

# Community Initiatives Fund 2016/17 – Round One

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# **Marton Samoan Rugby Team**



## Rangitikei District Council

RECEIVED

26 JUL 2016

To: SL  
File: 3-GF-8-1  
Doc: 16 0494

# Community Initiatives Fund Application Form 2016

### PLEASE NOTE

Applications close 12.00 pm (noon), Friday 29 July 2016. The Finance/Performance Committee will consider the applications at its meeting on 25 August 2016.

### 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 29 July 2016. 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: [samantha.kett@rangitikei.govt.nz](mailto:samantha.kett@rangitikei.govt.nz)

### 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 SAMOANS RUGBY

TEAM  
Street address: 40 19 FOLLETT STREET

Postal address: \_\_\_\_\_

MARTON

Post Code: \_\_\_\_\_

Contact 1 Name FARANI VAA

Telephone (day) 022 393 4015

Email: farani@hotmail.com

Contact 2 Name ELIJAH AH CHONG

Telephone (day): 022 163 7015

Email: Mahchong25@gmail.com

#### Legal Status (see Applicant eligibility criteria)

90 RANGITIKEI DISTRICT CL.

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

- ENCOURAGE PARTICIPATION  
IN SPORT: CREATING  
HEALTH + WELL-BEING,  
COMMUNITY COHESION



## 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? TO BUY

UNIFORM/TEAM GEAR

3.2 When will it take place: 24 SEPT 2016 (1ST

3.3 Where will it take place: MARTON PARK <sup>GAME)</sup>

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 Community Initiatives Fund Purpose 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 BUY RUGBY JERSEYS

WITH TEAM LOGO (23

SHIRTS IN TOTAL)

-THE CLUB FEE WILL

COVER SHORTS + SOCKS

+ TRAVEL



### 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  
SAMOAN COMMUNITY  
WILL BE BROUGHT CLOSER  
THROUGH THEIR SUPPORT  
FOR A SAMOAN RUGBY  
TEAM.

3.7 How will the people who will benefit from your project know that it is happening? WORD-OF-MOUTH  
PARTICULARLY AS  
SEASON STARTS AND  
PEOPLE BECOME MORE  
AWARE OF THE TEAM

3.8 How will you acknowledge the funding provided by Rangitikei District Council? (See Promoting Rangitikei District Council's support)  
THE COUNCIL LOGO WILL  
BE ON THE SHIRTS

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: STRONG 23 PLAYER TEAM  
PLAYS EVERY MATCH (~8)

Target 2: MORE PEOPLE WILL  
COME TO WATCH THE TEAM

Target 3: CREATE STRONG PROG-  
RAMME OF TOUCH DURING  
SUMMER TO MAINTAIN  
MOMENTUM.

## 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 equipment<sup>1</sup> 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	
23 RUGBY JERSEYS	\$	1293.81
23 SHORTS	\$	389.56
23 PRS SOCKS	\$	169.56
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
Total Cost (GST inclusive / exclusive. Please delete one)		\$ 1,852.93

### 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)	\$	559.12
Ticket sales	\$	
Other sponsorship/grants (please specify source/s below)	\$	
	\$	
	\$	
	\$	
	\$	
Total funds available (GST inclusive / exclusive. Please delete one)		\$ 559.12

**Amount of funding you are requesting**

**from Rangitikei District Council:**

\$ 1,293.81



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? <b>Please check!</b>
<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	
SAMOAN INDEPENDENCY DAY	\$	300 = 00
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	

#### 4.4 Please name two referees for your organisation and your project

Name: JAMES ETUALE

Telephone (day): 021 1108 446

Name: CATH ASH

Telephone (day): 021 524 585

#### 5. DECLARATION

☐ I declare that the information supplied here is correct.

Name: FARAWI NAA

Signature: [Signature]

Position in organisation: CHURCH MINISTER

Date: 25/7/2016

☒ Please tick here if you would like to speak with the Committee about your project. The Committee will meet on 25 August 2016. The Grants Administrator will contact you with more details.

PO Box 22-134  
 10A Allen Street  
 Christchurch Central  
 Christchurch 8011  
 Phone +64-3-3663-109

GST Reg. Number: 97-493-731

Invoice No.: 00030266

MARTON SAMOAN RUGBY TEAM  
 37 MORRIS STREET  
 MARTON 4710  
 NEW ZEALAND

MARTON SAMOAN RUGBY TEAM  
 37 MORRIS STREET  
 MARTON 4710  
 NEW ZEALAND

SALESPERSON		YOUR NO.	SHIP VIA	DELIVERY DATE	TERMS	DATE	PG.
Findlay, Leeann			Courier		C.O.D.	13/07/2016	1
QTY.	ITEM NO.	DESCRIPTION			PRICE	EXTENDED PRICE	
23	Sub Rugby	Dura Tek Rugby Jerseys			\$55.47	\$1,275.81	
1	FREIGHT	Local NZ Freight			\$18.00	\$18.00	
<b><i>Goods remain the property of Gooses Screen Design Ltd until paid in full. Interest will be charged on all overdue accounts. The customer will be liable for all debt collection costs and legal fees incurred by GSD Ltd in recovering amounts payable</i></b>					SALE AMOUNT	\$1,293.81	
<b>We appreciate your business.</b>					FREIGHT	\$0.00	
					GST	\$194.07	
					TOTAL AMOUNT	\$1,487.88	

**Remittance Advice - Please send with payment**  
**Bank Account details for Direct Credit Payments: 06-0801-0687906-00**

Gooses Screen Design 2007 Limited

PO Box 22-134  
 10A Allen Street  
 Christchurch Central  
 Christchurch 8011  
 Phone +64-3-3663-109

Invoice No: 00030266

Due Date: 13/07/2016

Terms: C.O.D.

BALANCE \$1,487.88



# QUOTATION - RUGBY JERSEYS, SHORTS & SOCKS



## Client Details

Name	Elijah Ah Chong	Date	13/07/16 12:06 PM
Club/School	Marton Club	Country	NZ
Email	Mahchong25@gmail.com	Postcode	470
Phone	0221637015	Est. Quantity	23

Item	Price	Qty	Total
Sublimated Rugby Jersey - Includes:	\$63.79	23	\$1,467.17

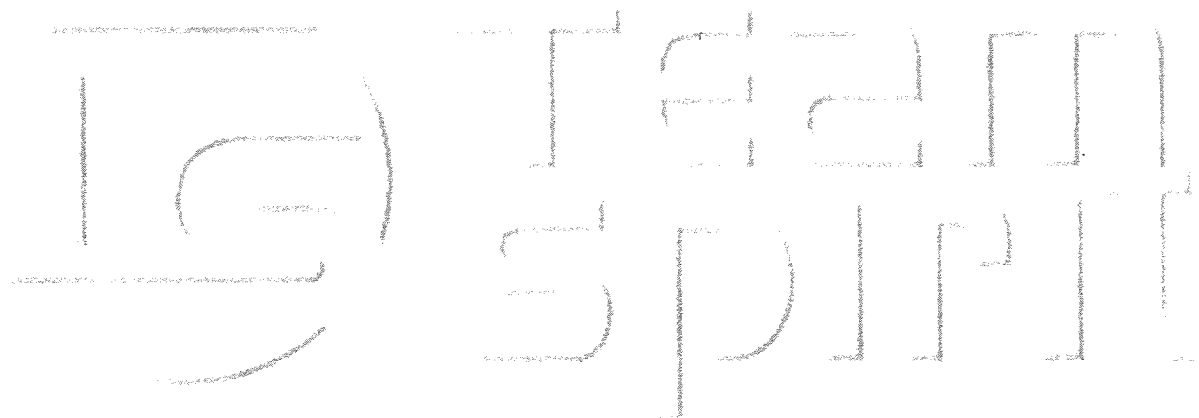
- DuraTek Fabric (300gsm) with Full Sublimation
- LiTek Fabric (220gsm) with Full Sublimation (\$60.81)
- Unlimited Full Colour Logos for Sponsors Logos at no Extra Charge
- Numbers with Outline
- Mens Standard or Fitted, Ladies & Junior Sizing

Standard Shipping to Postcode 470

TBC

or Express Service (delivery to your door within 3 weeks) [view details](#)

**TOTAL \$1,467.17**



**PLEASE SCROLL DOWN TO SEE YOUR DESIGN ON PAGE 2**

## Notes & Extras

- Prices include GST
- Re-Draw Logo's - \$18.00 per logo
- Back Names Above Number - Add \$1.10
- Sizes 5XL & 6XL - Add \$5.50

## Terms and Conditions

- View our [Terms and Conditions](#)

Team Spirit Sports

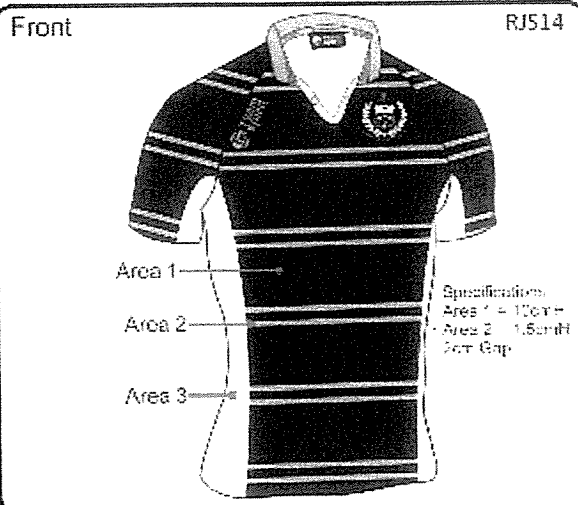
10A Allen Street, Christchurch Central, Christchurch 8011 New Zealand

P: 643 3 3663 109 W: [www.teamspiritsports.co.nz](http://www.teamspiritsports.co.nz) E: [sales@teamspiritsports.co.nz](mailto:sales@teamspiritsports.co.nz)

A B C D E F G H I J K L M N

Order Number:	
Order Date:	
Dispatch Date:	

