494	425
Donations		12,986	30,416
Volunteer Fundraising		14,246	9,775
Gain on Disposal of Assets		5,383	-
Grants	3	75,422	71,524
Interentity Income	4	44,126	72,931
Investment		4,910	6,506
Membership Subscriptions		87	86
Other		3,507	6,645
Rental - Car Restraints/Other Equipment		82,806	67,589
Rental - Premises		11,250	11,323
Retail - Car Restraints/Equipment		51,000	43,651
TOTAL INCOME		333,667	339,135
EXPENSES			
Administration	5	5,528	11,195
Annual Appeal		2,227	3,511
Depreciation	6	55,581	45,382
Education and Promotion Costs		5,557	8,494
Fundraising Expenses		3,500	(11,377)
Honoraria		3,303	3,185
Interentity Expenses	4	234,558	247,850
Loss on Disposal of Assets		2,223	6,270
Meetings		990	1,486
Other Staff/Volunteer Costs		6,254	27,461
Professional Fees		67	44
Property and Equipment	7	48,859	40,397
Remuneration		576	1,059
Retail - Car Restraints/Equipment		29,598	45,670
Staff / Volunteer Development		115	597
Travel		2,398	9,411
TOTAL EXPENSES		401,332	440,635
SURPLUS/(DEFICIT) FOR YEAR		(67,666)	(101,500)

Statement of Equity
As at 30 June 2014
 Royal New Zealand Plunket Society
 Manawatu/Wanganui Area Incorporated

	Notes	2014 \$	2013 \$
OPENING EQUITY BALANCE		1,029,841	1,128,383
Surplus / (Deficit) for the year		(67,666)	(101,500)
Increase / (Decrease) in Land and Buildings Revaluation		52,229	2,907
Entity Transfers		144,707	52
CLOSING EQUITY BALANCE	8	<u>1,159,111</u>	<u>1,029,841</u>

Statement of Financial Position
As at 30 June 2014

Royal New Zealand Plunket Society
Manawatu/Wanganui Area Incorporated

	Notes	2014 \$	2013 \$
EQUITY	8	<u>1,159,111</u>	<u>1,029,841</u>
REPRESENTED BY:			
CURRENT ASSETS			
Cash and Cash Equivalents	9	226,135	330,539
Debtors	10	33,396	29,585
Stock on Hand		16,617	-
		<u>276,148</u>	<u>360,123</u>
CURRENT LIABILITIES			
Accruals and Provisions		24,696	22,124
Creditors	11	31,823	42,670
GST Payable		1,919	3,517
Income Received in Advance	12	37,340	11,200
		<u>95,778</u>	<u>79,511</u>
WORKING CAPITAL SURPLUS/(DEFICIT)		180,370	280,613
NON-CURRENT ASSETS			
Fixed Assets	13	877,712	746,228
Loans Within Plunket	14	101,029	3,000
		<u>978,741</u>	<u>749,228</u>
NET ASSETS		<u>1,159,111</u>	<u>1,029,841</u>

For and on behalf of the Area

..... Area President

..... Area Treasurer

..... 2014

**Notes to the Financial Statements
For the Year Ended 30 June 2014
Royal New Zealand Plunket Society
Manawatu/Wanganui Area Incorporated**

1 STATEMENT OF ACCOUNTING POLICIES

REPORTING ENTITY

The Royal New Zealand Plunket Society Manawatu/Wanganui Area Incorporated (the Area) is a not-for-profit organisation, which is incorporated under the Incorporated Societies Act 1908 and registered under the Charities Act 2005.

The Area has been established to carry on activities for the exclusive benefit of charitable purposes within New Zealand.

The following reporting entities have been included in these financial statements:

Manawatu / Wanganui Area

South Taranaki

Bulls Ohakea

Hunterville

Marton

Rongotea - Closed March 2014

Feilding Sub Branch

Kimbolton - Closed March 2013

Manawatu/Wanganui Area CSS

Otaki / Te Horo - Closed March 2013

Manakau

West End Awapuni Plunket Group

Hokowhitu Plunket Group

Wanganui Playgroup Plunket Group

Rongotea Plunket Group

Marton Plunket Group

STATEMENT OF COMPLIANCE AND BASIS OF PREPARATION

The financial statements have been prepared in accordance with the New Zealand Generally Accepted Accounting Practice (NZ GAAP). They comply with New Zealand Financial Reporting Standards (NZ FRS) and Statements of Standard Accounting Practice (SSAPs) as appropriate to Public Benefit Entities.

The Area is deemed a Public Benefit Entity for financial reporting purposes, as its primary objective is to provide services to the community for social benefit and has been established with a view to supporting that primary objective rather than a financial return.

The Area is a not-for-profit organisation. The Area is required by its constitution to prepare general purpose financial statements.

The financial statements are presented in New Zealand Dollars.

The financial statements are prepared on the basis of historical cost unless otherwise specified.

The accounting policies have been applied consistently to all periods presented in these financial statements. To ensure consistency with the current year, certain comparative figures have been reclassified to conform to the current year's presentation.

2 SIGNIFICANT ACCOUNTING POLICIES

(i) Property, Plant and Equipment

Items of property, plant and equipment are stated at cost less accumulated depreciation and impairment losses. Where an item of property, plant or equipment is disposed of, the gain or loss recognised in the statement of financial performance is calculated as the difference between the sale price and the carrying amount of the asset.

Land and buildings are stated at valuation as determined by an independent valuer or by a person who is sufficiently experienced to conduct a valuation using market data available such as Capitalisation rates and Rateable values. The basis of valuation of the land and building is highest and best use.

(ii) Depreciation

Depreciation on other fixed assets is charged on a straight line basis so as to write off the cost or valuation of the fixed assets to their expected residual value over their estimated lives.

The estimated useful lives are as follows:

Land	No depreciation
Buildings	50 years
Building Improvements	10 years
Leasehold Improvements	10 years
Equipment and Furniture	3 - 5 years
Computer Hardware	3 years
Car Seats	5 years

(iii) Debtors

Debtors are stated at net realisable value.

(iv) Investments

Investments are stated at the lower of cost or net realisable value.

(v) Stock

Stock is stated at the lower of cost or net realisable value.

(vi) Differential Reporting

The Area is not public accountable and because of its size has taken advantage of all differential reporting exemptions which are allowed under the framework for Differential Reporting.

(vii) Goods and Services Tax

The financial statements have been prepared on a GST exclusive basis with the exception of debtors and creditors which are stated as GST inclusive.

		2014 \$	2013 \$
3 GRANTS			
Received from:	Purpose:		
Bush Charitable Trust	Plunket Room Rent	-	4,500
COGS	PEPE (Refund 2010/11)	-	(298)
COGS	Operating Costs/CSC wages	696	-
COGS	Wages	7,500	4,750
Dudding Trust	Car Seats	4,070	-
Eastern and Central Community Trust	CSC and PEPE Wages	5,530	9,000
Endeavour Community Foundation	Lighting/equipment/storage/wages	2,796	-
Endeavour Community Foundation	Car Seats	1,500	-
First Sovereign Trust	Heat pump Otaki Plunket Rooms	2,351	-
Fonterra	Child Seats	-	2,174
Horizons Regional Council	Checking Clinics	11,530	12,209
Horowhenua District Council	Car Seat Service	400	-
Infinity Foundation	CSC	5,000	-
Infinity Foundation	Wages	4,000	-
Infinity Foundation	Infant / Child Seats	-	3,325
John Ilott Charitable Trust	PEPE	1,500	1,500
Joyce Fisher Trust	CSC and PEPE	1,643	-
Kingdom Foundation	PEPE	10,000	-
KPS	Safety Days	-	9,859
KPS	Sharing Day/Skip	-	1,303
KPS	Staff Training	-	933
Lottery Grants Board	CSC	-	10,000
Manawatu District Council	Wages	270	-
NZ Community Trust	Infant Seats	-	3,000
Page Trust	Car Seats	1,000	-
Pub Charity	Storage container/clinic repairs/ Car Seats	5,500	-
Pub Charity	Container Costs	1,550	-
Pub Charity	Infant / Child Seats	-	2,450
Rangitikei District Council	PEPE	358	-
Taranua District Council	Dannevirke Plunket Rooms	113	-
The Southern Trust	CSC wages	585	4,819
Trillian Trust	Pahiatua HRV system	2,700	-
Trust House Community Enterprise	PEPE	1,200	-
Wanganui District Council	Community Wages	3,630	-
Whanganui Community Foundation	Infant / Child Seats	-	2,000
		<u>75,422</u>	<u>71,524</u>

	2014	2013
	\$	\$
4 INTERENTITY		
Interentity Income		
Other Fees / Income	3,827	3,240
Staff Costs - Sundry Charges	6,120	11,202
Premises Income	5,468	4,351
Sundry Income	3,466	23,897
Donations	25,244	30,241
Total Interentity Income	44,126	72,931
Interentity Expenses		
Levies	1,282	1,477
Accounting Fees	3,500	2,575
Other Fees	554	-
Staff Costs - Sundry Charges	3,610	924
Community Services Wages	201,160	209,573
Premises Costs	8,601	6,970
Insurance	6,713	11,755
Sundry Costs	899	763
Donations	8,240	13,813
Total Interentity Expenses	234,558	247,850
Net Interentity	(190,431)	(174,919)
5 ADMINISTRATION		
Bank Fees	64	104
General Expenses	490	4,069
GST Writeoff	25	()
Kitchen Consumables	919	1,004
Insurance - Other	-	400
Literature	-	386
Nursing Supplies	7	-
Photocopying	2	845
Postage and Freight	1,523	1,747
Stationery	2,325	2,544
Storage / Archive / Destruction Costs	-	7
Telephone - Rental and Tolls	174	90
	5,528	11,195

	2014 \$	2013 \$
6 DEPRECIATION		
Buildings	14,962	12,423
Building Improvements	4,173	2,220
Car Seats	31,214	26,317
Computer Equipment	311	884
Equipment and Furniture	2,652	1,384
Leasehold Improvements	2,270	2,155
	<u>55,581</u>	<u>45,382</u>
7 PROPERTY AND EQUIPMENT		
Building and Land Leases	3,653	4,478
Cleaning	5,369	4,503
Computer Software	-	309
Energy	11,987	8,748
Equipment Leases	1,134	-
Minor Equipment Purchases	2,557	1,483
Rates	11,292	8,570
Rental - Building and Car Park	982	327
Repairs and Maintenance - Equipment	778	7,702
Repairs and Maintenance - Property	10,271	3,599
Security Costs	300	-
Toy Purchases	537	678
	<u>48,859</u>	<u>40,397</u>
8 EQUITY		
General Funds	741,736	809,350
Revaluation Reserve	272,669	220,440
Entity Transfers	144,707	52
	<u>1,159,111</u>	<u>1,029,841</u>

During the year the following entities joined the Area and introduced General Funds:

	Contribution to General Funds
Palmerston North Family Centre	17,538
Ashhurst	20,172
Hokowhitu	47,197
Roslyn Kelvin Grove	28,900
West End Awapuni	24,504
Wanganui ECDU Funding	9,595
Palmerston North	(3,200)
	<u>144,707</u>

	2014	2013
	\$	\$
9 CASH AND CASH EQUIVALENTS		
BNZ Cheque	49,468	77,417
BNZ Call	173,303	97,774
Plunket National Society - Term Deposits	3,364	155,348
	<u>226,135</u>	<u>330,539</u>
10 DEBTORS		
Other Receivables	12,870	-
Interest Receivable	6	1,152
Sundry Debtors	15,737	25,971
Prepayments	4,784	2,462
	<u>33,396</u>	<u>29,585</u>
11 CREDITORS		
Sundry Creditors	2,563	9,990
Bonds Held	29,260	32,660
	<u>31,823</u>	<u>42,670</u>
12 INCOME RECEIVED IN ADVANCE		
The following conditional grants had unspent funds as at 30 June 2014:		
<i>Received from:</i>	<i>Purpose:</i>	
COGS	Operating Costs/CSC wages	1,304
Eastern and Central Community Trust	Wages and PEPE	3,470
Horowhenua District Council	Parent education programme	1,087
Joyce Fisher Trust	CSC and PEPE	8,357
K A Boyd Estate	CSC Wages	1,000
Kapiti Coast District Council	CSC and PEPE	500
Kingdom Trust	CSC and PEPE	5,000
Lottery Grants Board	CSC	11,500
Manawatu District Council	CSC Wages	2,730
Rangitikei District Council	PEPE	642
Scotland's Te Kiteroa Trust	Rural parent education programme	1,000
Taranua District Council	Dannevirke Plunket rooms	750
Trust House Community Enterprise	PEPE	-
		<u>1,200</u>
	<u>37,340</u>	<u>11,200</u>

	2014	2013
	\$	\$
13 FIXED ASSETS		
Land and Buildings		
Cost or Valuation	976,725	799,546
Accumulated Depreciation	(197,917)	(143,805)
Book Value	<u>778,808</u>	<u>655,741</u>
Building Improvements		
Cost or Valuation	78,818	36,452
Accumulated Depreciation	(40,035)	(24,291)
Book Value	<u>38,783</u>	<u>12,161</u>
Car Seats		
Cost or Valuation	195,501	217,158
Accumulated Depreciation	(149,462)	(149,112)
Book Value	<u>46,039</u>	<u>68,046</u>
ICT Hardware		
Cost or Valuation	1,610	7,996
Accumulated Depreciation	(1,610)	(7,686)
Book Value	<u>-</u>	<u>311</u>
Furniture and Equipment		
Cost or Valuation	98,756	117,217
Accumulated Depreciation	(94,378)	(116,437)
Book Value	<u>4,377</u>	<u>780</u>
Leasehold Improvements		
Cost or Valuation	44,358	29,405
Accumulated Depreciation	(34,653)	(20,215)
Book Value	<u>9,705</u>	<u>9,190</u>
TOTAL FIXED ASSETS	<u>877,712</u>	<u>746,228</u>

The following buildings are built on land not owned by Plunket. If Plunket cease to use the building, they may be obligated to return the land to its original condition.

63 Cambridge Street, Ashhurst

25 Franklin Avenue, Hokowhitu

249 Mill Road, Otaki

18 Newbury Street, Palmerston North

177 Vogel Street, Palmerston North

Land and buildings have been revalued based on the most current rateable value as at 30 June 2014.

	Book value As at 30/6/14	Revalued As at 30/6/14	Movement
23 Allardice Street Dannevirke	79,443	81,000	1,557
63 Cambridge Street Ashhurst	17,600	17,600	-
74A Cambridge Street Levin	221,332	195,000	(26,332)
1 Douglas Square Rongotea	13,730	31,474	17,744
25 Franklin Ave. Hokowhitu	25,525	25,525	-
29 Goldfinch Street Ohakune	118,350	149,000	30,650
2875 Kimbolton Road Kimbolton	25,600	70,000	44,400
249 Mill Road Otaki	14,000	14,000	-
18 Newbury St. Palmerston North	20,355	20,355	-
32 - 34 Statford Street Feilding	168,864	153,074	(15,790)
177 Vogel St. Palmerston North	21,780	21,780	-
	<u>726,579</u>	<u>778,808</u>	<u>52,229</u>

	2014 \$	2013 \$
14 LOANS WITHIN PLUNKET - ASSET		
The Royal New Zealand Plunket Society Incorporated	101,029	-
The Royal New Zealand Plunket Society Palmerston North Branch Incorporated	-	3,000
	<u>101,029</u>	<u>3,000</u>

The Area has loaned \$101,029 (2013:Nil) to the Royal New Zealand Plunket Society Incorporated for the development of the PlunketPlus information Technology Project. This loan is interest bearing.

15 COMMITMENTS AND CONTINGENCIES

The Area has no capital commitments and no contingencies as at 30 June 2014 (2013 Nil).

Applicant eligibility criteria:

Applicant must be able to meet all the criteria stipulated in the guidelines;

Applicant/organisation must be

- Incorporated Society (certificate or documentation of proof must be supplied);

- Trust or Association (please supply documentation);

- Unincorporated community group

- Umbrella organisation with local branches.

It is expected that the 'umbrella organisation' will have an interest in the project for which funding is being sought.

Council is unable to issue funds directly to individual recipients.

Hints and tips:

Ensure that you give us as much detail as possible in the contacts section. If we have any questions we need to be able to contact you as easily as possible.

When providing contact names please ensure that the people listed are able to answer questions about the application and list the person who completed the application form as the first contact.

The details in this section allow us to understand the objectives of your organisation and the affiliations you have.

If your group is an incorporated society, your constitution will have broad aims for the group listed.

Tell us about your activities, the other groups you work with and how you promote your end objectives.

1. APPLICANT DETAILS (See applicant eligibility criteria)

Full Name of

Organisation: Pukeokahu Hall Committee

Street address: 18 Mangahoota Rd

Postal address: R.D.2.

Tairāpe Post Code: 4192

Contact 1 Name Carol Gilbert

Telephone (day) 06 388 1488

Email: carol.gilbert10@gmail.com

Contact 2 Name Sara Waldron

Telephone (day): 06 388 0443

Email: john.sara.waldron@gmail.com

Legal Status (see Applicant eligibility criteria)

Unincorporated community group

IS YOUR ORGANISATION ACTING AS
AN UMBRELLA ORGANISATION?

☐

Yes

☒

No

IS YOUR ORGANISATION GST
REGISTERED?

☐

Yes

☒

No

If so, please provide
your GST Number:

2. WHAT ARE THE OBJECTIVES OF YOUR ORGANISATION?

Attach additional sheets if you need to

See sheet one

Project eligibility criteria

All projects eligible for funding must:

- * Take place within Rangitikei;
- * Demonstrate consideration of how they see their proposal would benefit the community
- * Provide 3 targets that will be used to monitor the outcome of the project
- * Provide a realistic and balanced budget;
- * Be able to contribute a significant proportion to the cost of the project (see Section 4).

Please note:

* Applicants cannot have been financially supported by the ratepayers of the Rangitikei District Council through some other means for the same project in the same financial year, i.e. through the Event Sponsorship Scheme, Community Boards/Committees, Annual Plan etc.;

* Applicants cannot apply for funding from the Community Initiatives Fund more than once in any financial year;

* Proposals which are eligible for funding from Creative New Zealand or Sport New Zealand Rural Travel Fund must state clearly if they have made an application to or intend to apply to either fund. The Community Initiatives Fund assessment committee may limit funding to these groups.

* If you receive confirmation of funding from any other organisation before the Committee meets, you must inform the Grants Administrator at the Council.

3. YOUR PROJECT (See project eligibility criteria)

3.1 What is the name of your project? _____

Running costs / toilet upgrade

3.2 When will it take place: Throughout 2015/2016

3.3 Where will it take place: Pukeokahu Hall

3.4 What type of project are you planning?

☒ Ongoing activity, or

☐ New initiative

Please tick the **ONE** box that best describes your project. (See Event Sponsorship Scheme definitions)

☒ Community service and support, or

☐ Leisure promotion, or

☐ Heritage and environment

3.5 Describe your project in full:

Attach additional sheets if you need to.

We have an on-going programme of improving and modernising our community hall (see Strategic Plan). The next stage is to upgrade the toilet block (which is pre W.W.2) and will include a wheelchair access toilet. We would like all funds raised from our fundraising ventures to go towards this project. To this end we would like assistance with our overhead costs.

Accountability Reports

Successful applicants will be required to report back (to the Chief Executive) on a six-monthly basis or at the conclusion of the project, whichever is later.

For all projects this will include reporting against the three targets that you have identified as indicating success.

Council will also seek your feedback on what worked well for your project and what could be improved.

Promoting Rangitikei District Council's support:

The support of the Rangitikei District Council must be acknowledged on all publicity material. Logos may be obtained from the Council Administrator. You will need to show how you have done this in the accountability report.

Hints and tips:

Describe your project in full.

In this section we want to know about the complete project, not just the portion you are seeking funding for.

Or you may have a project that supports a small number of people over a longer period of time. In this case you will need to explain the long term benefits of the project to this group.

Be sure to fully describe your target group or those who will benefit from your activity.

Relate your project back to the category under which you applied. If you ticked Heritage and Environment for example, you will need to demonstrate why this is a Heritage and Environment Project.

3.6 Who will benefit from your project? All members of the wider Pukeokahu community.

The current toilets become blocked regularly when we have a large number of people at an event / function.

3.7 How will the people who will benefit from your project know that it is happening? Item will go into the

Tairāhapa Times. This will also
acknowledge any grants, ^{& sponsors} that went
towards the upgrade.

3.8 How will you acknowledge the funding provided by Rangitikei District Council? (See Promoting Rangitikei District Council's support)

Our community newsletter is sent out to approx
100 people. Item put into Tairāhapa Times

3.9 Nominate 3 targets that will demonstrate the success of your project and the benefit to the Rangitikei District. Please refer to the funding guide as the targets set here will form the basis of your reporting back to Council when the project is completed.

Target 1: To be able to meet our on-going
costs without having to access money set aside
for toilet upgrade

Target 2: All money raised during this financial
year will be able to go towards the upgrade

Target 3: Continue to receive positive
feedback from the community about how
the hall is being maintained & upgraded.

Funding Guide

An organisation may receive a grant for a project in one or more successive years, but must apply annually. All profits from the projects must be held over towards funding the next project.

Grants will usually be up to a maximum of \$2,500 for any project in any one financial year.

Grants will not be made to organisations which have not complied with reporting requirements for previous grants.

This section asks for the **total** cost of your project. In the income section list the funding from **all sources**. Council is unlikely to fund 100% of project costs, so it is important that you do not restrict your costs to the amount of funding you are requesting.

Ineligible costs

- * Facility development or funding for capital works (i.e. the cost of buildings or items necessary to operate the facility);
- * Grants to individuals;
- * Purchase or long-term lease of equipment¹ or facilities;
- * Food and beverage costs;
- * Retrospective project costs;
- * Costs of bonds or making good any damage done to venues that are hired;

You must provide valid, written quotes for all goods and services for which you are seeking funding.

If no quotes are supplied your application will be ineligible.

General overheads such as power costs, administration costs etc. must be based on proven figures from previous year's accounts.

Groups registered for GST must provide figures that are GST exclusive.

4. FINANCIAL INFORMATION (See Funding Guide) Please provide all costs and all sources of income for the project you are planning. Attach additional sheets if necessary

4.1 Project Costs

Outline how much the project will cost to put on:

Item	Amount
Power	\$ 755.55
Insurance	\$ 776.25
Accountancy fees	\$ 276.00
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
Total Cost (GST inclusive / exclusive . Please delete one)	\$ 1807.80

4.2 Project Income

Outline how the costs of the project will be met:

Item	Amount
Donated material	\$
Cash in hand towards project	\$
Intended fundraising (provide an estimate)	\$
Ticket sales	\$
Other sponsorship/grants (please specify source/s below)	
	\$
	\$
	\$
	\$
	\$
	\$
	\$
Total funds available (GST inclusive / exclusive. Please delete one)	\$

Amount of funding you are requesting

from Rangitikei District Council:

\$ 1807.80

¹ Equipment is defined as being "the tools, clothing or other items needed for a particular activity or purpose, that under normal conditions of use can be expected to serve their principal purpose for at least one year"

Please provide a pre-printed bank account deposit slip for payment should your application be successful.

Please attach your group's latest audited annual accounts. Any organisation that has given away or donated money to other organisations will not be granted Council funding.

Quotes must be provided for all goods and services. For services such as power where it is not possible to get a quote, an estimate based on proven figures from previous years must be provided.

HAVE YOU ATTENDED TO ALL OF THE FOLLOWING?

Tick as appropriate

<input checked="" type="checkbox"/>	Answered all of the questions?
<input checked="" type="checkbox"/>	Does your financial information add up? Please check!
<input checked="" type="checkbox"/>	Provided daytime phone numbers?
<input checked="" type="checkbox"/>	Provided full details of your project and included extra pages as appropriate?
<input checked="" type="checkbox"/>	Provide quotes for all appropriate items?
<input checked="" type="checkbox"/>	Provided a pre-printed deposit slip?
<input checked="" type="checkbox"/>	Provided your latest annual accounts?

All applications that do not have the full and complete documentation (including quotes) cannot be considered by the Committee.

Council staff will check all applications to ensure they meet the criteria included in this application form and are complete. Council staff will contact you for further information if necessary.

4.3 Has your group received funding from the Rangitikei District Council in the last 5 years? If yes, please list all grants made below.

Event/Project/Activity	Amount	
Wheelchair Access deck	\$	4164.00
Man v Horse event	\$	2000.00
Hall Grant	\$	750.00
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	

4.4 Please name two referees for your organisation and your project

Name: Denis Robertson J.P.

Telephone (day): 06 388 1240

Name: Katrina Overton (accountant)

Telephone (day): 06 388 0618

5. DECLARATION

☒ I declare that the information supplied here is correct.

Name: Carol Gilbert

Signature: C. F. Gilbert

Position in organisation: Fundraising committee

Date: 29 July 2015

☐ Please tick here if you would like to speak with the Committee about your project. The Committee will meet on 27 August 2015. The Grants Administrator will contact you with more details.

Brief History of the Pukeokahu Hall

The Pukeokahu Hall was built on land donated by Ernest and Maria Gilbert in 1933 and the present committee holds minute and account books dating back to that date. The hall was originally a small building but has been added onto over the years until it has reached its present size. The last structural addition was in 1979 when it was extended at the western end.

In 1991 the Pukeokahu Playgroup was started and met once a week in the hall. This has continued until the present time and serves as an important social contact for children and mothers, as well as an educational experience for the children.

In 1993 there was a fence built along the front of the hall and a playground built at the western end.

In 2009 french doors were put into the north facing wall to allow easier access for children and parents out to the playground area.

In 2010 the kitchen was modernized with new shelving, food preparation areas and stoves. There was a deck built out from the supper room / bar which serves as a barbecue area. The bar was also revamped with a new purpose built bar, new fridges and a serving area opening to the deck outside.

In 2011 the deck was extended, with wheelchair access included, and the fence replaced with a new, stronger child proof fence.

In 2012 the old lean to type entrance was removed and replaced with french doors which allows more natural light into the hall. The deck area now extends the length of the hall and has been covered with a roof to provide shelter. This has effectively increased the floor space of the hall and improved its versatility.

The Pukeokahu Hall Committee and the Pukeokahu School work closely together with both organizations assisting each other where practical. As we are a small community, there are members of the hall committee who are also on the school Board of trustees.

2. What are the objectives of your organization?

To provide a community centre where the district is able to get together for a range of events and activities. It has always been the strong focal point for our very active and tightly knit community. The play group meet there on a weekly basis. It is used for fund raising events, mid winter dinner/dances, family functions such as 21st, 40th & 50th birthday parties, engagement parties, farewells and the occasional weddings. A group use it each week to run a fitness circuit programme. There is an annual Christmas party held there for the children of the district.

The hall is also used by the local school as a venue to hold school events that are too large for the school facilities, such as school productions. The hall is used in excess of 80 times over a normal twelve month period. The committee prepares and reviews it's strategic plan annually (current plan attached).

Pukeokahu Hall AGM 2015

Held at the Megaw Homestead on
Tuesday 9 June, 2015
at 7 pm

ELECTION OF OFFICERS

Chairperson:	Stacey Buchanan	Maryanne Mallalieu/Janey Megaw
V. Chair :	Jock Stratton	Jenny Melville/Janey Harrison
Treasurer:	Sue Stratton	Maryanne Mallalieu/Sara Waldron
Secretary:	Heather Gilbert	Stacey Buchanan/Carol Gilbert
Bar Manager	Miranda Aylward, Janey Megaw	Carol Gilbert/Jock Stratton

Committee:
Everyone in the community

Strategic Plan (2014-2019)

The plan was discussed and we also reminded ourselves that the Strategic Goals need to be included in every meeting on the Agenda.

Action Plan:

- costing for the repair of the roof which is sagging (Sue Stratton, Carol Gilbert, Stacey Buchanan)
- toilet project
- septic tank

Code of Conduct Review: a Review has taken place of this document and signed by the Chairperson for this year. Evidence of this document is needed for funding applications.

Funding Sub-Committee:

- Treasurer: Sue Stratton
- Playgroup: Kylie Gilbert
- Chair: Stacey Buchanan
- Strategic: Carol Gilbert
- Community Links: Heather Gilbert/Stacey Buchanan

Heather Gilbert/Stacey Buchanan

The meeting was closed at 7.45 by Chair Stacey Buchanan.

Pukeokahu Hall AGM 2015

Held at the Megaw Homestead on
Tuesday 9 June, 2015
at 7 pm

Present:

Stacey Buchanan, Sara Waldron, Heather Gilbert, Maryanne Mallalieu, Jenny Melville, Lizzie Maundrell, Miranda Alyward, Jock Stratton, Janey Harrison, Geoff Mallalieu, Carol Gilbert, Nicola Megaw,

Apologies:

Bruce Gilbert, Sue Stratton, Tana Klaricich, Brian Megaw, John Gilbert, Coke Sage, Sam Abalone-Battye

Previous Minutes:

Previous minutes (17.06.14) were read and discussed and passed.

Stacey Buchanan/ Sara Waldron

CHAIRPERSONS REPORT - Stacey Buchanan

(attached)

- high degree of activity in the last 12 months -the ultimate aim being to raise finance needed to get the toilet block project underway
- first annual PukeokaHu Man vs Horse Event very successful- Lizzie Maundrell thanked for her very hard work in getting this event up and running
- Hall continues to be regularly used
- committee and wider community thanked for the ongoing effort towards raising money and keeping Hall building in good shape

Stacey Buchanan/Jock Stratton

Treasurers Report

(attached)

Total Income	\$14,634.56
Expenses	\$5629.58

CASH SURPLUS: \$9,004.98

Lizzie Maundrell was congratulated on the detail supplied in the Financial Statements.

Motion:

That the Financial year for the Pukeokahu Hall Committee be changed to :
1 July to June 30 each year

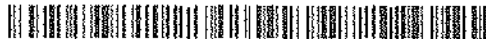
Stacey Buchanan/Carol Gilbert

Carried

Our financial year used to run 1 Feb to 31 Jan. The advice from our accountant was that we change it to 1 July to 30 June.

I have included a copy of the minutes for the 2015 AGM showing that suggestion has been acted on. I have also included the audited accounts for 1 Feb 2014 to 31 Jan 2015, as well as those for 1 Feb 2015 to 30 June 2015.

A handwritten signature in black ink, appearing to read "L. Gilbert", with a stylized flourish at the end.



Deposit

Weapac New Zealand Limited

Taihape
77-79 Hautapu Street, Taihape, NZ

PAID IN BY: (PLEASE PRINT NAME)

FOR THE CREDIT OF

PUKEOKAHU HALL COMMITTEE

DATE

NOTES \$

COINS \$

TOTAL CASH \$

CHEQUES \$

AS REVERSE \$

TRANSFER FROM ACCOUNT No. \$

TOTAL \$

⑈031525⑈ 0075464⑈00 ⑈ 50



Aon New Zealand

Tax Invoice 105403759

Aon New Zealand
GST No. 65 943 328

Pukeokahu Hall Committee
C/- Sara Waldron
1406 Pukeokahu Road
R.D.3
TAIHAPE 4793

Date
27 March 2015

Contact
Robert Wilson

Telephone
06 327 6072

Email
robert.g.wilson@aon.com

Address
PO Box 87
Marton 4741

Premium 675.00
This amount includes a broker administration and service charge

GST 101.25
If GST is not shown the transaction is Exempt or Zero Rated

Total **NZD 776.25**

Due By 10 April 2015

Transaction Description

New Liability Policy
Covering: Public and Statutory Liability

Effective from 18th March 2015 to 18th March 2016

Class of Insurance
Combined Cover

Lead Insurer
Vero Liability Insurance Limited

Insurer Rating
Refer Overleaf

Policy Number

Period of Insurance
18/03/2015 to 18/03/2016

Client Number
MTN 0C0XP

Please refer to important information on the back of this Invoice

Payment Options

Electronic Funds Transfer

Account: 01 0297 0071650 02
Client Number: MTN 0C0XP

Please note your client number when making your on-line payment.
If you have any queries please email nz.accounts@aon.com and quote your client number.

Cheque

Refer overleaf. Return this section with your cheque made payable to Aon New Zealand to:
PO Box 87, Marton 4741

Monthly Instalments

You can pay your account in monthly instalments through our finance facility. Contact your Aon broker for more information.

Credit Card

(Visa and Mastercard only)
Use your credit card to pay online at www.aon.co.nz
A transaction fee of 1% applies to credit card payments.

PUKEOKAHU HALL COMMITTEE

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31st January 2015

INDEX TO STATEMENTS

Compilation Report & Disclaimer
Statement of Accounting Policies
Statement of Financial Performance
Statement of Financial Position

**PUKEOKAHU HALL COMMITTEE
COMPILATION REPORT AND DISCLAIMER
For the Year Ended 31st January 2015**

To the Committee,

SCOPE

On the basis of information you, the client, have provided, we have compiled the special purpose Financial Statements of **PUKEOKAHU HALL COMMITTEE** for the year ended **31st January 2015**, in accordance with Service Engagement Standard No 2 'Compilation of Financial Information'.