Body Fabric:	300gsm Dura-Tek
Construction:	Sublimated



Design:	RJS14
Necktape & Label:	Team Spirit
Fit:	Standard

Sleeve Type:	Raglan
Sleeve Length:	Short

Area 1:	Navy X6
Area 2:	Grey X41
Area 3:	White
Area 4:	
Area 5:	

Collar Type:	Stub-Loop
Collar Colour:	Grey X41
Insert Colour:	White

Cuff:	Hem
-------	-----

Number Font:	Capetown
Number Colour:	White
Outline Colour:	Grey X41
Number Size:	23cm
Area 6:	

RH Shoulder:		
Size:	8.5cm wide	
Colour:	Grey X41	
Application:	Sublimation	
RHS Sleeve:		
Size:		
Colour:		
Application:		

LHS Breast:		
Size:	9cm High	
Colour:	As per file	
Application:	Sublimation	
LHS Sleeve:		
Size:		
Colour:		
Application:		

## QUOTATION - RUGBY JERSEYS, SHORTS & SOCKS



### Client Details

Name	Elijah Ah Chong	Date	25/07/1616 10:13 AM
Club/School	Marton Samoan	Country	NZ
Email	esahchong@gmail.com	Postcode	4710
Phone	0221637015	Est. Quantity	23

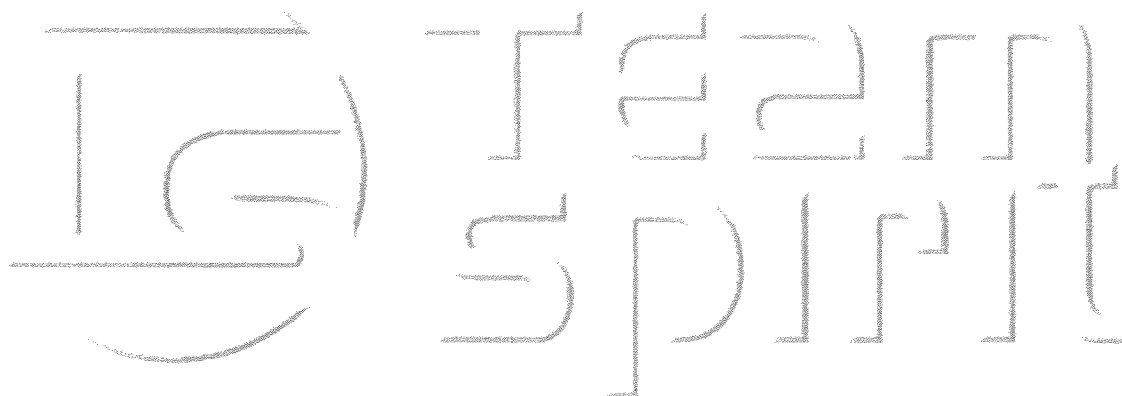
Item	Price	Qty	Total
Rugby League/Union Shorts - Includes:	\$19.50	23	\$448.50
<ul style="list-style-type: none"> <li>• Polyunion &amp; Cotton Shorts Including 1 Embroidery</li> <li>• PremTek with Full Sublimation, Including Unlimited Logos (\$22.00)</li> <li>• Durable Team Spirit Drawstring &amp; Internal Mouthguard Pocket</li> <li>• Optional Side Pockets or Sublimated Side Panels</li> <li>• Adults &amp; Junior Sizing</li> </ul>			
Rugby Socks - Includes:	\$8.50	23	\$195.50
<ul style="list-style-type: none"> <li>• Re-enforced foot &amp; ankle</li> </ul>			

Standard Shipping to Postcode 4710

TBC

or Express Service (delivery to your door within 3 weeks) [view details](#)

**TOTAL \$644.00**



PLEASE SCROLL DOWN TO SEE YOUR DESIGN ON PAGE 2

### Notes & Extras

- Prices include GST
- Re-Draw Logo's - \$16.50 per logo
- Re-Draw New Designs - \$33.00
- Back Names Above Number - Add \$5.50
- Sizes 5XL & 6XL - Add \$5.50
- Free Sample Above 200 Units
- Order Under 15 - \$55.00 Surcharge
- Embroidery/Thermofilm - add \$5.50 per logo
- Embroidery Set Up - \$27.50 per logo

### Large Order Discounts

- Order over 100 of 1 item - 5% discount

### Terms and Conditions

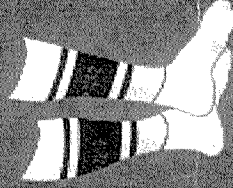
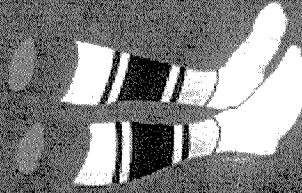
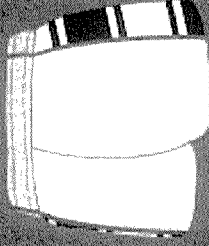
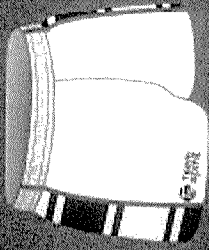
- View our [Terms and Conditions](#)

### Team Spirit Sports

4/4 Ashton St, Gladstone, NSW, Australia, 2440 ABN: 25968836413

P: +61 2 65674941 W: [www.teamspiritsports.com.au](http://www.teamspiritsports.com.au) E: [sales@teamspiritsports.com.au](mailto:sales@teamspiritsports.com.au)

YOUR DESIGN



Team Spirit Sports  
4/4 Ashton St, Gladstone, NSW, Australia, 2440 ABN: 25968836413  
P: +61 2 65674941 W: [www.teamspiritsports.com.au](http://www.teamspiritsports.com.au) E: [sales@teamspiritsports.com.au](mailto:sales@teamspiritsports.com.au)

# **Bulls and District Community Trust**





## Rangitikei District Council

# Community Initiatives Fund Application Form 2016

### PLEASE NOTE

Applications close 12.00 pm (noon), Friday 29 July 2016. The Finance/Performance Committee will consider the applications at its meeting on 25 August 2016.

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

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- 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);
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### SEND YOUR APPLICATION TO:

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Private Bag 1102, Marton 4741

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

Email: [samantha.kett@rangitikei.govt.nz](mailto:samantha.kett@rangitikei.govt.nz)

## 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: Bulls and District Community Trust

Street address: Bridge Street, Bulls

Postal address: c/- Bulls Information Centre

113 Bridge Street

Bulls Post Code: 4818

Contact 1 Name Jan Harris

Telephone (day) 3220051/0211745951

Email: bulls.community@xtra.co.nz

Contact 2 Name Helen Scully

Telephone (day): 3220194/0274705364

Email: hsjk@farmside.co.nz

## Legal Status (see Applicant eligibility criteria)

IS YOUR ORGANISATION ACTING AS AN UMBRELLA ORGANISATION?

☐

Yes

☐

No

No

IS YOUR ORGANISATION GST REGISTERED?

☐

Yes

Yes

☐

No

If so, please provide your GST Number:

8	6
---	---

0	6	0
---	---	---

0	0	0
---	---	---

## 2. WHAT ARE THE OBJECTIVES OF YOUR ORGANISATION?

Attach additional sheets if you need to

The Bulls River Users Group are currently working in partnership with Bulls Schools Enviro Group to upgrade the Picnic Area down at the River. We have already cleared the area and established a plan that would see this area as a show case for all Bulls and District residents to enjoy and use. Teacher Leigh Hanson and Jan Harris from the river users group organised a team of 45 people who worked tirelessly to clean the overgrown area. Due to the current river rock wall upgrade, we have not be able to keep the area weed free. We are seeking funding for the cost of materials to complete the uprade ready for summer time users. We require weed mat to minimise the weed problem. We have a group of volunteers ready to assit in the completion of this project. This project would enhance this already fantastic area that is well used by local walkers, jet boaters and could also become a great place to promote local fauna and flora.

## 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.;

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\* 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? Bulls River Users Group

Picnic Upgrade

3.2 When will it take place: September/October/November 2016

3.3 Where will it take place: Bulls River Loop Rd

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 *Community Initiatives Fund Purpose 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.*

Work required to complete this project is to get a digger to clear rock off the site and prepare it for new weed mat, we have chosen recycled weed mat to reduce costs. Once new weed mat is secured Bullocks Quarry will deliver metal to the site free of charge and volunteers will spread this. Once metal is spread and compacted, we can then put the rocks back into place securely. Our plan is to rock wall the front and side of the raised picnic area that would align with the great job that has been one by contractors working on the rock wali upgrade. The existing steps up to the picnic area meet current health and safety requirements and we will put a hand rail on oneside of the steps. The back and raised sides of the area will be planted up with plants courtesy of Horizons. In time will provide some shade and shelter for this site that is used by the community, locals, tourists, Te Araroa Walkers and Cyclists.



## 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? Residents of Bulls and the wider district all use this area. Schools will be able to have picnics and use this as a learning environment for students not just those involved in the Green Group at Bulls School. Te Araroa Walkers, tourists use this site in the summertime while residents and cyclists use the walk as part of their fitness programme. The river users groups holds its meetings at this site when weather permits.

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

that it is happening? With the current rock wall upgrade work still underway we have limited access to the site. Through our strong network of volunteers and Rangitikei Environment group we will be able to spread the word. Our monthly Bull-it-inn will encourage others but has already shown residents what can be achieved at the site. Our cleanup was publicised in the Bull-it-inn so the next development phase is an extension of the start of this project. Social Media will also be used to promote this fantastic project. We will also promote this project through local media.

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

All contributors to this project will be acknowledged through all forms of media that is available to us. It is our plan to hold a community picnic at the area when work is complete. A board thanking those who contributed to the project can be placed down at the river. The board would reflect the natural beauty of the environment and be in keeping within the site.

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.

Provide an area for public use that honours our environment,  
Target 1: a place that sits well in it's natural setting where community can meet for picnics, have a school shared lunches plus we already know this area has historically been well utilised by residents and tourists who wish to explore our location attractions. During the summer months we know walkers love to go down to the river for  
Target 2: The partnership of young and old from the Primary school and the river users group is fantastic. This gives young children opportunities to work alongside our senior community who have so much knowledge to share. This partnership will ensure the project success now and for future years.  
Target 3:

This project would not be possible without the support of businesses that have donated so much towards the cost of this project. Our trusted relationships with business and volunteers provides a great platform for the success of current community projects and those future projects yet to be dreamed of. These partnerships provide residents and businesses the opportunity to work together on projects that enhance our environment, this is placemaking at it's best but more importantly our young people are developing skills that will only enhance them now and in future years.

## 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 equipment<sup>1</sup> 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	
Weed matting from Kauri Park	\$	345.00
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
<b>Total Cost (GST inclusive / <del>exclusive</del>. Please delete one)</b>	\$	

### 4.2 Project Income

Outline how the costs of the project will be met:

Item	Amount	
Donated material Metal and Digger for Earth Blocks	\$	Donated
Cash in hand towards project	\$	none
Intended fundraising (provide an estimate)	\$	Sponsored product, labour, plants,
Ticket sales	\$	not applicable
Other sponsorship/grants (please specify source/s below)	\$	Horizon grant of \$1000.00 for weed control only down along river area
Volunteer labour	\$	Volunteers
Plants	\$	Horizons
Santoft Roundwood peeling mulch	\$	Donated
Cartage of Mulch	\$	Donated
<b>Total funds available (GST inclusive / <del>exclusive</del>. Please delete one)</b>	\$	

**Amount of funding you are requesting**

**from Rangitikei District Council:** \$ 345.00

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? <b>Please check!</b>
<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	
Creative Communities 2016 Wearable Arts	\$	1500.00
Level Up Youth Event 2016	\$	5000.00
Creative Communities 2015 Wearable Arts	\$	1200.00
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	

#### 4.4 Please name two referees for your organisation and your project

Name: Bulls School-Kim Gordon Leigh Hanson - Enviro Leader

Telephone (day): 3221184

Name: Jodi Jamieson - Intrigue and Oh Me Oh My Owner

Telephone (day): 0274705271

#### 5. DECLARATION

☒ I declare that the information supplied here is correct.

Name: Jan Harris

Signature: 

Position in organisation: Community Development Manager

Date: 28th July 2016

☒ Please tick here if you would like to speak with the Committee about your project. The Committee will meet on 25 August 2016. The Grants Administrator will contact you with more details.



Quote Ref : **23813**

QUOTATION FOR:

**Cash Sale**

..

28/07/2016 Page 1 of 1

Contact: Laurie Currie

## Quotation

Phone:

Fax:

### Bulls Community

Product Name	Quantity	Grade	Rate	Ext Price
Recycled weedmat	300	m2	1.00	300.00

Jim Lilburn - Thank you letter re tar sealing the approach to his cattle stop

Conditions :

- Prices subject to availability.
- Prices exclusive of GST and freight.
- Quotation valid for 30 days.

**Total QTY : 300**

<b>Total</b>	<b>\$300.00</b>
<b>Freight</b>	<b>\$0.00</b>
<b>Plus GST</b>	<b>\$45.00</b>
<b>TOTAL Incl GST</b>	<b>\$345.00</b>

### KAURI PARK NURSERIES LTD

State Highway 1

Kaiwaka North

Northland

Phone (09) 431-2125 Fax (09) 431-2894

GST No. 89-216-249

# Koitiata Residents Committee



## Rangitikei District Council

RECEIVED

04 JUL 2016

To: SW  
File: 3-GF-8-1  
Doc: 16 0453

# Community Initiatives Fund Application Form 2016

### PLEASE NOTE

Applications close 12.00 pm (noon), Friday 29 July 2016. The Finance/Performance Committee will consider the applications at its meeting on 25 August 2016.

### 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 29 July 2016. 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: [samantha.kett@rangitikei.govt.nz](mailto:samantha.kett@rangitikei.govt.nz)



To whom it may concern

As a committee we are not familiar with filling in this kind of application form. Hope this information is adequate

yours truly.  
Trevor Jurgens

- 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: Koitia Centenary Committee

Street address: 42 Rapaki Street

Postal address: 42 Rapaki Street

Koitia RD 11 Wanganui

Post Code: 4581

Contact 1 Name TREVOR JURGENS

Telephone (day) 06-3273901

Email: jurgya@ihug.co.nz

Contact 2 Name Judy Wilson

Telephone (day): 06-3273840

Email: judy.wilson@clear.net.nz

### 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

To plan and provide a one-off Centennial celebration for past and present community residents and friends of Koitia.

### 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? \_\_\_\_\_

Centenary Community Celebration

3.2 When will it take place: February 11<sup>th</sup> 2017.

3.3 Where will it take place: Koititara Community.

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 Community Initiatives Fund Purpose 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.*

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### 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? \_\_\_\_\_

Past Residents and friends of the Community.

All current residents of the community and their friends and supporters & support groups.

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

that it is happening? Advertising has already begun through the District Monitor Also through a survey of past and present residents to access what their preferences were for a commemoration

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

Letters of appreciation, District Council Logo could be on Historical booklet

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

Please note  
Tunakia school will be doing the catering for this event. Closer to the event we will be able to cover ticketing cost to cover only food and a donation to the school.  
Drinks will be paid for by visitors.

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
Centenary Booklet	\$ 2,200.00
Memorial Plaque	\$ 392.50
Placement of Plaque	\$ 400.00
Hire of Marquee etc.	\$ 2,758.00
Printing & Stationery etc.	\$ 500.00
Flag Printing	\$ 150.00
Security	\$ 300.00
Prizes for competitions	\$
& Static display costs	\$
This is a totally non profit event.	\$
<b>Total Cost (GST inclusive / exclusive. Please delete one)</b>	\$ 7,000.00

### 4.2 Project Income

Outline how the costs of the project will be met:

Item	Amount
Donated material	\$ NIL.
Cash in hand towards project	\$ 4,300.00
Intended fundraising (provide an estimate)	\$ NIL.
Ticket sales	\$ N/A
Other sponsorship/grants (please specify source/s below)	\$
\$4,300.00 has been raised by the Community for the Centennial over the past 5yrs	\$
	\$
<b>Total funds available (GST inclusive / exclusive. Please delete one)</b>	\$

Amount of funding you are requesting

from Rangitikei District Council:

\$ 3,000.00.



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?
<input type="checkbox"/>	<b>Please check!</b>
<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
N/A.	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$

#### 4.4 Please name two referees for your organisation and your project

Name: Keith Gray.

Telephone (day): 06-3273985

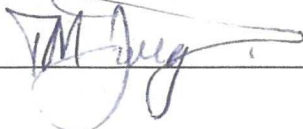
Name: Bob Major

Telephone (day): 06-3273708.

#### 5. DECLARATION

☒ I declare that the information supplied here is correct.

Name: TREVOR JURGENS.

Signature: 

Position in organisation: Chairperson.

Date: 2nd July 2016.

☐ Please tick here if you would like to speak with the Committee about your project. The Committee will meet on 25 August 2016. The Grants Administrator will contact you with more details.



# Te Maru o Ruahine Trust



## Rangitikei District Council

RECEIVED

29 JUL 2016

To: SK  
File: 3-GF-8-1  
Doc: 16 0515

# Community Initiatives Fund Application Form 2016

### PLEASE NOTE

Applications close 12.00 pm (noon), Friday 29 July 2016. The Finance/Performance Committee will consider the applications at its meeting on 25 August 2016.

### 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 29 July 2016. 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: [samantha.kett@rangitikei.govt.nz](mailto:samantha.kett@rangitikei.govt.nz)



### 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:

Te Manu o Ruahine Trust

Street address:

43 Te Houhan Rd

Postal address:

RD1

MARTON

Post Code:

Contact 1 Name

Kelly Thompson

Telephone (day)

06 3881676

Email:

hauiti.kelly@xtra.co.nz

Contact 2 Name

Robert Martin

Telephone (day):

06 3228767

Email:

hauiti-robert@xtra.co.nz

### Legal Status (see Applicant eligibility criteria)

Charitable Trust

IS YOUR ORGANISATION ACTING AS  
AN UMBRELLA ORGANISATION?

☐

Yes

☒

No

IS YOUR ORGANISATION  
REGISTERED?

☒

Yes

☐

No

If so, please provide  
your GST Number:

66

684

415

### 2. WHAT ARE THE OBJECTIVES OF YOUR ORGANISATION?

Attach additional sheets if you need to

See attached document.

### 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? Ngāti Hauiti

hikoi ki Aorangi

3.2 When will it take place: March 2017.

3.3 Where will it take place: River valley Lodge Taihape.

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 Community Initiatives Fund Purpose 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.

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? \_\_\_\_\_

Ngāti Hauiti whānau whānau aged from 12 years and older.

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

that it is happening? Ngāti Hauiti have a

robust communication strategy that will inform all registered Ngāti Hauiti people.

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

Ngāti Hauiti have a website and

bi annual newsletter and ROC will be included in any promotion or newsletters involved with this project

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: 60 Ngāti Hauiti participants

Target 2: Expand the knowledge of Ngāti Hauiti cultural heritage.

Target 3: Reconnect participants to their wahi tapu and learn about it environment.

## 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 equipment<sup>1</sup> 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
5 x First Aid Kits	\$ 250
Van Hire x 6	\$ 1380
Food @ \$30 per head	\$ 1800
Historian Fee	\$ 500
Travel cost	\$ 600
Koha to Awarua Trust	\$ 500
Contingency vehicle	\$ 250
Guide costs River Valley	\$ 1000
	\$
	\$
	\$
<b>Total Cost (GST inclusive / <del>exclusive</del>. Please delete one)</b>	<b>\$ 6250.00</b>

### 4.2 Project Income

Outline how the costs of the project will be met:

Item	Amount
Donated material	\$
Cash in hand towards project	\$ 2500.00
Intended fundraising (provide an estimate)	\$
Ticket sales	\$
Other sponsorship/grants (please specify source/s below)	\$
Te Runanga & Ngati Hauke	\$ 1250.00
	\$
	\$
	\$
<b>Total funds available (GST inclusive / <del>exclusive</del>. Please delete one)</b>	<b>\$ 3750.00</b>

**Amount of funding you are requesting**

**from Rangitikei District Council:**

**\$ 2500.00**



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? <b>Please check!</b>
<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	
Maori Initiative Fund 2015	\$	14,000.00
Maori Initiative Fund 2014	\$	15,000.00
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	29,000.00

#### 4.4 Please name two referees for your organisation and your project

Name: Rata Cornell

Telephone (day): 06 3684992

Name: Utiku Potaka

Telephone (day): 0274188589

#### 5. DECLARATION

☒ I declare that the information supplied here is correct.