RESPONSIBILITIES

You, the client, are solely responsible for the information contained in the special purpose financial statements and have determined that the basis of accounting used as described above is appropriate to meet your needs and for the purpose that the special purpose financial statements were prepared.

The financial statements were prepared exclusively for your benefit. Neither we, nor any of our employees, accept responsibility to any other person for the contents of the special purpose financial statements.

NO AUDIT OR REVIEW ENGAGEMENT UNDERTAKEN

Our procedures use accounting expertise to compile special purpose financial statements from the information you provided. Our procedures do not include verification or validation procedures. No audit or review engagement has been performed and accordingly no assurance is expressed.

INDEPENDENCE

We have no involvement with the client, other than the preparation of special purpose Financial Statements and Report.

DISCLAIMER

A compilation engagement requires us to apply procedures, in accordance with SES-2 "Compilation of Financial Information", to complete the special purpose Financial Statements from information you provide to us. These procedures do not include the performance of an audit or review in respect of either the information you provide or the financial information compiled from it. Accordingly, neither I, nor any of my employees, accept any responsibility for the reliability, accuracy or completeness of the information from which the financial information has been compiled.

The financial information is prepared at your request and exclusively for your benefit. Neither I, nor any of my employees, accept any liability of any kind whatsoever, including liability by reason of negligence, to either yourself or any other person for losses incurred as a result of placing reliance on the compiled financial information.



**RYAN, THOMAS & CO
CHARTERED ACCOUNTANTS
TAIHAPE
13th May 2015**

**PUKEOKAHU HALL COMMITTEE
STATEMENT OF ACCOUNTING POLICIES
For the Year Ended 31st January 2015**

REPORTING ENTITY

The entity is a Rural Community Hall that is not incorporated.

The entity qualifies for differential reporting as it is not publicly accountable and is not large as defined under the framework for differential reporting. The entity has taken advantage of all available differential reporting exemptions.

STATEMENT OF GENERAL ACCOUNTING POLICIES

These financial statements have been prepared on the basis of historical cost (except as otherwise noted).

PARTICULAR ACCOUNTING POLICIES

The following is a summary of the significant accounting policies adopted in the preparation of these financial statements.

- **Goods & Services Tax** These financial statements have been prepared on a Goods and Services Tax inclusive basis. The committee is not registered for GST.
- **Stocks** have been stated at the lesser of cost or estimated market value after due allowance has been made for realisation costs. Consumables that are not of a material nature have been written off as an expense in the year purchased.
- **Fixed Assets & Depreciation** All fixed assets have been expensed when paid.
- **Investments** Investments are recorded at cost.
- **Cash Basis** Due to the size and nature of the organisation all income is recognised when received and all expenditure is recognised when paid.

CHANGES IN ACCOUNTING POLICIES

There have been no changes in the accounting policies which materially affect the current year or are likely to affect future years.

EVENTS SINCE BALANCE DATE

There have been no significant events since balance date which would materially alter the information contained within these financial statements.

This Statement has been compiled without an audit or review engagement and must be read in conjunction with the attached "Notes to the Financial Statements" and Compilation Report.

PUKEOKAHU HALL COMMITTEE
STATEMENT OF FINANCIAL PERFORMANCE
For the Year Ended 31st January 2015

Last Year \$			This Year \$
	INCOME		
4,331.40	Bar Sales	2,787.50	
2,125.02	Purchases	1,503.00	
2,206.38	BAR SURPLUS		1,284.50
	OTHER INCOME		
-	Grant - RDC		2,000.00
7,500.00	Grant Powerco		-
-	Grant - Pub Charity		1,711.00
-	Man vs Horse Proceeds		1,640.00
5,740.00	Horse Trek Proceeds		5,060.00
285.00	Christmas Party Proceeds		411.82
2,025.00	Walk Proceeds		2,450.00
55.96	Interest - Westpac		77.24
17,812.34	TOTAL INCOME		14,634.56
	LESS EXPENSES		
	FUNDRAISING EXPENSES		
64.40	Bar Licence	-	
6,102.40	Horse Trek Expenses	2,950.08	
238.94	Aorangi Walk expenses	820.62	
184.00	Puke Dinner Expenses	-	
6,589.74	TOTAL FUNDRAISING EXPENSES	3,770.70	
	OTHER EXPENSES		
543.65	Repairs & Maintenance	62.10	
12,802.50	Building Upgrade	-	
112.37	Plant	-	
-	General Expenses	285.00	
138.00	Accountancy Fees	184.00	
52.50	Bank Charges	1.50	
134.00	Gifts	17.62	
181.48	Stationery, Advert, Admin	553.11	
790.88	Power	755.55	
14,755.38	TOTAL OTHER EXPENSES	1,858.88	
21,345.12	TOTAL EXPENSES		5,629.58
\$ (3,532.78)	CASH SURPLUS (DEFICIT)		\$ 9,004.98

STATEMENT OF FINANCIAL POSITION
As at 31st January 2015

13,857.63	OPENING EQUITY	10,324.85
(3,532.78)	Excess Income Over Expenditure	9,004.98
\$ 10,324.85	TOTAL EQUITY	\$ 19,329.83
	REPRESENTED BY:	
	CURRENT ASSETS	
10,324.85	Westpac - Cheque	17,825.59
-	Westpac - Saver	1,504.24
\$ 10,324.85	NET ASSETS	\$ 19,329.83

This Statement has been compiled without an audit or review engagement and must be read in conjunction with the attached "Notes to the Financial Statements" and Compilation Report.

PUKEOKAHU HALL COMMITTEE

FINANCIAL STATEMENTS

FOR THE 5 MONTHS ENDED 30th June 2015

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Compilation Report & Disclaimer
Statement of Accounting Policies
Statement of Financial Performance
Statement of Financial Position

**PUKEOKAHU HALL COMMITTEE
COMPILATION REPORT AND DISCLAIMER
For the 5 Months Ended 30th June 2015**

To the Committee,

SCOPE

On the basis of information you, the client, have provided, we have compiled the special purpose Financial Statements of **PUKEOKAHU HALL COMMITTEE** for the 5 Months ended **30th June 2015**, in accordance with Service Engagement Standard No 2 'Compilation of Financial Information'.

RESPONSIBILITIES

You, the client, are solely responsible for the information contained in the special purpose financial statements and have determined that the basis of accounting used as described above is appropriate to meet your needs and for the purpose that the special purpose financial statements were prepared.

The financial statements were prepared exclusively for your benefit. Neither we, nor any of our employees, accept responsibility to any other person for the contents of the special purpose financial statements.

NO AUDIT OR REVIEW ENGAGEMENT UNDERTAKEN

Our procedures use accounting expertise to compile special purpose financial statements from the information you provided. Our procedures do not include verification or validation procedures. No audit or review engagement has been performed and accordingly no assurance is expressed.

INDEPENDENCE

We have no involvement with the client, other than the preparation of special purpose Financial Statements and Report.

DISCLAIMER

A compilation engagement requires us to apply procedures, in accordance with SES-2 "Compilation of Financial Information", to complete the special purpose Financial Statements from information you provide to us. These procedures do not include the performance of an audit or review in respect of either the information you provide or the financial information compiled from it. Accordingly, neither I, nor any of my employees, accept any responsibility for the reliability, accuracy or completeness of the information from which the financial information has been compiled.

The financial information is prepared at your request and exclusively for your benefit. Neither I, nor any of my employees, accept any liability of any kind whatsoever, including liability by reason of negligence, to either yourself or any other person for losses incurred as a result of placing reliance on the compiled financial information.



**RYAN, THOMAS & CO
CHARTERED ACCOUNTANTS
TAIHAPE
13th July 2015**

**PUKEOKAHU HALL COMMITTEE
STATEMENT OF ACCOUNTING POLICIES
For the 5 Months Ended 30th June 2015**

REPORTING ENTITY

The entity is a Rural Community Hall that is not incorporated.

The entity qualifies for differential reporting as it is not publicly accountable and is not large as defined under the framework for differential reporting. The entity has taken advantage of all available differential reporting exemptions.

STATEMENT OF GENERAL ACCOUNTING POLICIES

These financial statements have been prepared on the basis of historical cost (except as otherwise noted).

PARTICULAR ACCOUNTING POLICIES

The following is a summary of the significant accounting policies adopted in the preparation of these financial statements.

- **Goods & Services Tax** These financial statements have been prepared on a Goods and Services Tax inclusive basis. The committee is not registered for GST.
- **Stocks** have been stated at the lesser of cost or estimated market value after due allowance has been made for realisation costs. Consumables that are not of a material nature have been written off as an expense in the year purchased.
- **Fixed Assets & Depreciation** All fixed assets have been expensed when paid.
- **Investments** Investments are recorded at cost.
- **Accounts Receivable** Accounts Receivable are valued at estimated net realisable value.

CHANGES IN ACCOUNTING POLICIES

The Balance Date has been changed to 30th June. This years figures cover 5 Months as compared with 12 Months in the previous year. This has no material effect on the surplus for the year.

EVENTS SINCE BALANCE DATE

There have been no significant events since balance date which would materially alter the information contained within these financial statements.

This Statement has been compiled without an audit or review engagement and must be read in conjunction with the attached "Notes to the Financial Statements" and Compilation Report.

PUKEOKAHU HALL COMMITTEE
STATEMENT OF FINANCIAL PERFORMANCE
For the 5 Months Ended 30th June 2015

Last Year \$			This Year \$	\$
	INCOME			
2,787.50	Bar Sales		5,126.60	
1,503.00	Purchases		2,169.29	
<hr/>			<hr/>	
1,284.50	BAR SURPLUS			2,957.31
	OTHER INCOME			
2,000.00	Grant - RDC			-
1,711.00	Grant - Pub Charity			-
-	Sponsorship			2,950.00
1,640.00	Man vs Horse Proceeds			4,622.25
5,060.00	Horse Trek Proceeds			9,260.00
411.82	Christmas Party Proceeds			-
2,450.00	Walk Proceeds			-
-	Hireage			100.00
77.24	Interest - Westpac			119.91
<hr/>			<hr/>	
14,634.56	TOTAL INCOME			20,009.47
	LESS EXPENSES			
	FUNDRAISING EXPENSES			
-	Bar Licence	63.30		
-	Man vs Horse Expenses	5,666.74		
2,950.08	Horse Trek Expenses	1,149.68		
820.62	Aorangi Walk expenses	-		
-	Activity Insurance	776.25		
<hr/>				
3,770.70	TOTAL FUNDRAISING EXPENSES		7,655.97	
	OTHER EXPENSES			
62.10	Repairs & Maintenance	349.16		
285.00	General Expenses	23.94		
184.00	Accountancy Fees	276.00		
1.50	Bank Charges	-		
17.62	Gifts	49.50		
553.11	Stationery, Advert, Admin	26.99		
755.55	Power	294.44		
<hr/>				
1,858.88	TOTAL OTHER EXPENSES		1,020.03	
<hr/>			<hr/>	
5,629.58	TOTAL EXPENSES			8,676.00
<hr/>			<hr/>	
\$ 9,004.98	CASH SURPLUS (DEFICIT)			\$ 11,333.47

STATEMENT OF FINANCIAL POSITION
As at 30th June 2015

10,324.85	OPENING EQUITY		19,329.83
9,004.98	Excess Income Over Expenditure		11,333.47
<hr/>			<hr/>
\$ 19,329.83	TOTAL EQUITY		\$ 30,663.30
	REPRESENTED BY:		
	CURRENT ASSETS		
17,825.59	Westpac - Cheque		18,434.51
1,504.24	Westpac - Saver		12,133.59
-	Accounts Receivable		95.20
<hr/>			<hr/>
\$ 19,329.83	NET ASSETS		\$ 30,663.30

This Statement has been compiled without an audit or review engagement and must be read in conjunction with the attached "Notes to the Financial Statements" and Compilation Report.



Non - Profit Organisation

30 June 2015

Pukeokahu Hall Committee
C/- Elizabeth Maundrell
1407B Pukeokahu Road
RD 3
Taihape 4793

Taihape BRANCH
100 Hautapu Street
PO Box 228
Taihape 4742
Telephone: 0800 400 600
Fax: (06) 388 2011

Account name: Pukeokahu Hall Committee

Account number: 03 1525 0075464 00

Last summary date: 29 May 2015

This summary date: 30 June 2015

Summary number: 25

At a glance

your current balance **\$18,434.51**

Current credit interest rates

These are the current per annum interest rates. They are subject to change without notice.

BALANCE	INTEREST RATE
Under \$5,000	0.00%
\$5,000 to \$9,999	0.50%
\$10,000 and over	0.75%

The interest you earned for this period was calculated on your daily credit balance and paid to you monthly.

Your transactions

Prigokanin Hall Committee

Account number	03 1525 0075464-00
Last Summary date	29 May 2015
This Summary date	30 June 2015
Summary number	25
OPENING BALANCE	\$18,558.82

MTS	NAME OF OTHER PARTY	PARTICULARS	CODE	REFERENCE	WITHDRAWAL	DEPOSIT	DATE	BALANCE
BP	Gilbert R B	R Gilbert	610911	Horse bar tab		36.80	03 Jun	18,595.62
BP	Buchanan Miss S M	Stacey		tab	the bar tabs	94.40	03 Jun	18,690.02
DC	Stratton Smg	J Stratton	610905	HVH bar tab		166.80	03 Jun	18,856.82
ID	Genesis Energy		E0029230098	2407475800	471	123.88	05 Jun	18,732.94
DC	Hughes J A	In 828785 JH	Jemma	the bar tab.		19.60	09 Jun	18,752.54
BP	McVittie, Guy	B Gibbons		Man V Horse	Bar tab	40.00	11 Jun	18,792.54
	G R Sage	Chap				112.20	15 Jun	18,904.74
	M. Megaw	Chp				215.20	15 Jun	19,119.94
	Nurse	Teller Dep		Ben Cross	HVH bar tab	4.60	15 Jun	19,124.54
	Reimbursed E. Mound - fish & waders HVH stuff	100075	345				15 Jun	18,487.38
	Reimbursed E. Mound - postage HVH	100076				9.70	15 Jun	18,477.68
DC	Aylward M J	Bar Tab		for Mound Jarels Shirts 102 + 1.60 Tel. HVH		143.60	17 Jun	18,621.28
	Page Plus - Stationary books		100078	410		26.99	18 Jun	18,594.29
DC	Waldron J A & SJ	Waldron	Inv# 828795	Bar Tab	the bar HVH	116.00	19 Jun	18,710.29
	Alco HVH food		100077	345		300.68	19 Jun	18,409.41
	Ryan Thinks & Co accountants		100079	390		276.00	19 Jun	18,133.41
DC	Hughes J A	Jemma	Man V Horse	bar tab		12.80	22 Jun	18,146.21
BP	E W Maundrell	Bar tab	610904	HVH		33.60	26 Jun	18,179.81
BP	Dennis HVH	HVH refund	100068	180		135.00	26 Jun	18,044.81
BP	The Coke & Ch	Charles/Coke	Sage	Inv610913	HVH bar tab	109.60	30 Jun	18,154.41

35ed xon uc panu3u03

Balance from previous page

\$18,154.41

MTS	NAME OF OTHER PARTY	PARTICULARS	CODE	REFERENCE	WITHDRAWAL	DEPOSIT	DATE	BALANCE
DC	Harrison P T &	Tom & Janey Harrison		828767	<i>Trunk H/B to tab</i>	<i>220</i> 359.20	30 Jun	18,513.61
	Credit Interest	\$12.15 Less W/Tax		\$4.01		<i>205</i> 8.14	30 Jun	18,521.75
	<i>Janey Harrison</i>	<i>Reimbursed by bank</i>		<i>100047</i>	<i>87.24</i>		30 Jun <i>661</i>	18,434.51

As soon as you receive this statement, please check the transactions and let us know if anything is incorrect. Any transactions that have been listed under deposits or withdrawals within the last few business days of this summary may be subject to clearance. If any of these items are not paid, your balance will be adjusted, and you will be advised in your next statement.

CLOSING BALANCE

\$18,434.51

CR Credit OD Overdrawn DC Direct credit

310 63.30
372 28.94

Other balances: savings - \$12,133.59

Reconciling your account: The final balance on your Non-Profit Organisation summary may differ from your own records because of unrepresented items. To reconcile, take the closing balance on this summary, add deposits made after the date of this summary and take away any withdrawals that are outstanding.

If you have any questions please call us on 0800 400 600, 7am to 11pm, seven days a week.
To report lost or stolen cards or PINs (Personal Identification Number) phone 0800 888 111, 24 hours a day.

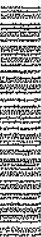


Business Online Saver

13 July 2015

Pukeokahu Hall Committee
C/- Susan Stratton
1407 Pukeokahu Road
RD 3
Taihape 4793

Taihape BRANCH
100 Hautapu Street
PO Box 228
Taihape 4742
Telephone: 0800 400 600
Fax: (06) 388 2011



Account name: Pukeokahu Hall Committee
Maintenance & Developement

Account number: 03 1525 0075464 01
Last summary date: 13 January 2015
This summary date: 13 July 2015
Summary number: 2

At a glance

your current balance **\$12,133.59**

Current credit interest rates

These are the current per annum interest rates. They are subject to change without notice.

BALANCE	INTEREST RATE
All	2.70%

The interest you earned for this period was calculated on your daily credit balance and paid to you monthly.

Your transactions

Pukeokahu Hall Committee
Maintenance & Development

Account number 03 1525 0075464-01
Last Summary date 13 January 2015
This Summary date 13 July 2015
Summary number 2
OPENING BALANCE \$1,352.00

MTS	NAME OF OTHER PARTY	PARTICULARS	CODE	REFERENCE	WITHDRAWAL	DEPOSIT	DATE	BALANCE
						150.00	27 Jan	1,502.00
BP	Barrett, Diane	DEBarrett	26					
	Credit Interest	\$3.34	Less W/Tax	\$1.10		2.24	30 Jan	1,504.24
						120.00	11 Feb	1,624.24
BP	M A Henry	martin	henry	27				
DE	1525-0075464-000	first aid	Transfer	13927096		1,711.00	12 Feb	3,335.24
DE	1525-0075464-000	Main hall	Transfer	13858071		2,140.00	12 Feb	5,475.24
DC	Loader J P	paul loader		29		150.00	16 Feb	5,625.24
BP	Mr V Safar			order 30		180.00	18 Feb	5,805.24
DC	Wilson L T	human v hors	Henry Bishop	order #31		120.00	24 Feb	5,925.24
DC	Miss K A Scott	Order32	Team Entry	K Scott		180.00	27 Feb	6,105.24
	Credit Interest	\$9.66	Less W/Tax	\$3.19		6.47	27 Feb	6,111.71
DC	Schimpf Rg *01	R Schimpf		36		150.00	09 Mar	6,261.71
DC	Thomas-Morton T	T ThomasMort		order 34		150.00	09 Mar	6,411.71
BP	Algie B M	E.Algie		35		165.00	09 Mar	6,576.71
BP	A D P Wootton			order#37		150.00	11 Mar	6,726.71
BP	S & S K Robinson	S Robinson		38		120.00	16 Mar	6,846.71
BP	Mr M M Muntea	muntea		order#39		120.00	23 Mar	6,966.71
DC	Ms R M Halliday and	Halliday	order no 40			150.00	23 Mar	7,116.71
DC	Carrington, Dj	41				180.00	24 Mar	7,296.71
DC	Marshall B J	order #43	Billie M			120.00	26 Mar	7,416.71
DC	Lear C A	c lear		sku00008		120.00	26 Mar	7,536.71
BP	T Davies, J M Beaumo	#44 Beaumont	#44	#44 beaumont		120.00	27 Mar	7,656.71
DC	Lear C A	Chris Lear		# 42		120.00	27 Mar	7,776.71
DC	Lear Graeme Hen	Order #45		G Lear		120.00	27 Mar	7,896.71
DC	Morris D P & M	DarrenMorris	Order 48	RunnerEntry		120.00	30 Mar	8,016.71
BP	A J Graham	sku 00007	anna graham	sku 00007		150.00	30 Mar	8,166.71
BP	Hula NZ Ltd	Boonies				250.00	30 Mar	8,416.71

continued on next page



Balance from previous page

\$8,416.71

MTS	NAME OF OTHER PARTY	PARTICULARS	CODE	REFERENCE	WITHDRAWAL	DEPOSIT	DATE	BALANCE
BP	P W McIlroy-Bisley			49		120.00	31 Mar	8,536.71
BP	Hill, Denise M	D.hill		sku 00007		150.00	31 Mar	8,686.71
	Credit Interest	\$18.97	Less W/Tax	\$6.26		12.71	31 Mar	8,699.42
DC	Crosby A C			50		180.00	02 Apr	8,879.42
BP	Eddie A S	A Eddie		Order no. 53		120.00	07 Apr	8,999.42
DC	Meijer E A	ed meijer		57		120.00	07 Apr	9,119.42
BP	Gibbons, Benja	Man V Horse	Entry			180.00	07 Apr	9,299.42
BP	Brokenshire P	Brokenshire	order no 52	studio rubix		180.00	07 Apr	9,479.42
BP	Melville, Jen	Team	Melville	#54		180.00	07 Apr	9,659.42
DC	Tylee Mark Raym	Mark Tylee	56			180.00	07 Apr	9,839.42
BP	Hill, Denise M	2x meals	DHill	sku00005		30.00	09 Apr	9,869.42
DC	McCann Aaron Ja	order No 59	Aaron McCann	Supporters		45.00	13 Apr	9,914.42
DC	Fmg	Fmg	Th159 00	044164		2,000.00	16 Apr	11,914.42
BP	Mr V safar			Viktor raffl		121.00	20 Apr	12,035.42
	Credit Interest	\$27.79	Less W/Tax	\$9.17		18.62	30 Apr	12,054.04
BP	Melville, Guy	Melville	Bar Tab	828793		40.00	20 May	12,094.04
	Credit Interest	\$28.76	Less W/Tax	\$9.49		19.27	29 May	12,113.31
	Credit Interest	\$30.27	Less W/Tax	\$9.99		20.28	30 Jun	12,133.59

As soon as you receive this statement, please check the transactions and let us know if anything is incorrect. Any transactions that have been listed under deposits or withdrawals within the last few business days of this summary may be subject to clearance. If any of these items are not paid, your balance will be adjusted, and you will be advised in your next statement.

CLOSING BALANCE

\$12,133.59

CR Credit

OD Overdrawn

BP Bill Payment

DC Direct credit

Other balances: day to day - \$18,252.49

If you have any questions please call us on 0800 400 600, 7am to 11pm, seven days a week.
To report lost or stolen cards or PINs (Personal Identification Number) phone 0800 888 111, 24 hours a day.

Pukeokahu Hall Committee Strategic Plan 2015 - 2019

Society Context	The Pukeokahu Hall Committee is a local community organisation based in the farming district of Pukeokahu. The hall is situated at 20 Mangahoata Road. The committee relies on voluntary support from district members and community funding.
Mission Statement	<p>To provide a focal point for community and family events.</p> <p>To provide a safe environment for the local playgroup.</p> <p>Work with the Pukeokahu community to promote Pukeokahu and the events the district chooses to run.</p> <p>Achieve an increased profile for the district by hosting events that attract attendance from non local people.</p>
Purpose	The purpose of the strategic plan is to ensure continued growth and development of services for the benefit of the community.

Strategic Goals 2015 - 2019

<p>Short Term (2015-2016)</p>	<ul style="list-style-type: none"> • Look at options for fund raising. • Publish Pukeokahu cookbook • Hold three major fund raising events • Apply for funding for toilet replacement/upgrade. • Continue to ensure strong links within the community
<p>Medium Term (2016 - 2017)</p>	<ul style="list-style-type: none"> • Begin toilet upgrade. • Replace existing exterior door in bar area. • Continue to ensure strong links within the community
<p>Long Term (2017 -2019)</p>	<ul style="list-style-type: none"> • Repaint exterior and interior of hall. • Redo floor surface. • Continue to ensure strong links within the community.

Short Term Action Plan 2015 -2016

Strategic Goal	Expected Outcomes	Action Required	Responsible Overseers	Estimated Cost
Fund raise to replace or upgrade the existing toilets	Clean modern toilet facilities with wheelchair access. Facilities that will be able to cope when the district has a major fund raiser	Check with plumbers, builders, RDC as to the possibility of improving the existing toilet area. If judged feasible then obtain quotes from tradesmen and begin funding applications	J. Stratton	\$70,000
Publish Pukeokahu Cookbook	The book will be ready for sale by Christmas 2015	Complete graphics and arrange for publication and sale.	C. Law S. Waldron J. Melville	
Plan and undertake major fund raising events	The hall committee will have funds to put towards the continued maintenance and major upgrading of the hall.	To plan and run - the annual horse trek - annual walk - annual Man v Beast race	G & M Mallalieu H. Gilbert L.Maundrell	
Continue to ensure strong links within the community.	The district continues to make the hall a centre for community functions and activities.	Continue to maintain a venue that meets the community's requirements. Regular or timely communication through newsletters or other appropriate means.	S. Buchanan H. Gilbert	

Medium Term Action Plan 2015 - 2018

Strategic Goal	Expected Outcomes	Action Required	Responsible Overseers	Estimated Cost
Apply for funding for toilet upgrade	Replacement/upgrade to be completed.	Contract builders/plumbers to undertake work.	J. Stratton	\$70,000
Continue to ensure strong links within the community.	The district continues to make the hall a centre for community functions and activities.	Continue to maintain a venue that meets the community's requirements. Regular or timely communication through newsletters or other appropriate means.	Committee	
Plan and undertake major fund raising events	The hall committee will have funds to put towards the continued maintenance and major upgrading of the hall.	To plan and run - the annual horse trek - Mokai - walk on Mangaohane Stn - Man v Beast race	G & M Mallalieu H. Gilbert L. Maundrell	



Deposit

Westpac New Zealand Limited

Taihape
77-79 Hautapu Street, Taihape, NZ

PAID IN BY: (PLEASE PRINT NAME)

FOR THE CREDIT OF

PUKEOKAHU HALL COMMITTEE

DATE

NOTES \$

COINS \$

TOTAL CASH \$

CHEQUES
AS REVERSE \$

TRANSFER FROM ACCOUNT No. \$

TOTAL \$

⑈036525⑆ 007566⑈00 ⑈ 50

Applicant eligibility criteria:

Applicant must be able to meet all the criteria stipulated in the guidelines;

Applicant/organisation must be

- Incorporated Society (certificate or documentation of proof must be supplied);

- Trust or Association (please supply documentation);

- Unincorporated community group

- Umbrella organisation with local branches.

It is expected that the 'umbrella organisation' will have an interest in the project for which funding is being sought.

Council is unable to issue funds directly to individual recipients.

Hints and tips:

Ensure that you give us as much detail as possible in the contacts section. If we have any questions we need to be able to contact you as easily as possible.

When providing contact names please ensure that the people listed are able to answer questions about the application and list the person who completed the application form as the first contact.

The details in this section allow us to understand the objectives of your organisation and the affiliations you have.

If your group is an incorporated society, your constitution will have broad aims for the group listed.

Tell us about your activities, the other groups you work with and how you promote your end objectives.

1. APPLICANT DETAILS (See applicant eligibility criteria)

Full Name of Organisation: Rangitikei Heritage Group

Street address: _____

Postal address: C/- Rangitikei District Council
46 High Street
Private Bag 102 Manton 4741

Contact 1 Name Richard Aslett (Chair)

Telephone (day) 06 382 5774

Email: Mangawetagallery@xtra.co.nz

Contact 2 Name Katrina Gray

Telephone (day): 06 327 0099

Email: Katrina.Gray@rangitikei.govt.nz

Legal Status (see Applicant eligibility criteria)

IS YOUR ORGANISATION ACTING AS AN UMBRELLA ORGANISATION?



Yes



No

IS YOUR ORGANISATION GST REGISTERED?



Yes



No

If so, please provide your GST Number:

2. WHAT ARE THE OBJECTIVES OF YOUR ORGANISATION?

Attach additional sheets if you need to

To share ideas & best practice
between museums & work collaboratively
On projects which promote
heritage within the Rangitikei District

Project eligibility criteria

All projects eligible for funding must:

- * Take place within Rangitikei;
- * Demonstrate consideration of how they see their proposal would benefit the community
- * Provide 3 targets that will be used to monitor the outcome of the project
- * Provide a realistic and balanced budget;
- * Be able to contribute a significant proportion to the cost of the project (see Section 4).

Please note:

* Applicants cannot have been financially supported by the ratepayers of the Rangitikei District Council through some other means for the same project in the same financial year, i.e. through the Event Sponsorship Scheme, Community Boards/Committees, Annual Plan etc.;

* Applicants cannot apply for funding from the Community Initiatives Fund more than once in any financial year;

* Proposals which are eligible for funding from Creative New Zealand or Sport New Zealand Rural Travel Fund must state clearly if they have made an application to or intend to apply to either fund. The Community Initiatives Fund assessment committee may limit funding to these groups.

* If you receive confirmation of funding from any other organisation before the Committee meets, you must inform the Grants Administrator at the Council.

3. YOUR PROJECT (See project eligibility criteria)

3.1 What is the name of your project?

Heritage Brochure

3.2 When will it take place:

September 2015

3.3 Where will it take place:

Whole Rangitikei District.

3.4 What type of project are you planning?

☒ Ongoing activity, or

☐ New initiative

Please tick the **ONE** box that **best** describes your project. (See Event Sponsorship Scheme definitions)

☐ Community service and support, or

☐ Leisure promotion, or

☒ Heritage and environment

3.5 Describe your project in full:

Attach additional sheets if you need to.

To undertake minor edits to the brochure and reprint. The brochure contains outdated contact details that will need to be amended. 1500 copies of the brochure are proposed to be printed.

Accountability Reports

Successful applicants will be required to report back (to the Chief Executive) on a six-monthly basis or at the conclusion of the project, whichever is later.

For all projects this will include reporting against the three targets that you have identified as indicating success.

Council will also seek your feedback on what worked well for your project and what could be improved.

Promoting Rangitikei District Council's support:

The support of the Rangitikei District Council must be acknowledged on all publicity material. Logos may be obtained from the Council Administrator. You will need to show how you have done this in the accountability report.

Hints and tips:

Describe your project in full.

In this section we want to know about the complete project, not just the portion you are seeking funding for.

Or you may have a project that supports a small number of people over a longer period of time. In this case you will need to explain the long term benefits of the project to this group.

Be sure to fully describe your target group or those who will benefit from your activity.

Relate your project back to the category under which you applied. If you ticked Heritage and Environment for example, you will need to demonstrate why this is a Heritage and Environment Project.

3.6 Who will benefit from your project? The local museums/ local communities will benefit.

The brochure will increase the profile of the museums & the history of our settlements & other heritage organisations
Tourists - may increase their knowledge of the area & encourage them to explore further

3.7 How will the people who will benefit from your project know

that it is happening? The booklet will be distributed to a range of local businesses, libraries, information centres & museums.

3.8 How will you acknowledge the funding provided by Rangitikei District Council? (See Promoting Rangitikei District Council's support)

The brochure has the RDC logo printed on the back.

3.9 Nominate 3 targets that will demonstrate the success of your project and the benefit to the Rangitikei District. Please refer to the funding guide as the targets set here will form the basis of your reporting back to Council when the project is completed.

Target 1: Ongoing demand for brochure.
Over 1500 copies distributed since 2013.

Target 2: Tourists visiting local museums.

Target 3: Increased awareness of local historical societies by the local communities.

Funding Guide

An organisation may receive a grant for a project in one or more successive years, but must apply annually. All profits from the projects must be held over towards funding the next project.

Grants will usually be up to a maximum of \$2,500 for any project in any one financial year.

Grants will not be made to organisations which have not complied with reporting requirements for previous grants.

This section asks for the **total** cost of your project. In the income section list the funding from **all sources**. Council is unlikely to fund 100% of project costs, so it is important that you do not restrict your costs to the amount of funding you are requesting.

Ineligible costs

- * Facility development or funding for capital works (i.e. the cost of buildings or items necessary to operate the facility);
- * Grants to individuals;
- * Purchase or long-term lease of equipment¹ or facilities;
- * Food and beverage costs;
- * Retrospective project costs;
- * Costs of bonds or making good any damage done to venues that are hired;

You must provide valid, written quotes for all goods and services for which you are seeking funding.

If no quotes are supplied your application will be ineligible.

General overheads such as power costs, administration costs etc. must be based on proven figures from previous year's accounts.

Groups registered for GST must provide figures that are GST exclusive.