Name: Kelly Thompson

Signature: [Signature]

Position in organisation: Cultural Project Manager

Date: 28 July 2016

☐ Please tick here if you would like to speak with the Committee about your project. The Committee will meet on 25 August 2016. The Grants Administrator will contact you with more details.



## Community Initiatives Fund Application Supporting Document 2016

*Ko Aorangi te maunga tapu, Ko Ruahine te pae maunga, ko Rangitīkei te awa, ko Takitimu te waka, ko Ngāti Hauiti te iwi. Tēnā koutou, tēnā koutou, tēnā koutou katoa. Ka nui te mihi ki a koutou. E ngā tini aitua, haere ki tua o te ārai. Heoi anō.*

### 2. What are the objectives of your organisation?

Te Maru o Ruahine Trust (TMORT) is the operational business arm of Ngāti Hauiti. The primary area of Ngāti Hauiti influence can be broadly described as extending from the confluence of the Rangitikei River in the north to the Waitapu stream in the south, and from the Turakina stream in the west to the summit of the Ruahine Range in the east.

Te Maru o Ruahine Trust literally means the “Protection and Shelter of the Ruahine Mountain Range”. It refers to the nurturing and caring of our health, social and cultural well-being and the provision of a sanctuary for whanau.

TMORT has the task to ensure that the welfare and cultural needs of the Ngāti Hauiti people, particularly those residents in the Whanganui, Rangitikei and Manawatu districts are addressed in relation to the “Te Whare Tapawha Model (Maori Health Frame Work)” consisting of Te Taha Tinana (Health body), Te Taha Hinengaro (Healthy mentality), Te Taha Wairua (Healthy Spiritually) and Te Taha Whanau (Healthy Whanau)” The cultural affirmation service of TMORT delivers cultural programs that supports the vision of Ngāti Hauiti “To enhance and preserve Hauititanga”.

### 3.5 Describe your project in full:

The project that we are requesting funding for is focused on re connecting our people to a wahi tapu (sacred place). Many of our Ngāti Hauiti people have never set foot on this sacred mountain. It has been identified through feedback and evaluations of other programs and activities Te Maru o Ruahine Trust have run and completed in the past. Our people want the opportunity to participant in such an event.

This project Ngāti Hauiti hikoi ki Aorangi will be a one day event and is a new initiative for Te Maru o Ruahine Trust. If it is successful we will run this project every two years. .

We have chosen to run this project in March 2017 because of the summer weather and preparation time for our participants to raise their individual fitness levels. It takes 6 hours to walk and the terrain can be challenging if people do not have a reasonable level of fitness.

- All participants will meet at Rata Marae at 6 am in the morning and will travel to river valley lodge in the back blacks of Taihape.
- We will arrive at river valley by 7.30
- We will am our lead guide and the team from river valley who will brief all participants and go through their health and safety regulations. River valley will provide the number of guides needed to meet participant ratios. Te Maru o Ruahine Trust will provide have 5 first aid certified people who will be scattered evenly

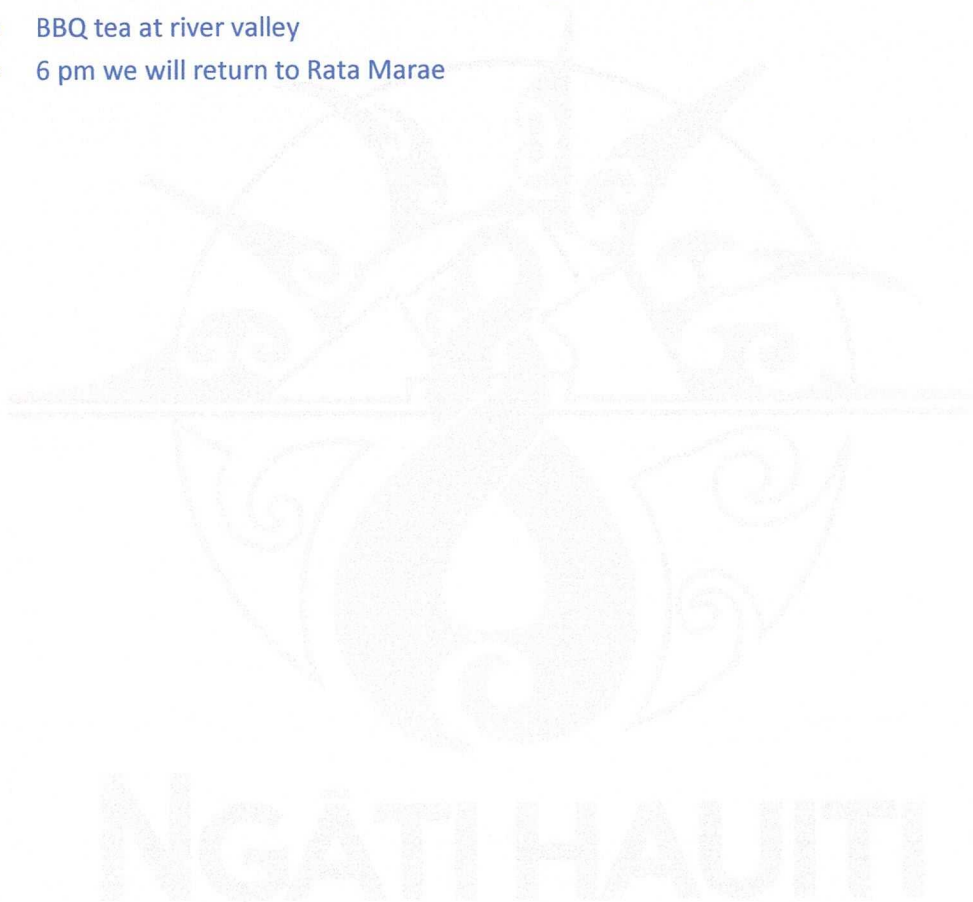






between participants and they will each carry first aid kits and any other safety equipment

- Food packs for each participant will be given out to individuals to carry themselves
- We have our cultural historians support the hikoi and will share the stories and korero about our connections to our maunga tapu
- We will commence our hikoi at 8.30 am
- Estimated arrival time at the base of Aorangi will be 3.30/4 pm
- BBQ tea at river valley
- 6 pm we will return to Rata Marae







# **Marton Community Garden**

### 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 Community Garden (MCA)

Street address: 18 Humphrey Street

Postal address: C/o Project Marton

PO Box 45

Marton Post Code: \_\_\_\_\_

Contact 1 Name Kathryn Wick

Telephone (day) 021 162 2864 / 06 3278678

Email: kwick62@gmail.com

Contact 2 Name Cath Ash

Telephone (day): 021 524585

Email: projectmarton@extra.co.nz

RECEIVED

29 JUL 2016

To: SK  
File: 3-GF-11-1  
Doc: 16 0503

### 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

To develop a community garden, that  
is inclusive of all members of the community,  
that promotes nutritional health and  
wellbeing, and sustainable guardianship of  
the land.



## 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?

Garden Bed Building at  
Morton Community Garden

3.2 When will it take place: Over the following 12-24 months  
as funding becomes available.

3.3 Where will it take place: 18 Humphrey St 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 Community Initiatives Fund Purpose 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.*

The community Garden Panel aim to  
involve the community in establishing the  
garden at 18 Humphrey St Marton for the  
benefit of all of the Marton Community.  
It will be a space for growing fruit and  
vegetables that everyone can share. We  
aim to educate the community in ways  
that they can develop a garden at home  
and use their produce = cooking healthy  
meals = preserving produce = managing  
their own garden and supporting each  
other. Participating in the up keep of  
the community garden and using the space  
to meet and share knowledge and socialise.  
learn sustainable ways of growing own food.  
All produce is given freely to the community



### 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 whole community of Marton of all ages. We encourage everyone to participate through Facebook, Newspaper, Project Marton and web site (our) [www.martoncommunitygarden.weebly.com](http://www.martoncommunitygarden.weebly.com)

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

that it is happening? We use the methods mentioned above to spread the word around the community and have regular working bees on the 3<sup>rd</sup> Sat of each month and monthly emails and community notice boards.

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

We would promote Rangitikei District Council through acknowledgement at the garden / Facebook / News paper and at Project Marton  
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: Increase of the garden beds, which means an increase of produce available to the community
- Target 2: Further development of the gardens beds and surrounding area (in the grounds).
- Target 3: Participation of the Marton community in the garden / Gardening / workshops / Sustainable living, practices.



## 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 equipment<sup>1</sup> 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
Macrae's Sleepers	\$ 14210.40
Vege mix	\$ 14358.40
Nails	\$ 107.60
	\$
Labour - Donated	\$
Vege's / Seedlings Donated	\$
Tools - Donated	\$
	\$
Please refer to attached costing of bed build	\$
	\$
	\$
<b>Total Cost (GST inclusive / exclusive. Please delete one)</b>	\$

### 4.2 Project Income

Outline how the costs of the project will be met:

Item	Amount
Donated material Tools, Labour, Seedlings	\$
Cash in hand towards project	\$
Intended fundraising (provide an estimate)	\$ 100
Ticket sales	\$ -
Other sponsorship/grants (please specify source/s below)	\$
Southern Lights	\$ 4500
	\$
	\$
	\$
	\$
<b>Total funds available (GST inclusive / exclusive. Please delete one)</b>	\$

**Amount of funding you are requesting**

**from Rangitikei District Council:**

\$ 2500

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? <b>Please check!</b>
<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	
No	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	

#### 4.4 Please name two referees for your organisation and your project

Name: Cath Ash (Member)

Telephone (day): 021524585

Name: Nadia Gower (Secretary)

Telephone (day): 02102181193

#### 5. DECLARATION

☒ I declare that the information supplied here is correct.

Name: Kathryn Wick

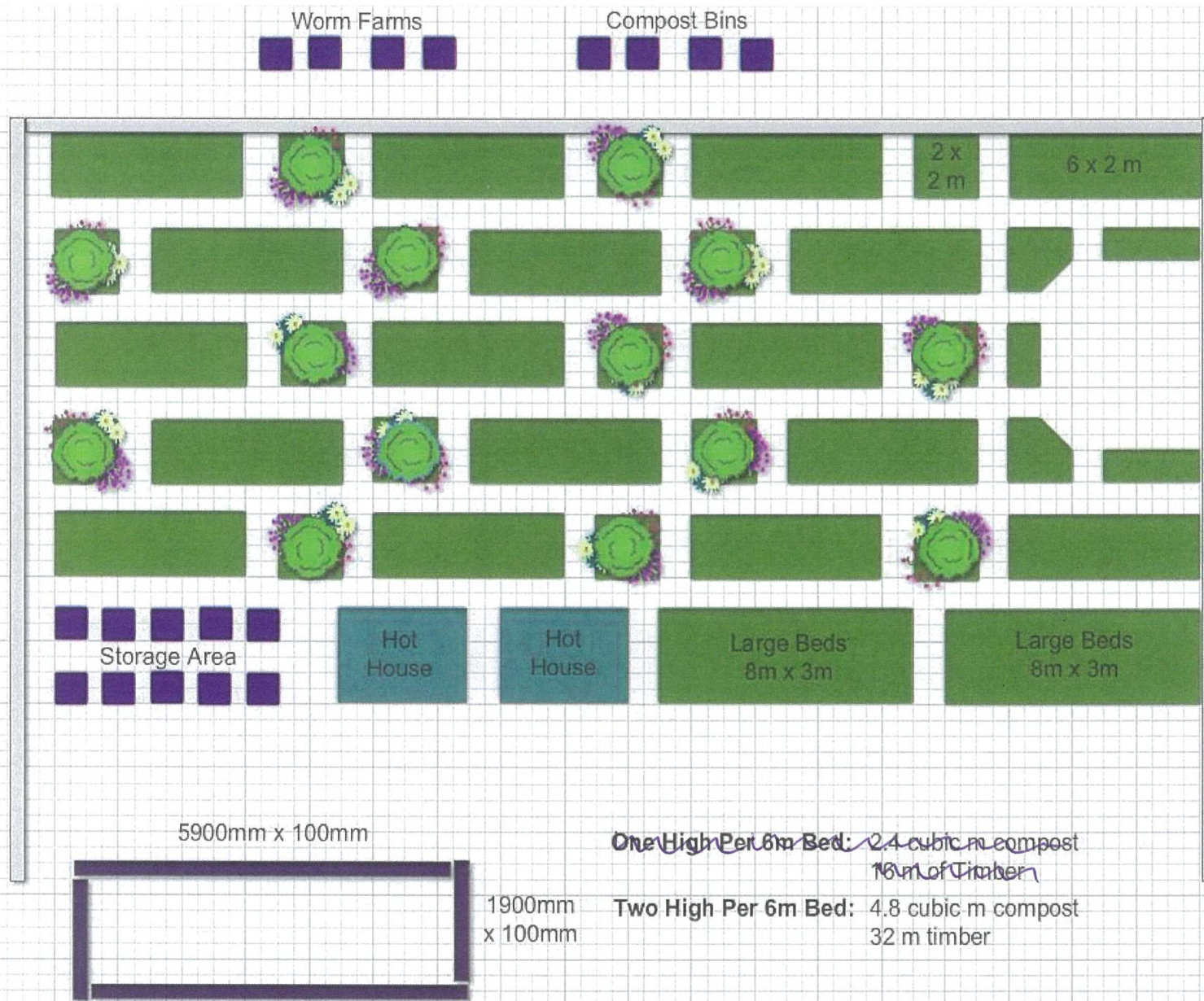
Signature: KWick

Position in organisation: Co-Ordinator

Date: 28/7/16

☐ Please tick here if you would like to speak with the Committee about your project. The Committee will meet on 25 August 2016. The Grants Administrator will contact you with more details.









# Deposit

Marton  
262 Broadway, Marton, Manawatu-Wanganui

DATE

NOTES \$

COINS \$

TOTAL CASH \$

CHEQUES \$

AS REVERSE \$

PAID IN BY: (PLEASE PRINT NAME)

FOR THE CREDIT OF

TRANSFER FROM ACCOUNT No. \$

MARTON COMMUNITY GARDEN

TOTAL \$

030683 0003533 00 50

PLEASE REFER TO THE BACK COVER FOR  
SOME IMPORTANT CHANGES TO YOUR BOOK

PRD 527



MARTON COMMUNITY GARDEN

TURN TO BANK/BRANCH 030683

Your new  
cheque book

030683 0003533 00

## COSTING OF MARTON COMMUNITY GARDEN BED BUILD

Size of Bed	# of beds	Wood per bed	Cost of wood	Cheaper Wood Cost	Soil m2 per bed	Cost of vege mix	Half fill of vege mix	Total Cost with wood and Soil	Cheaper Costings
6 x 2 mtr	17	31.2	\$ 8,221.20	\$ 2,652.00	4.8	\$ 9,139.20	\$ 4,569.60	\$ 17,360.40	\$ 7,221.60
2 x 2 mtr	17	15.2	\$ 4,005.20	\$ 1,292.00	1.5	\$ 2,856.00	\$ 1,428.00	\$ 6,861.20	\$ 2,720.00
8 x 3 mtr	2	43.2	\$ 1,339.20	\$ 432.00	9.2	\$ 2,060.80	\$ 1,030.40	\$ 3,400.00	\$ 1,462.40
1 x 3	2	15.2	\$ 471.20	\$ 152.00	1	\$ 224.00	\$ 112.00	\$ 695.20	\$ 264.00
1 x 2	1	11.2	\$ 173.60	\$ 56.00	0.7	\$ 78.40	\$ 39.20	\$ 252.00	\$ 95.20
Nails								\$ 107.60	\$ 107.60
Total of Cost of all garden beds								\$ 28,676.40	\$ 11,870.80

**Cost of sleeper per meter is** \$ 15.50

**Cost per cubic meter Vege mix** \$ 112.00

**Nails (estimated 4 boxes required)** \$ 107.60

We endeavour to source free or cheap fill (to half fill the beds) when available such as aged manure/sawdust and straw.

We endeavour to source cheaper 'second grade' sleepers' when available @ \$5 per meter

We only used what is guaranteed to be chemical free

The pricing here is if when can't source cheaper fill and sleepers

*Please note that we do not have quotes for cheaper options as they are not guaranteed to be available*



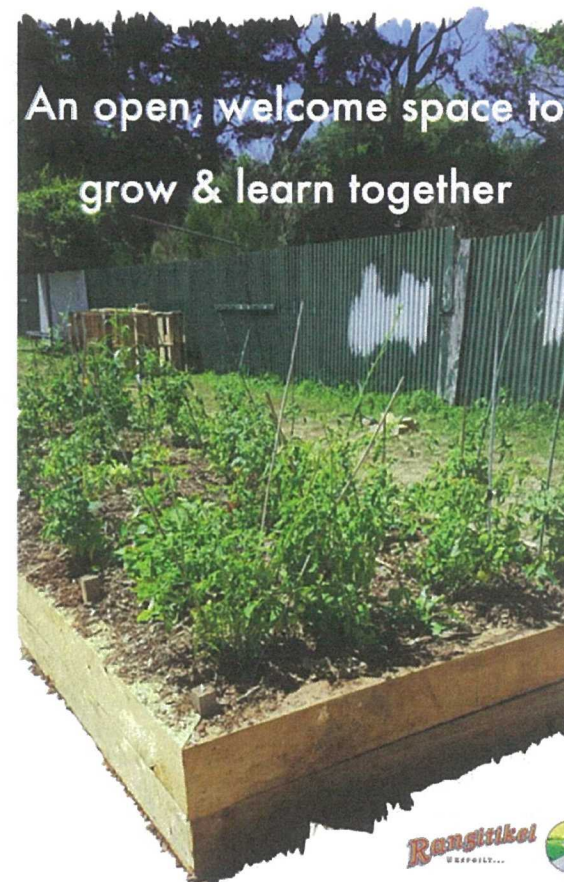
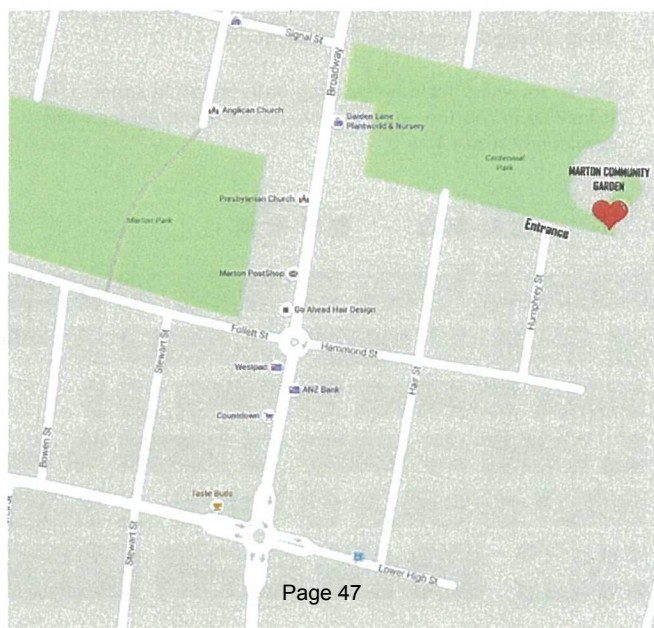
## Mission

To develop a community garden, that is inclusive of all members of the community, that promotes nutritional health and wellbeing, and sustainable guardianship of the land.



## Contact Information

- Join our Facebook group "Marton Community Garden"
- Or register to be on the email list by getting in contact with Nardia 021 02181193 or [martoncommunitygarden@gmail.com](mailto:martoncommunitygarden@gmail.com)
- [www.martoncommunitygarden.weebly.com](http://www.martoncommunitygarden.weebly.com)
- Information on upcoming events can be found on the Project Marton window located at 18 High St and past meeting minutes are free to grab from inside.
- If there is a particular workshop that you would like to see held at the Marton Community Garden please let us know, we would love to hear your ideas.
- We hold a Working Bee or Workshop once a month, find out details from Facebook or website.