4. FINANCIAL INFORMATION (See Funding Guide) Please provide **all** costs and **all** sources of income for the project you are planning. Attach additional sheets if necessary

4.1 Project Costs

Outline how much the project will cost to put on:

Item	Amount	
Reprint 1500 copies	\$	1484.00
Alterations	\$	20
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
Total Cost (GST inclusive / <u>exclusive</u> . Please delete one)	\$	1504

4.2 Project Income

Outline how the costs of the project will be met:

Item	Amount	
Donated material	\$	
Cash in hand towards project	\$	
Intended fundraising (provide an estimate)	\$	
Ticket sales	\$	
Other sponsorship/grants (please specify source/s below)		
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
Total funds available (GST inclusive / exclusive. Please delete one)	\$	Nil

Amount of funding you are requesting

from Rangitikei District Council:

\$ 1504.00
excl GST

¹ Equipment is defined as being "the tools, clothing or other items needed for a particular activity or purpose, that under normal conditions of use can be expected to serve their principal purpose for at least one year"

Please provide a pre-printed bank account deposit slip for payment should your application be successful.

Please attach your group's latest audited annual accounts. Any organisation that has given away or donated money to other organisations will not be granted Council funding.

Quotes must be provided for all goods and services. For services such as power where it is not possible to get a quote, an estimate based on proven figures from previous years must be provided.

HAVE YOU ATTENDED TO ALL OF THE FOLLOWING?

Tick as appropriate

- ☒ Answered all of the questions?
- ☒ Does your financial information add up? Please check!
- ☒ Provided daytime phone numbers?
- ☒ Provided full details of your project and included extra pages as appropriate?
- ☒ Provide quotes for all appropriate items?
- ☒ Provided a pre-printed deposit slip?
- ☒ Provided your latest annual accounts?

All applications that do not have the full and complete documentation (including quotes) cannot be considered by the Committee.

Council staff will check all applications to ensure they meet the criteria included in this application form and are complete. Council staff will contact you for further information if necessary.

4.3 Has your group received funding from the Rangitikei District Council in the last 5 years? If yes, please list all grants made below.

Event/Project/Activity	Amount	
WIN DVD - CIF 2013	\$	2,500
Brochure, worksheets, handbook - CIF	\$	300
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	

4.4 Please name two referees for your organisation and your project

Name: Elizabeth Mortland
Tairāpe Community Development Trust

Telephone (day): 06 388 1307

Name: Cath Ash

Telephone (day): 021 524 585

5. DECLARATION

☒ I declare that the information supplied here is correct.

Name: Richard Aslett

Signature: R. Aslett

Position in organisation: Chair

Date: 30 July 2015

☒ Please tick here if you would like to speak with the Committee about your project. The Committee will meet on 27 August 2015. The Grants Administrator will contact you with more details.

HERITAGE MANGAWEKA STATEMENT OF ACCOUNTS
FOR YEAR ENDED 31STMARCH 2015

<u>INCOME</u>		<u>EXPENDITURE</u>	
Fund Raising	2224.10	Fund Raising	622.43
Grants	9300.00	Power	447.74
Pub Charity 2000		Rates	123.70
Lottery 3000		Insurance	1759.34
RDC Comm. 2300		Natural Heritage	2000.00
RDC Nat. Her.2000		Transfer to Savings	120.00
Subs	10.00	Sundry Incl. bridge events	7646.54
Donation	230.00	Bridge Events 7300.00	
Sundry	216.00		<u>12719.75</u>
Transfer from Saver	1000.00		
Interest	40.22		
	<u>13020.32</u>		

ANZ CHEQUE ACCOUNT

Opening Balance as at 1.4.14	1152.73
Plus income	13020.32
Less Expenditure	<u>12719.75</u>
<u>Closing Balance as at 31st March 2015</u>	<u>1453.30</u>

ANZ SERIOUS SAVER ACCOUNT

Opening Balance as at 1.4.14	3057.60
Plus Income	120.00
Plus interest	2.88
Less transfer to cheque account	<u>1000.00</u>
<u>Closing Balance as at 31st March 2015</u>	<u>2180.48</u>

NATURAL HERITAGE ACCOUNT

Opening Balance as at 1.1.15	2000.00
Interest	<u>3.00</u>
<u>Closing Balance as at 31st March 2015</u>	<u>2003.00</u>

TOTAL FUNDS AS AT 31ST MARCH 2015 \$5636.78

FRANCES RANDLE 25.07.2015

Frances Randle
25.7.15

01-Feb-2014



ANZ Bank New Zealand Limited

Tairāhapa Branch
Cnr Hautapu & Huia St, Tairāhapa

Teller's initials
and stamp

Proceeds of cheques unavailable until cleared. ANZ does
not receive deposits marked for specific application. ANZ
is not responsible for delays in processing this deposit.

For credit of

Paid in by (first and last name)

MANGAWEKA HERITAGE INC.

Deposit

Date

Notes

Coins

Sub Total Cash

Cheques
as per reverse

\$

⑈ 100022 ⑈ 01076312 0053872 ⑈ 00 ⑈ 50

Client: RDC - Attention Katrina Gray
Address: High Street
 Marton
Date: 3/08/2014
Quote No: 1518
Description: Rangitikei Heritage Booklets - 20pp Self Cover
Quantity: 1500
Size: 198mm x 210mm; folded and saddle-stitched to 99mm x 210mm
Stock: 130gsm Gloss
Ink: Full Colour

ITEM	QTY	PRICE
Rangitikei Heritage Booklets	1500	\$1484.00
Alter phone number and email address on page 10	1	\$20.00
<i>Any additional graphic design/pre-press would incur a charge of \$80 + GST per hour.</i>		
<i>Quoted prices exclude GST.</i>	TOTAL	

This Quotation is subject to Marton Print's Terms & Conditions as printed on the reverse of this form.
 By signing and accepting this quote you are confirming you have read and agree to these Terms & Conditions.

SIGNATURE	POSITION
PRINT NAME	DATE

TERMS & CONDITIONS

The quotation is an interpretation of the customer's instructions, both written and verbal. Customers are therefore advised to carefully check quotations before accepting them.

The supplier and the customer agree:

"Goods:" herein are printing products provided by the supplier to the customer including (but not, in any of the following examples, so as to restrict the generality of the definition) cards, pamphlets, flyers, newspapers, periodicals, magazines, any other product which has had printing processes applied to it and any computer disk or other medium of electronic storage which contains electronic records, programmes and processes which enable the creation of any form of text or numeral or graphic image on any surface including a surface for the display of temporary images whether moving or not such as a computer monitor or video screen and any computer disk or other medium containing any electronic record supplied by the supplier and paper and office equipment and office furniture (including but not so as to restrict the generality of the definition) computers, scanners, monitors printers and other computer associated equipment, photocopiers, facsimile machines, desks, chairs, shelving and cabinets. "PPSA" means the Personal Property Securities Act 1999.

1. Quotations

All quotations are based on printed, typewritten, electronic or other good copy acceptable to the supplier. Where the customer supplies its own printing plates or any other item, they must be of an acceptable quality and quantity as determined by the supplier. If the supplier finds it necessary to carry out additional work or to supply materials in order to obtain good copy upon which to base a quotation, the customer will pay for that work and materials. For the purpose of these terms of trade "quotation" includes "estimate". If a quotation is given on a page basis, every page, whether printed or not and including flush cut paper covers shall be paid for at the page rate.

2. Acceptance

Quotations will lapse if not accepted within 30 days.

3. Variations/Alterations

All quotations are based on the conditions and specifications in the quotation, (ink, paper or other medium, layout, quantity, delivery etc.) and provide for all work and materials required to complete the order. Any (a) variation or alteration to the conditions and specifications or (b) increase in material and/or labour costs may increase the quoted price.

4. Experimental and/or Creative Work

Experimental work, preliminary sketches, dummies and other creative work, intermediate materials and any resultant goods must be paid for by the customer unless the cost is separately identified and provided for as part of the quoted price and the customer shall not use any proposal or idea from the supplier for content, medium, layout or presentation until such work has been paid for.

5. Colour Proofs

The supplier provides no guarantee that production prints will exactly match colour proofs because of variations in proof preparation methods and substrates. The supplier will however use its best endeavours to provide a commercially acceptable finished product.

6. Proof Approval

The supplier is not liable for errors or variations in the finished work where such errors or variations were contained in the proof approved by the customer.

7. Holding of Plant to Customer's Instructions

If any plant is set up to print or otherwise work on the customer's job or on goods being prepared for the customer and the progress or completion of the work is delayed by or on behalf of the customer the customer will pay the supplier's waiting charges for such plant.

8. Customer's Property

The supplier will take reasonable care of the customer's property but the risk shall be on the customer and the supplier shall not be responsible for any damage. Unless it is otherwise agreed in writing the supplier will not be responsible for insurance cover. Unless otherwise agreed in writing, the supplier may dispose of any materials held twelve months following the date of the invoice.

9. Electronic Images and/or Files

It is the customer's responsibility to retain a copy of any electronic image or file supplied by the customer to the supplier. The supplier is not responsible for accidental damage to any electronic material supplied and such material is held at the customer's risk. The supplier may charge for any additional translating, editing or programming needed to utilise customer supplied files or images and such charges shall be in addition to the quoted price. Subject to clause 10 the supplier's own electronic records shall remain the property of the supplier.

10. Quantity

Unless otherwise agreed the supplier will deliver the quantity specified.

11. Delivery

Unless otherwise agreed delivery of the goods is at the supplier's factory door in a continuous uninterrupted delivery of the complete order.

12. Termination or Suspension of Contract

Notwithstanding any other clause in this agreement, where a contract is suspended or cancelled by the customer, all work carried out and goods supplied by the supplier will be paid for by the customer forthwith on presentation of the invoice. Contracts for the printing of periodicals may only be cancelled on the supplier receiving the agreed amount of notice in writing. If there is no such agreement, the notice period shall be two months. If work is suspended the customer will pay any additional costs or for any loss caused to the supplier by the suspension.

13. Claims

Complaints regarding finished goods must be received by the supplier within a reasonable time. What is a "reasonable time" will depend on the circumstances of each case.

14. Illegal or Libellous Material

The supplier is not required to reproduce any material or produce any goods that are, in the suppliers opinion, illegal, objectionable, or libellous in nature or that is in breach of any copyright, patent, design or statute.

The supplier will be indemnified by the customer in respect of any and all damages claims, costs, and expenses (including actual legal costs and disbursements on a solicitor and own client basis) for which the supplier may be liable or which it may suffer arising out of any libel or breach of statute or infringement of copyright, patent or design which may arise out of or be associated with the goods provided by the supplier to the customer.

15. Supplier's Liability

Where the customer is a company or a person acquiring or holding him or her self out as acquiring goods or services or both for the purposes of a business the Consumer Guarantees Act 1993 will not apply to the supply of goods under this agreement. The supplier will not be liable for any indirect or consequential loss to the customer or to any third party arising from errors in the work or from delay in delivery. No warranty is given or responsibility accepted by the supplier to ensure that finished or any goods produced comply with the requirements of any legislation relating to the marking and/or labelling, and/or packaging of goods. Compliance with any such legislation shall be the customer's responsibility. No guarantee is given that the goods supplied to the customer are fit for any purpose not made known to the supplier or suitable for any market requirement.

The supplier shall not be responsible for any delay, default, or consequential loss or damage due to any industrial disputes, accidents, natural disasters, acts of terrorism, equipment failure, mischievous damage or other cause beyond the supplier's control.

18. Payment

Payment is due in full on or before the 20th of the month following delivery unless otherwise stated in these terms or in the supplier's invoice to the customer. If invoices are not paid in full and on time the customer will pay collection and legal fees and such fees may include additional fees or commissions charged by debt collecting firms and actual legal costs and disbursements charged on a solicitor and own client basis.

19. Dispute Resolution

The attention of the customer is drawn to the mediation facility offered by Printing Industries New Zealand Incorporated.

The law applicable to the supply of the goods shall be the law of New Zealand and any disputes shall be adjudicated in the New Zealand courts.



Marton Cnr Wellington Rd & High St, Marton, NZ

deposit

DATE	
NOTES	\$
COINS	\$
CHEQUES AS PER BACK	\$
SUB TOTAL \$	
LESS CHARGES \$	

IF MORE THAN THREE CHEQUES RECORD DETAILS ON REVERSE

DRAWER (I.E. CHEQUE ISSUED BY)	BANK	BRANCH

PAID IN BY: (PLEASE PRINT NAME)

PROCEEDS OF CHEQUES ETC. MAY
NOT BE AVAILABLE TILL CLEARED

CREDIT

Rangitikei District Council
Head Office Marton

TOTAL \$

⑈093100 ⑈030683⑈ 0195600⑈00 ⑈ 64

Applicant eligibility criteria:

Applicant must be able to meet all the criteria stipulated in the guidelines;

Applicant/organisation must be

- Incorporated Society (certificate or documentation of proof must be supplied);

- Trust or Association (please supply documentation);

- Unincorporated community group

- Umbrella organisation with local branches.

It is expected that the 'umbrella organisation' will have an interest in the project for which funding is being sought.

Council is unable to issue funds directly to individual recipients.

Hints and tips:

Ensure that you give us as much detail as possible in the contacts section. If we have any questions we need to be able to contact you as easily as possible.

When providing contact names please ensure that the people listed are able to answer questions about the application and list the person who completed the application form as the first contact.

The details in this section allow us to understand the objectives of your organisation and the affiliations you have.

If your group is an incorporated society, your constitution will have broad aims for the group listed.

Tell us about your activities, the other groups you work with and how you promote your end objectives.

1. APPLICANT DETAILS (See applicant eligibility criteria)

Full Name of Organisation:

Marton & Surrounds ICT Hub Charitable Trust

Street address: Marton Hub: cnr High St & Blackwell St, Marton

Ratana Hub: 'Old Post Office', 4 Taihauauru St, Ratana

Postal address: 33 High Street, Marton Post Code: 4710

Contact 1 Name: Angela Coleman, Marton ICT Hub Manager

Telephone (day) 06 327 0092 or 021 1234 727

Email: marton.ict.hub@gmail.com

Contact 2 Name: Puawai Hagger, Ratana ICT Hub Manager

Telephone (day): 06 342 6995 or 027 231 9050

Email: puawaihagger@gmail.com

Legal Status (see Applicant eligibility criteria)

Incorporated Society: 2540216 & Registered Charity: CC46184

IS YOUR ORGANISATION ACTING AS AN UMBRELLA ORGANISATION?

☐

Yes

☒

No

IS YOUR ORGANISATION GST REGISTERED?

☐

Yes

☒

No

If so, please provide your GST Number:

2. WHAT ARE THE OBJECTIVES OF YOUR ORGANISATION?

The two Hubs were set up by the RDC's Community Development Officer, using Department of Internal Affairs funding to address digital access and inclusion. Census 2013 shows this is still an issue – 65.1% of Rangitikei households have internet access, that's almost 12% below the national average of 76.8%. We are here to assist those with the greatest needs ie rural and isolated, young, older, low income, Maori and Pacifica. Digital access, inclusion and literacy is not a middle class luxury, it is an essential component of modern life, esp for school children, job seekers and anyone who wants to interact with government, which intends to do 70% of its business online by 2017. The government's investment in fibre won't be realised, if we don't bring everybody along.

Project eligibility criteria

All projects eligible for funding must:

- * Take place within Rangitikei;
- * Demonstrate consideration of how they see their proposal would benefit the community
- * Provide 3 targets that will be used to monitor the outcome of the project
- * Provide a realistic and balanced budget;
- * Be able to contribute a significant proportion to the cost of the project (see Section 4).

Please note:

- * Applicants cannot have been financially supported by the ratepayers of the Rangitikei District Council through some other means for the same project in the same financial year, i.e. through the Event Sponsorship Scheme, Community Boards/Committees, Annual Plan etc.;
- * Applicants cannot apply for funding from the Community Initiatives Fund more than once in any financial year;
- * Proposals which are eligible for funding from Creative New Zealand or Sport New Zealand Rural Travel Fund must state clearly if they have made an application to or intend to apply to either fund. The Community Initiatives Fund assessment committee may limit funding to these groups.
- * If you receive confirmation of funding from any other organisation before the Committee meets, you must inform the Grants Administrator at the Council.

3. YOUR PROJECT (See project eligibility criteria)

3.1 What is the name of your project?

Marton & Ratana Computer Hubs

3.2 When will it take place: ongoing – since November 2010

3.3 Where will it take place: Marton & Ratana & in people's homes and businesses, and we hope to expand to Hunterville

3.4 What type of project are you planning?

☒ **Ongoing activity, or**

☐ New initiative

Please tick the **ONE** box that best describes your project. (See Event Sponsorship Scheme definitions)

☒ **Community service and support, or**

☐ Leisure promotion, or

☐ Heritage and environment

3.5 Describe your project in full:

The Marton Hub has 12 iMacs and the Ratana Hub has 6, plus whiteboards, data projector and copiers. Marton allows users to have one hour per day free of charge, with extra time for a small donation. Ratana is free of charge. We get all ages and skills levels and about 10,000 attendances last year (7,000 at Marton and 3,000 at Ratana). Both Hubs have strong teams of volunteers who extend our opening hours. The Marton Hub was open 248 days last year and our 14 volunteers delivered 2,028 hours, worth \$27,878 at minimum wage.

We are focused on providing digital inclusion. As more and more of our lives are conducted online, our hubs are a place to walk alongside those who are being left behind. We are an elbow-to-elbow friend who will offer help and support when needed. The advantages of being online include searching for a job, a small business able to sell their products online, a small charity being able to raise donations and seek donations online. Access to digital resources can save households significant amounts of money. It is also great for addressing social issues such as isolation, health and well-being and it supports economic growth.

Accountability Reports

Successful applicants will be required to report back (to the Chief Executive) on a six-monthly basis or at the conclusion of the project, whichever is later.

For all projects this will include reporting against the three targets that you have identified as indicating success.

Council will also seek your feedback on what worked well for your project and what could be improved.

Promoting Rangitikei District Council's support:

The support of the Rangitikei District Council must be acknowledged on all publicity material. Logos may be obtained from the Council Administrator. You will need to show how you have done this in the accountability report.

Hints and tips:

Describe your project in full.

In this section we want to know about the complete project, not just the portion you are seeking funding for.

Or you may have a project that supports a small number of people over a longer period of time. In this case you will need to explain the long term benefits of the project to this group.

Be sure to fully describe your target group or those who will benefit from your activity.

Relate your project back to the category under which you applied. If you ticked Heritage and Environment for example, you will need to demonstrate why this is a Heritage and Environment Project.

3.6 Who will benefit from your project?

Anyone who does not have access to a computer or broadband at home, sometimes temporarily. We specialise in one-to-one support, delivered at the learners pace. The problem is not just \$\$\$ as we help many to decide what digital device is best for them and then teach them to use it.

Low income families have benefited significantly from the Computers in Homes programme that we have been delivering through the Marton Hub, working closely with James Cook and Marton Junction Schools. Our first pilot class was delivered in Sept-Nov 2013 and since then we have delivered four graduating classes. We have to date delivered computers into 44 homes that would not otherwise have one, and that is supporting the learning of 114 children.

3.7 How will the people who will benefit from your project know that it is happening?

Most people learn about us through word of mouth, from people who have had a good experience and encourage other friends or family members to come along for some help. We also appear in the local newspapers with good news stories.

3.8 How will you acknowledge the funding provided by Rangitikei District Council? (See Promoting Rangitikei District Council's support)

Information in our Annual Report and itemised in our Annual Audited Accounts. These reports are also placed on our website, www.icthub.org.nz

3.9 Nominate 3 targets that will demonstrate the success of your project and the benefit to the Rangitikei District. Please refer to the funding guide as the targets set here will form the basis of your reporting back to Council when the project is completed.

Target 1: Raw attendance data – maintain at about 10,000 attendances per annum, but also collect data on how many people we help with cvs or with learning new computer skills

Target 2: Continue to be innovative with new digital programmes – ie Computers in Homes, computer programming and computers in Hunterville

Target 3: Keep us known in our community – get in the local paper at least six times a year

4. FINANCIAL INFORMATION

Accounts to 30 June 2014 are in attached Annual Report
Accounts for year to 30 June 2015, attached (currently with accountant and then auditor)

Funding Guide

An organisation may receive a grant for a project in one or more successive years, but must apply annually. All profits from the projects must be held over towards funding the next project.

Grants will usually be up to a maximum of \$2,500 for any project in any one financial year.

Grants will not be made to organisations which have not complied with reporting requirements for previous grants.

This section asks for the **total** cost of your project. In the income section list the funding from **all sources**. Council is unlikely to fund 100% of project costs, so it is important that you do not restrict your costs to the amount of funding you are requesting.

Ineligible costs

- * Facility development or funding for capital works (i.e. the cost of buildings or items necessary to operate the facility);
- * Grants to individuals;
- * Purchase or long-term lease of equipment¹ or facilities;
- * Food and beverage costs;
- * Retrospective project costs;
- * Costs of bonds or making good any damage done to venues that are hired;

You must provide valid, written quotes for all goods and services for which you are seeking funding.

If no quotes are supplied your application will be ineligible.

General overheads such as power costs, administration costs etc. must be based on proven figures from previous year's accounts.

Groups registered for GST must provide figures that are GST exclusive.

4.1 Project Costs \$44,500 (2015 actual) to \$77,050 (2016 budget)

Item	Amount	
Accountant and Auditor	\$	800
Computer Consumables	\$	500
Computer Equipment incl repairs	\$	8,000
Computer software/subscriptions	\$	500
General exp – refreshments/cleaning	\$	1,000
Hub Management (Marton)	\$	27,300
Hub Management (Ratana) if funding	\$	27,300
Marketing and Publicity	\$	500
Marton Photocopying & Stationery*	\$	1,800
Ratana Power*	\$	750
Ratana Rent*	\$	1,200
Ratana Telephone & Broadband*	\$	2,400
Repairs & Maintenance (Marton & Ratana)	\$	1,000
Technical Support	\$	1,000
Training & Development	\$	3,000
Total Cost (GST inclusive)	\$	77,050

4.2 Project Income \$47,500 (2015 actual) to \$88,250 (2016 budget)

Item	Amount	
Cash in hand towards project	\$	28,617
Asset Sales	\$	2,000
Computers in Homes	\$	2,000
Donations	\$	1,500
Facilities Hire	\$	400
Intended fundraising (provide an estimate)	\$	1,000
Interest	\$	700
Professional Fees	\$	500
Grant (COGS)	\$	4,000
Grant (JBS Dudding Trust)	\$	15,000
Grant (Lion Foundation)	\$	4,000
Grant (Lottery Grants Board)	\$	20,000
Grant (Powerco Whanganui Trust)	\$	7,000
Grant (Pub Charity)	\$	4,000
Grant (RDC Community Initiatives Fund)	\$	6,150
Grant (TG Macarthy Trust)	\$	10,000
Grant (Whanganui Community Foundation)		9,999
Total funds available (GST inclusive)	\$	116,866

Amount of funding you are requesting from Rangitikei District Council: \$6,150 see* items above

Please provide a pre-printed bank account deposit slip for payment should your application be successful.

Please attach your group's latest audited annual accounts. Any organisation that has given away or donated money to other organisations will not be granted Council funding.

Quotes must be provided for all goods and services. For services such as power where it is not possible to get a quote, an estimate based on proven figures from previous years must be provided.

HAVE YOU ATTENDED TO ALL OF THE FOLLOWING?

Tick as appropriate

<input checked="" type="checkbox"/>	Answered all of the questions?
<input checked="" type="checkbox"/>	Does your financial information add up? Please check!
<input checked="" type="checkbox"/>	Provided daytime phone numbers?
<input checked="" type="checkbox"/>	Provided full details of your project and included extra pages as appropriate?
<input checked="" type="checkbox"/>	Provide quotes for all appropriate items?
<input checked="" type="checkbox"/>	Provided a pre-printed deposit slip?
<input checked="" type="checkbox"/>	Provided your latest annual accounts?

All applications that do not have the full and complete documentation (including quotes) cannot be considered by the Committee.

Council staff will check all applications to ensure they meet the criteria included in this application form and are complete. Council staff will contact you for further information if necessary.

4.3 Has your group received funding from the Rangitikei District Council in the last 5 years? If yes, please list all grants made below.

Event/Project/Activity	Amount	
2014	\$	2,000
2013	\$	2,000
2011	\$	1,337
2010	\$	2,625
	\$	
	\$	
	\$	
	\$	

4.4 Please name two referees for your organisation and your project

Name: Mel Bovey, Librarian, RDC Libraries, based at Marton Library

Telephone (day): 06 327 0080

Name: Kynan Bright, Work Broker, Work and Income, Marton

Telephone (day): 06 901 7198 or 029 660 0051

5. DECLARATION

☐ ☒ I declare that the information supplied here is correct.

Name: Angela Coleman

Signature:



Position in organisation: Marton ICT Hub Manager

Date: 31 July 2015

☐ Please tick here if you would like to speak with the Committee about your project. The Committee will meet on 27 August 2015. The Grants Administrator will contact you with more details.

Marton and Surrounds ICT Hub Charitable Trust Board



Computer in Homes graduation— Front page of District Monitor
on 24 April 2014 "Cyber-savvy Mums bring computers home"

Annual Report for year from 1 July 2013 to 30 June 2014

Improving computer access and computer skills in our community



Rangimarie from our first Computers in Homes group in November 2013

Contents



Linda

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A Big Thanks to



Shannon & the next generation



Tama and Carmen

Acknowledgement of Funding

We acknowledge and thank the following organisations and individuals for their financial contributions and non-financial support:

JBS Dudding Trust for \$10,000

Whanganui Community Foundation for \$7,500

TG Macarthy Trust for \$5,000

Powerco Wanganui Trust for \$2,889

Lion Foundation for \$2,500

Arthur Wheeler Leedstown Trust for \$2,000

Rangitikei District Council's Community Initiatives Fund for \$2,000

COGS for \$2,000

In exchange for using the Hub for training and Civil Defence, the Rangitikei District Council covers all venue and broadband expenses at the Marton ICT Hub (valued at \$9,600)

Donations from individual Marton Hub users was \$1,802
(a lot for people without much money)

NZ Post provided 500 postage paid envelopes valued at \$445

Damian Turner-Steele from Lynx Computing provided technical support and Rick Coleman worked on the Hub's website this year without payment

Volunteers at Marton ICT Hub

Kim Smith, John Allen, Desarae Rapana, Cathie Wright, Sandra Stevens, Kevin Field, Christine Davis, Ann Landrum, Rebecca Leitupo, Shannon Tauariki, Casey Johnson, Zach Turner-Steele, Tama and Carmen McGlinn have between them supplied 2,028 volunteer hours (worth \$27,878 at minimum wage)

Volunteers at Ratana ICT Hub

Wiremu Meremere, Arahi Hagger, Hurae Paki, Pauline Tamapairea, Rangí Tamapairea, Tahu Pikimaui and Kama Motu have provided many volunteer hours at Ratana



OUR GOAL

To address 'digital disadvantage'. We provide affordable and accessible services for adults and students without access to a computer or broadband internet at home. We also help people who have the money, but don't know what to buy or do not have the skills to use their computer or the internet.

TARGET AUDIENCE

Our target audience are people who are rural and isolated, young, older, low income, Maori or Pacifica.

WHAT ARE WE?

Marton has 12 and Ratana has 6 flash 21.5" iMac computers (with both Mac and Microsoft operating systems). We have headsets to reduce noise and also have printers, whiteboards, dataprojectors and screens.



The Marton Team—Aimee, Kevin, Des, Kim, Jacynda, Sandra, Jo, Shannon and baby

Digital Inclusion—why it matters?

Digital Inclusion ensures affordable and equal access to technology, and ICT skills, are available to all members of our community irrespective of income, ability or disadvantage.

Our society is already unequal, but the evidence is that it is the most economically and socially excluded (with poor skills, poor health and low incomes) who are now also missing out on digital access. UK statistics are that of those missing out, 40% are over 65, 40% are unemployed without children and 20% are families with children. As the government and businesses move more of their goods and services online, the disadvantage just grows and grows for the groups left behind.

It is not just having the broadband available in your area, it is whether you have the money to pay for it, or the skills to use the information.

Digital inclusion matters a great deal for individuals, for small businesses, for small charities. There are a variety of advantages of being online, ranging from an individual searching for a job, getting a job, a small business able to sell their products online, a small charity being able to raise donations and seek donations online.

Access to digital resources can save households significant amounts of money. The internet is also great for addressing social issues such as isolation, health & well-being and it supports economic growth.



Improving computer access and computer skills in our community



"I think that if all the fans of the Hub hassled the local candidates at election time we might get more funding and longer hours." (Don, 70s)

"Wonderful facility, very helpful staff. Nothing too much bother. Nice surroundings, clean and tidy, good computers." (Gay, 63)

"I reckon that this Hub is helpful in so many ways (technology wise)."

(Michael, 14)

"Very good, I like the help I asked for. Would come again."
(Tonyah, 40s)



Quotes from Marton Hub users

"I have used the expertise of the Hub volunteers on previous occasions and have always been happy with the results. Today was no exception and thanks to Dave my query was answered. Thank you." (Dusty, 80)

"The resources available at the Library and the Hub play an important role in giving everyone a chance to surf online. Not all families have got internet or computers at home, but they still get the chance to see the world outside through the internet because the Hub provides a great service and makes sure that they meet everyone's needs by using computers." (Jane, 20)

"The Hub has been a great help to myself and my daughters as we don't always have access to the internet. Myself - able to make business contacts and access information, keeping in contact and up to date with information (would like to further my computer knowledge ie web design). My 2 daughters are able to complete school work and gather information for assignments. Thank you." (Jeanette, 50s)

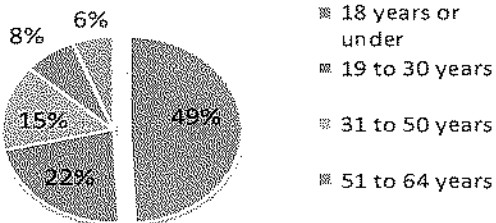
"What a great contribution the Hub and its helpers make to the town's young and old. As a senior citizen I visited the Hub recently with a request for help to overcome a troublesome fault my laptop had developed.

One of the helpers sorted the problem immediately, and I had the impression she was more than willing to be of help. So, thank you to the Hub and to its helpers—we are fortunate to have this facility in Marton. Training sessions for the young are also held. So, we need to use this facility. Keep it in our town, and remember to make a donation financially to keep this Hub operating. Thank you all involved." (Marie, senior)

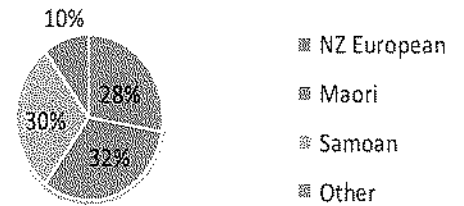


Improving computer access and computer skills in our community

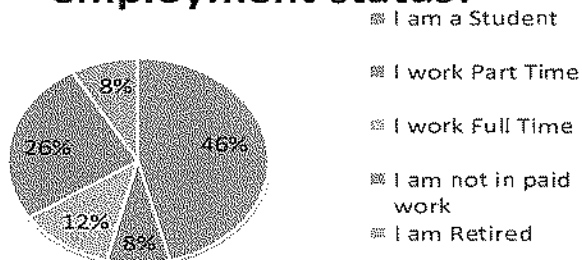
What is your age?



What is your ethnicity?



What is your employment status?

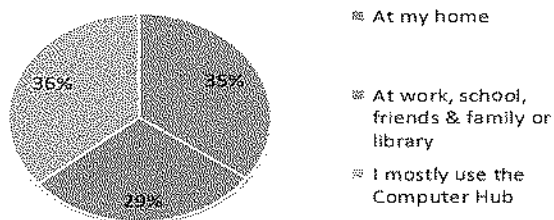


Who uses the Marton Hub?

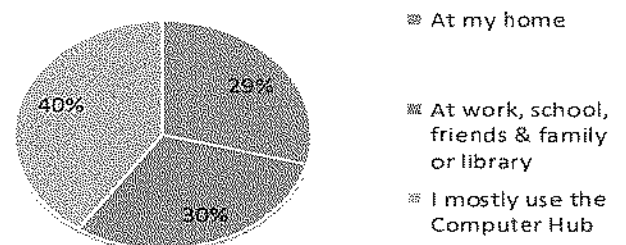
It is two years since we have been able to update our statistics so we are all very interested in the results. In the last year we have had 6,869 attendances and 4,576 completed our online anonymous survey using a Google Form. We missed the Computers in Homes and the RDC staff, and obviously a few others.

Gender was 49% male and 51% female. 90% of users were from Marton, 2% from rural areas, 2% from local towns (Bulls, Hunterville & Turakina), 1% elsewhere in NZ and 1% overseas. 20% considered their computer skills to be a beginner, 50% were good and 30% were expert.