## Background

- In 2009, after much interest from the community to establish a community garden, Rangitikei District Council identified several suitable sites for a community garden, however some issues were identified with each location that made these sites tricky to work with.  
At the time the Centennial bowling club was still operating as a bowling club, as such the area outside the bowling club, along the Tutaenui stream was identified as potentially suitable.
- In 2011 the Womens Centennial Bowling club merged with Marton bowling club, leaving the facility at 18 Humphrey street vacant and handed back to council. With the support of council the space was developed as the Youth Club.
- Interest continued within the community to develop the community garden, and in 2014 communications with the Youth centre to develop a Community Garden in their grounds began. It was identified as beneficial to use both the original area alongside the stream (outside of Youth Club grounds) as well as within the grounds.
- Many stakeholders have been identified within the process including all members of the Centennial Park sports clubs, Centennial Park steering committee, Sustainable Rangitikei, Project Marton, Marton Community Committee, Youth Club, Council Assets committee and Council, and as such have all been included in discussions and approvals with all groups in favour. Members of service agencies have also been included in communications.
- Council sets out parameters and criteria in which a community garden can be established. Further information <https://rangitikei.govt.nz/district/community/community-gardens>

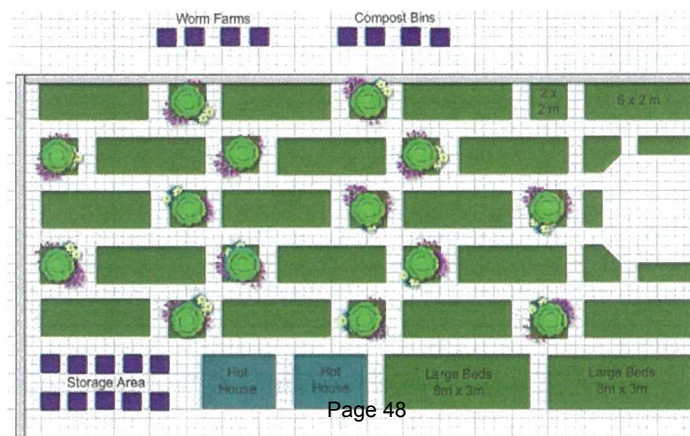
## Area

- The Youth Club currently uses the main building from 3-5pm weekdays and 12-5 on Saturdays. The buildings are also used a couple of times a month in the evening as a meeting space for some clubs and groups. However it has very large grounds that are under utilised.
- 800sqm within the grounds (representing half of the green itself) is available to develop as raised gardens. A further 120 metres of fence line is available for espaliered plants.

- Remaining space is available for nursery, potting areas, with room to develop further opportunities (Hothouse, hydroponics, aquaponics) at a later date. The original area outside of grounds is suitable to develop orchard.
- The large adjoining grounds are frequently used by a multitude of community sports groups, and has a well developed and recently upgraded pavilion. This is a well used space with strong community links.
- The space offers all the necessary requirements...and then some.  
\*Sheds \*Toilets \*Water \*Electricity  
\*Kitchen Space Irrigation system Educational Space  
\*Enough room to incorporate an entire holistic environment

## The Plan

- The garden is to be entirely inclusive, everyone is welcome to participate, or gather vegetables and fruit for their household. This will be structured in a way to protect the plants and gardens.
- By having the needs meet of adverse range of people and by offering a valuable community space will ensure an ongoing interest in the gardens.
- Many of our members are retired or home execs, allowing them to invest much time and energy into the gardens, and bring a broad range of skill and expertise .
- The space will offer a networking and friendship space. (This is lacking in Marton, currently we have no entirely inclusive community space.)



- Education opportunities will be sought, including through the Sustainable Living Education Trust. While most people have back yards in which they could garden, many do not know how to, or where to start even. The facility will offer learning and valuable peer support.
- Schools will be able to use the facility to support classroom learning, already the facilities has video equipment etc to support educational ops.
- Project Marton will be able to expand its cooking classes based on produce that is grown at the gardens. (Project Marton runs a yearly series of free cooking classes based on affordable and nutrient dense recipes, these have proven hugely successful with requests to run more to cater for the waiting lists, and other interests
- By using the Youth Club as the base, the garden will offer opportunity for intergenerational learning and support, encouraging our youth to learn valuable living skills and an appreciation for food sources/production.
- There is a keen focus on our young parents to be involved also, again offering invaluable learning and healthy food for their family.
- The gardens will be grown organically using permaculture philosophy and methods, to ensure food produced is safe, nutrient dense and free of chemical residue. Mulching will be a significant regime to ensure nutrients are feed back to the plants, while retaining soil moisture.
- The area has been used previously as a bowling green, and as such a lot of chemicals were used, however over the past 4.5 years the soil has been healing itself, and worm life is now very evident, this suggests that beneficial micro organisms will also be present. The garden beds need to be raised to mitigate the possibility of any chemical residues.

## The Future

As the space develops the community garden group is keen to utilise this opportunity to its fullest extent with aspirations to develop a fully holistic gardening/education experience including;

- \*Hot house \*Rain Water collection \*Potting/Nursery shed
- \*Hydroponic system \*Aquaponics system \*Communal BBQ and seating area.

Current members – We have a strong initial group of people with an extremely wide scope of experience, skill and enthusiasm. We would love for you to join us.



QUOTE FROM:  
T & J MCILWAIN LTD  
35 RUSSELL ST MARTON

CUSTOMER COPY

Account Address	Job Address	Quote No	A-1474.1
MARTON COMMUNITY GARDEN		Date	28/07/2016
45 Mill Street	MARTON COMMUNITY GARDEN	Rep	John Joordans
Marton	45 Mill Street	Valid Till	27/08/2016
4710 4642	Marton	Customer:	marton community garden mtncg

Account: MTNCG Job: Quick Quote Customer Ref: mtncg Op: JJ Page 1

Item	Description	Unit	Quantity	Price	Disc%	Value
190988	NAIL GALV FLAT HD 150MMX6.00MM 5KG	EACH	2.000	26.90		53.80
635961	SLEEPER MACROCARPA 200X100 NO1 2.4M	EACH	53.000	37.40		1982.20
330273	VEGETABLE MIX (PER SCOOP .5 CUB)	EACH	40.000	46.00		1840.00

Samantha

# Please note that I have take  
the Cubic Metre<sup>soil</sup> cost & the  
per metre cost of sleepers  
and calculated our total  
costs seperated  
⇒ The quantities on this  
quote were incorrect.

Signed:

Name:

Date:

Note:

Incl. GST 3876.00

All prices Include GST

Q U O T E		
T & J MCILWAIN LTD 35 RUSSELL ST MARTON		
28/07/2016	Op:JJ	Till:A1

Quote#: A-1486.1  
Customer Ref: Garden  
Valid Until: 27/08/2016  
Deposit: 50%

To: Q10065  
Marton Community Garden Garden

Ph: 06  
Customer: Marton Community Garden Garden

NAIL GALV FLAT HD	150MMX6.00MM	5KG
190988	EACH	
2 @	\$26.90	\$53.80

SLEEPER MACROCARPA 200X100 NO1 2.4M		
635961	EACH	
53 @	\$37.40	\$1982.20

VEGETABLE MIX (PER SCOOP .5 CUB)		
330273	EACH	
40 @	\$46.00	\$1840.00

Total(incl GST)	\$3876.00
-----------------	-----------



100000100283

Q U O T E
-----------

#### Terms and Conditions

Placing an order for Extra Choice Items requires full payment for all custom made products and products under \$200. For products over \$200, a \$200 deposit or the deposit percentage shown in this docket is required, whichever is greater.

Custom made orders cannot be returned or cancelled.

Other products may be returned or cancelled prior to delivery but are subject to a 20% restocking fee.

Q U O T E		
T & J MCILWAIN LTD 35 RUSSELL ST MARTON		
28/07/2016	Op:JJ	Till:A1

Quote#: A-1486.1  
Customer Ref: Garden  
Valid Until: 27/08/2016  
Deposit: 50%

To: Q10065  
Marton Community Garden Garden

Ph: 06  
Customer: Marton Community Garden Garden

NAIL GALV FLAT HD	150MMX6.00MM	5KG
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2 @	\$26.90	\$53.80

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Total(incl GST)	\$3876.00
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100000100283

Q U O T E
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# **Alzheimer's Whanganui Inc.**

---





27 July 2016

RECEIVED

29 JUL 2016

To: SK  
File: 3-GF-8-1  
Doc: 16 0506

Grants Administrator  
Rangitikei District Council  
Private Bag 1102  
MARTON 4741

Dear Samantha,

Re: Rangitikei District Council – Community Initiatives Fund

Regarding the above, we wish to submit an application for a Grant Funding for “The Group”; which we run in Marton for those affected by dementia or people who are socially isolated.

Please find the following items attached:

- Rangitikei District Council – Application Form 2016
- “The Group” - Primary and secondary outcomes
- “The Group” – Why is this “The Group” beneficial?
- Group Outings Budget for 2016 (Marton figures highlighted in grey)
- BJW Motors – copy of recent invoice, showing cost of vehicle rental
- Bank details – copy of deposit slip
- Finance Report Year Ended 31/12/15

If you should require any further information, please do not hesitate to contact me.  
(I have also emailed our application on the 28<sup>th</sup> July 2016)

Yours sincerely

Sharon Winduss  
Administrator

Alzheimers Wanganui – Suite 5, 136 Victoria Avenue, Wanganui P O Box 7018, Whanganui 4541  
Ph 06 345 8833 – 0800 004 001 Email [admin@alzheimerswhanganui.org.nz](mailto:admin@alzheimerswhanganui.org.nz)  
Web [www.alzheimers.org.nz/wanganui](http://www.alzheimers.org.nz/wanganui) Charity registration CC 10907

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	
The Group 2015	\$	800
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	

#### 4.4 Please name two referees for your organisation and your project

Name: Margaret Campion Alzheimers Whanganui  
President.

Telephone (day): 06 3452841

Name: Jenny Tamehana

Telephone (day): 0221985100

#### 5. DECLARATION

☒ I declare that the information supplied here is correct.

Name: Sharon Winduss

Signature: S Winduss

Position in organisation: Administrator

Date: 27/07/16

☐ Please tick here if you would like to speak with the Committee about your project. The Committee will meet on 25 August 2016. The Grants Administrator will contact you with more details.



## 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 equipment<sup>1</sup> 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	
Please refer to attached Group Budget for 2016.	\$	2618
Marton (highlighted in grey)	\$	
= Copy of recent invoice from	\$	
BJW Motors - showing vehicle	\$	
hireage. (enclosed)	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
<b>Total Cost (GST inclusive / exclusive. Please delete one)</b>	\$	2618

### 4.2 Project Income

Outline how the costs of the project will be met:

Item	Amount	
Donated material	\$	-
Cash in hand towards project	\$	1,320
Intended fundraising (provide an estimate)	\$	-
Ticket sales	\$	-
Other sponsorship/grants (please specify source/s below)	\$	-
	\$	
	\$	
	\$	
	\$	
	\$	
<b>Total funds available (GST inclusive / exclusive. Please delete one)</b>	\$	1,320

**Amount of funding you are requesting**

from Rangitikei District Council:

\$ 800

Claim \$800 to cover \$500 Travel Costs  
We hire a vehicle for Group Outing & top up with fuel. Also Volunteer mileage reimbursement for the walking group. \$300 Group venue hire or activity 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? \_\_\_\_\_

members who are affected by dementia  
live in Marton, (also carer support  
person - break).  
currently 7 people

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

that it is happening? We maintain regular contact  
with members through Group Outings & phone  
calls. Newsletters, Facebook,

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

Quarterly newsletter, face book, Financial Report  
listed as separate identity; AGM Presidents Report,  
Powerpoint Presentations, signage in our office.

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: The person with dementia interacts with  
other people in their community: family & community  
Connected with

Target 2: The person able to stay in their  
own homes longer (with regular social  
connection)

Target 3: Respite Care - Break for the carer  
family/whanua in their supporting role.  
Often this is the only 'time out' they can have.

## 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: The Group - meets once f/night & every alternative f/Night walking group

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 Community Initiatives Fund Purpose 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 'The Group'  
with Primary & Secondary Outcomes



### 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: Alzheimers Whanganui Incorporated

Street address: 5/136 Victoria Avenue, Whanganui

Postal address: P O Box 7018

Whanganui

Post Code: 4541

Contact 1 Name Sharon Winduss

Telephone (day) 06 3458833

Email: admin@alzheimerswhanganui.org.nz

Contact 2 Name Wendy Paterson

Telephone (day): 06 3458833

Email: manager@alzheimerswhanganui.org.nz

#### Legal Status (see Applicant eligibility criteria)

Registered Charity no CC10907

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

1) Provide a programme specifically focused  
on the person with dementia.

2) Provide a break for the person in the supporting role

3) Break down the myth & stigma associated  
with dementia





## Rangitikei District Council

# Community Initiatives Fund Application Form 2016

### PLEASE NOTE

Applications close 12.00 pm (noon), Friday 29 July 2016. The Finance/Performance Committee will consider the applications at its meeting on 25 August 2016.

### 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 29 July 2016. 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: [samantha.kett@rangitikei.govt.nz](mailto:samantha.kett@rangitikei.govt.nz)

## 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 bowls, 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.

The Group is for people who are affected by dementia and/or socially isolated and live in their own homes. The Group consists of usually 7 members (each outings attendance can range from 3-7 members, plus one staff member and 2-3 volunteers). Currently ages range from 62-92 years.

### 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) i.e. helping with taking things from the van, helping with dishes, friendly greetings to their friends as they get on the van, offer suggestions and ideas on what they would like to on Group outings.
4. The person with dementia interacts with other people in their community e.g. 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 doing. 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 (spouse/partner, family).
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. Attendance levels
4. 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 (spouse/partner, 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/respice for the person in the supporting role**

To cohort is the person in the supporting/caring role. We will identify the 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 interest.
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; Coordinator’s weekly evaluation – will capture verbal feedback; number of contacts; number of crises.

### **Reduced Stigma**

The cohort are the people and organisations the “Group” interacts with.

#### **Measure:**

The people and organisations that we involve in our community outings are more accepting and understanding of people living with dementia.

#### **Data will be collected by:**

Recording the people and organisations we utilise; recording the level of support i.e. invitations to return; discounted costs; recording how relationships are being extended i.e. someone from one visit inviting us to be part of something else.



## Some of the activities and outings "The Group" have enjoyed

'Old Time Movies' with Eric Clarke in Feilding; Absolutely Animals with Shelly and friends  
Games Morning; Sing A Long with Dallas; Hunterville Sing A Long; Patea Museum;



Alzheimers Whanganui – Suite 5, 136 Victoria Avenue, Wanganui P O Box 7018, Whanganui 4541

Ph 06 345 8833 – 0800 004 001 Email [wanganuiadmin@alzheimerswhanganui.org.nz](mailto:wanganuiadmin@alzheimerswhanganui.org.nz)  
Web [www.alzheimerswhanganui.org.nz](http://www.alzheimerswhanganui.org.nz) Charity registration CC 10907

Page 3 of 3

## The Group

Why is this “The Group” beneficial?

- It is about people first
- We all have a part to play– the paid staff, the volunteers, the clients and the people within the community that we interact with in the course of the day. It is about friendships
- We don’t do to, we do with, with each other.
- We see the benefits for people living with the symptoms of dementia. When people feel accepted they relax! The symptoms of dementia diminish. When people meet us all they often cannot identify who has dementia and who hasn’t. FANTASTIC as this helps break down associated stigmas. “There is still a life to live beyond a diagnosis.”
- Our volunteers are very enthusiastic. They go the extra mile to ensure everyone has a meaningful time. They have a strong desire to learn more about dementia so that they can “walk in the shoes” of their friends.
- Our turn over is low. The involvement we have for people living on their own, the people living with their partner or family and the people in the caring role must result in everyone feeling recognized and more supported. This is a direct result of the contact we have to organize every specific outing.

## The Group Outings Jan-April 2016

We encourage our members to be involved in our community and include a wide variety of activities and venues. Some of the places we have been so far this year around Whanganui and district are – Cameron Block House, Kai-iwi & Turakina Beach, Alzhiemers Rooms, Whanganui Museum, Duddings Lake, Virginia Lake, Lake Wiritoa, Ashley Park at Waitotara, Bason Reserve, Rose Gardens Kaitohe.

These are some comments from people who have been part of the Group:

- “You’ve opened up a new life for me, everyone, men and women talk to me, everyone is so friendly, and everyone treats me like an individual not an “it”.
- I am no longer so lonely and everyone seems happy and willing to help. We do forget a name sometimes but who cares.
- I guess for most of us, whether we are a person who has dementia, a carer or a spouse or family member now living on their own we all suffer from a sense of ISOLATION. Getting together with the “Group” who have a true understanding of how it really is, helps enormously!!
- Getting to meet other people in my situation
- Feeling wanted
- Dad’s self esteem and confidence have had a real boost – he has improved his outlook since joining the group – such a help and a relief
- We are all in it together. Everybody is the same. All just a wonderful bunch
- The best thing about being part of The Group is that I can go out by myself
- Very friendly caring staff who make it special
- Mum has a wonderful day out and enjoys the company
- Family member likes the friendship and understanding



## THE GROUP OUTINGS





ALZHEIMERS WHANGANUI & MARTON GROUP OUTNGS - BUDGET FOR 2016		ALL GROUPS Per Outing	ALL GROUPS Per Year	MARTON Per Outing	MARTON Per Year
(Estimate per outings - 2 Monday Groups one per f/n; Marton Group 1 per f/n) Estimate for Year Feb-Dec 11 months - Whang 4 per month & Marton 2 per month Total 6 outings per month x 11 months)Plus Marton Walking Group					
<b>INCOME:</b>		Amount	Amount	Amount	Amount
Members (Some members charged Marton \$20 & Whanganui \$30 approx 3 Marton & 4 Whanganui)		\$ 180	\$ 11,880	\$ 60	\$ 1,320
MOH - Carer Support (approx 1.5 per outing @ \$38)		\$ 57	\$ 3,762	\$ -	\$ -
Total Income per Group Outing		\$ 237	\$ 15,642	\$ 60	\$ 1,320
<b>EXPENSES:</b>					
	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	1.00				
Organise & load van - flasks, first aid, & equipment	0.25				
Outing -(collecting from home 1hr, venue 3 hrs, returning 1 hr )	5.00				
Admin - (Home visits, documentation, reports, data, photos,	4.00				
Total per outing	10.75				
Staff - (Maree \$19hr/Jenny \$23hr + A/L = average \$23ph @ 10.75hrs per outing		\$ 247	\$ 16,302	\$ 82	\$ 1,804
Van Hire - (Marton hire van \$50 + fuel approx \$20; Whang WCE Van + Fuel approx \$25 - average \$45)		\$ 45	\$ 2,970	\$ 15	\$ 330
Catering - (Contract \$22.50 + food approx \$20; Marton \$15 average \$34)		\$ 34	\$ 2,244	\$ 11	\$ 242
Venue Hire or activity (most n/c - average \$10)		\$ 10	\$ 660	\$ 3	\$ 66
Admin Costs - (printing, stationery, postage, phone; rent; elect; insurance)		\$ 10	\$ 660	\$ 3	\$ 66
Travel - Staff & Volunteers - (mileage using own vehicles)		\$ 10	\$ 660	\$ 3	\$ 66
R/M & Replacements (e.g. First Aid Supplies; flasks, cups, blankets, equipment )		\$ 5	\$ 330	\$ 2	\$ 44
Total Cost		\$ 361	\$ 23,826	\$ 119	\$ 2,618
<b>Income/Expenditure (deficit):</b>		-\$ 124	-\$ 8,184	-\$ 59	-\$ 1,298

# BJW MOTORS LTD



381 Wellington Road  
PO Box 138  
MARTON

GST No: 60-650-113  
Email: bjwmotors@xtra.co.nz

Phone: 06 327 8880  
Mobile: 0274 191024  
Fax: 06 327 7772

June 8, 2016

## Tax Invoice

38230 - 1

Wanganui Alzheimers  
43  
41 Cuba Street  
Marton 4710  
06 327 7626

Order No: BJW2403

Customer Id: WANGANUIA

Vehicle: GWR246 2004 Toyota ESTIMA STATION WA  
Reading 177,410  
VIN No 7AT0H61YX13000888 Fuel Type Petrol  
Chassis No ACR30-7000888  
Model Numb  
Date Reg. 27/05/13

Part Number	Description	Qty	Price	Total
RENTALS	1 Day hire of rental vehicle. Driver. Jennifer Spence Vehicle rental	1.00	43.48	43.48

Rental is used on group outings.