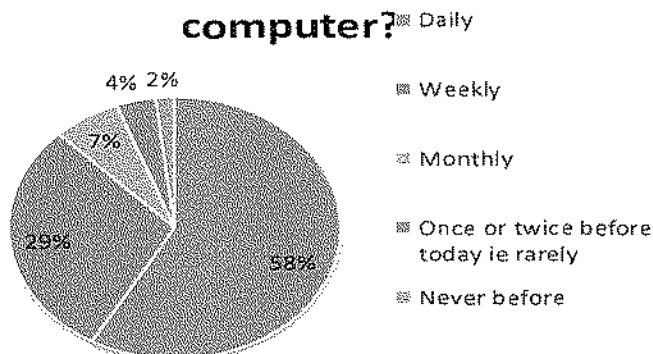
Where do you mostly use a computer?



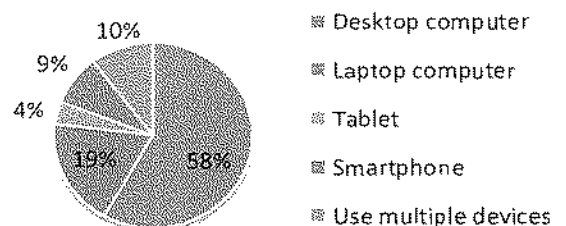
Where do you mostly use the internet?



How often do you use a computer?

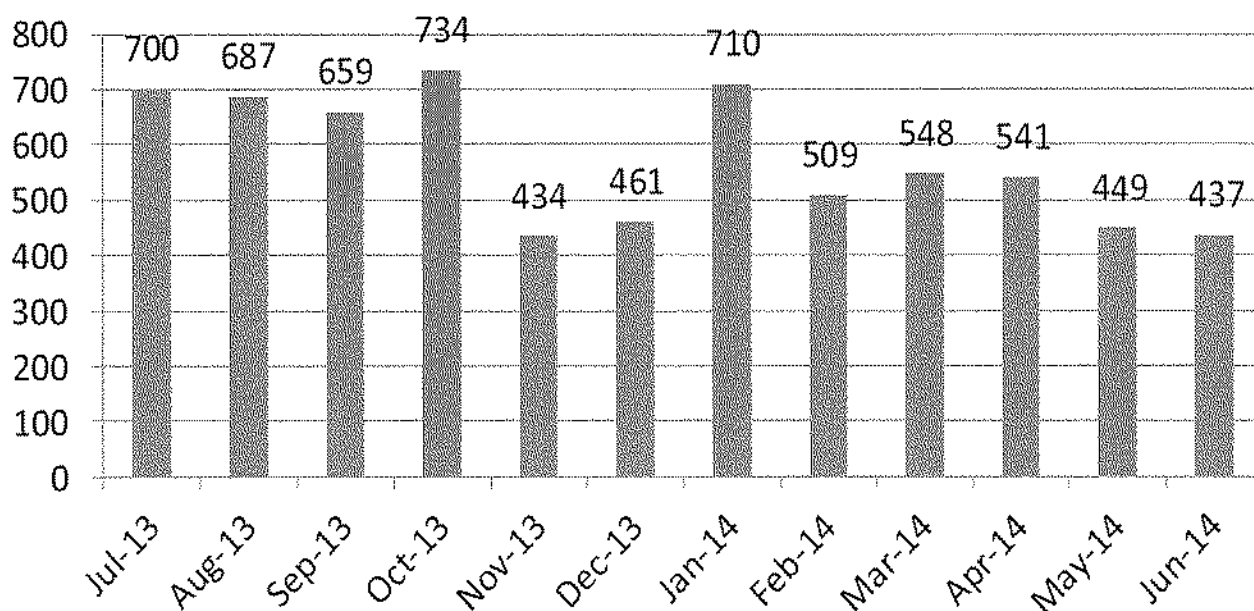


What digital device do you use most often?



Improving computer access and computer skills in our community

Attendance at Marton Hub



We do not have Ratana stats this year, but estimate attendance at 250 per month

At Marton it's 6,869 attendances for the year, with say 3,000 at Ratana, that's about

10,000 attendances this year

Comparison with previous years:
13,033 last year (9,415 at Marton and 3,618 at Ratana)
15,626 the year before (10,530 at Marton & 5,096 at Ratana)
and 10,126 in our first year (6,761

Role of Volunteers—meet Tama & Carmen

Tama and Carmen, a young couple from Holland turned up on their OE to NZ and joined the team for two months. Tama had 2/3 of a degree in Computer Science from Leiden and a gift for sharing those skills, including Gimp & Blender at the Hub and Rangitikei College.

It was great to have people look at our Hub with fresh eyes and talk about how inspirational it had been to work with us. In a letter they left to support our funding efforts, they said how beautiful it was to see someone walk out the door proudly, having learned how to solve their problem rather than just having the problem solved, and that a feeling of self-sufficiency is essential in feeling secure when people are flooded with new things. Tama and Carmen viewed the Hub as a cornerstone of the community and how without it, people would be disconnected who needed each other.

It's a precious and inclusive space here at the Hub, and inspiring to have outsiders see and share our own view. We are grateful for contributions great and small, from Lx across the road who washes our dishes and keeps the tea/coffee area clean and tidy, to volunteers with and without computer skills, but who all make the place a welcoming and helpful place to come with your computer problems.

Improving computer access and computer skills in our community

Age

Under 18s are down from 60% to 49%, mid ranges are about the same, but we have seen an increase in our 51 to 66yo to 349 visits (8%) for the year and 65+ to 270 (6%) visits

Ethnicity

From half Maori attendance, we have moved to 1/3 Maori, 1/3 Samoan (up from 14%) and 1/3 European (about same at 29%)

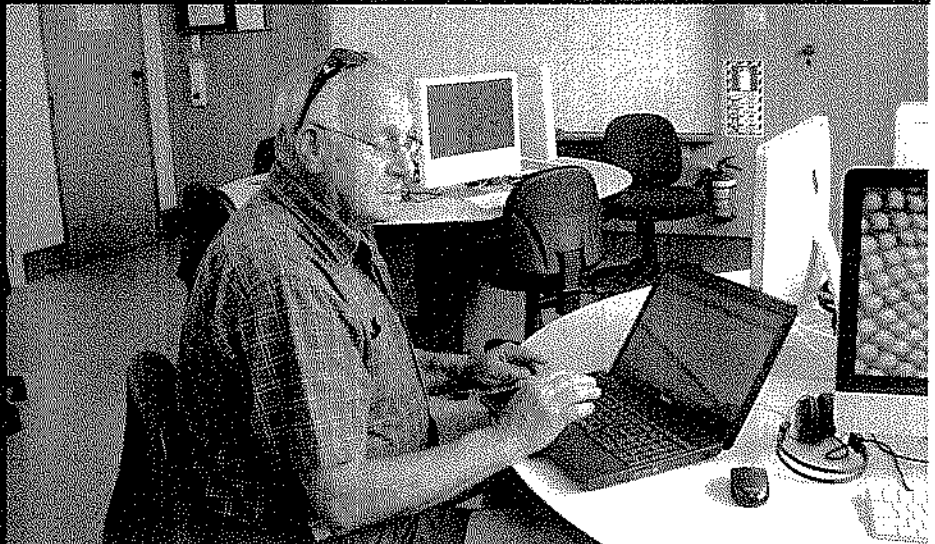
Employment Status

Students are down (60% to 46%), full time work is up (10% to 12%), part time work is up (5% to 8%), not is paid work is up (22% to 26%), retired is up (2% to 8%)

Access to Computer and Broadband

Having a home computer is down from 59% to 35%, using one outside the home is up from 18% to 29% and only using the Hub is up from 23% to 36%.

Having boardband at home is down from 42% to 29%, using one outside the home is up from 26% to 30% and only using the Hub is up from 32% to 40%



What do the stats say and how have they changed in two years?

Overall numbers are down, with more people using our wifi rather than our computers. The children are now playing their games next door at the library, but we are most proud of the number of mostly older people who have never or very rarely used a computer who have visited the Hub—that's 85 people (2%) who have never used a computer and 175 (4%) who rarely use a computer ie once or twice before today.

The common scenario is helping those who want advice on what to purchase, or who have recently purchased or received a family laptop or tablet. We love turning them into competent users and dealing with those pesky error messages.

From Census 2013

65.1% of Rangitikei Households have Internet Access vs National Ave of **76.8%**

That makes us almost 12% below the National Average

Also, Government's goal for online transactions is 70% by 2017

Where will the unconnected go?

Improving computer access and computer skills in our community



Damian

Who are we?



Audrey



John

Profile of Staff and Committee Members

1 July 2013 to 30 June 2014

Hub Trustees

Audrey Williams (from August 2012) is a Ratana resident and represents the Ratana Community Committee.

Gaylene Prince (from August 2012) is the Community & Leisure Services Team Leader for the Rangitikei District Council, responsible for the District Libraries in Marton, Bulls and Taihape.

Damian Turner-Steele (from December 2012) is the owner of Lynx Computing Ltd and works for the IT Department at the Rangitikei District Council. Damian has been Treasurer since February 2013 and Acting Chair since August 2013.

John Allen (from December 2013) non-trustee member and Hub volunteer, taking over the role of Treasurer from Damian Turner-Steele in June 2014.

Dr David Pontin (from June 2014) Science teacher representing Rangitikei College.

Hub Staff

Puawai Hagger (Ratana Manager) arrived at Ratana thirty years ago and over the last fourteen years has worked as an Archivist with the Ratana Community and Church, collating and digitising its 1918 to 1940 history.

Angela Coleman (Marton Manager) returned to live in Marton five years ago, to the town she grew up in, after 28 years away. As well as managing the Hub, Angela is Secretary of the Counselling Centre in Marton and Chair of the Marton & Districts Budget Service. She became the Attendance Advisor (previously Truancy Service) for the southern Rangitikei in February 2013.



Happy & proud Computer in Homes grads, with their tutor, Angela

Angela Coleman



Tama, our guest speaker at April 2014 Computers in Homes graduation



Palasi, collecting her certificate & congratulations

Marton Manager's Report

The Marton Hub has 12 iMac computers and serves a community of about 4,750 people, plus rural areas and surrounding towns such as Hunterville and Bulls. Puawai and I were recruited in August 2010 and this report covers our fourth year of operations.

This year we delivered 'Computers in Homes'. It's a national programme run by the 2020 Communications Trust and funded by the Ministry of Education. They gave us a trial class and in Nov 2013, 10 mothers graduated after completing 20 hours of training and in front of 80 guests, were given a certificate from the Mayor and took home a computer to the homes of their 26 children. CIH interviews families 12 months after graduation and has great information of the impact for these families (look for it online). For me, it's an honour to take these parents on a digital journey, preparing them to take their own children on a similar journey. People are always asking me how they can get on the next one!

A big reason for the success was working closely with Principals from two local primary schools, Vanessa Te Ua from Marton Junction and Michelle Cameron from James Cook. Between us, we selected and supported great families. Our graduation ceremonies alternate between the two schools and are amazing, with entertainment from the children and kai to follow. Following the pilot's success, we supported another 11 families, with 25 children to graduate in April 2014, making the front page of our District Monitor (see cover photo). The Hub was paid and the \$3,500 unanticipated income was also very welcome.

The Hub remains hugely reliant on our volunteers and they are our heart and soul. We were open 248 days this year, with one to one teaching advertised every Thursday morning. In our first year, volunteers delivered 665 hours, then 1,430 hours. Last year it was 2,555 hours and this year, 14 volunteers delivered 2,028 hours managing the hub. That is an incredible contribution—at minimum wage, worth \$27,878. Our longest serving volunteer remains Kim Smith, who has been with us since July 2012 and supplied 287.5 hours this year. Desarae Rapana provided a whopping 699 hours and John Allan gave the Hub 319 hours. Sandra Stevens returned after a 2 year break and Kevin Field returned after a 1 year break.

Our financial sustainability remains fragile, but we are really delivering to our community. We are open six days a week, Mon to Sat, and with annual attendance at 6,869, that's 28 people using us each day we are open. Most people (89%) just use a computer, but during the year we have helped 416 to learn basic computer skills, we helped 11 job hunters (seriously under-reported I think) and 115 children did their homework or played educational games on a Thursday afternoon.

Improving computer access and computer skills in our community



Rangimarie, Miti and Sepurina from November 2013 graduation at Marton Junction School

Angela Coleman



Why we do this!

Marton Manager's Report (page 2)

After using all our set-up funding, the Hubs have now made the difficult transition to self-sufficiency, albeit on a smaller scale. Since the beginning, the Trust has paid a Manager for 21 hours per week at Marton and the same at Ratana. The Trust remains committed to paying the expenses from the Ratana Hub, but it was clear that we could no longer meet a salary there and remain in business. In Sept 2013, we stopped paying the Ratana Manager. The Marton Manager produces the written material and does all the funding applications that pay for both Hubs, so downsizing that position would also have doomed the Hub. The great news is that Puawai Hagger has continued at Ratana on an unpaid basis. She and husband Arahi continue to work tirelessly with a number of Maori groups and political parties to seek the funding that will support the Ratana Hub into the future and bring the economic and other benefits to the Ratana morehu.

This year we failed to raise any bookings income, but at \$25 per hour I have raised \$950 from private tuition in homes/businesses or computer work, mostly teaching Windows 8 or how to use a new tablet. Hub users can have one hour free each day, but some use our concession cards and pay \$2 for any additional hours. Those that are learning new skills tend to be more generous with our donations jar (\$1,802 this year).

Our total user generated income remains modest (\$7,725), but growing each year, and for now we rely on grant and trust funding to cover our biggest expense which is staff. This year, I applied for \$60,000 to 14 agencies, and \$34,000 was raised.

Computers are integral to modern life and the Hub strives to collaborate with other local groups to share the benefits of this wonderful facility. During the year we have collaborated with HYPE Academy (preparing young people for employment) and Youth Club, WINZ (helping job hunters), Creative Courtyard (where two of their people with intellectual disabilities come to the Hub once a week), and Project Marton (including support for Time Banking).

Our hubs are not tied to any one segment of our population. We can focus on the needs of children, on the needs of older people, and meet the civil defence needs for our community. This multi-tasking is one of our best features and we will continue to support whoever wants to use either of our great community assets. You can see how this flexibility has allowed each hub to develop independently based on the knowledge and skills of its population base.

Puawai and I self-funded to the third NetHui 'The Power of the Open Internet' held in Wellington in July 2013. IT moves along at a very fast rate and it proved a great opportunity to network with others and to think and plan the Hubs' future strategic directions.



NOC Data Centre

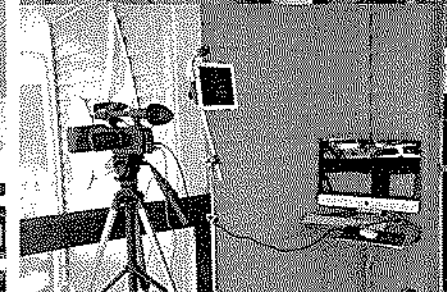
Puawai Hagger



Visiting Parliament



Stacks



Live streaming of Ratana celebrations



Ratana Manager's Report

The Ratana Hub is located in the old Post Office next to the Marae. The six iMacs serve the Ratana township of 360 residents (with one general store, the Church & Marae) as well as the surrounding Whangaehu and Turakina districts.

The Ratana Church has 65,000 followers and will celebrate its 100th anniversary in 2018. It is one of the largest Ahi Kaa in New Zealand with a new residential housing subdivision on the horizon. The challenge for Ratana is to use its unique strengths and asset base to translate into economic value. In its role as a community computer hub, the Ratana Hub is storing, preserving and disseminating information through:

- ◆ Local radio station—Radio Morehu 88FM
- ◆ Recording Studio
- ◆ Graphic Designs Software
- ◆ Green Room > video and still cameras
- ◆ Smart TV
- ◆ Community movie theatre
- ◆ Archival digital content (1918-1940)

Ratana's future is digital media and Puawai and Arahi continue to work with political and Maori interests around NZ to push this digital agenda.

Improving computer access and computer skills in our community



Puawai Hagger



Ratana Manager's Report (page 2)

In January 2014, the Ratana ICT Hub hosted a Maori ICT Hui on Ways Forward for Maori in the ICT industry, receiving good regional representation from Te Kao, Kaihohe, Orakei, Te Arawa, Mokai, Taurangamoana, Waipukarau. They presented to Labour Party leader, David Cunliffe, on the Project Maori Operations Network. They also met with Robin Ohia on the Education Platform and Network 4 Learning Reference Group and looked at NZ ICT Prediction 2014—Unlocking potential of the 3rd Platform.

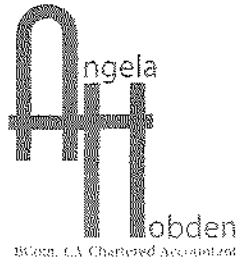
In Feb, it was contributing to the debate on the \$30 million ICT Fund given in place of the Spectrum Claim and challenging Government on why language and culture are included as an ICT factor when a budget of \$240m is already allocated to Te Reo Maori each year, as well as the merger of Te Mangai Paaho and Te Taura Whiri, which get's \$80m annually. Meanwhile, Maori and ICT are struggling just to obtain reliable internet access in a large chunk of rural NZ. Concerns were also expressed on the set up of the Tier 2 Maori Network and who is going to own and run it.

In April, the challenge was asking why the closed contract by Te Puni Kokiri for the "Wired Marae Project" when Ratana ICT Hub has a team set up and ready to lay its own fibre to their Marae once Chorus accept our right to splice into their fibre pipes to the school.

In March, we visited each party in the Parliament to assist/ influence "Digital Policy" for the upcoming elections, as well as a Maori owned and whanau run Network Operations Centre (our own cloud) serviced by both Auckland and Wellington in case of down time, fully portable for preservation during a disaster. No need to build another!! Infrastructure is in place with Wimax providing easy affordable rural access to internet, allowing us now to walk forward with Ratana ICT Hub 2014-2018 Project, Morehu Global Network and build 7 layer platform for the trilobites of digital history collected.

Improving computer access and computer skills in our community

Annual Statements of Financial Performance and Financial Position



AUDITOR'S REPORT

To the Members and Trustees of the Marton and Surrounds ICT Hub Charitable Trust

I have audited the financial reports on pages 1 to 4. The financial report provides information about the past financial performance of the Trust and its financial position as at 30 June 2014. This information is stated in accordance with the accounting policies set out on page 4.

The Trustee's Responsibilities

The Trustees are responsible for the preparation of the financial report, which fairly reflects the financial position as at 30 June 2014, and the results of operations and cash flows for the year ended on that date.

Auditor's Responsibilities

It is my responsibility to express an independent opinion on the financial report presented by the Trustees and report my opinion to you.

Basis of Opinion

An audit includes examining, on a test basis, evidence relevant to the amounts and disclosures in the financial report. It also includes assessing:

- The significant estimates and judgements made by the Trustees in the preparation of the financial report, and
- Whether the accounting policies are appropriate to the Trust's circumstances, consistently applied and adequately disclosed.

I conducted my audit in accordance with New Zealand Auditing Standards. I planned and performed my audit so as to obtain all the information and explanations which I considered necessary in order to provide me with sufficient evidence to obtain reasonable assurance that the financial report is free from material misstatements, whether caused by fraud or error. In forming my opinion I also evaluated the overall adequacy of the presentation of information in the financial report.

Other than in my capacity as auditor I have no relationship with or interests in the Marton and Surrounds ICT Hub Charitable Trust

Email: angela.hobden@stra.co.nz

30A Sweetman Avenue, Paopapaumu 5053

Phone: 04 298 2175 Mob: 021 408 043

Annual Statements of Financial Performance and Financial Position

Unqualified Opinion

I have obtained all the information and explanations I have required.

In my opinion, the Statement of Financial Position and the Statement of Financial Performance respectively give an accurate view of the financial position of the Marion and Surrounds ICF Hub Charitable Trust as at 30 June 2014 and the results for the year ended on that date.

My audit was completed on 24th October 2014 and my unqualified opinion is expressed at that date.



Angela Hayden BCom,CA.
Purupurumu Beach
24 October 2014

Annual Statements of Financial Performance and Financial Position

THE MARTON AND SURROUNDS ICT HUB CHARITABLE TRUST

STATEMENT OF FINANCIAL PERFORMANCE

FOR THE YEAR ENDING 30th JUNE 2014



WILSON
ACCOUNTING
SERVICES

2013		2014	2014
\$		\$	\$
	<u>REVENUE</u>		
-	RDC - Community Initiatives Grant	2,000	
4,000	Powerco Wanganui Trust	2,689	
10,000	JBS Dudding Trust	10,000	
5,000	NZ Lotteries Grant Fund		
5,000	TG Macarthy Trust	5,000	
1,500	Internal Affairs - COGS Grant	2,000	
5,000	Whanganui Community Foundation	7,500	
1,000	Page Trust	-	
4,000	Arthur Wheeler Leesistown Trust	2,000	
-	Lion Foundation	2,500	
2,370	Donations	2,247	
2,140	Donation - SeniorNet Marton	-	
20	Professional Fees	950	
315	Facility Hire - Marton	-	
1,275	Facility Hire - Ratana	-	
-	Computers in Homes	3,548	
-	Sundry (sale old components)	317	
743	Interest Received - Net	653	
42,363			41,614
	<u>Less EXPENSES</u>		
690	Accountancy Fees	661	
230	Audit Fees	230	
392	Computer expenses	256	
868	Electricity - Ratana	815	
417	General	379	
1,217	Printing and Stationery	1,754	
317	Rates - Ratana	-	
1,495	Rent - Ratana	1,005	
13	Repairs and Maintenance - Marton	-	
2,160	Telephone, Faxes & Internet - Ratana	2,119	
967	Training & Development	-	
555	Training & Development - Volunteers	500	
24,800	Wages - Marton Hub Manager	27,300	
29,225	Wages - Ratana	4,550	
63,352			39,760
<u>\$ (20,989)</u>	<u>NET OPERATING SURPLUS/(DEFICIT)</u>	<u>\$ 1,854</u>	

WILSON
ACCOUNTING
SERVICES

The financial statements should be read in conjunction with the notes on pages 4 and the attached audit report

Page 1 of 4

Improving computer access and computer skills in our community

Annual Statements of Financial Performance and Financial Position

THE MARTON AND SURROUNDS ICT HUB CHARITABLE TRUST

STATEMENT OF FINANCIAL POSITION

AS AT 30th JUNE 2014



WILSON
ACCOUNTING
SERVICES

2013 \$		2014 \$	2014 \$
	<u>CURRENT ASSETS</u>		
2,274	Westpac - Cheque Account	4,944	
30,289	Westpac - Savings Account	20,862	
<u>32,563</u>			<u>25,805</u>
	<u>NON CURRENT ASSETS</u>		
46,932	Plant & Equipment		55,543
<u>\$ 79,495</u>	TOTAL ASSETS		<u>\$ 81,349</u>
	<u>CURRENT LIABILITIES</u>		
<u>\$ -</u>	TOTAL LIABILITIES		<u>\$ -</u>
	<u>EQUITY</u>		
104,034	Opening Balance	79,495	
(20,989)	Net Surplus/(Deficit)	1,854	
(3,550)	Less Capital Loss on Sale of Assets		
<u>79,495</u>	Closing Balance		81,349
<u>\$ 79,495</u>	TOTAL LIABILITIES & EQUITY		<u>\$ 81,349</u>

Chairperson

Treasurer



The financial statements should be read in conjunction with the notes on pages 4 and the attached audit report.

Page 2 of 4

Annual Statements of Financial Performance and Financial Position

THE MARTON AND SURROUNDS ICT HUB CHARITABLE TRUST
PROPERTY, PLANT AND EQUIPMENT SCHEDULE
FOR THE YEAR ENDING 30th JUNE 2014



	<u>Date</u>	<u>Cost</u>	<u>Open</u> <u>Bk Value</u>	<u>Adds</u> <u>(Sales)</u>	<u>Depn</u> <u>Rate</u>	<u>Years</u> <u>Depn</u>	<u>Accum</u> <u>Depn</u>	<u>Close</u> <u>Bk Value</u>
PLANT & EQUIPMENT								
3x Round Tables	Mar-10	2,947	2,947		15.6% DV	-	-	2,947
12 iMac 21.5"	Apr-10	24,612	24,612		60.0% DV	-	-	24,612
13x EVO Chairs	May-10	2,834	2,834		19.2% DV	-	-	2,834
MacBook Pro	May-10	1,606	1,606		50.0% DV	-	-	1,606
Apple iMac 20"	Sep-10	839	839		50.0% DV	-	-	839
8x Avant Chairs	Oct-10	569	569		16.0% DV	-	-	569
MacBook 13"	Oct-10	1,472	1,472		50.0% DV	-	-	1,472
Viewsonic Projector	Nov-10	1,635	1,635		25.0% DV	-	-	1,635
HP Colour Laserjet	Nov-10	708	708		40.0% DV	-	-	708
1x iMac 20"	Feb-11	1,415	1,415		50.0% DV	-	-	1,415
4x iMac 21.5"	Mar-13	7,716	7,716		50.0% DV	-	-	7,716
1x Apple iPad	Mar-13	579	579		50.0% DV	-	-	579
20 Philips H/Phones	Mar-14	606		606	50.0% DV	-	-	606
4 x iMac's	Mar-14	8,005		8,005	50.0% DV	-	-	8,005
		55,543	46,932	8,611		-	-	55,543
Less Sold Assets								
TOTAL ASSETS		55,543	46,932	8,611		-	-	55,543

JP
R



The financial statements should be read in conjunction with the notes on pages 4 and the attached main report.

Page 3 of 4

Improving computer access and computer skills in our community

Annual Statements of Financial Performance and Financial Position

THE MARTON AND SURROUNDS ICT HUB CHARITABLE TRUST

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDING 30th JUNE 2014



1 STATEMENT OF ACCOUNTING POLICIES

REPORTING ENTITY

The Marton and Surrounds ICT Hub Charitable Trust was set up under a Deed of Trust dated 28th July 2010. The Trust was incorporated under the Charitable Trusts Act 1957 on 8th September 2010 and registered as a charitable entity under the Charities Act 2005 on 17th February 2011.

The financial statements have been prepared in accordance with generally accepted accounting practice.

The entity qualifies for differential reporting as it is not a large entity and as such has taken advantage of all differential reporting exemptions.

MEASUREMENT BASE

The measurement base adopted is that of historical cost. Reliance is placed on the fact that the Trust is a going concern. Accrual accounting concepts have not been adopted.

SPECIFIC ACCOUNTING POLICIES

The following specific accounting policies which materially effect the measurement of financial performance have been applied:

Property, Plant and Equipment

All assets (ie those costing over \$500) are recorded at cost but as the entity is a charitable entity they have not been depreciated.

Goods and Services Tax

The entity is not registered for GST therefore all income and expenditure items are inclusive of GST.

CHANGES IN ACCOUNTING POLICIES

There have been no significant changes in accounting policies. All policies have been applied on bases consistent with those used in previous years.

2 LEASE COMMITMENTS

Amounts due under non-cancellable operating leases are:

	2013 \$	2014 \$
less than one year	1,210	1,210
between one and two years	1,411	201
between two and five years	-	-
greater than five years	-	-
	<u>2,621</u>	<u>1,411</u>



The financial statements should be read in conjunction with the attached audit report.

Page 3 of 4

Handwritten signature

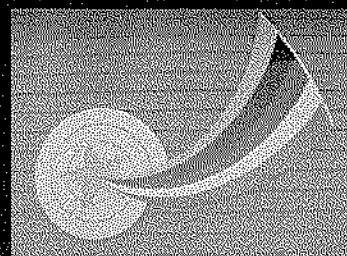
OUR KAUPAPA

The big divide is no longer just a digital divide, it's a motivational divide. Who has the motivation to take advantage of the tools that are out there? (Thomas L. Friedman).

The computer is the best self-learning tool ever invented. Once you have learned the basics, you just need to Google your problem (using the correct terms) and watch a You Tube clip until you have learned the new skill. If you have the motivation to learn, then our Hubs are here to help you find those resources that are available to all, free of charge ... Google the Khan Academy or TED talks or Harvard University to be inspired.

If you have a problem that you can't fix or a curiosity to know more, then come to our Hubs. Most people learn new digital skills from a combination of trial-and-error strategies along with an "elbow-to-elbow" friend who offers appropriate help and support when needed. To accommodate often busy lives, and to be there when the motivation strikes, adults need flexible, short-term and drop-in centres, catered to their needs, where they can explore and learn, supported by knowledgeable and supportive assistants who offer just-in-time learning strategies. We don't know everything, but are willing to sit with you to figure out the problem together. We can share what we have learned about the latest development, but will do all we can to make ourselves redundant, so that you can do it yourself next time.

That's what we provide!



Improving computer access and computer skills in our community

Marton and Surrounds ICT Hub Charitable Trust Board

Marton ICT Hub
33 High Street
Behind Marton Library
Marton 4710
Ph 06 327 0092
Mob 021 1234 727
Email: marton.ict.hub@gmail.com

Ratana ICT Hub
4 Taihauauru St
Ratana 4581
Ph: 06 342 6995
Mob: 027 231 9050
Facebook: Ratana.ICT.Hub

Incorporated Society since 10 September 2010 (2540216)

Registered Charity since 17 February 2011 (CC46184)

Bank Details: Westpac, Marton 03 0683 0209259 000

www.ictHub.org.nz

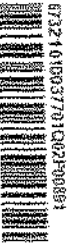


Non - Profit Organisation

03 June 2015

The Marton and Surround Ict Hub Charitable Trust
C/- Angela Coleman
Marton Library
33 High Street
Marton 4710

Marton BRANCH
Cnr Wellington Road & High St
PO Box 123
Marton 4741
Telephone: 0800 400 600
Fax: (06) 327 6005



Account name: The Marton and Surround Ict Hu

Account number: 03 0683 0209259-00

Last summary date: 01 May 2015

This summary date: 03 June 2015

Summary number: 55

At a glance

your current balance

\$700.13

deposit

DATE

AMOUNT \$

DEPOSITED BY: (PLEASE PRINT NAME)

CREDIT FROM

TELLER

Westpac

Marton
Cnr Wellington Rd & High St, Marton, NZ

Westpac New Zealand Limited

PAID IN BY: (PLEASE PRINT NAME)

FOR THE CREDIT OF

THE MARTON AND SURROUND ICT HUB
CHARITABLE TRUST

TRANSFER FROM ACCOUNT NO.

DATE

NOTES \$

COINS \$

TOTAL CASH \$

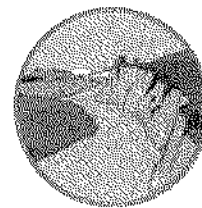
CHEQUES \$

AS REVERSE \$

TOTAL \$

⑈030683⑈ 0209259⑈00⑈ 50

From the
Office of the Mayor



5 May 2015

To Whom it May Concern

I am writing to support the fundraising efforts of the Marton and Surrounds ICT Hub Charitable Trust which runs computer hubs in two southern Rangitikei towns; Marton and Ratana.

Council's staff and the Community Development Officer that have been employed for four years were instigators of the initial set up of the Hub Trust. The Rangitikei District Council received funds from the Department of Internal Affairs Community Initiatives fund, on the basis that there were many people in our community who were disadvantaged by not having a computer in their home, or access to broadband.

The Council continues to work closely with both Hubs, with Gaylene Prince, Council's Library Manager and Damian Turner-Steele, IT team member, being represented on the Trust. The Marton Hub is located in the library building and is used for staff training and also operates, at very short notice, as an Emergency Operations Centre in Civil Defence Emergencies. For this service Council pays the broadband, phone and power bills for the Marton Hub. Last year the Council's Community Initiatives Fund provided \$2,000 towards the same expenses at the Ratana Hub. It is a win-win for our community and for the Council.

Recently I had the pleasure of presenting certificates at four "Computers in Homes" graduation ceremonies, which represents 44 families and 114 children. We are pleased that the 2020 Communications Trust delivers their course at our Marton Hub and understand that further courses are planned. The speakers at the recent graduation reinforced how vital it is for everyone to be part of the digital revolution and not let themselves, or their children, get left behind when it comes to education, job opportunities and being able to connect with family using social media.

Council is proud of the versatile model for the computer hub, which meets the needs of young and older people, those who cannot afford a computer or access broadband, and provides a teaching environment to those that do not know how to use technology effectively.

Lastly I want to thank Angela Coleman, at the Marton Hub, and Puawai Hagger, at the Ratana Hub, for their passion and commitment to this great community asset and wish them continuing success.

A handwritten signature in dark ink, appearing to read 'Andy Watson'.

Andy Watson
Mayor of Rangitikei



Work and Income

Te Hiranga Tangata

A service of the Ministry of Social Development

Marton Service Centre

138-048 Broadway, Marton 6210

PO Box 222, Marton 6201

Tel: 06-327 6028

6th May 2015

Angela Coleman
Marton ICT HUB
Marton

Dear Angela,

I am writing this letter to acknowledge the working relationship that Work and Income has shared with you over the last 4 years.

Given the unrelenting focus we have on assisting our clients towards employment and to access services online, having the Information Communications and Technology Hub within the Marton community provides our clients with a great resource to assist them in this area.

Thank you for the support you provide to our clients and we look forward to an ongoing relationship in this area.

Yours sincerely

Maree Anderson
Service Centre Manager
Taranaki Region

www.workandincome.govt.nz
www.seniors.msd.govt.nz

General Enquiries
0800 559 009

NZ Superannuation
0800 550 002

Community Services Card
0800 991 000

Employers
0800 778 008

Service Express
0800 333 030

Deaf Fax Number
0800 621 621

James Cook School

15 May 2015

RE: Support for Funding Application

To Whom it May Concern,

It is without hesitation I write in support of Marton I.C.T HUB.

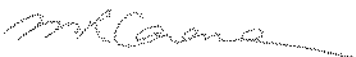
Through the Marton I.C.T HUB, families within our school community have had the opportunity to support the learning of their children. Ensuring the facility is free to users has removed the financial barrier that can hinder student access to online study websites and information.

The ready access to information communication technology and skilled volunteers and training coordinator has supported in building learner capabilities.

In addition, the partnership developed with Whanganui Computers in Homes and Marton I.C.T HUB has enabled 26 families with our school community to become confident computer users.

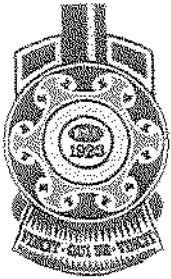
Continued financial support for the Marton I.C.T HUB would guarantee members of our Marton community are not disadvantaged in their endeavour to support their family to stay connected and make educational gains.

Your sincerely,



Michelle Cameron
PRINCIPAL





MARTON JUNCTION SCHOOL

Te Kura o Marton Junction

44 ALEXANDRA ST, PO BOX 78, MARTON 4741, NZ

PHONE/FAX 06-327 7812

Te Kaiwhakahaere o te Poari (Chairperson): T. Hancock

Te Tumuaiki (Principal): Vanessa Te Ua

EMAIL principal@martonjunction.school.nz

7th May 2015

Re: Support for Funding Application

To Whom it May Concern,

We are in full support of the Marton ICT Hub and all of their initiatives.

We as a school community have been very fortunate to be a part of the Computers in Homes Programme, a joint partnership with Marton ICT Hub and Computers in Homes, Whanganui.

Through this initiative our Whanau have gained knowledge and skills to become confident computer users. Through this many doors open for them including job opportunities and the ability to access information instantly.

Other initiatives that the Marton ICT Hub provides for the wider Rangitikei have excellent benefits for our community. Providing access to the computers and internet on a daily basis has had huge benefits on building ICT competency and general literacy skills. Angela is a great resource person for our community who supports everyone in their learner roles.

Ensuring there is funding continuation for the Marton ICT Hub will ensure that our community continues to have opportunities to grow with our ever changing technological world.

Ka nui te mihi.

Yours sincerely,

Vanessa Te Ua
PRINCIPAL

MISSION STATEMENT

"To provide a caring environment which stimulates and challenges our children to reach their full potential"

"He ao te rangi ka uha, he huihuru te manu ka rere"



Creative Courtyard 188 Broadway Marton

Phone 06 3276535

creativecourtyard@xtra.co.nz

Dear Angela and the Team at the Marton IT HUB on May 27th 2015

I am writing once again to let you know how much we appreciate the valuable service you are providing in the local Marton Community.

I am the Team Leader at Creative Courtyard Idea Services and the people we support are so lucky to have outside support like the HUB. They are challenged everyday with narrow minded people and it is lovely to have such an inclusive environment for them to feel supported and safe- where they can come without a "Staff person"

They have learnt a lot and Wayne often comes back with facts and websites that we have used in our teaching at Creative Courtyard.

Once again I commend you all for your efforts and applaud the volunteers you have - *helping others is not only a gift of time and effort. It is a gift of spirit.* Thank you

Kindest Regards

Chrissi Mullin on behalf of Creative Courtyard IDEA Services.

Jennifer list about it hub

I like having a cup of coffee and muffin there - because it is so nice.

I love using the computer there.

I love doing printing out the colouring in pictures.

I like writing letters to the ladies at Creative Courtyard.

I like coming to the it hub every Thursday.

Wayne Gaskin RE IT HUB

I really look forward to going on a Thursday morning - it is nice to be here. I like to play games and I like all the new games that I can look up back at the IHC. I have nice friends here and enjoy making jokes with them.

Sometimes I make my own cup of tea, but usually Angela or one of the volunteers makes it for me.

I have made new friends at the IT Hub. They help me to find earthquake information and check out IHC financial situation. I like the support I get and being able to be safe in the community.



12/05/2015

To whom it may concern,

The ICT hub of Marton has been a fabulous resource for our community and extremely well utilised by so many members of our community.

Marton community has many people including families that do not have access to computers in their own homes and having such a fantastic facility in town has enabled these people to keep up to date with the ever changing world and its technologies.

The Hub has been extremely supportive of people learning to use the computers so they are then empowered to further learn new skills with the power of the world-wide-web. Angela and her team of volunteers do an amazing job supporting people to use the computers so they can get maximum enjoyment and use out of their time at the hub.

As our timebanking initiative gains momentum we expect the Hub to be a valuable service available to those members that do not have a computer.

The hub has also offered an invaluable opportunity to people wishing to volunteer within the community, whether they are new-comers to town wanting to meet others within the community, or people wishing to volunteer for work experience. The opportunity has been very rich for all involved.

Project Marton fully supports the ongoing function of the ICT hub and look forward to having it remain within our community.

Cath Ash

Coordinator

Project Marton

18 High Street

Marton

(06) 327 7633

projectmarton@extra.co.nz

www.MartonNZ.com

Address: 18 High Street Ph: 327 7633 Email: projectmarton@extra.co.nz Web: martonnz.com

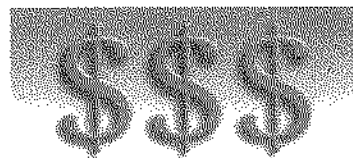
MARTON & DISTRICTS BUDGET SERVICE INC.

188 Broadway, PO Box 34, Marton 4741, New Zealand

Telephone: +64 6 327 4537

Mobile: 027 245 0915

Fax: +64 6 327 4279



"Towards Financial Confidence"

13 May 2015

To Whomever it May Concern,

Re: Marton ICT Hub

The Marton ICT Hub is a great asset to the community of Marton as a place of learning, connectedness and community participation. Access to computers, and especially the internet, is becoming more and more vital in today's economic and social environment, however there is still *a significant proportion of the community that does not have this access*, either because household income does not allow for the cost, or because of unfamiliarity or fear of new technology. The Hub not only provides the products, but also a dedicated group of volunteer staff who are always available to assist people to access the programs that they need, and will coach clients to whatever level is necessary.

Many of the clients of the Budget Service do not have computer access at home, and we will often direct them to the Computer Hub as a place where they can keep a check on their bank accounts, research utilities providers, write CV's, etc. From "Computers in Homes" programmes, "Homework Nights" and "Fundview" access, to advanced publishing or spreadsheet training events, the Hub has contributed to computer accessibility on numerous levels, and we endorse the work of the Hub, wholeheartedly.

Yours sincerely

Glenys Budden
Coordinator Manager

Christina Marcroft
Coordinator Administrator



ADDRESS

19 High Street
PO Box 238
Marton 4741
NEW ZEALAND

PHONE

06 327 5245

WEB

counsellingcentre.org.nz

EMAIL

anna@counsellingcentre.org.nz

5th May 2015

To whom it may concern

Re: Support for the Marton ICT Hub

I am writing in support of the Marton ICT Hub.

The Hub is a very valuable resource for Marton and the Southern Rangitikei communities. The facilities at the Hub give people who don't have a computer, free access to computer technology and the internet.

The Hub staff also provide help and support to people to learn how to use a computer and the internet.

Marton is an economically deprived region of New Zealand and many people do not have computers in their home or access to one. The Hub is fantastic resource in this community providing up to date computer technology and internet access to anyone in our community who needs it.

The Hub manager Angela Coleman is doing an excellent job promoting the Hub and its benefits to our wider community. She sets up a stall at all major community events and she attends monthly health and social service networking meetings to ensure that the Hub maintains collaborative networks.

She enlists the help of volunteers to help with the everyday running of the organisation thereby providing skills and a sense of contributing for the volunteers.

The Counselling Centre enjoys a professional and admiring relationship with the Hub and sees it as an essential part of our community. We would highly recommend that ongoing funding is provided to keep it functioning in its full capacity.

Kind Regards

Anna Sophia
Director/Counsellor MNZAC
BA Social Science Diploma Counselling

5th May 2015

ICT Hub
Marton, 4710
Attn: Angela Coleman (Manager)

TO WHOM IT MAY CONCERN

I would like to support the funding application submitted by the Marton ICT Hub.

Having a set up such as the hub is fantastic for this community. Most of the youth who attend the Marton Youth Club which I manage, always go to the Hub to utilise their computers for homework purposes and a number of other online uses. The two facilities work really well together complimenting what each have and providing a safe environment for our local youth to attend.

The hub is pivotal in this community especially for our families who can't afford internet access or computers. The hub is also used a lot for job search, job applications, cover letters and many other requirements of securing employment. I have referred many to the hub for assistance.

I understand the staff/volunteers at the hub always help out those in need of additional I.T. training as well.

This community NEEDS the ICT Hub, so please look favourably at their funding application.

Kind Regards



Nathan Kane
HYPE ACADEMY LTD
Helping youth prepare for employment/education

Marton Youth Club
Supported by Rangitikei District Council

To whom it may concern,

My wife and I greatly enjoyed volunteering March through April. We want to express our gratitude to the Marton ICT Hub, and those who have made its operation possible. It's great that it was set up, and we hope that it will remain for a long time, since there is always more to learn about computers. We feel the hub adds a lot to the community, and helps to bring it together by providing access to those otherwise would not have it, and to allow them to explore the infinite possibilities of the internet together.

It has been inspirational for us to volunteer here, and we hope to do again when we return to Marton. For us it has been an opportunity to participate in the community, to make our skills available and gain friendship in exchange for time and effort. I think it's one of the most beautiful things to see someone walk out the door proudly, having learned how to solve their problem rather than just having the problem solved. This feeling of self-sufficiency is essential in feeling secure where otherwise people often feel flooded by too new things.

Coming from the city of Leiden, the Netherlands, we are suprised to see that facilities here in Marton town are better for opening the door to computers, teaching computer skills to children, and helping the elderly to troubleshoot (mostly conceptual problems). We wish we could have an ICT hub to go to back home, because we feel the hub fills an important gap in the community. In the Netherlands, it is often assumed that everybody knows how to operate computers, which is not always the case (especially with Windows 8).


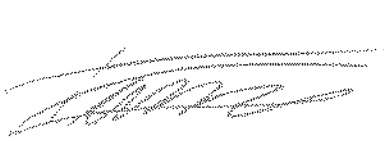
We feel the ICT hub is a cornerstone of the community. Without it, people would be disconnected who actually need each other. We would not find the opportunity to teach, and people like Mr. Walker would have no place to turn to except the increasingly impatient computer salesman.

It is a pity that the prevailing opinion is that the hub is a place for children. We have helped many people with arranging and printing their CV's, increasing their chance to get a job. Apart from the obvious multitude of information available on wikipedia, we've also showed people the way to TradeMe, GoogleMaps and the Blender wiki, to name a few. Children also find they learn valuable computer basics just by navigating to a flash game and playing around. These are skills they can use later in life.

I hope that we have convinced you to reach deep in your pockets for the Marton ICT community, so that when we return, there may still be the necessary funds to keep the doors open.

Kind regards,
Tama and Carmen McGlinn
t.mcglinn@gmail.com

You may contact us by email with any further questions or comments.



28/4/14

Marton and Surrounds ICT Hub Charitable Trust
 Budget vs Actual for year from 1 July 2014 to 30 June 2015
 Report as at 30 June 2015

Actual Reserve Funds as at 30 June 2014 \$25,805.55

Income	Adj Budget	Actual to Date	Variance
Asset Sales	\$ 2,000.00	1,250.00	63%
Computers in Homes	\$ 4,000.00	5,226.00	131%
Donations (Mtn)	\$ 1,500.00	1,696.91	113%
Facilities hire (Mtn)	\$ 200.00	160.00	80%
Facilities hire (Rtna)	\$ 200.00	-	0%
Fundraising	\$ 1,000.00	-	0%
Interest Received	\$ 600.00	927.39	155%
Professional Fees (Mtn)	\$ 1,000.00	375.00	38%
Grant (COGS)	\$ 1,000.00	773.57	77%
Grant (InternetNZ)	\$ 15,000.00	-	0%
Grant (Public Trust - JBS Dudding Trust)	\$ 8,000.00	8,000.00	100%
Grant (Lion Foundation)	\$ 4,000.00	-	0%
Grant (Lotteries - Community)	\$ 5,000.00	5,000.00	100%
Grant (Powerco Whanganui)	\$ 3,000.00	3,000.00	100%
Grant (Pub Charity)	\$ 4,000.00	4,008.00	100%
Grant (RDC Community Initiatives Fund)	\$ 2,000.00	2,000.00	100%
Grant (TG Macarthy)	\$ 5,000.00	5,000.00	100%
Grant (Whanganui Community Foundation)	\$ 10,000.00	9,999.00	100%
TOTAL ANNUAL INCOME	\$ 67,500.00	\$ 47,415.87	70%

Expenditure			
Auditor & Accountant Fees	\$ 900.00	747.50	83%
Computer Consumables	\$ 500.00	-	0%
Computer Equipment	\$ 8,000.00	7,822.25	98%
Computer Software/Subscriptions	\$ 500.00	-	0%
General incl refreshments/cleaning	\$ 1,000.00	1,610.21	161%
Hub Management (Marton)	\$ 27,300.00	27,300.00	100%
Hub Management (Ratana) if funding	\$ 27,300.00	-	0%
Marketing & Publicity	\$ 500.00	-	0%
Printing & Stationery	\$ 1,300.00	1,887.65	145%
Power (Ratana)	\$ 900.00	725.34	81%
Rent (Ratana)	\$ 1,200.00	1,295.58	108%
Telephone, Tolls & Internet (Ratana)	\$ 2,100.00	2,345.82	112%
Repairs & Maintenance (Marton)	\$ 500.00	-	0%
Repairs & Maintenance (Ratana)	\$ 500.00	-	0%
Technical Support	\$ 1,000.00	-	0%
Training & Development (Managers)	\$ 2,000.00	170.00	9%
Training & Development (Volunteers)	\$ 1,000.00	700.00	70%
TOTAL ANNUAL EXPENDITURE	\$ 76,500.00	\$ 44,604.35	58%

NET LOSS/PROFIT FOR YEAR

To Date Income &
To Date Exp
\$2,811.52

Reserve Funds as at 30 June 2015 \$28,617.07

Aim is to have one year of activity in reserve ie \$70,000 (\$48,000 if only one manager) or cash flow will prevent constant staffing

Applicant eligibility criteria:

Applicant must be able to meet all the criteria stipulated in the guidelines;

Applicant/organisation must be

- Incorporated Society (certificate or documentation of proof must be supplied);
- Trust or Association (please supply documentation);
- Unincorporated community group
- Umbrella organisation with local branches.

It is expected that the 'umbrella organisation' will have an interest in the project for which funding is being sought.

Council is unable to issue funds directly to individual recipients.

Hints and tips:

Ensure that you give us as much detail as possible in the contacts section. If we have any questions we need to be able to contact you as easily as possible.

When providing contact names please ensure that the people listed are able to answer questions about the application and list the person who completed the application form as the first contact.

The details in this section allow us to understand the objectives of your organisation and the affiliations you have.

If your group is an incorporated society, your constitution will have broad aims for the group listed.

Tell us about your activities, the other groups you work with and how you promote your end objectives.

1. APPLICANT DETAILS (See applicant eligibility criteria)

Full Name of

Organisation: ALZHEIMER'S DISEASE & RELATED DISORDERS SOC.

Street address: SUITE 5, 136 VICTORIA AVE.

Postal address: P O BOX 7018,

WANGANUI

Post Code: 4541

Contact 1 Name CLAIRE CILLIER

Telephone (day) 06 345 8833 / 021 629 66610

Email: claire@hipah.co.nz

Contact 2 Name JENNY SPENCE

Telephone (day): 06 345 8833

Email: alzheimers.wangcoordinator@xtra.co.nz

Legal Status (see Applicant eligibility criteria)

REGISTERED CHARITY

IS YOUR ORGANISATION ACTING AS AN UMBRELLA ORGANISATION?

☐

Yes

☒

No

IS YOUR ORGANISATION GST REGISTERED?

☐

Yes

☒

No

If so, please provide your GST Number:

2. WHAT ARE THE OBJECTIVES OF YOUR ORGANISATION?

Attach additional sheets if you need to

Please see attached!



Rangitikei District Council

Community Initiatives Fund Application Form 2015

PLEASE NOTE

Applications close 12.00 pm (noon), 31 July 2015. The Finance/Performance Committee will consider the applications at its meeting on 27 August 2015.

PURPOSE

The purpose of the Community Initiatives Fund is to support community based projects in the Rangitikei District that help to develop community cohesion and community resilience.

The Fund is open to all initiatives and opportunities which have potential to benefit the District's communities in one of the following areas:

- Community service and support (programmes/services to support local communities and groups);
- Leisure promotion (projects or programmes that promote participation in leisure within our communities. These can include activities and programmes to increase participation in leisure activities and increased participation in programmes that improve cultural well-being);
- Heritage and environment (projects or programmes which preserve and/or enhance heritage and/or environmental sites, including displays, open days etc.)

Because the characteristics of applications will vary from year to year, there are no fixed allocations for particular categories.

Preference is given to community organisations based in the Rangitikei, but applications will be considered from other organisations (both within and outside the District). Applicants from outside the Rangitikei District will need to provide quantifiable proof of their benefit to the Community.

Please complete this application form in conjunction with the associated notes.

CLOSING DATE FOR APPLICATIONS: 12.00 pm (noon) Friday 31 July 2015. Late applications will NOT be considered.

All sponsorship applications are copied into the Finance/Performance Committee Order Paper and are therefore available to the general public.

SEND YOUR APPLICATION TO:

Postal address: Grants Administrator, Rangitikei District Council,
Private Bag 1102, Marton 4741

Hand deliver to: Rangitikei District Council Office, 46 High Street, Marton; or
Taihape Service Centre, Hautapu Street, Taihape

Email: priscilla.jeffrey@rangitikei.govt.nz

Project eligibility criteria

All projects eligible for funding must:

- * Take place within Rangitikei;
- * Demonstrate consideration of how they see their proposal would benefit the community
- * Provide 3 targets that will be used to monitor the outcome of the project
- * Provide a realistic and balanced budget;
- * Be able to contribute a significant proportion to the cost of the project (see Section 4).

Please note:

* Applicants cannot have been financially supported by the ratepayers of the Rangitikei District Council through some other means for the same project in the same financial year, i.e. through the Event Sponsorship Scheme, Community Boards/Committees, Annual Plan etc.;

* Applicants cannot apply for funding from the Community Initiatives Fund more than once in any financial year;

* Proposals which are eligible for funding from Creative New Zealand or Sport New Zealand Rural Travel Fund must state clearly if they have made an application to or intend to apply to either fund. The Community Initiatives Fund assessment committee may limit funding to these groups.

* If you receive confirmation of funding from any other organisation before the Committee meets, you must inform the Grants Administrator at the Council.

3. YOUR PROJECT (See project eligibility criteria)

3.1 What is the name of your project? THE GROUP

3.2 When will it take place: FOUR NIGHTLY

3.3 Where will it take place: MARTON.

3.4 What type of project are you planning?

☒ Ongoing activity, or

☐ New initiative

Please tick the **ONE** box that best describes your project. (See Event Sponsorship Scheme definitions)

☒ Community service and support, or

☐ Leisure promotion, or

☐ Heritage and environment

3.5 Describe your project in full:

Attach additional sheets if you need to.

Please see attached

Accountability Reports

Successful applicants will be required to report back (to the Chief Executive) on a six-monthly basis or at the conclusion of the project, whichever is later.

For all projects this will include reporting against the three targets that you have identified as indicating success.

Council will also seek your feedback on what worked well for your project and what could be improved.

Promoting Rangitikei District Council's support:

The support of the Rangitikei District Council must be acknowledged on all publicity material. Logos may be obtained from the Council Administrator. You will need to show how you have done this in the accountability report.

Hints and tips:

Describe your project in full.

In this section we want to know about the complete project, not just the portion you are seeking funding for.

Or you may have a project that supports a small number of people over a longer period of time. In this case you will need to explain the long term benefits of the project to this group.

Be sure to fully describe your target group or those who will benefit from your activity.

Relate your project back to the category under which you applied. If you ticked Heritage and Environment for example, you will need to demonstrate why this is a Heritage and Environment Project.

3.6 Who will benefit from your project?

Please see attached

3.7 How will the people who will benefit from your project know

that it is happening? WE MAINTAIN WEEKLY

CONTACT WITH ALL MEMBERS OF THE

GROUP THROUGH TELEPHONE CALLS.

INFORMATION ABOUT THE OUTINGS IS

ALSO PUBLISHED IN OUR REGULAR
NEWS LETTER & ON OUR FACEBOOK PG.

3.8 How will you acknowledge the funding provided by Rangitikei District Council? (See Promoting Rangitikei District Council's support)

ON ALL NEWSLETTERS, AND PROMOTIONAL

MATERIAL & FACEBOOK PAGE AND
LINKS TO RANGITIKEI DC.

3.9 Nominate 3 targets that will demonstrate the success of your project and the benefit to the Rangitikei District. Please refer to the funding guide as the targets set here will form the basis of your reporting back to Council when the project is completed.

Target 1: COMMUNITY CONNECTEDNESS

Target 2: RAISED AWARENESS OF

DEMENTIA IN OUR LOCAL COMMUNITY

Target 3: RESPIRE FOR CURRENT

SUPPORT CARE PERSON.

Funding Guide

An organisation may receive a grant for a project in one or more successive years, but must apply annually. All profits from the projects must be held over towards funding the next project.

Grants will usually be up to a maximum of \$2,500 for any project in any one financial year.

Grants will not be made to organisations which have not complied with reporting requirements for previous grants.

This section asks for the **total** cost of your project. In the income section list the funding from **all sources**. Council is unlikely to fund 100% of project costs, so it is important that you do not restrict your costs to the amount of funding you are requesting.

Ineligible costs

- * Facility development or funding for capital works (i.e. the cost of buildings or items necessary to operate the facility);
- * Grants to individuals;
- * Purchase or long-term lease of equipment¹ or facilities;
- * Food and beverage costs;
- * Retrospective project costs;
- * Costs of bonds or making good any damage done to venues that are hired;

You must provide valid, written quotes for all goods and services for which you are seeking funding.

If no quotes are supplied your application will be ineligible.

General overheads such as power costs, administration costs etc. must be based on proven figures from previous year's accounts.

Groups registered for GST must provide figures that are GST exclusive.

4. FINANCIAL INFORMATION (See Funding Guide) Please provide all costs and all sources of income for the project you are planning. Attach additional sheets if necessary

4.1 Project Costs

Outline how much the project will cost to put on:

Item	Amount
26 cuttings per month	\$ 4418 -3900
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
Total Cost (GST inclusive /-exclusive. Please delete one)	\$ -3900

4.2 Project Income

Outline how the costs of the project will be met:

Item	Amount
Donated material	\$
Cash in hand towards project	\$
Intended fundraising (provide an estimate)	\$
Ticket sales	\$ N/A
Other sponsorship/grants (please specify source/s below)	
	\$
	\$
	\$
	\$
	\$
	\$
Total funds available (GST inclusive /-exclusive. Please delete one)	\$ 14118-00

Amount of funding you are requesting

from Rangitikei District Council:

\$ 800-00

¹ Equipment is defined as being "the tools, clothing or other items needed for a particular activity or purpose, that under normal conditions of use can be expected to serve their principal purpose for at least one year"

Please provide a pre-printed bank account deposit slip for payment should your application be successful.

Please attach your group's latest audited annual accounts. Any organisation that has given away or donated money to other organisations will not be granted Council funding.

Quotes must be provided for all goods and services. For services such as power where it is not possible to get a quote, an estimate based on proven figures from previous years must be provided.

HAVE YOU ATTENDED TO ALL OF THE FOLLOWING?

Tick as appropriate

- | | |
|-------------------------------------|--|
| <input checked="" type="checkbox"/> | Answered all of the questions? |
| <input checked="" type="checkbox"/> | Does your financial information add up? Please check! |
| <input checked="" type="checkbox"/> | Provided daytime phone numbers? |
| <input checked="" type="checkbox"/> | Provided full details of your project and included extra pages as appropriate? |
| <input type="checkbox"/> | Provide quotes for all appropriate items? |
| <input type="checkbox"/> | Provided a pre-printed deposit slip? |
| <input checked="" type="checkbox"/> | Provided your latest annual accounts? |

All applications that do not have the full and complete documentation (including quotes) cannot be considered by the Committee.

Council staff will check all applications to ensure they meet the criteria included in this application form and are complete. Council staff will contact you for further information if necessary.

4.3 Has your group received funding from the Rangitikei District Council in the last 5 years? If yes, please list all grants made below.

Event/Project/Activity	Amount	
NONE	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	

4.4 Please name two referees for your organisation and your project

Name: RT. HON. CHESTER BORRONS

Telephone (day): (04) 817 6834

Name: CLAIRE HEFEEKIAN (TEAM LEADER - ACCESSABILITY)

Telephone (day): 06 281 3123

5. DECLARATION

☒ I declare that the information supplied here is correct.

Name: Claire Gilles

Signature: *Claire*

Position in organisation: Grants & Funding

Date: 31/7/2015

☒ Please tick here if you would like to speak with the Committee about your project. The Committee will meet on 27 August 2015. The Grants Administrator will contact you with more details.



Alzheimers *Wanganui*

Rangitikei Communities Initiative Fund

By E-mail

31 July 2015

Dear Priscilla Jeffrey and Committee

Alzheimer's Wanganui Grant Application 2015

I am not dying from dementia
I am living with it
I have a lot of living to do
What I need is help from many others to make my life
As meaningful as possible

Alzheimer's Wanganui is a small organisation, here in Wanganui that has been recognised nationally by the Ministry of Health, as providing a service "The Group" that is considered best practice.

Our vision is: Towards a world without dementia That Alzheimer's Wanganui recognises values and supports people and their family/whanau living with dementia. Our missions is: Making life better for all people affected by dementia - Kia piki te ora mo nga tangata mate porewarewa.

We are an audited, charitable organisation operating across Whanganui, Rangitikei and the Waimarino Districts. The region has an aging population. The detailed 2013 Census figures dramatically shows not only an aging population, but also an increasing aging population. Age is the greatest predisposing factor to developing dementia. In 2011, 48, 182 New Zealanders had dementia – 1.1% of the population. This has increased 18% in three years, from 40,746 people in 2008. By 2050, 147, 359 New Zealanders will have dementia – over 2.6% of the population, and more than triple the current numbers.

Dementia is an aging challenge and the requirements of Alzheimer's Wanganui to deliver services and support to residents and their families/whanau is only increasing. Social isolation is a major issue for all people affected by dementia. As the disease progresses both the person with dementia and their immediate family care partner become increasingly isolated. We see elderly people, often with medical issues of their own, struggling to care for their spouse with mild to severe dementia. Often people must rely on local community organisations for support.

Alzheimers Wanganui ~ Suite 5, 136 Victoria Avenue, Wanganui, PO Box 7018, Wanganui 4541
Ph 06 345 8833 ~ 0800 004 001 Fax 06 345 8522 Email alzheimers.wang@xtra.co.nz Web www.alzheimers.org.nz
Charity registration CC 10907

Being “well” is not just about physical health. The social connections to our family, friends and our extended community have a huge impact on our sense of wellbeing. As we grow older the ability and the motivation to remain socially connected diminishes. There are a number of factors affecting this – energy, cost, changes in our mobility, friends passing away etc.

As a person living with dementia declares “We are everywhere!”

There is a drive globally to introduce Dementia Friendly Communities. One of the biggest challenges in creating a dementia friendly community is getting the public to talk about dementia. Alzheimer’s Wanganui is aware of a culture shift where people are talking more openly about how dementia is affecting them – the person with dementia and their support people (partners, family, friends). We are very aware of how people’s lives are improved by seeing the person and not the dementia. People with dementia relax and their symptoms diminish. We are aware of a sense of urgency to extend this culture out from the family perimeter and into the community as older people choose to live in their own homes longer.

For people living with the symptoms of dementia, the ability to remain connected to their family, friends and community becomes increasingly difficult. Through “The Group” we encourage and enable people to come together and participate in ordinary activities such as playing indoor bowls, going to a movie, or having a barbeque at the beach.

Alzheimer’s Wanganui’s programs include:

- Information, education, advocacy and support through community based programs, home visits and increasing public awareness. Our programs cater for the similar but differing needs of the person with dementia still living in the community and their care partner.
- Our team offers one on one support with the person diagnosed with dementia and their family; assisting them in living a fulfilling life.
- Our six week program, “Living with Memory Loss”, is designed for people with memory loss or with early stage dementia who acknowledge and understand their diagnosis.
- For the care partners of those with dementia, our “Six week Care Partner Workshop” provides an understanding of dementia, help available and the importance of self-care for the Care Partner.
- Additionally the Monthly Care Partner Support Group provides a forum for discussion, support and further education.

We are aware of the fear and negativity associated with dementia. We cannot change the reality but we can change our attitude. By supporting the person with dementia we are actually providing greater support to their care partner and or their families.

Alzheimer’s Wanganui, from our committee, staff, volunteers and families recognise the value of relationships. In reality we cannot lead a full a life as possible as islands or rocks. We all need each other.

In an environment where government funding of non-government organisations has reduced, and regional health boards are also facing financial constraints, Alzheimer's Wanganui has proactively taken a step to secure funding from other sources. We have applied to broader grants and funding bases for community funding, we are growing the national campaign "Cuppa for a Cause", and we are investigating other potential projects that would deliver a financial return to the organisation to be reinvested in our programs.

Our application to The Rangitikei Communities Initiative Fund this year sees Alzheimer's Wanganui requesting a contribution towards the cost of the Marton Group. The Marton Group meets for trips and excursions on a Monday fortnightly. Excursions include duddings lake, St Francis bowling Club, Croquet Club, Health Centre, Duck Pond, Turakina Beach, Local cafes and Valhalla to name a few.

Currently the group is supported by McVerry Crawford and Tranzit in terms of transport and numerous volunteers.

In our application we have included:

- A signed application
- Our Certificate of Incorporation
- A copy of our banking details
- A copy of our Audited Financials
- A copy of our Committee approved budget for 2015 – you will note that we are running at a deficit of \$30k
- Breakdown budget of each Group outing
- Further information on the Group

Should you have any queries, please do not hesitate to contact us.

Thank you for taking the time to consider our application.

Yours sincerely

Claire Cilliers
Grants, Fundraising and Marketing
E-mail: Claire@hipah.co.nz
Cell: 02102966610
Office: 06 345 8833

Alzheimers Wanganui – Suite 5, 136 Victoria Avenue, Wanganui, PO Box 7018, Wanganui 4541
Ph 06 345 8833 – 0800 004 001 Fax 06 345 8522 Email alzheimers.wang@extra.co.nz Web www.alzheimers.org.nz
Charity registration CC 10907

Making life better for all people affected by dementia | Kia piki te ora mo ngā tāngata mate pōrewarewa

The “Group”

The “Group” is a social programme for people living with dementia. It involves getting out and about in the community doing ordinary fun activities like indoor bowling, going to the movies or a picnic at the beach. The intent is to build self value, create a sense of purpose and to retain a connection with their community. Meaningful relationships underpin best outcomes. Low staff/ volunteer to participant ratios, familiar people and routines, calm environment, frequent contact and good planning also contribute to best outcomes.

Primary outcome

People with dementia have a sense of self value, a sense of purpose and remain connected to their family and community.

The cohort is the people with dementia who go out with the “Group”.

Measures:

1. The person with dementia is relaxed and happy to be out with the “Group”
2. The person with dementia participates in the outing/activity (dependant on the level of disability)
3. The person with dementia makes a contribution to the success of the outing (dependant on the level of disability) ie helping with taking things from the van, helping with the dishes, friendly greetings to their friends as they get on to van
4. The person with dementia interacts with other people in their community eg children at a local kindergarten
5. Photos and stories are put on face book each week so family members and friends near and far can see what their person has been up to. These photos are also shared with the person with dementia

The benchmark for each individual is from when they begin to come out with the “Group”.

Data will be collected by:

1. Annual survey completed by the person with dementia and from their support person (husband, wife, family member)
2. Coordinators evaluation of each outing identifying what was successful and what was not, levels of participation and engagement, verbal feedback from the person with dementia or their family
3. Narratives- capturing the individual experience
4. Attendance levels
5. Face book contacts

Secondary Outcomes

People with dementia remain in their own home longer

The cohort is the people with dementia who go out with the “Group” and the people who support them (husband, wife, family)

Measures:

1. Frequent contact avoids the development of crisis – weekly phone calls and face to face contact
2. The earlier a person with dementia becomes involved with the “Group” the better the outcome
3. The person in the supporting/caring role feels more supported.

Data will be collected by:

- Number of contacts
- Number of recorded crises
- Recording the date of entry and exit to our service
- Recording the level of need at entry and exit of our service

Time out/respite for the person in the supporting role

The cohort is the person in the supporting/caring role. We will identify this person as the carer.

Measures:

1. Regular time out will ensure that the carer has meaningful time for themselves – can continue to pursue their own interests
2. The carer’s health and wellbeing is maintained/improved
3. The carer is able to continue this role for longer
4. With the regular contact in organizing the “Group” outing the carer feels more supported
5. The carer is happy that the person with dementia is also having an enjoyable time

Data will be collected by:

- Annual survey
- Coordinators weekly evaluation – will capture verbal feedback
- Number of contacts
- Number of crises

Increased Community Support

The cohorts are the people and organizations the “Group” interacts with

Measure:

- The people and organizations that we involve in our community outings want to engage with Alzheimers Wanganui
- The community is more accepting and understanding of people living with dementia.
- The volunteers who assist with the “Group” are part of the “Group” experience. They are in receipt of benefits – personal growth, have a sense of purpose and are making a difference in the lives of others.

Data will be collected by:

- Recording the people and organizations we utilize
- Recording the level of support ie invitations to return, reduced fees
- Recording how relationships are being developed and networked
- Narratives.

GROUP - COST PER OUTING	
INCOME:	Amount
Members - Marton (some members charged \$10 once per month) (Approx \$60per month/2)	\$ 30.00
Members - Wanganui (some members charged \$15 once per month) (approx \$135 per month/2)	\$ 67.00
WDHB - Contract Day Care (\$1496 per month *weekly outings) (1496X12=17952pa/26 t/n=690/3 groups)	\$ 230.00
MOH - Carer Support (\$ 1/2 days per monthx37.78=189/2	\$ 94.00
Grants - Estimation (uncertain of availability of funds) calculate 33% of Travel Morning Teas,food/Activities	\$ 122.00
Total Income per Group Outing	\$ 543.00
EXPENSES:	Hours
Staff - one paid staff member per outing:	
Organise Outing - phone calls & may need to visit & check venue suitable	0.50
Phone members prior to outing & some on morning of outing	2.00
Organise & load van - flasks, first aid, & equipment	0.25
Pick up each member in community	1.50
Outing - venue (average 3.5hrs)	3.50
Take members home	1.25
Admin - documentation, reports, data, photos, up date web site	2.00
Admin - Service Agreements, records, meeting with member & carer	1.00
Total per outing	12.00
Staff - Wanganui/Maree \$19hr + 8% A/L =20.52 @ 12hrs = 246	
Staff - Marton Jenny \$23hr + 8% A/L = 24.84 @ 12hrs = 298	
Staff - average rate	\$ 272
Van Hire - Marton \$165; Wanganui \$122 per day; average per day	\$ 144
Currently 34 members: Calculate 75% attendance per outing 25members	
Morning tea/food - 25 members @ \$4	\$ 100
Venue Hire or activity 25 members @ \$3	\$ 75
Volunteers: Average 4 volunteers per outing (may have 4-6 volunteers)	
Morning tea/food - 4 volunteers @ \$4	\$ 16
Venue Hire or activity - 4 volunteers @ \$3	\$ 12
Staff: Morning tea/food & venue hire	\$ 7
Admin Costs - printing, stationery, postage, phone; rent; elect; insurance	\$ 40
Volunteer - mileage using own vehicles	\$ 10
R/M & Replacements (e.g. First Aid Supplies; flasks, cups, blankets, equipment)	\$ 10
Staff - milelage using own vehicle seeing members; outing venues	\$ 7
Total Cost per Group Outing	\$ 693
Income/Expenditure (deficit):	-\$ 150.00
<p>"The Group" currently has 34 members who live in the community - Wanganui, Rangitikei, and Waimarino District: Just over half our members live by themselves and the rest live with a full time carer (usually their spouse or a family member).</p>	
<p>GROUP - PURPOSE; OBJECTIVES; Mission Statement: "Making life better for all people affected by dementia - kia piki te ora mo nga tang ata mate porewareaw" in Wanganui, Marton & Waimarino to enable the person with dementia to remain living at home for as long as possible in a Dementia Friendly Community" Social isolation and depression are a major issue for all people affected by dementia. Carers confirm that as the disease progresses, both the person with dementia and their families become increasingly isolated. Friends and extended family tend to withdraw, not knowing how to respond to changes in the person with dementia. Community based alternative to institutional respite care, which enables their carer to have a much needed break. Some members require 24/7: Treat each member with dignity and respect, encourage and support members to make their own choices and decisions; focus on what they can still do and not what they have lost. It's importance for our members to mix with other people and organisations in the community , so we can start to break down barriers and stigma that people can and do associate with those who are have dementia.</p>	
<p>GROUP - MONITORING; MEASURE; Observation of each individual member in their responses and actions. Feed back from their carer and family members. Provide reports and information to WDHB, Carers and family members.</p>	
<p>GROUP - RESULTS; BENEFITS The Group increases Social Wellbeing and connections for the members. Enables people to stay in their own homes for much longer. Smaller Groups - members, staff & volunteers get to know each other and build on forming positive relationships. Staff develop relationship with not only member, but their families. Ongoing support for carers/families - provide information, education with Carer Workshops and Carer Support programmes. Eases transition into Rest Home Care if required. Raises public awareness that people with dementia have a lot to give and that they are not <u>dying</u> with dementia; they are <u>living</u> with dementia.</p>	

ALZHEIMERS WANGANUI INCORPORATED
FINANCIAL REPORT
FOR THE YEAR ENDED 31 DECEMBER 2014

ALZHEIMERS WANGANUI INCORPORATED
SCHEDULE OF CONTENTS
FOR THE YEAR ENDED 31 DECEMBER 2014

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Independent Auditor's Report

TO : The Members of Alzheimers Wanganui Inc

We have audited the financial statements of Alzheimers Wanganui Inc on pages 1 to 9, which comprise the Balance Sheet as at 31 December 2014, and the income statement for the year then ended, and a summary of significant accounting policies and other explanatory information.

Committee's Responsibility for the Financial Statements

The committee is responsible for the preparation of financial statements in accordance with generally accepted accounting practice in New Zealand and that give a true and fair view of the matters to which they relate, and for such internal control as the committee determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibilities

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with International Standards on Auditing (New Zealand).

Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatements.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgement, including the assessment of risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation of financial statements that give a true and fair view of the matters to which they relate in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control.

An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates, as well as evaluating the presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our qualified audit opinion on financial position and financial performance.

Other than in our capacity as auditor, we have no relationship with, or interests in, Alzheimers Wanganui Inc.

DIRECTORS: Douglas Wilson B.C.A., C.A., Peter Redpath B.B.S., C.A., Glenn Spooner B.B.S., C.A.

ASSOCIATE: Grant Benson B.B.S., C.A.

Basis for Qualified Opinion

The financial statements include fundraising, raffle and donation revenues over which limited controls exist prior to the cash received being recorded in the accounting records. There were no practical procedures available to us to confirm the completeness of this revenue, and accordingly, we were unable to obtain sufficient appropriate audit evidence in this regard. Consequently, we were unable to determine whether any adjustment to the amount of those revenues recorded was necessary.

Qualified Opinion

In our opinion, except for the possible effects of the matter described in the *Basis for Qualified Opinion* paragraph, the financial statements on pages 3 to 9 present fairly, in all material aspects, the financial position of Alzheimers Wanganui Inc as at 31 December 2014 and its financial performance for the year then ended in accordance with generally accepted accounting practice in New Zealand.



Sewell & Wilson Ltd
Chartered Accountants
Wanganui
17 March 2015

ALZHEIMERS WANGANUI INCORPORATED
DIRECTORY
FOR THE YEAR ENDED 31 DECEMBER 2014

DATE INCORPORATED	10-Oct-90
CHARITIES COMMISSION REGISTRATION NUMBER	CC10907
CHAIRMAN	Andrew Spence
TREASURER	Garth Barlow
ADDRESS	PO Box 7018 Wanganui
AUDITORS	Sewell & Wilson Ltd PO Box 97 Wanganui
BANKERS	Westpac 116 Victoria Avenue Wanganui

ALZHEIMERS WANGANUI INCORPORATED
STATEMENT OF INCOME & EXPENDITURE
FOR THE YEAR ENDED 31 DECEMBER 2014

	2014	2013
INCOME		
Donations	7,268	12,447
Fundraising	15,336	9,335
Grants	66,035	90,250
Contracts	25,462	29,356
Other Income	<u>32,664</u>	<u>36,020</u>
TOTAL INCOME	146,765	177,408
EXPENDITURE deducted		
Operating Expenses	143,070	128,757
Repairs & Maintenance	0	0
Administration Expenses	<u>33,447</u>	<u>27,266</u>
TOTAL EXPENSES	<u>176,517</u>	<u>156,023</u>
SURPLUS/(DEFICIENCY) Before Depreciation	-29,752	21,385
Provision for Depreciation as per schedule	1366	1,363
Asset Written Off	<u>0</u>	<u>106</u>
	1366	1,469
NET SURPLUS/ (DEFICIENCY)	<u>-\$31,118</u>	<u>\$19,916</u>

NOTE: This statement is to be read in conjunction with the notes to the Financial Statements.



ALZHEIMERS WANGANUI INCORPORATED
SCHEDULE OF INCOME
FOR THE YEAR ENDED 31 DECEMBER 2014

	2014	2013
DONATIONS		
General Donations	3,023	6,801
Memorial Donations	690	1,227
AP's	3,355	4,419
Rotary Club of Wanganui North	200	0
	<u>\$7,268</u>	<u>\$12,447</u>
FUNDRAISING		
Evening with Annabell White	5,363	0
Education	190	995
Plants	435	0
Catering / Lunch	535	0
Awareness Week / Street Appeal	5,193	4,493
Raffle Proceeds	1,458	529
Other	1,314	1,684
Cuppa-for-a-Cause	339	1,157
Alzheimers Merchandise	100	55
Awareness Week / Counter Collection Boxes	409	422
	<u>\$15,336</u>	<u>\$9,335</u>
GRANTS		
Wanganui Medical Education & Research Foundation	0	350
Duddings Trust	3,000	3,000
NZ Lotteries	20,000	47,300
NZ Community Trust	6,000	3,000
COGS	2,659	1,500
Lion Foundation	7,000	7,000
Arthur Wheeler Leedstown	3,855	1,100
TG McCarthy Trust	5,000	5,000
Whanganui Community Foundation	5,000	8,000
Pub Charity	5,000	3,000
Z Energy	1,021	0
Infinity	5,000	4,000
St Laurence's Social Services	2,500	2,000
Grassroots Trust	0	5,000
	<u>\$66,035</u>	<u>\$90,250</u>

NOTE: This statement is to be read in conjunction with the notes to the Financial Statements.



ALZHEIMERS WANGANUI INCORPORATED
SCHEDULE OF INCOME (Continued)
FOR THE YEAR ENDED 31 DECEMBER 2014

	2014	2013
CONTRACTS		
Whanganui District Health Board	24,462	26,356
Whanganui District Council Community Contract	<u>1,000</u>	<u>3,000</u>
	<u>\$25,462</u>	<u>\$29,356</u>
OTHER		
Interest Received	4,126	3,577
Subscriptions	2,685	2,035
Sundry	632	0
Hire of Rooms	250	250
The Group	14,971	11,679
Bequests	<u>10,000</u>	<u>18,479</u>
	<u>\$32,664</u>	<u>\$36,020</u>

NOTE: This statement is to be read in conjunction with the notes to the Financial Statements.



ALZHEIMERS WANGANUI INCORPORATED
SCHEDULE OF EXPENSES
FOR THE YEAR ENDED 31 DECEMBER 2014

	2014	2013
OPERATING EXPENSES		
Advertising	5,378	3,347
Computer Expenses	532	471
Electricity & Gas	1,751	1,478
Fund Raising Expenses	181	75
Newsletter - Local	1,256	1,535
Office Expenses	527	670
Staff Training & Supervision	636	1,577
Travel Support Group	16,269	14,709
Wages & Salaries	116,540	104,895
	<u>\$143,070</u>	<u>\$128,757</u>
REPAIRS & MAINTENANCE		
R & M Equipment	0	0
Replacements	0	0
	<u>\$0</u>	<u>\$0</u>
ADMINISTRATION EXPENSES		
Accident Compensation Levy	851	450
Audit Fees	3,061	1,614
Bank Fees	5	283
Conference / Seminar Expenses	4,206	654
Education	2,620	1,760
General Expenses	453	734
National Office Levy	2,260	2,564
Volunteer Expenses	681	201
Support Group	3,963	4,796
Insurance	880	671
Postage	1,351	1,469
Printing & Stationery	976	739
Rent	8,280	7,130
Resource Materials	271	553
Telephone, Tolls & Internet	2,311	2,287
Travel Expenses	1,278	1,361
	<u>\$33,447</u>	<u>\$27,266</u>

NOTE: This statement is to be read in conjunction with the notes to the Financial Statements.



ALZHEIMERS WANGANUI INCORPORATED
STATEMENT OF CHANGES IN ACCUMULATED FUNDS
FOR THE YEAR ENDED 31 DECEMBER 2014

	2014	2013
ACCUMULATED FUNDS		
Opening Balance	170,125	150,209
Net SURPLUS / (DEFICIENCY)	-31,118	19,916
Closing Balance	<u>\$139,007</u>	<u>\$170,125</u>

NOTE: This statement is to be read in conjunction with the notes to the Financial Statements.



ALZHEIMERS WANGANUI INCORPORATED
BALANCE SHEET
AS AT 31 DECEMBER 2014

	2014	2013
CURRENT ASSETS		
Westpac Cheque Account	46,158	47,988
Westpac Bonus Saver	19,765	19,315
Westpac Term Deposit - 17	77,830	73,841
Westpac Term Deposit -18	0	30,000
Accounts Receivable	4,493	4,068
TOTAL CURRENT ASSETS	<u>148,246</u>	<u>175,212</u>
FIXED ASSETS		
Fixed Assets as per Schedule	3,782	5,031
TOTAL ASSETS	<u>152,028</u>	<u>180,243</u>
CURRENT LIABILITIES		
Accounts Payable	5,496	3,560
Accrued Holiday Pay	<u>7,525</u>	<u>6,558</u>
TOTAL CURRENT LIABILITIES	<u>13,021</u>	<u>10,118</u>
NET ASSETS	<u>\$139,007</u>	<u>\$170,125</u>
REPRESENTED BY ACCUMULATED FUNDS	<u>\$139,007</u>	<u>\$170,125</u>

NOTE: This statement is to be read in conjunction with the notes to the Financial Statements.



ALZHEIMERS WANGANUI INCORPORATED
DEPRECIATION SCHEDULE
FOR THE YEAR ENDED 31 DECEMBER 2014

Asset	Cost Price	Book Value 1/01/2014	Mths	Depreciation Rate	\$	Accum Deprec 31/12/2014	Book Value 31/12/2014
Furniture (Desks & Chairs)	100	0	12	10%CP	0	100	0
Zip Kettle	90	2	12	31.2DV	0	88	2
Intel Core 13 PC's (2)	1850	1388	12	50%DV	694	1156	694
Work Station	330	69	12	14.4%DV	9	270	60
Filing Cabinet	240	50	12	14.4%DV	7	197	43
3 Drawer Mobile	220	46	12	14.4%DV	6	180	40
Cupboard	150	46	12	11.4%DV	5	109	41
Bookshelf	90	27	12	11.4%DV	3	66	24
Bookshelf/cupboard	100	31	12	11.4%DV	3	72	28
Workstation	408	84	12	14.4%DV	12	336	72
Chair Pad Cushions (6)	132	19	12	18%DV	3	116	16
Cupboard	200	59	12	11.4%DV	6	147	53
3 Draw Mobile	220	47	12	14.4%DV	6	179	41
3 Draw Mobile	220	47	12	14.4%DV	6	179	41
Signs	838	249	12	11.4%DV	28	617	221
Banners-Pull Up (5)	1491	851	12	10%DV	85	725	766
Sony Projector	2811	10	12	48%DV	1	2802	9
Trestle Table	200	43	12	14.4%DV	6	163	37
Stacker Chair	60	9	12	18%DV	1	52	8
Stacker Chair	60	9	12	18%DV	1	52	8
Trestle Table	200	44	12	14.4%DV	6	162	38
Chairs (6)	782	114	12	18%DV	20	688	94
Trestle Table	200	44	12	14.4%DV	6	162	38
Chairs (Warehouse)	555	100	12	18%DV	18	473	82
Whiteboards	488	91	12	18%DV	16	413	75
Card Tables	180	58	12	14.4%DV	8	130	50



ALZHEIMERS WANGANUI INCORPORATED
DEPRECIATION SCHEDULE (Continued)
FOR THE YEAR ENDED 31 DECEMBER 2014

Asset	Cost Price (Cont)	Book Value 1/01/2014 (Cont)	Mths	Depreciation (Cont) Rate	\$	Accum Deprec 31/12/2014 (Cont)	Book Value 31/12/2014 (Cont)
Filing Cabinet & 10 Chairs	933	220	12	18%DV	39	752	181
Panasonic DVD Recorder	399	7	12	48%DV	3	395	4
Hyundai 14" Television	169	3	12	48%DV	1	167	2
Stacking Chairs (12)	781	219	12	18%DV	39	601	180
Corner Work Station	132	37	12	18%DV	6	101	31
Riccoah Aficio 1224c (Donated)	0	0	12	0%	0	0	0
Mini PBX TW308 Telephone System	1221	484	12	16%DV	77	814	407
Mobile File Unit	188	54	12	18%DV	9	143	45
HPCompaq Dx22 Computer Router & USB Cables	1924	6	12	60%DV	3	1921	3
Vacuum Cleaner (Donated)	0	0	12	0%	0	0	0
Konica Minolta 240 Printer	338	6	12	48%DV	2	334	4
Microsoft Office 2007 Software	597	5	12	60%DV	3	595	2
HP Presario Notebook	760	119	12	50%DV	59	700	60
HP Pro 3000 Desktop	1493	234	12	50%DV	117	1376	117
Portable Hard Drive	109	100	12	50%DV	50	59	50
Trolley	117	117	2	14.4%DV	2	2	115
TOTALS	\$21,376	\$5,148			\$1,366	\$17,594	\$3,782

Note: This Statement is to be read in conjunction with the notes to the Financial Statements.



ALZHEIMERS WANGANUI INCORPORATED
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2014

1. STATEMENT OF ACCOUNTING POLICIES

REPORTING ENTITY

Alzheimers Wanganui Incorporated is an Incorporated Society registered under the Incorporated Societies Act 1908 and the Charities Act 2005. The Society prepares general purpose financial statements in accordance with generally accepted accounting practice. As the Society is not publicly accountable, nor large, it qualifies for differential reporting. It has therefore taken advantage of all available differential reporting exemptions.

MEASUREMENT BASE

Unless otherwise stated the accounting principles recognised as appropriate for the measurement and reporting of Financial performance and financial position on an historical cost basis have been followed by the society.

SPECIFIC ACCOUNTING POLICIES

The following specific accounting policies which materially affect the measurement of profit and financial position have been applied.

(a) Changes in Accounting Policies

There have been no changes in accounting policies. All policies have been applied on bases consistent with those used in the previous years.

(b) Fixed Assets & Depreciation

The entity has the following class of fixed assets
Office Equipment

All fixed assets are recorded at cost or valuation less accumulated depreciation. Depreciation of the assets has been calculated at the maximum rates permitted by the Income Tax Act 2007. The rates used are shown on the schedule of Fixed Assets and Depreciation attached.

(c) Goods & Services Tax

These Financial statements have been prepared inclusive of GST, where applicable, as Alzheimers Wanganui Incorporated is not registered for GST.

(d) Income Tax

The Trust qualifies for exemption from taxation due to the charitable nature of its activities via the operation of sections CW 41 and 42 of the Income Tax Act 2007.



ALZHEIMERS WANGANUI INCORPORATED
NOTES TO THE FINANCIAL STATEMENTS (Continued)
FOR THE YEAR ENDED 31 DECEMBER 2014

(e) Investments

Investments are recorded at cost.

(f) Receivables

Receivables are stated at their estimated realisable value. Bad debts are written off in the year in which they are identified.

2. RELATED PARTIES

The Society's President, Andrew Spence, and Manager / Community Co-ordinator Jenny Spence are related. There have been no related party transactions other than the salary paid to Jenny Spence.

3. SUBSEQUENT EVENTS

There are no known subsequent events that would affect the Financial Report for the year ended 31 December 2014.

4. CONTINGENT LIABILITIES

There were no known Contingent Liabilities at 31 December 2014 (Nil at 31 December 2013).

5. CAPITAL COMMITMENTS

There were no Capital Commitments at 31 December 2014 (2013 Nil)



ALZHEIMERS SOCIETY OF WANGANUI
APPROVED BUDGET
FOR THE YEAR ENDED 2015

	(\$)	(\$)	(\$)	(\$)	(\$)	(\$)	(\$)	(\$)	(\$)	(\$)	(\$)	(\$)	(\$)	(\$)	Estimated	ACTUAL
	Jan 2015	Feb 2015	Mar 2015	Apr 2015	May 2015	Jun 2015	Jul 2015	Aug 2015	Sep 2015	Oct 2015	Nov 2015	Dec 2015	Total	Budget 2015	Y/E 31/12/14	
INCOME																
Donations																
270/01 Donations Received	230	230	230	230	230	230	230	230	230	230	230	230	2,760	2,760	3023	
270/06 Donations Non Members	30	30	30	30	30	30	30	30	30	30	30	30	360	360		
270/02 Memorial	0												0	0	690	
270/04 AP	280	280	280	280	280	280	280	280	280	280	280	280	3,360	3,360	3355	
270/08 AP Non Members	0												0	0		
270/05 Wanganui Rotary											200		200	200	200	
Total Donations	540	540	540	540	540	540	540	540	540	540	740	540	6,680	6,680	7268	
Fundraising																
272/00 Project 1: Annabelle White									5,000				5,000	5000	5363	
272/02 Education	17	17	17	17	17	17	17	17	16	16	16	16	200	200	190	
272/03 Plants and Produce	40	40	40	40	40	40	40	40	40	40	40	40	480	480	435	
272/04 Garage Sale					300								300	300	0	
272/05 Catering/Lunch			540										540	540	535	
272/06 Awareness Week / Street Appeal									5,200				5,200	5200	5193	
272/07 Raffles	125	125	125	125	125	125	125	125	125	125	125	125	1,500	1,500	1458	
272/08 Other	110	110	110	110	110	110	110	110	110	110	110	110	1,320	1,320	1314	
272/09 Cuppa For a Cause										340			340	340	339	
272/10 Alzheimer Merchandise	10	10	10	10	10	10	10	10	10	10	10	10	120	120	100	
272/11 Counter Collection	35	35	35	35	35	35	35	35	35	35	35	35	420	420	409	
Total Fundraising	337	337	877	337	637	337	337	337	10,536	676	336	336	15,420	15,420	15336	
Grants																
273/00 Dudding											3,000		3,000	3000	3000	
273/01 Lottery									20,000				20,000	20000	20000	
273/02 NZCT								6,000					6,000	6000	6000	
273/03 COGS									2,600				2,600	2600	2659	
273/04 Lion												7,000	7,000	7000	7000	
273/05 Medical Research Council													0	0	0	
273/06 Arthur Wheeler Leedstown													0	0	3855	
273/09 TG McCarthy Trust												5,000	5,000	5000	5000	
273/11 Whanganui Community Foundation										5,000			5,000	5000	5000	
273/12 Pub Charity										5,000			5,000	5000	5000	
273/22 Infinity									5,000				5,000	5000	5000	
2743/24 St Laurance's Social Services											2,500		2,500	2500	2500	
273/20 Z Energy					1,020								1,020	1020	1021	
Total Grants	0	0	0	0	1,020	0	0	6,000	27,600	12,500	3,000	12,000	62,120	62,120	66035	

Government Contracts															
274/01	Health Funding Daycare	1,487	1,487	1,487	1,487	1,487	1,487	1,487	1,487	1,487	1,487	1,487	17,844	17,844	17844
274/02	Health Funding Information	555	555	555	555	555	555	555	555	555	555	555	6,660	6,660	6618
274/03	WDC Community Contract	1,000											1,000	1000	1000
Total Government Contracts		3,042	2,042	2,042	2,042	2,042	2,042	2,042	2,042	2,042	2,042	2,042	25,504	25,504	25462
Other Income															
275	Interest Received	344	344	344	344	344	344	344	344	344	344	344	4,128	4128	4126
276	Subscription Income	224	224	224	224	224	224	224	224	224	224	224	2,688	2688	2685
277	Bequest Received	0											0	0	10000
278/1	Room Hire	250											250	250	250
278	Sundry	0											0	0	632
278/2	The Group	410	410	410	410	410	410	410	410	410	410	410	4,920	4,920	12331
278/3	The Group - Carer Support MOH	220	220	220	220	220	220	220	220	220	220	220	2,640	2,640	2640
Total Other Income		1,448	978	978	978	978	978	978	978	978	978	978	14,626	14,626	32664
TOTAL INCOME		5,367	4,007	4,547	4,007	5,327	4,007	4,007	10,007	41,806	16,846	7,206	16,006	124,350	146765
EXPENSES															
Operating Expenses															
292	Advertising	450	450	450	450	450	450	450	450	450	450	450	5,400	5,400	5378
293	Computer	45	45	45	45	45	45	45	45	45	45	45	540	540	532
294	Commissions	0	0	0	0	0	0	0	0	0	0	0	0	0	0
295	Consultancy	0	0	0	0	0	0	0	0	0	0	0	0	0	0
297	Electricity & Gas	150	150	150	150	150	150	150	150	150	150	150	1,800	1,800	1751
298	Fundraising	70	70	70	70	70	70	70	70	70	70	70	840	840	181
301	licences & Registrations	60	60	60	60	60	60	60	60	60	60	60	720	720	0
302/1	Newsletter - National	0	0	0	0	0	0	0	0	0	0	0	0	0	0
302/2	Newsletter - Local	105	105	105	105	105	105	105	105	105	105	105	1,260	1,260	1256
303	Office Expenses	45	45	45	45	45	45	45	45	45	45	45	540	540	527
303/1	Office Provisions	30	30	30	30	30	30	30	30	30	30	30	360	360	0
304	Postage	120	120	120	120	120	120	120	120	120	120	120	1,440	1,440	1351
305	Printing and Stationery	100	100	100	100	100	100	100	100	100	100	100	1,200	1,200	976
307	Rent	690	690	690	690	690	690	690	690	690	690	690	8,280	8,280	8280
316	Meetings	0	0	0	0	0	0	0	0	0	0	0	0	0	0
318	Staff Training	100	100	100	100	100	100	100	100	100	100	100	1,200	1,200	636
319	Telephone and Internet	200	200	200	200	200	200	200	200	200	200	200	2,400	2,400	2311
321/1	Travel	170	170	170	170	170	170	170	170	170	170	170	2,040	2,040	1278
322	Individual Contract - Fundraising	333	333	333	333	333	333	333	333	334	334	334	4,000	4,000	0
322/1	Individual Contract - Education	83	83	83	83	83	83	83	83	84	84	84	1,000	1,000	0
322/2	Individual Contract - Group Catering	83	83	83	83	83	83	83	83	84	84	84	1,000	1,000	0
321/3	Travel - Group	700	700	700	700	700	700	700	700	700	700	700	8,400	8,400	16269
330	Wages and Salaries	8,625	8,625	8,625	8,625	8,625	8,625	8,625	8,625	8,625	8,625	8,625	103,500	103,500	116540
Total Operating Expenses		12,159	12,159	12,159	12,159	12,159	12,159	12,159	12,159	12,162	12,162	12,162	145,920	145,920	157266

	Administration Expenses															
340	ACC	420										431	851	851	851	
342	Accountancy												0	0	0	
344	Audit			1200		1900							3,100	3100	3061	
346	Bad Debts												0	0	0	
348	Bank Fees			10	10								20	20	5	
354	Conferences												0	0	4206	
360	Education	5	5	5	5	5	5	5	5	5	5	5	60	60	2620	
364	General	10	10	10	10	10	10	10	10	10	10	10	120	120	453	
365	National Office Levy		1892										1,892	1892	2260	
366	Volunteers	60	60	60	60	60	60	60	60	60	60	60	720	720	681	
367	The Group	83	83	83	83	83	83	83	84	84	84	84	1,000	1000	3963	
367/1	The Group - Catering Food	100	100	100	100	100	100	100	100	100	100	100	1,200	1200		
368	Insurance							738				142	880	880	880	
380	Library	17	17	17	17	17	17	17	17	16	16	16	200	200	0	
388	Marketing	0											0	0	0	
409	Resources	0											0	0	271	
414	Subscriptions	25											25	25	0	
452/1	Office Equipment - Projector			899									899	899	0	
452/2	Cleaning & Laundry	5	5	5	5	5	5	5	5	5	5	5	60	60	0	
	Total Administration Expenses	725	2172	2389	290	2180	280	1018	280	280	280	422	711	11027	11027	19251
	Plant															
452/1	Plant Purchases			0									0	0	0	
	Total Plant	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Depreciation															
475	Depreciation	1000											1000	1000	1366	
	Total Depreciation	1000	0	0	0	0	0	0	0	0	0	0	0	1000	1000	1366
	TOTAL EXPENSES	13884	14331	14548	12449	14339	12439	13177	12439	12442	12442	12584	12873	157947	157947	177883
	SURPLUS INCOME OVER EXPENDITURE	-8,517	-10,324	-10,001	-8,442	-9,012	-8,432	-9,170	-2,432	29,364	4,404	-5,378	3,133	-33,597	-33,597	-31118

Notes regarding above Draft Budget

Calculations based on last year's Financail Report Y/E 31/12/14

The Group Income & Expenses reduced in half - (Group outings reduced to once f/n)

Fundraising Income - allowed \$5000 special campaign (Annabelle White or some other project

Fundraising Income - At this stage not entered an amount that will be generated by new Fundraising Position

- (Amount would need to cover cost of contract \$4000 plus generate more income: Estimation needs to be discussed with committee.

Expenses - Individual Contract \$4000 - Fundraising Position

Expenses - Wages reduced (Admin hrs reduced & Individual Contract for Fundrasing)

Expenses - regarding Education; Resources; Subscription; we have only put very minimal amounts (Some Grants more likely to funds these, rather than operating expenses)

Very lean budget!

ALZHEIMERS WANGANUI COMMITTEE MEMBERS AND STAFF 2015

5/136 Victoria Avenue, Wanganui. Phone 345-8833. Email: alzheimers.wang@xtra.co.nz

ROLE	NAME	POSTAL ADDRESS	HOME PHONE	WORK PHONE	FAX	EMAIL ADDRESS
Treasurer	Barlow, Garth	46 Durie St, Wanganui	06-345 6514			gnbarlow@extra.co.nz
Vpresident	Campion, Margaret	48 Oakland Ave, Wanganui	06-345 2841		06-345-2941	m.campion@xtra.co.nz
Member	Henare, Tania			(330)349-0216		Tania.Henare@healthcarenz.co.nz
Secretary	Pringle, Maxine	35 Liffiton St, Wanganui	06-348 4193	027 2222076		maxpringle@clear.net.nz
Member	Reardon, Kathleen	Wings Line, Marton	06-327 7240			POST OUT INFORMATION
Member	Kopura, Wendy	28 Pauls Rd, Wanganui 4573	06-343 2330			wkopura@xtra.co.nz
President	Spence, Andrew	15 Hillside Tce, Wanganui	06-347 8626	06-3439406	343 9246	aspence@churton.school.nz
Member	Stewart, Ailsa	5 Hampton Place, Wanganui	06-344 4312	027 3445554	06-344 5554	ailsa.stewart@xtra.co.nz
Member	Tamehana, Jenny	82 Whangaehu Beach Rd, R D 11, Wanganui	06-342 6713			jen.jack@xtra.co.nz
Member	Walker, Linda	128 Parsons St, Wanganui	06-344 6214	348 0109Ext720		walkers1@xtra.co.nz
Staff	Cairns, Maree	40 Wainui St, RD 11, Wanganui	06-327 3733	06-345 8833 Wk 0226944978	06-345 8522	maree.alzheimers@xtra.co.nz
Staff	Spence, Jenny	41 Cuba St, Marton	06-327 7626	06-345 8833 Wk 0226944976	06-345 8522	alzheimers.wangcoordinator@xtra.co.nz
Staff	Winduss, Sharon	208 Tayforth Rd, Wanganui	06-345 7659	06-345 8833 027 2949897		alzheimers.wang@xtra.co.nz

Committee meetings are held on every 4th Tuesday of each month at Suite 5, 136 Victoria Avenue at 5:00 p.m. *(subject to change if necessary)*



Non - Profit Organisation

24 April 2015

30 APR 2015

The Treasurer
PO Box 7018
Wanganui 4541

Wanganui BRANCH
116 Victoria Avenue
PO Box 638
Wanganui Mail Centre
Wanganui 4540
Telephone: 0800 400 600
Fax: (06) 348 0229



Account name: **Alzheimers Disease and
Related Disorders Society**

Account number: **03 0791 0296329-00**
Last summary date: **17 April 2015**
This summary date: **24 April 2015**
Summary number: **123**



CERTIFICATE OF INCORPORATION

ALZHEIMERS WANGANUI INCORPORATED

439698

This is to certify that ALZHEIMER'S DISEASE AND RELATED DISORDERS SOCIETY (ADARDS) WANGANUI INCORPORATED was incorporated under the Incorporated Societies Act 1908 on the 10th day of October 1990 and changed its name to ALZHEIMERS WANGANUI INCORPORATED on the 8th day of August 2013.

Mandy McDonald

Registrar of Incorporated Societies
6th day of May 2015



For further details visit www.societies.govt.nz

Certificate printed 6 May 2015 14:24:03 NZT



Inland Revenue
Te Tari Taake

"00737"

Inland Revenue Department,
Private Bag, Palmerston North

Telephone 0800 377 774

Facsimile 06-953 0711

8th February 2011

ALZHEIMERS DISEASE AND RELATED DISORDERS
SOCIETY WANGANUI INCORPORATED
PO BOX 7018
WANGANUI 4541

IRD Number 64-709-860

Our Reference 250775194600

Dear Sir/Madam

Update to tax agent's client list

Inland Revenue has received a request for your tax agent:

SEWELL & WILSON LIMITED

to access information from Inland Revenue for the tax types listed below:

- CSA Employer
- PAYE - Tax Deduction
- KiwiSaver Employee Deduction
- KiwiSaver Employer Contribution

This access may be in addition to other tax types for which your tax agent can already access information from Inland Revenue.

If the information I have provided is incorrect, or if you have any questions, please call us on the number at the top of this letter.

Yours sincerely

Charles Ronaldson

Group Manager Assistance

ALZHEIMERS WANGANUI COMMITTEE – MEETING DATES 2015:

Subject to change if necessary

April 28th

May 26th

June 22rd

July 28th

August 25th

September 22nd

October 28th

November 24th



Deposit

Wanganui
116 Victoria Ave, Wanganui, NZ

DATE

NOTES \$

COINS \$

TOTAL CASH \$

CHEQUES \$

AS REVERSE \$

PAID IN BY: (PLEASE PRINT NAME)

FOR THE CREDIT OF

TRANSFER FROM ACCOUNT No. \$

ADARDS SOCIETY

TOTAL \$

⑈030791⑆ 0296329⑈00 ⑈ 50

Applicant eligibility criteria:

Applicant must be able to meet all the criteria stipulated in the guidelines;

Applicant/organisation must be

- Incorporated Society (certificate or documentation of proof must be supplied);

- Trust or Association (please supply documentation);

- Unincorporated community group

- Umbrella organisation with local branches.

It is expected that the 'umbrella organisation' will have an interest in the project for which funding is being sought.

Council is unable to issue funds directly to individual recipients.

Hints and tips:

Ensure that you give us as much detail as possible in the contacts section. If we have any questions we need to be able to contact you as easily as possible.

When providing contact names please ensure that the people listed are able to answer questions about the application and list the person who completed the application form as the first contact.

The details in this section allow us to understand the objectives of your organisation and the affiliations you have.

If your group is an incorporated society, your constitution will have broad aims for the group listed.

Tell us about your activities, the other groups you work with and how you promote your end objectives.

1. APPLICANT DETAILS (See applicant eligibility criteria)

Full Name of

Organisation: Wanganui Area Neighbourhood Support Groups Inc.

Street address: 69A Moana Street, Wanganui

Postal address: P O Box 443

Wanganui

Post Code: 4540

Contact 1 Name Trudi Deane (Field Officer)

Telephone (day) 06 344 6746 (morning) 027 285 8976

Email: nsg.wang@extra.co.nz

Contact 2 Name Sharron Callaghan (Chairperson)

Telephone (day): 027 3611011

Email: sharroncallaghan@extra.co.nz

Legal Status (see Applicant eligibility criteria)

Incorporated Society

IS YOUR ORGANISATION ACTING AS
AN UMBRELLA ORGANISATION?

☐

Yes

☒

No

IS YOUR ORGANISATION GST
REGISTERED?

☐

Yes

☒

No

If so, please provide
your GST Number:

2. WHAT ARE THE OBJECTIVES OF YOUR ORGANISATION?

Attach additional sheets if you need to

To make our homes, streets, neighbourhoods and
communities safer and more caring places in
which to live and work.

Please see additional sheet 'Junior Neighbourhood Support

Project eligibility criteria

All projects eligible for funding must:

- * Take place within Rangitikei;
- * Demonstrate consideration of how they see their proposal would benefit the community
- * Provide 3 targets that will be used to monitor the outcome of the project
- * Provide a realistic and balanced budget;
- * Be able to contribute a significant proportion to the cost of the project (see Section 4).

Please note:

* Applicants cannot have been financially supported by the ratepayers of the Rangitikei District Council through some other means for the same project in the same financial year, i.e. through the Event Sponsorship Scheme, Community Boards/Committees, Annual Plan etc.;

* Applicants cannot apply for funding from the Community Initiatives Fund more than once in any financial year;

* Proposals which are eligible for funding from Creative New Zealand or Sport New Zealand Rural Travel Fund must state clearly if they have made an application to or intend to apply to either fund. The Community Initiatives Fund assessment committee may limit funding to these groups.

* If you receive confirmation of funding from any other organisation before the Committee meets, you must inform the Grants Administrator at the Council.

3. YOUR PROJECT (See project eligibility criteria)

3.1 What is the name of your project? Junior Neighbourhood Support
Attending Meetings with partner agencies and our co-ordinator

3.2 When will it take place: School Term 1 & 3 and set meeting dates.

3.3 Where will it take place: Twox Marton Schools, 1 Rotana Kura
& set meetings.

3.4 What type of project are you planning?

☒ Ongoing activity, or

☐ New initiative

Please tick the **ONE** box that **best** describes your project. (See Event Sponsorship Scheme definitions)

☒ Community service and support, or

☐ Leisure promotion, or

☐ Heritage and environment

3.5 Describe your project in full:

Attach additional sheets if you need to.

We are planning a Street Co-ordinator training workshop
in Marton. We will invite the Police & Civil Defence as
guest speakers at the workshop. We will be attending
Safe and Caring meetings and Emergency Management
meetings in Marton. Our aim is to support existing
groups with education and information and to
startup new groups in the Rangitikei area.

With our Junior Neighbourhood Support programme we
give awards in term 1 & 3 to James Cook School,

Marton Junction School & Te Kura O Rotana, We also
have a 'Big Day Out' trip where 'the best citizens' from
our schools/kura will be taken to Wellington in November.
We require mileage to attend the training workshop,
meetings with our partner agencies and JNS schools.

Accountability Reports

Successful applicants will be required to report back (to the Chief Executive) on a six-monthly basis or at the conclusion of the project, whichever is later.

For all projects this will include reporting against the three targets that you have identified as indicating success.

Council will also seek your feedback on what worked well for your project and what could be improved.

Promoting Rangitikei District Council's support:

The support of the Rangitikei District Council must be acknowledged on all publicity material. Logos may be obtained from the Council Administrator. You will need to show how you have done this in the accountability report.

Hints and tips:

Describe your project in full.

In this section we want to know about the complete project, not just the portion you are seeking funding for.

Or you may have a project that supports a small number of people over a longer period of time. In this case you will need to explain the long term benefits of the project to this group.

Be sure to fully describe your target group or those who will benefit from your activity.

Relate your project back to the category under which you applied. If you ticked Heritage and Environment for example, you will need to demonstrate why this is a Heritage and Environment Project.

3.6 Who will benefit from your project? Children from

3 decile 1 schools / kura will benefit from
education and information and receive awards.

The Rangitikei Community will benefit from
education and information to help with crime
prevention and creating a safer and more caring
community to live in.

3.7 How will the people who will benefit from your project know

that it is happening? Promotion through the 3

Schools / kura involved in newsletters.

We send out weekly e-mails and quarterly
newsletters to our street co-ordinators and
schools and businesses.

3.8 How will you acknowledge the funding provided by Rangitikei District Council? (See Promoting Rangitikei District Council's support)

In our quarterly newsletter we list our funders.

In our annual report. Also in our 'Eye on Community Magazine'.

3.9 Nominate 3 targets that will demonstrate the success of your project and the benefit to the Rangitikei District. *Please refer to the funding guide as the targets set here will form the basis of your reporting back to Council when the project is completed.*

Target 1: Attend and contribute to 'Safe & Caring' meetings
and 'Emergency Management Committee.'

Target 2: Children involved in Junior Neighbourhood
Support are learning to be good citizens with positive attitude^{and behaviour}

Target 3: Education and information for our group
members and an increase in Neighbourhood
Support Group members.

Funding Guide

An organisation may receive a grant for a project in one or more successive years, but must apply annually. All profits from the projects must be held over towards funding the next project.

Grants will usually be up to a maximum of \$2,500 for any project in any one financial year.

Grants will not be made to organisations which have not complied with reporting requirements for previous grants.

This section asks for the **total** cost of your project. In the income section list the funding from **all sources**. Council is unlikely to fund 100% of project costs, so it is important that you do not restrict your costs to the amount of funding you are requesting.

Ineligible costs

- * Facility development or funding for capital works (i.e. the cost of buildings or items necessary to operate the facility);
- * Grants to individuals;
- * Purchase or long-term lease of equipment¹ or facilities;
- * Food and beverage costs;
- * Retrospective project costs;
- * Costs of bonds or making good any damage done to venues that are hired;

You must provide valid, written quotes for all goods and services for which you are seeking funding.

If no quotes are supplied your application will be ineligible.

General overheads such as power costs, administration costs etc. must be based on proven figures from previous year's accounts.

Groups registered for GST must provide figures that are GST exclusive.

4. FINANCIAL INFORMATION (See Funding Guide) Please provide all costs and all sources of income for the project you are planning. Attach additional sheets if necessary

4.1 Project Costs

Outline how much the project will cost to put on:

Item	Amount
Mileage Junior Neighbourhood Supp	\$ 104
2 Trips x 75km x .70. Marton	\$
Mileage Junior Neighbourhood Supp	\$ 60
2 x Trips x 44 km x .70. Rataua	\$
Mileage training workshop and new group meetings.	\$ 157
Emergency Management Comm Mtgs x 4	\$ 208
75 km x .70 (mileage)	\$
Safe & Caring x 4 meetings 75 km x .70 (mileage)	\$ 208
Junior Neighbourhood Supp awards	\$ 271
34 lunchboxes at \$7.99 each - Quote incl.	\$
Total Cost (GST inclusive / exclusive . Please delete one)	\$ 1,008.00

4.2 Project Income

Outline how the costs of the project will be met:

Item	Amount
Donated material	\$
Cash in hand towards project	\$
Intended fundraising (provide an estimate)	\$
Ticket sales	\$
Other sponsorship/grants (please specify source/s below)	
Lottery Grants Board - wages	\$ 1,500.00
	\$
	\$
	\$
	\$
	\$
Total funds available (GST inclusive / exclusive . Please delete one)	\$ 1,500.00

Amount of funding you are requesting

from Rangitikei District Council:

\$ 1,008.00

¹ Equipment is defined as being "the tools, clothing or other items needed for a particular activity or purpose, that under normal conditions of use can be expected to serve their principal purpose for at least one year"

Please provide a pre-printed bank account deposit slip for payment should your application be successful.

Please attach your group's latest audited annual accounts. Any organisation that has given away or donated money to other organisations will not be granted Council funding.

Quotes must be provided for all goods and services. For services such as power where it is not possible to get a quote, an estimate based on proven figures from previous years must be provided.

HAVE YOU ATTENDED TO ALL OF THE FOLLOWING?

Tick as appropriate

- ☒ Answered all of the questions?
- ☒ Does your financial information add up? **Please check!**
- ☒ Provided daytime phone numbers?
- ☒ Provided full details of your project and included extra pages as appropriate?
- ☒ Provide quotes for all appropriate items?
- ☒ Provided a pre-printed deposit slip?
- ☒ Provided your latest annual accounts?

All applications that do not have the full and complete documentation (including quotes) cannot be considered by the Committee.

Council staff will check all applications to ensure they meet the criteria included in this application form and are complete. Council staff will contact you for further information if necessary.

4.3 Has your group received funding from the Rangitikei District Council in the last 5 years? If yes, please list all grants made below.

Event/Project/Activity	Amount	
2011 Junior Neighbourhood Support	\$	945
2012 Junior Neighbourhood Support	\$	1000
2013 Junior Neighbourhood Support,	\$	2000
attending meetings for Safe & Caring	\$	
& Emergency Management Meetings.	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	

4.4 Please name two referees for your organisation and your project

Name: Michelle Cameron (principal James Cook School)

Telephone (day): 06 327 8229

Name: Judy Karaitiana (QSM)

Telephone (day): 06 345 8656 (Chairperson Peoples Centre)

5. DECLARATION

☒ I declare that the information supplied here is correct.

Name: Trudi Deane

Signature: [Signature]

Position in organisation: Field Officer

Date: 27/7/15

☐ Please tick here if you would like to speak with the Committee about your project. The Committee will meet on 27 August 2015. The Grants Administrator will contact you with more details.

ENTERED

Neighbourhood Support
Central



Wanganui Area Neighbourhood Support Groups Inc.
P O Box 443
Wanganui 4501
Telephone 06 344 6746 email nsg.wang@xtra.co.nz

Grants Administrator
Rangitikei District Council
46 High Street
Marton 4741

RECEIVED

29 JUL 2015

To: PJ
File: 3-GF-8-1
Doc: 15 0517

28 July 2015

Dear Sir/Madam,

Please find enclosed our application for the Community Initiatives Fund 2015.

I have enclosed our Financial Statements for the year ended 30 June 2014. Our Financial Statements for the year ended 30 June 2015 have not yet been finalized, but will be within the next couple of weeks. If you require a copy please let me know.

I have also enclosed a copy of our annual 'Eye On Community' Magazine. On page 11 we thank our funders.

We hugely appreciate the support of the Rangitikei District Council in the past to help deliver our services in helping to make our homes and streets safer and more caring place to live and work.

Yours sincerely

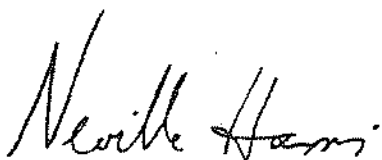
Trudi Deane
Field Officer

CERTIFICATE OF INCORPORATION

WANGANUI AREA NEIGHBOURHOOD SUPPORT GROUPS INCORPORATED

1681703

WANGANUI AREA NEIGHBOURHOOD SUPPORT GROUPS INCORPORATED is
incorporated under the Incorporated Societies Act 1908 this 15th day of August 2005.



Neville Harris

Registrar of Incorporated Societies



Certificate of Registration

Wanganui Area Neighbourhood Support Groups Incorporated

Registration number: CC22543

This is to certify that Wanganui Area Neighbourhood Support Groups Incorporated was registered as a charitable entity under the Charities Act 2005 on 4 April 2008.



Chair
Charities Commission



Chief Executive
Charities Commission

JUNIOR NEIGHBOURHOOD SUPPORT

Neighbourhood Support is all about prevention and in the Wanganui Area we are looking to the future by encouraging children at primary school level to become great citizens now and in the future. To do this we began Junior Neighbourhood Support in 2009.

The aim of the programme is to promote a sense of pride, safety and community spirit in children and their wider school community. It promotes safety awareness, instills a sense of pride in the students, encourages neighbourhood support values in the children, fosters a 'fire-wise' awareness in their homes, and encourages volunteer work in the community.

It is based on positive re-enforcement for appropriate behaviour and attitude and rewards such things as fair play, bike safety, naming personal property, respect and support for fellow students and staff, helping others, preventing/stopping/reporting bullying and removal of graffiti and tagging. It works with families to have safety plans in the home with smoke detectors installed and be part of a neighbourhood support group.

Nominations may be made by anyone and the general public is involved through watching for appropriate behaviours from the young people in their neighbourhood.

Nominations forms are available through the school and from the Neighbourhood Support office.

In term 1 & 3 at school assemblies is dedicated to Junior Neighbourhood Support and 5 to 10 children at each school are recognized for the changes they have made in their own lives, the lives of their families and the school and community. They are presented with a framed certificate, back pack, lunch box, drink bottle, netball/soccer ball or skipping rope and a small amount of sweets. We currently award 73 children each term.

In November each year a Big Day Out is held for the students that have shown they are the best citizens. This award is earned through hard work from each pupil and for their constant positive attitude to all things and their behaviour towards others. In 2014 we took 27 children to Palmerston North to Inflatable World, McDonalds for lunch and Lido pool for a swim. For many of these children it is the only day out of Wanganui they have a year. In November this year we are taking 31 children on a 'Big Day Out' trip to Wellington, we are going to the Police College Museum to do a 'finger printing' workshop, McDonalds for lunch and then to 'The Zoo'.

Junior Neighbourhood Support is a joint venture that is supported locally. It is led by Neighbourhood Support but involves the New Zealand Police, New Zealand Fire Service, Civil Defence, and ten decile one schools and kura. All of the schools and Kura have a decile one rating meaning that the children are from homes in the low socio economic areas and often from chaotic families so working with them at primary level is crucial if we are to see changes in the future. From James Cook School we take 4 children, Marton Junction School we take 2 children and from Te Kura O Ratana we take 2 children on the trip.



P 06-348 -0151
F 06-348 -0151
E

QUOTATION

Storage Box

Wanganui

GST Number 75-965-567

53 Wilson Street

Wanganui

Charge To :

--

Deliver To :

--

Date	Customer Code	Order Number	Internal Reference	Salesperson	Invoice Number
27/07/2015		Trudi	Neighbourhood Suppt	Peter	1-2813

Code	Description	Quantity	Unit Price	Discount	Amount
0091849	LUNCH BOX 2.2L W/BOTTLE	34	\$9.99	\$68.00	\$271.66

Quote valid for 30days

Your account may be paid by direct debit into our bank
account 03- 0791- 0451077- 00

Subtotal	\$271.66
GST (Included)	\$35.43
Invoice Total	\$271.66

Wanganui Area Neighbourhood Support Groups Inc

Financial Statements for the year ended 30 June 2014

WANGANUI AREA NEIGHBOURHOOD SUPPORT GROUPS INC

AUDITOR'S REVIEW STATEMENT: for the year ended 30 June 2014

As requested I have conducted a review of the books of account on behalf of the Wanganui Area Neighbourhood Support Groups Inc. As part of this review I have prepared the financial statements to be included in the Annual Report for the year ended 30 June 2014 for presentation at the society's Annual General Meeting. The certified annual accounts are to be included with the Annual Return to the Charities Commission due 31 December 2014.

A review is limited primarily to inquiries of the society's personnel and an analytical review of the society's procedures applied to financial data. It provides less assurance than a full audit.

The outcome of my review, including inquiries of the society's personnel as required, is that I am satisfied nothing has come to my attention that would cause me to withhold assurance that the accompanying financial statements:

- Comply with generally accepted accounting practice in New Zealand
- Give a fair view of the society's financial performance for the year ended 30 June 2014
- Give a fair view of the society's financial position as at 30 June 2014

I declare that other than my responsibilities as Independent Reviewer, I have no other relationship with or interests in the Wanganui Area Neighbourhood Support Groups Inc. My review was completed on 14 August 2014.



Bryce G Orsborn BA BCA

WANGANUI AREA NEIGHBOURHOOD SUPPORT GROUPS INC

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 30 JUNE 2014

1. Reporting Entity

The Wanganui Area Neighbourhood Groups Inc is an incorporated society and is registered with the Charities Commission under the Charities Act 2005. It prepares general purpose financial statements in accordance with generally accepted accounting practice in New Zealand. The society qualifies for differential reporting and has taken advantage of all differential reporting exemptions

2. General Accounting Principles

Income and expenditure is reported on the historical cost method.

The entity is treated as a going concern

The accounts have been prepared on the basis of cash transactions during the financial year with year end accruals as appropriate including the allocation of depreciation of fixed assets.

3. Particular Accounting Policies

a. Goods & Services Tax (GST)

The accounts are presented on a GST inclusive basis, as the society is not registered for GST.

b. Revenue

Revenue derives mainly from grants from the Public Sector and Charitable Trusts. It is recognised in the accounts when actually received. Some grants have specific conditions attached for the application of the funds by the society. Should some or all of the conditions of a tagged grant not be met, the balance may be required to be returned to the funder.

c. Expenses

Expenses are recognised on a cash basis and recorded when actually paid. Any year end accruals of expenses payable are assessed including the depreciation of fixed assets.

d. Fixed Assets

Fixed assets (computers, office equipment and office furniture) are initially recorded at purchase price inclusive of GST. Low value asset purchases of less than \$500 are recorded as an expense in the year of purchase. Fixed assets are recorded in the Statement of Financial Position at the "written down value" representing the original cost of the assets less accumulated depreciation as at the end of the financial year. There were no purchases of new assets during the current financial year.

e. Depreciation

Depreciation is applied at rates based on the Inland Revenue Department's guidance for income tax purposes. The depreciation method selected is "diminishing value" which applies a given constant percentage to each asset's "written down value". The calculations are summarised in the Schedule of Assets and Depreciation".

f. Capital Commitments

No forward capital commitments have been identified at 30 June 2014.

g. Changes in Accounting Policies

There have been no changes in accounting policies in the current period.

WANGANUI AREA NEIGHBOURHOOD SUPPORT GROUPS INC

STATEMENT OF FINANCIAL PERFORMANCE

for the year 1 July 2013 - 30 June 2014

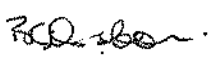
(NZ Dollars)

	Current Year 2013-2014	Prior Year 2012-2013
REVENUE		
Neighbourhood Support New Zealand	16,500.00	7,773.00
Wanganui District Council	11,440.00	12,024.00
Lotteries Grants Board	5,000.00	7,000.00
Markat Promotions	4,000.00	-
Whanganui Community Foundation	3,000.00	4,000.00
Rangitikei District Council	2,000.00	1,000.00
Community Organisations Grants (COGS)	2,000.00	752.00
Pub Charity	1,698.00	1,677.00
New Zealand Community Trust	1,000.00	-
Grass Roots Trust	-	4,512.00
Eye On Crime	-	3,000.00
Lion Foundation	-	1,200.00
Police Managers Guild	-	1,000.00
Wanganui East Club	680.00	800.00
St Johns Club	680.00	219.09
RSA Wanganui	500.00	500.00
Margaret Watt Children's Trust	438.00	282.08
JBS Dudding Trust	-	667.00
Miscellaneous Donations	177.13	50.00
Lions Club of Marton	540.00	-
TOTAL REVENUE	49,653.13	46,456.17
OTHER INCOME		
Interest received:		
Cheque Account	96.26	105.29
Savings Account	649.84	297.34
Total interest income	746.10	402.63
TOTAL INCOME	50,399.23	46,858.80
EXPENSES:		
Operations:		
Junior Neighbourhood Support	6,572.96	7,610.69
Connecting Communities	-	1,154.01
Good Neighbour Award	610.58	200.00
Administration:		
Printing & stationery	321.40	1,629.21
Expensed equipment	-	470.86
Telephone	1,227.33	1,274.19
Advertising	10.00	10.00
Subscriptions & levies	76.67	76.67
Audit & accounting	150.00	150.00
Meeting expenses	267.81	311.53
General administrative expense	65.00	-
Bank charges	5.00	7.50
Employee costs:		
Wages	27,609.71	31,695.89
Mileage reimbursement	1,175.81	1,680.33
Volunteer expense	396.99	360.00
ACC levies	142.84	269.58
TOTAL CASH EXPENSES	38,632.10	46,900.46
NET CASH SURPLUS/(DEFICIT)	11,767.13	(41.66)
Less: Depreciation (per asset schedule)	637.33	1,204.05
NET OPERATING SURPLUS/(DEFICIT)	11,129.80	(1,245.71)

WANGANUI AREA NEIGHBOURHOOD SUPPORT GROUPS INC
STATEMENT OF FINANCIAL POSITION
as at 30 June 2014

(NZ Dollars)

	<u>Current Year</u> <u>at 30 June 2014</u>	<u>Prior Year</u> <u>at 30 June 2013</u>
CURRENT ASSETS		
ANZ Bank cheque account	5,112.11	7,234.72
ANZ Bank savings account	<u>21,372.79</u>	<u>7,482.95</u>
Total Current Assets	26,484.90	14,717.67
FIXED ASSETS		
Computer equipment	550.11	1,100.22
Office furniture	457.80	545.12
Total Fixed Assets	1,007.91	1,645.34
LIABILITIES		
NET ASSETS	<u><u>27,492.81</u></u>	<u><u>16,363.01</u></u>
Represented by Trustees Funds		
Accumulated funds at start of period	16,363.01	17,608.72
Surplus/(Deficit) for the year	<u><u>11,129.80</u></u>	<u><u>(1,245.71)</u></u>
TOTAL ACCUMULATED FUNDS	<u><u>27,492.81</u></u>	<u><u>16,363.01</u></u>

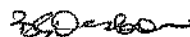
Prepared by: Bryce G Orsborn 
Wanganui
Tel: 26 348 0030

WANGANUI AREA NEIGHBOURHOOD SUPPORT GROUPS INC
SCHEDULE OF ASSETS and DEPRECIATION
for the year 1 July 2013 - 30 June 2014

(NZ Dollars)

	Cost Price	Date of Acquisition	WDV 1 Jul 2013	No of Months	Depreciation Rate	Depreciation 2013-14	Accumulated Depreciation 30/06/2013	Accumulated Depreciation 30/06/2014	WDV 30 June 2014
Computer equipment									
HP Notebook computer & printer	1399	10-Jun-11	350	12	50% DV	175	1049	1224	175
HP Touchsmart Desktop & printer	1637	20-Apr-12	750	12	50% DV	375	887	1262	375
Total	3037		1100			550	1936	2486	550
Office furniture									
Desk, Mobile, Office Chair	676	29-Mar-12	545	12	16% DV	87	131	218	458
TOTAL ASSETS	3712					637	2067	2704	1008

WDV = Written Down Value





ANZ Bank New Zealand Limited

Deposit

Victoria Avenue Branch
98 Victoria Avenue, Wanganui

Teller's initials
and stamp

Proceeds of cheques unavailable until cleared. ANZ does
not receive deposits marked for specific application. ANZ
is not responsible for delays in processing this deposit.

Date

Notes

Coins

Sub Total Cash

Cheques
as per reverse

For credit of

Paid in by (first and last name)

NEIGHBOURHOOD SUPPORT GROUP FUND

\$

⑈060793⑈ 0202410⑈00 ⑈ 50

Applicant eligibility criteria:

Applicant must be able to meet all the criteria stipulated in the guidelines;

Applicant/organisation must be

- Incorporated Society (certificate or documentation of proof must be supplied);

- Trust or Association (please supply documentation);

- Unincorporated community group

- Umbrella organisation with local branches.

It is expected that the 'umbrella organisation' will have an interest in the project for which funding is being sought.

Council is unable to issue funds directly to individual recipients.

Hints and tips:

Ensure that you give us as much detail as possible in the contacts section. If we have any questions we need to be able to contact you as easily as possible.

When providing contact names please ensure that the people listed are able to answer questions about the application and list the person who completed the application form as the first contact.

The details in this section allow us to understand the objectives of your organisation and the affiliations you have.

If your group is an incorporated society, your constitution will have broad aims for the group listed.

Tell us about your activities, the other groups you work with and how you promote your end objectives.

1. APPLICANT DETAILS (See applicant eligibility criteria)

Full Name of Organisation: Project Marton Incorporated

Street address: 18 High Street

Postal address: P.O. Box 45

Marton

Post Code: 4710

Contact 1 Name Cath Ash

Telephone (day) 06 327 7633

Email: projectmarton@nta.co.nz

Contact 2 Name Angela Coleman

Telephone (day): 02 11234727

Email: abc@sp.co.nz

Legal Status (see Applicant eligibility criteria)

IS YOUR ORGANISATION ACTING AS AN UMBRELLA ORGANISATION?

☐

Yes

☒

No

IS YOUR ORGANISATION GST REGISTERED?

☒

Yes

☐

No

If so, please provide your GST Number:

2. WHAT ARE THE OBJECTIVES OF YOUR ORGANISATION?

Attach additional sheets if you need to

To foster community cohesion
3 connectedness while supporting
the development of a vibrant &
dynamic community

Project eligibility criteria

All projects eligible for funding must:

- * Take place within Rangitikei;
- * Demonstrate consideration of how they see their proposal would benefit the community
- * Provide 3 targets that will be used to monitor the outcome of the project
- * Provide a realistic and balanced budget;
- * Be able to contribute a significant proportion to the cost of the project (see Section 4).

Please note:

* Applicants cannot have been financially supported by the ratepayers of the Rangitikei District Council through some other means for the same project in the same financial year, i.e. through the Event Sponsorship Scheme, Community Boards/Committees, Annual Plan etc.;

* Applicants cannot apply for funding from the Community Initiatives Fund more than once in any financial year;

* Proposals which are eligible for funding from Creative New Zealand or Sport New Zealand Rural Travel Fund must state clearly if they have made an application to or intend to apply to either fund. The Community Initiatives Fund assessment committee may limit funding to these groups.

* If you receive confirmation of funding from any other organisation before the Committee meets, you must inform the Grants Administrator at the Council.

3. YOUR PROJECT (See project eligibility criteria)

3.1 What is the name of your project? _____

Volunteers Celebration

3.2 When will it take place: December

3.3 Where will it take place: Marion Park

3.4 What type of project are you planning?

☐ Ongoing activity, or

☒ New initiative

Please tick the **ONE** box that best describes your project. (See Event Sponsorship Scheme definitions)

☒ Community service and support, or

☐ Leisure promotion, or

☐ Heritage and environment

3.5 Describe your project in full:

Attach additional sheets if you need to.

Together with the Marion Community
Committee we are hosting a
grand party to celebrate all of
the volunteers within the community
It is an opportunity to publicly &
warmly say "Thank you" to all the
volunteers that made our town
a special place to be.

Accountability Reports

Successful applicants will be required to report back (to the Chief Executive) on a six-monthly basis or at the conclusion of the project, whichever is later.

For all projects this will include reporting against the three targets that you have identified as indicating success.

Council will also seek your feedback on what worked well for your project and what could be improved.

Promoting Rangitikei District Council's support:

The support of the Rangitikei District Council must be acknowledged on all publicity material. Logos may be obtained from the Council Administrator. You will need to show how you have done this in the accountability report.

Hints and tips:

Describe your project in full.

In this section we want to know about the complete project, not just the portion you are seeking funding for.

Or you may have a project that supports a small number of people over a longer period of time. In this case you will need to explain the long term benefits of the project to this group.

Be sure to fully describe your target group or those who will benefit from your activity.

Relate your project back to the category under which you applied. If you ticked Heritage and Environment for example, you will need to demonstrate why this is a Heritage and Environment Project.

3.6 Who will benefit from your project?

All of the volunteers of the community

3.7 How will the people who will benefit from your project know

that it is happening? Plenty of advertising - but essentially invites to every club, group & organisation within the community that uses the services of volunteers

3.8 How will you acknowledge the funding provided by Rangitikei District Council? (See Promoting Rangitikei District Council's support)

Logos used on the invites as well as mentioned on the day

3.9 Nominate 3 targets that will demonstrate the success of your project and the benefit to the Rangitikei District. Please refer to the funding guide as the targets set here will form the basis of your reporting back to Council when the project is completed.

Target 1: Number of attendees.

Target 2: Number of organisations involved.

Target 3: Feedback from participants.

Funding Guide

An organisation may receive a grant for a project in one or more successive years, but must apply annually. All profits from the projects must be held over towards funding the next project.

Grants will usually be up to a maximum of \$2,500 for any project in any one financial year.

Grants will not be made to organisations which have not complied with reporting requirements for previous grants.

This section asks for the **total** cost of your project. In the income section list the funding from **all sources**. Council is unlikely to fund 100% of project costs, so it is important that you do not restrict your costs to the amount of funding you are requesting.

Ineligible costs

- * Facility development or funding for capital works (i.e. the cost of buildings or items necessary to operate the facility);
- * Grants to individuals;
- * Purchase or long-term lease of equipment¹ or facilities;
- * Food and beverage costs;
- * Retrospective project costs;
- * Costs of bonds or making good any damage done to venues that are hired;

You must provide valid, written quotes for all goods and services for which you are seeking funding.

If no quotes are supplied your application will be ineligible.

General overheads such as power costs, administration costs etc. must be based on proven figures from previous year's accounts.

Groups registered for GST must provide figures that are GST exclusive.

4. FINANCIAL INFORMATION (See Funding Guide) Please provide all costs and all sources of income for the project you are planning. Attach additional sheets if necessary

4.1 Project Costs

Outline how much the project will cost to put on:

Item	Amount
Cake	\$ 226.00
Sound	\$ 500.00
Bands	\$ 500.00
Printing of invites	\$ 189.00
Advertising	\$ 260.00
Food	\$ 800.00
Paper plates/cups/Utensils	\$ 150.00
Hireage of mobile BBQ	\$ 50.00
Venue Hire. Club rooms & grounds.	\$ 286.00
	\$
	\$
Total Cost (GST inclusive / exclusive. Please delete one)	\$ 2961

4.2 Project Income

Outline how the costs of the project will be met:

Item	Amount
Donated material	\$ 400
Cash in hand towards project	\$ -
Intended fundraising (provide an estimate)	\$ -
Ticket sales	\$ -
Other sponsorship/grants (please specify source/s below)	
Business Sponsorship	\$ 600.00
	\$
	\$
	\$
	\$
	\$
	\$
Total funds available (GST inclusive / exclusive. Please delete one)	\$

Amount of funding you are requesting

from Rangitikei District Council:

\$ 1961.00

¹ Equipment is defined as being "the tools, clothing or other items needed for a particular activity or purpose, that under normal conditions of use can be expected to serve their principal purpose for at least one year"

Please provide a pre-printed bank account deposit slip for payment should your application be successful.

Please attach your group's latest audited annual accounts. Any organisation that has given away or donated money to other organisations will not be granted Council funding.

Quotes must be provided for all goods and services. For services such as power where it is not possible to get a quote, an estimate based on proven figures from previous years must be provided.

HAVE YOU ATTENDED TO ALL OF THE FOLLOWING?

Tick as appropriate

<input checked="" type="checkbox"/>	Answered all of the questions?
<input checked="" type="checkbox"/>	Does your financial information add up? Please check!
<input checked="" type="checkbox"/>	Provided daytime phone numbers?
<input checked="" type="checkbox"/>	Provided full details of your project and included extra pages as appropriate?
<input checked="" type="checkbox"/>	Provide quotes for all appropriate items?
<input checked="" type="checkbox"/>	Provided a pre-printed deposit slip?
<input checked="" type="checkbox"/>	Provided your latest annual accounts?

All applications that do not have the full and complete documentation (including quotes) cannot be considered by the Committee.

Council staff will check all applications to ensure they meet the criteria included in this application form and are complete. Council staff will contact you for further information if necessary.

4.3 Has your group received funding from the Rangitikei District Council in the last 5 years? If yes, please list all grants made below.

Event/Project/Activity	Amount
2011 Com Initiatives - Haru Fest	\$ 4650
Market Day	\$ 2192
RDC Mou grant	\$ 29950 ¹⁴
" " "	\$ 32250 ¹⁵
" " "	\$ 33610
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$

4.4 Please name two referees for your organisation and your project

Name: Anne Georgina

Telephone (day): 3277877

Name: Stephanie Shaw

Telephone (day): 3276466

5. DECLARATION

☒ I declare that the information supplied here is correct.

Name: Cath Bl

Signature: [Signature]

Position in organisation: Co-ordinator

Date: 31.07.2015

☐ Please tick here if you would like to speak with the Committee about your project. The Committee will meet on 27 August 2015. The Grants Administrator will contact you with more details.



ENTERED

RECEIVED

31 JUL 2015

To: PJ
File: 3-GF-8-1
Doc: 15 0523

28/05/2015

To whom it may concern,

Project Marton and the Marton Community Committee are working together to celebrate all of the amazing volunteers that help our local organisations, clubs and groups, helping to make this a supportive, caring town to live in.

The volunteers really help our town thrive, with thousands of hours worked every year, to contribute to the wellbeing of the people living here.

They are always working tirelessly in the background, quietly achieving amazing things to support our residents. They don't work for the fame or the glory of it, they all work because they believe in the organisations and clubs that deliver services in the community. They work passionately, and often with very little thanks. We want to change that. We want to celebrate them with a party, put on especially to acknowledge and applaud these wonderful souls.

We do hope that council will consider this application favourably, to support us, supporting these wonderful people within our community, and to encourage them to continue with their highly appreciated work.

A little thanks goes a long way.

Cath Ash

Coordinator
Project Marton
18 High Street
Marton
(06) 327 7633

projectmarton@xtra.co.nz
www.MartonNZ.com

Quote

Date: 31st July 2015

Project Marton
18 High Street
MARTON, 4741
Attn: Cath Ash
Coordinator

GST Number: 108-461-578

REFERENCE: MARTONS VOLUNTEER PARTY 2015

DESCRIPTION

Sound Engineer, PA equipment hire and setup for the Marton Volunteer Party 5 th December 2015.	\$500.00
GST	\$ 75.00
TOTAL DUE	\$575.00

BANK ACCOUNT DETAILS:

HYPE ACADEMY LTD
National Bank – Palmerston North
06-0729-0598756-00

28 Main Street, Marton 4710, New Zealand
P. 06 327 8288 M. 027 622 8235 E. nathan.kane@hypeacademy.co.nz

Rangitikei

District Monitor

REACHING RANGITIKEI READERS

355 Wellington Rd

Box 79, Marton.

Ph 06 327 7881

email:monitoradvertising@xtra.co.nz

30 July 2015

Project Marton

Dear Cath,

Re: Quote for Volunteers Celebration December 5th

2 x 19cm x 3 column (1/4page) @ \$130.00 = \$260.00+ GST

For any further info please contact me.

Regards

**Allan Pond
Advertising Representative**

Cath Ash - Project Marton

From: Erica Hartwick <Erica@martonprint.co.nz>
Sent: Friday, 31 July 2015 10:42 a.m.
To: projectmarton@xtra.co.nz
Subject: A6 Invitations

For 100 A5 folded to A6 invitations **\$189 +GST**

This is colour both sides on a 350gsm card, supplied creased, flat

Same item but non printed inside would be **\$176 +GST**

Artwork is not included in the price, and is charged at **80+GST p/hour**

Thanks ☺

ERICA HARTWICK

Graphic Design

t: 06 327 7411 | f: 06 327 6898 | m: 027 335 2525

www.martonprint.co.nz | erica@martonprint.co.nz

28 High Street Marton 4710



Cath Ash - Project Marton

From: BAKERY NWMELODYS (NW Broadway) <BAKERY.NWMELODYS@foodstuffs.co.nz>
Sent: Friday, 31 July 2015 10:42 a.m.
To: projectmarton@xtra.co.nz
Subject: Cake order

Hi Kath,

For two slab mid cakes the price will be \$260.00

Kind regards

Richard Waite

Sent from my Samsung Galaxy smartphone.

Note:

This message has been sent from Foodstuffs North Island Limited (Foodstuffs).

The information contained in this message (including its attachments) is intended only for the person or entity to which it is addressed and may contain confidential and/or privileged material. If you received this message in error, please contact the sender immediately by return email and delete this message and your reply. You must not use, disclose, distribute, print or copy any part of this message.

The views and opinions expressed in this message may be those of the individual sender and not necessarily those of Foodstuffs, in which case the views are not given or endorsed by Foodstuffs. This communication does not designate an information system for the purposes of the Electronic Transactions Act 2002.

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Project Marton Incorporated

Reviewer's Report For the Year ended 30th June 2014

To the Members of Project Marton Incorporated

I have reviewed the financial statements of Project Marton Inc on pages 1 to 5 for the year ended 30 June 2014, according to the review engagement standards issued by the New Zealand Institute of Chartered Accountants.

A review is limited primarily to inquiries of Project Marton Inc personnel and analytical review procedures applied to financial data, and thus provides less assurance than an audit. We have not performed an audit; accordingly, we do not express an audit opinion.

Coombe Smith Rangitikei Ltd, of which I am a director, acts as a wages bureau for Project Marton Inc but takes no part in the administration or finances of Project Marton Inc.

Based on our review, nothing has come to my attention that causes us to believe that the accompanying financial statements on pages 1 to 5 do not give a true and fair view.



J C Furness ACA
Marton

9 October 2014

PROJECT MARTON INCORPORATED
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 30th JUNE 2014



4 RELATED PARTIES

The Chair Angela Coleman is also the Secretary and Building Manager of Counselling Centre (Marton) Incorporated from whom Project Marton commenced leasing premises on the 3rd March 2014.

Committee members Andy Watson and Nigel Belsham are the Mayor and a Councillor respectively; and an employee Cath Ash is also a councillor for the Rangitikei District Council.

5 FUNDS HELD ON BEHALF

2013 Project Marton was holding \$1000 on behalf of The Hype Academy Limited, being funds from the Community Development Fund originally to establish a Youth Trust, then earmarked for the "Bro" mural.

6 LEASE COMMITMENTS

Amounts due under non-cancellable operating leases are:-

	2013 \$	2014 \$
Less than one year (Current)	-	5,000
Between one and two years	-	7,917
Between two and five years	-	-
Greater than five years	-	-
	<u>-</u>	<u>12,917</u>

7 GRANTS RECEIVED IN ADVANCE

Grant Funds received but unspent as at balance date:-

RDC - Timebanking	513	513
RDC - Signage	2,530	2,530
Ministry Social Development - QSI	42,369	4,919
JBS Dudding Trust - CCTV	-	9,480
Lion Foundation - CCTV	-	8,000
Whanganui Community Foundation - CCTV	-	20,000
GST Accrual	6,812	1,195
	<u>52,224</u>	<u>46,637</u>



The financial statements should be read in conjunction with the attached review report. The financial statements are unaudited.

PROJECT MARTON INCORPORATED
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 30th JUNE 2014



1 STATEMENT OF ACCOUNTING POLICIES

REPORTING ENTITY

Project Marton Incorporated is an incorporated society registered under the Incorporated Societies Act 1908.

The financial statements have been prepared in accordance with generally accepted accounting practice. The Society qualifies for differential reporting as it is not publicly accountable, nor is it a large entity and as such has taken advantage of all differential reporting exemptions.

MEASUREMENT BASE

The measurement base adopted is that of historical cost. Reliance is placed on the fact that the entity is a going concern. Accrual accounting is used to match expenses and revenue when they occur.

SPECIFIC ACCOUNTING POLICIES

The following specific accounting policies which materially effect the measurement of financial performance and financial position have been applied :-

Depreciation

Depreciation has not been claimed in these financial statements

Property, Plant and Equipment

All other assets are recorded at cost.

Accounts Receivable

Accounts Receivable are recorded at net realisable value.

Goods and Services Tax

The financial statements have been prepared stating all income and expenditure items exclusive of GST.

Accounts Payable

Trade and other payables represent liabilities for goods and services provided to the entity prior to the end of the financial year that are unpaid. These amounts are usually settled in 30 days. The notional amount of creditors and payables is deemed to reflect fair value.

Donations

Cash donations that are not subject to restrictions or conditions are accounted for at the time of receipt. Volunteer services are not accounted for due to the difficulty of reliably measuring the fair value of those services.

CHANGES IN ACCOUNTING POLICIES

There have been no significant changes in accounting policies. All policies have been applied on bases consistent with those used in previous years.

2 CONTINGENT LIABILITIES

There were no known contingent liabilities as at balance date. (2013 nil)

3 CAPITAL COMMITMENTS

There were no known capital commitments as at balance date (2013 nil).



The financial statements should be read in conjunction with the attached review report. The financial statements are unaudited.

PROJECT MARTON INCORPORATED
PLANT, PROPERTY & EQUIPMENT SCHEDULE
FOR THE YEAR ENDING 30th JUNE 2014

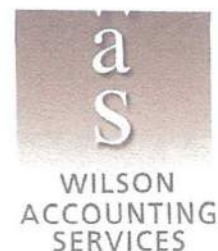


**WILSON
ACCOUNTING
SERVICES**


	<u>Date</u>	<u>Cost</u>	<u>Open Bk Value</u>	<u>Addn/ (Sales)</u>	<u>Depn Rate</u>	<u>Years Depn</u>	<u>Accum Depn</u>	<u>Close Bk Value</u>
LEASEHOLD ALTERATIONS								
Memorial Hall Kitchn	Sep-11	6,523	6,523			-	-	6,523
Rangehoods	Oct-11	2,576	2,576			-	-	2,576
		9,099	9,099			-	-	9,099
PLANT & EQUIPMENT								
Tablet - QSI	Feb-13	608	608			-	-	608
Tablet Keyboard	Feb-13	173	173			-	-	173
Alpha Laptop	Jun-13	1,019	1,019			-	-	1,019
Monitor, Keybrd	Jun-13	311	311			-	-	311
Billboards/Banners	Oct-13	2,882	2,882			-	-	2,882
Harvest Fest Signs	Mar-13	840	840			-	-	840
Gazebo	Oct-14	417		417		-	-	417
		6,250	5,833	417		-	-	6,250
TOTAL ASSETS		15,349	14,932	417		-	-	15,349


These financial statements should be read in conjunction with the notes on pages 5 and 6 and the attached review report. The financial statements are unaudited.

PROJECT MARTON INCORPORATED
STATEMENT OF FINANCIAL POSITION
AS AT 30th JUNE 2014



<u>2013</u> \$		<u>2014</u> \$	<u>2014</u> \$
	<u>CURRENT ASSETS</u>		
852	Westpac - Cheque A/c	14,909	
67,195	Westpac - Online Saver A/c	50,014	
1,158	Coombe Smith Rangitikei Ltd Trust Account	759	
249	Accounts Receivable	-	
7,152	GST Accrual	2,091	
291	Stock on Hand	558	
<u>76,897</u>			68,331
	<u>PLANT, PROPERTY & EQUIPMENT</u>		
9,099	Leasehold Alterations	9,099	
5,833	Plant & Equipment	6,250	
<u>14,932</u>			15,349
<u>\$ 91,829</u>	TOTAL ASSETS		<u>\$ 83,680</u>
	<u>CURRENT LIABILITIES</u>		
716	Accounts Payable	1,255	
1,000	Hype Academy Ltd	-	
52,224	Grants Received in Advance	46,637	
443	Prepayments	913	
<u>54,383</u>			48,805
<u>\$ 54,383</u>	TOTAL LIABILITIES		<u>\$ 48,805</u>
37,446	<u>EQUITY</u>		34,875
<u>\$ 91,829</u>	TOTAL LIABILITIES & EQUITY		<u>\$ 83,680</u>


Chairperson


Treasurer



These financial statements should be read in conjunction with the notes on pages 5 and 6 and the attached review report. The financial statements are unaudited.

PROJECT MARTON INCORPORATED

STATEMENT OF MOVEMENTS IN EQUITY

FOR THE YEAR ENDING 30th JUNE 2014



WILSON
ACCOUNTING
SERVICES

<u>2013</u> \$		<u>2014</u> \$	<u>2014</u> \$
23,909	Opening Balance		37,446
	<u>Plus:</u>		
13,537	Net Surplus/(Deficit)		(2,571)
	<u>Less</u>		-
<u>\$ 37,446</u>	CLOSING BALANCE		<u>\$ 34,875</u>

These financial statements should be read in conjunction with the notes on pages 5 and 6 and the attached review report. The financial statements are unaudited.

PROJECT MARTON INCORPORATED

STATEMENT OF INCOME & EXPENDITURE

FOR THE YEAR ENDING 30th JUNE 2014



WILSON
ACCOUNTING
SERVICES

2013		2014	2014
\$		\$	\$
	INCOME		
452	Subscriptions	478	
32,250	Rangitikei District Council Grants	29,950	
1,838	Internal Affairs - COGS Grant	-	
10,000	NZ Lotteries Grant Board	10,000	
5,107	Pub Charity	7,000	
-	Lion Foundation	3,000	
1,745	Harvest Festival	3,086	
2,801	Market Day	3,030	
30,031	Ministry Social Development - QSI	37,449	
5,009	Timebanking Project	-	
2,898	Interest	1,878	
2,345	Donations	201	
361	Merchandise (Net)	(41)	
217	Rental Income	1,300	
1,098	Sundry Income	199	
-	Te Kotuku Mkt Day Bro Campaign	1,739	
96,152			99,269
	EXPENDITURE		
100	Accident Compensation Levies	103	
500	Accountancy Fees	620	
256	Advertising	785	
12	Bank Charges	22	
155	Computer Expenses	9	
1,522	Electricity & Gas	1,538	
1,464	General Expenses	1,301	
730	Hanging Baskets	1,322	
5,444	Harvest Festival Expenses	9,399	
-	Information Packs	558	
938	Insurance	359	
4,570	Market Day	8,007	
-	Marton's Got Talent	1,843	
(58)	Meet & Greet - Net	217	
1,283	Motor Vehicle Expenses	1,488	
576	Printing & Stationery	1,662	
-	Postage	173	
4,560	QSI Expenses	6,343	
4,239	Rent	2,398	
244	Repairs & Maintenance	-	
1,660	Telephone & Tolls	1,482	
642	Timebanking Expenses	-	
27,662	Wages - General	31,106	
29,838	Wages - Projects	31,106	
86,337	TOTAL EXPENSES		101,840
9,815	NET OPERATING CASH SURPLUS/(DEFICIT)		(2,571)
	PLUS Grants received for Capital Expenditure		
3,722	Pub Charity		-
<u>\$ 13,537</u>	NET SURPLUS/(DEFICIT)		<u>\$ (2,571)</u>

These financial statements should be read in conjunction with the notes on pages 5 and 6 and the attached review report. The financial statements are unaudited.



Deposit

Westpac New Zealand Limited

Marlon
262 Broadway, Marlon, Manawatu-Wanganui

PAID IN BY: (PLEASE PRINT NAME)

FOR THE CREDIT OF

PROJECT MARTON INCORPORATED
431 WILLIAMSON'S LINE
RD 3, MAR'ON 4789 06 3274006

DATE

NOTES \$

COINS \$

TOTAL CASH \$

CHEQUES \$

AS REVERSE \$

TRANSFER FROM ACCOUNT No. \$

TOTAL \$

⑈030683⑈ 0120967⑈00 ⑈ 50

Applicant eligibility criteria:

Applicant must be able to meet all the criteria stipulated in the guidelines;

Applicant/organisation must be

- Incorporated Society (certificate or documentation of proof must be supplied);

- Trust or Association (please supply documentation);

- Unincorporated community group

- Umbrella organisation with local branches.

It is expected that the 'umbrella organisation' will have an interest in the project for which funding is being sought.

Council is unable to issue funds directly to individual recipients.

Hints and tips:

Ensure that you give us as much detail as possible in the contacts section. If we have any questions we need to be able to contact you as easily as possible.

When providing contact names please ensure that the people listed are able to answer questions about the application and list the person who completed the application form as the first contact.

The details in this section allow us to understand the objectives of your organisation and the affiliations you have.

If your group is an incorporated society, your constitution will have broad aims for the group listed.

Tell us about your activities, the other groups you work with and how you promote your end objectives.

1. APPLICANT DETAILS (See applicant eligibility criteria)

Full Name of

Organisation: Mataroa Cemetery Trustees

Street address: C/- W B Cleaver Secretary

Postal address: 130 Kakariki Rd
Mataroa RD 1

Tairāhapa Post Code: 4791

Contact 1 Name W B Cleaver

Telephone (day) 06 388 7871

Email: barrycleaver@slingshot.co.nz

Contact 2 Name _____

Telephone (day): _____

Email: _____

Legal Status (see Applicant eligibility criteria)

Cemetery Trustees

IS YOUR ORGANISATION ACTING AS AN UMBRELLA ORGANISATION?

☐

Yes

☐

No

IS YOUR ORGANISATION GST REGISTERED?

☐

Yes

☒

No

If so, please provide your GST Number:

2. WHAT ARE THE OBJECTIVES OF YOUR ORGANISATION?

Attach additional sheets if you need to

To care for and administer
the Mataroa Public Cemetery
as a respectable place
of rest for the departed.

Project eligibility criteria

All projects eligible for funding must:

- * Take place within Rangitikei;
- * Demonstrate consideration of how they see their proposal would benefit the community
- * Provide 3 targets that will be used to monitor the outcome of the project
- * Provide a realistic and balanced budget;
- * Be able to contribute a significant proportion to the cost of the project (see Section 4).

Please note:

* Applicants cannot have been financially supported by the ratepayers of the Rangitikei District Council through some other means for the same project in the same financial year, i.e. through the Event Sponsorship Scheme, Community Boards/Committees, Annual Plan etc.;

* Applicants cannot apply for funding from the Community Initiatives Fund more than once in any financial year;

* Proposals which are eligible for funding from Creative New Zealand or Sport New Zealand Rural Travel Fund must state clearly if they have made an application to or intend to apply to either fund. The Community Initiatives Fund assessment committee may limit funding to these groups.

* If you receive confirmation of funding from any other organisation before the Committee meets, you must inform the Grants Administrator at the Council.

3. YOUR PROJECT (See project eligibility criteria)

3.1 What is the name of your project? _____

Hearse Parking facility

3.2 When will it take place: 2015

3.3 Where will it take place: Mataroa Cemetery

3.4 What type of project are you planning?

☒ Ongoing activity, or

☐ New initiative

Please tick the **ONE** box that **best** describes your project. (See Event Sponsorship Scheme definitions)

☒ Community service and support, or

☐ Leisure promotion, or

☐ Heritage and environment

3.5 Describe your project in full:

Attach additional sheets if you need to.

Due to the contour of the cemetery the greatest proportion of gravesites are on top of the hill. The majority of the graves are located there, No metal road exists therefore coffins are carried, transported by tractor or trailer. As the Council no longer supports rural cemeteries we wish to improve access for a Hearse and improve assembly point for mourners. Refer attached sheet for Council input.

Accountability Reports

Successful applicants will be required to report back (to the Chief Executive) on a six-monthly basis or at the conclusion of the project, whichever is later.

For all projects this will include reporting against the three targets that you have identified as indicating success.

Council will also seek your feedback on what worked well for your project and what could be improved.

Promoting Rangitikei District Council's support:

The support of the Rangitikei District Council must be acknowledged on all publicity material. Logos may be obtained from the Council Administrator. You will need to show how you have done this in the accountability report.

Hints and tips:

Describe your project in full.

In this section we want to know about the complete project, not just the portion you are seeking funding for.

Or you may have a project that supports a small number of people over a longer period of time. In this case you will need to explain the long term benefits of the project to this group.

Be sure to fully describe your target group or those who will benefit from your activity.

Relate your project back to the category under which you applied. If you ticked Heritage and Environment for example, you will need to demonstrate why this is a Heritage and Environment Project.

3.6 Who will benefit from your project? _____

Funeral Cortege

3.7 How will the people who will benefit from your project know that it is happening? _____

3.8 How will you acknowledge the funding provided by Rangitikei District Council? (See Promoting Rangitikei District Council's support)

Letter To Council

3.9 Nominate 3 targets that will demonstrate the success of your project and the benefit to the Rangitikei District. *Please refer to the funding guide as the targets set here will form the basis of your reporting back to Council when the project is completed.*

Target 1: _____

Target 2: _____

Target 3: _____

Funding Guide

An organisation may receive a grant for a project in one or more successive years, but must apply annually. All profits from the projects must be held over towards funding the next project.

Grants will usually be up to a maximum of \$2,500 for any project in any one financial year.

Grants will not be made to organisations which have not complied with reporting requirements for previous grants.

This section asks for the **total** cost of your project. In the income section list the funding from **all sources**. Council is unlikely to fund 100% of project costs, so it is important that you do not restrict your costs to the amount of funding you are requesting.

Ineligible costs

- * Facility development or funding for capital works (i.e. the cost of buildings or items necessary to operate the facility);
- * Grants to individuals;
- * Purchase or long-term lease of equipment¹ or facilities;
- * Food and beverage costs;
- * Retrospective project costs;
- * Costs of bonds or making good any damage done to venues that are hired;

You must provide valid, written quotes for all goods and services for which you are seeking funding.

If no quotes are supplied your application will be ineligible.

General overheads such as power costs, administration costs etc. must be based on proven figures from previous year's accounts.

Groups registered for GST must provide figures that are GST exclusive.

4. FINANCIAL INFORMATION (See Funding Guide) please provide all costs and all sources of income for the project you are planning. Attach additional sheets if necessary

4.1 Project Costs

Outline how much the project will cost to put on:

Item	Amount
As per attached	\$
CARTERZ	\$
Contracting	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
Total Cost (GST inclusive / exclusive . Please delete one)	\$

4.2 Project Income

Outline how the costs of the project will be met:

Item	Amount
Donated material	\$
Cash in hand towards project	\$ 300 - 00
Intended fundraising (provide an estimate)	\$
Ticket sales	\$
Other sponsorship/grants (please specify source/s below)	
	\$
	\$
	\$
	\$
	\$
	\$
Total funds available (GST inclusive / exclusive . Please delete one)	\$

Amount of funding you are requesting

from Rangitikei District Council: \$ _____

¹ Equipment is defined as being "the tools, clothing or other items needed for a particular activity or purpose, that under normal conditions of use can be expected to serve their principal purpose for at least one year"

Please provide a pre-printed bank account deposit slip for payment should your application be successful.

Please attach your group's latest audited annual accounts. Any organisation that has given away or donated money to other organisations will not be granted Council funding.

Quotes must be provided for all goods and services. For services such as power where it is not possible to get a quote, an estimate based on proven figures from previous years must be provided.

HAVE YOU ATTENDED TO ALL OF THE FOLLOWING?

Tick as appropriate

<input type="checkbox"/>	Answered all of the questions?
<input type="checkbox"/>	Does your financial information add up? Please check!
<input type="checkbox"/>	Provided daytime phone numbers?
<input type="checkbox"/>	Provided full details of your project and included extra pages as appropriate?
<input type="checkbox"/>	Provide quotes for all appropriate items?
<input type="checkbox"/>	Provided a pre-printed deposit slip?
<input type="checkbox"/>	Provided your latest annual accounts?

All applications that do not have the full and complete documentation (including quotes) cannot be considered by the Committee.

Council staff will check all applications to ensure they meet the criteria included in this application form and are complete. Council staff will contact you for further information if necessary.

4.3 Has your group received funding from the Rangitikei District Council in the last 5 years? If yes, please list all grants made below.

Event/Project/Activity	Amount
1963 Bulldozing roadway	\$ 9-0-0
1975 Rangitikei C Grant	\$ 50-0-0
1982 " " "	\$ 400-00
1986 " " "	\$ 400-00
1988 " " "	\$ 400-00
2000 " " "	\$ 1000-00
2006 " " "	\$ 500-00
2007 " " "	\$ 1000-00
Payments made:	\$
2011 Digger (Rebuilding Parking)	\$ 523-25
2011 Material (Hautapu Pine/Farmland)	\$ 1373-04
2011 Road fence	\$ 1239-12
Total	3135-41

4.4 Please name two referees for your organisation and your project

Name: _____

Telephone (day): _____

Name: _____

Telephone (day): _____

5. DECLARATION

☐ I declare that the information supplied here is correct.

Name: W B Cleaver

Signature: W B Cleaver

Position in organisation: Secretary MC Trustees

Date: 29 July 2015

☒ Please tick here if you would like to speak with the Committee about your project. The Committee will meet on 27 August 2015. The Grants Administrator will contact you with more details.

CARTERZ CONTRACTING



CARTERZ
CONTRACTING
Mob: 027 2477925
GST No. 16-958-816
INVOICE

1 Tatu Street, RD1
Mataroa, Taihape 4791



Bank A/C 06 0301 0088018 02

Mob: 027 2477925
Hm: 06 388 779

C/O Barry Cleaver
Mataroa Cemeteries

Work on Carpark & Drive

Digout Drive & Carpark No Charge

Metal Cartage Approx $\frac{6 \text{ Loads}}{42 \text{ m}^3}$ A.P. 40 \$180.0
Per Load
+ Cartage \$600.0

\$300.0

Timber for Boring

Labour Free

Copied

1980.0
GST 297.0

Work carried out to
Mataroa Public Cemetery
land area • 6 ha.

1963 Roadway bulldozed. To give access
to upper part of cemetery.
(Original survey walking access only)
Not metalled.

1986 $\frac{1}{2}$ share of 3 sides of boundary
fencing

2011 Major repairs to roadside car
parking due to Council road
work late 1980s
(The area for roadside parking
was left in a very unsatisfactory
state with a deep drain and
spoil clumped on area.
Approach to council negative)
Repairs consisted of leveling
reforming drain for Novaflo
and cartage of landfill to make
area presentable.

Material for road frontage fence
which was derelict, and labour
for erection,

All other labour, time and costs
donated by Trustees

Mataroa Public Cemetery

Graves Interred 34.

Sold.

Burials	1915 - 1988	27
---------	-------------	----

~~B.~~

Plots sold	1989 - 2014	34
------------	-------------	----

Burials	1989 - 2014	7
---------	-------------	---

Inquiries from unattached Iwi	5
" " other	4

25 June 2015

Level 1, 100 Molesworth Street
Thorndon, Wellington
PO Box 99, Wellington 6140

04 496 3099
www.auditnz.govt.nz

Mr W B Cleaver
Mataroa Cemetery
Kakariki Road
RD 1
Mataroa, Taihape

Dear Mr Cleaver

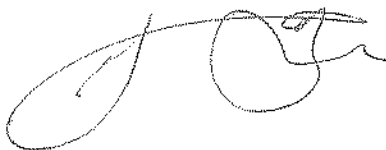
Audit of the Mataroa Cemetery Trustees for the year ending 31 March 2014

We have completed the audit of the Cemetery for the year ended 31 March 2014. Enclosed are two copies of the Statement of Accounts and the letter of representation. We require these to be signed and dated by the Chairman and returned to us.

On receipt of these signed documents we will issue an audit opinion and management letter.

For additional assistance please contact me on 021 222 6298.

Yours sincerely



James Toh
Supervising Senior

For the year ended 31 March 2014

[illegible]

LIABILITIES		\$	C	ASSETS		\$	C
Net Funds		20,483	98	Bank Accounts		483	98
				Land		18,000	00
				Improvements		2,000	00
TOTAL		20,483	98	TOTAL		20,483	98

for Controller and Auditor-General

(Date)

Page 212



46 High Street
Private Bag 1102
Marton
Telephone (06) 327-8174
Facsimile (06) 327-6970

27 April 1999

CE1/8

Mrs Helen Williams
Secretary
Mataroa Hall Committee
Kakariki Road
R D 1
Taihape

Dear Mrs Williams

Mataroa Cemetery

Valuation Number 13310 361 00 is the Mataroa Cemetery. There is a gazettal notice from 1912 setting up the Mataroa Cemetery Trustees. No one seems to know why it is under the Councils name.

Can you confirm whether anyone looks after it. This Cemetery is not on Council records as an official Council Cemetery and does not appear in our Budgets. There appears to have been work done there recently.

Are there any records available, trustees in existence etc? Would you please make enquires on our behalf, and if records, plans etc are located could they please be returned to me.

Yours faithfully

Barry Mortimer
Community Services Officer

Mataroa R D 1,
Taihape.
6th May. 1999.

Barry Mortimer,
Community Services Officer.

Dear Sir,

Mrs Helen Williams delivered to me your letter regarding the Mataroa Cemetery. The Mataroa Cemetery is under the control of the Mataroa Cemetery Trustees and was at one time controlled by the Dept of Internal Affairs.

However I believe that the small country cemeteries were passed over to local Councils to provide finance by way of rating for discretionary maintenance. Grants of \$400 was made in 1987 1988. Mr Phil Boyes may be able to give you some help on this matter.

A Cemetery plan and Register is in my care, also our minutes and accounts are audited by the Audit Dept Palmerston North.

Your faithfully,

Barry Cleaver,
Secretary,
Mataroa Cemetery Trustees

Copy
Sent 6th May 99.