**COPY**

Terms: 20th Of Following Month

All accounts are due for payment on or before the 20th of the month following the date of invoice. Interest will be charged at 2.5% per month on all overdue balances. BJW Motors Limited shall retain full ownership of goods until payment is received in full. Parts under the value of \$50.00 are non returnable.  
Specially procured items are non returnable. Freight is non refundable.  
FOR DIRECT CREDIT/ INTERNET PAYMENTS OUR A/C DETAILS ARE:  
ANZ 010681 0067760 00.

WOF / Parts	\$43.48
Sub-Total	\$43.48
GST Amount	\$6.52

38230

**TOTAL \$50.00**



# Deposit

Wanganui  
116 Victoria Ave, Wanganui, NZ

DATE	
NOTES	\$
COINS	\$
TOTAL CASH	\$
CHEQUES	\$
AS REVERSE	\$
TRANSFER FROM ACCOUNT No.	\$

Westpac New Zealand Limited

PAID IN BY: (PLEASE PRINT NAME)

FOR THE CREDIT OF

ALZHEIMERS WHANGANUI INC

TOTAL \$

⑈030791⑈ 0296329⑈00 ⑈ 50



ALZHEIMERS WANGANUI INCORPORATED

FINANCIAL REPORT

FOR THE YEAR ENDED 31 DECEMBER 2015

## Independent Auditor's Report

### TO : THE MEMBERS OF ALZHEIMERS WANGANUI INCORPORATED

We have audited the financial statements of Alzheimers Wanganui Incorporated on pages 5 to 14, which comprise the Balance Sheet as at 31 December 2015 and Statement Income and Expenditure and Statement of Changes in Accumulated Funds for the year ended, and a summary of significant accounting policies and other explanatory information.

#### Board's Responsibility for the Financial Statements

The Board is responsible for the preparation of these financial statements in accordance with Generally Accepted Accounting Practice (GAAP) in New Zealand, and for such internal control as the Board 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 and fair presentation of the financial statements 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 audit opinion.

Other than in our capacity as auditor, we have no relationship with, or interests in, Alzheimers Wanganui Incorporated.

-1-

DIRECTORS: Douglas Wilson B.C.A., C.A., Peter Redpath B.B.S., C.A., Glenn Spooner B.B.S., C.A.

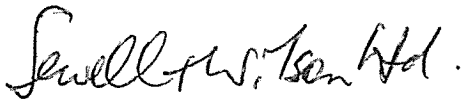
ASSOCIATE: Grant Benson B.B.S., C.A.

### Basis for Qualified Opinion

The financial statements include donations, fundraising and raffles revenue over which limited controls exist prior to the cash received being recorded in Alzheimers Wanganui Incorporated 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 donations and fundraising revenue recorded was necessary.

### Qualified Opinion

In our opinion, except for the possible effects of the matters described in the *Basis for Qualified Opinion* paragraph, the financial statements on pages 5 to 14 present fairly, in all material aspects, the financial position of Alzheimers Wanganui Incorporated as at 31 December 2015 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

4 March 2016



ALZHEIMERS WANGANUI INCORPORATED  
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FOR THE YEAR ENDED 31 DECEMBER 2015

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ALZHEIMERS WANGANUI INCORPORATED  
DIRECTORY  
FOR THE YEAR ENDED 31 DECEMBER 2015

DATE INCORPORATED	10-Oct-90
CHARITIES COMMISSION REGISTRATION NUMBER	CC10907
CHAIRMAN	Andrew Spence
TREASURER	Garth Barlow
ADDRESS	5/136 Victoria Avenue 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 2015

	2015	2014
<b>INCOME</b>		
Donations	\$ 13,646	\$ 7,268
Fundraising	\$ 28,938	\$ 15,146
Grants	\$ 71,179	\$ 66,035
Contracts	\$ 29,948	\$ 25,462
Other Income	\$ 19,073	\$ 32,854
<b>TOTAL INCOME</b>	<b>\$ 162,784</b>	<b>\$ 146,765</b>
 <b>EXPENDITURE</b>		
Operating Expenses	\$ 134,091	\$ 149,924
Administration Expenses	\$ 22,261	\$ 26,593
<b>TOTAL EXPENSES</b>	<b>\$ 156,352</b>	<b>\$ 176,517</b>
 <b>LESS GRANTS &amp; CONTRACTS (Unspent as at 31/12/15 - Itemised as Liability pg 10)</b>	<b>\$ 45,257</b>	
 <b>SURPLUS/(DEFICIENCY) Before Depreciation</b>	<b>-\$ 38,825</b>	<b>-\$ 29,752</b>
Provision for Depreciation as per schedule	\$ 1,586	
Asset Written Off	\$ -	
	<b>\$ 1,586</b>	<b>\$ 1,366</b>
 <b>NET SURPLUS/ (DEFICIENCY)</b>	<b>-\$ 40,411</b>	<b>-\$ 31,118</b>

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 2015

	2015	2014
<b>DONATIONS</b>		
Members	\$ 3,871	\$ 3,023
Non Members	\$ 4,709	\$ -
Memorial	\$ 927	\$ 690
Automatic Payments - Members	\$ 3,264	\$ 3,355
Automatic Payments - Non Members	\$ 375	\$ -
Wanganui South Rotary Club	\$ 500	\$ 200
	<u>\$ 13,646</u>	<u>\$ 7,268</u>
<b>FUNDRAISING</b>		
Alzheimers Merchandise	\$ -	\$ 100
Annabelle White	\$ 2,516	\$ 5,363
Awareness Week - Memory Walk	\$ 438	\$ -
Awareness Week - Street Appeal	\$ 5,433	\$ 5,193
Catering Lunch	\$ 648	\$ 535
Counter Collection Tins	\$ 494	\$ 409
Cuppa-for-a-cause	\$ 89	\$ 339
Dr Kevin Jones	\$ 15,237	\$ -
Golf Tournament	\$ 1,692	\$ -
Lotto Bonus	\$ 882	\$ -
Plants & Produce	\$ 221	\$ 435
Raffle Proceeds	\$ 532	\$ 1,458
Other 9 Garage Sale/Trade Me/Mr Whanganui	\$ 756	\$ 1,314
	<u>\$ 28,938</u>	<u>\$ 15,146</u>
<b>GRANTS</b>		
Arthur Wheeler Leedstown Trust	\$ 1,487	\$ 3,855
Community Organisation Grants Scheme (COGS)	\$ 4,000	\$ 2,659
Infinity Foundation	\$ 680	\$ 5,000
JBS Duddings Trust	\$ 4,000	\$ 3,000
Mazda Foundation	\$ 8,412	\$ -
NZ Community Trust	\$ -	\$ 6,000
NZ Lotteries	\$ 40,000	\$ 20,000
Pub Charity	\$ -	\$ 5,000
Rangitikei District Council	\$ 800	\$ -
St Laurence's Social Services Trust	\$ 2,800	\$ 2,500
The Lion Foundation	\$ 7,000	\$ 7,000
TG McCarthy Trust	\$ -	\$ 5,000
Whanganui Community Foundation	\$ 2,000	\$ 5,000
Z Energy	\$ -	\$ 1,021
Total Grants Received	<u>\$ 71,179</u>	<u>\$ 66,035</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 2015

	2015	2014
<b>CONTRACTS</b>		
Partnership Programme - Horsley Christie	\$ 125	\$ -
Whanganui District Health Board - "Living Well With Dementia"	\$ 20,213	\$ 17,845
Whanganui District Health Board - "DIAS" Information	\$ 7,610	\$ 6,617
Whanganui District Council Community Contract (WDCCC)	\$ 2,000	\$ 1,000
	<u>\$ 29,948</u>	<u>\$ 25,462</u>
<b>OTHER</b>		
Legacy	\$ -	\$ 10,000
Legacy - Charles & Vera Thrush Charitable Trust	\$ 1,000	\$ -
Hire of Rooms	\$ 250	\$ 250
Interest Received	\$ 3,136	\$ 4,126
Subscriptions	\$ 1,264	\$ 2,685
Sundry	\$ 273	\$ 632
The Group	\$ 12,105	\$ 14,971
Workshop/Education	\$ 1,045	\$ 190
	<u>\$ 19,073</u>	<u>\$ 32,854</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 2015

	2015	2014
<b>OPERATING EXPENSES</b>		
Accident Compensation Levy	\$ 452	\$ 851
Advertising	\$ 2,850	\$ 5,378
Contract - Marketing & Fundraising	\$ 5,290	\$ -
Contract - Group Catering	\$ 1,058	\$ -
Education	\$ 310	\$ 2,620
Fund Raising Expenses	\$ 330	\$ 181
Newsletter - Local (includes postage)	\$ 685	\$ 1,256
Resource Materials	\$ 77	\$ 271
Staff Training & Supervision	\$ 333	\$ 636
Support Group	\$ 2,047	\$ 3,963
Support Group - Catering Food	\$ 1,146	\$ -
Travel Expenses	\$ 1,813	\$ 1,278
Travel Support Group	\$ 9,815	\$ 16,269
Volunteer Expenses	\$ 371	\$ 681
Wages & Salaries	\$ 99,102	\$ 116,540
WanderSearch	\$ 8,412	\$ -
	<u>\$ 134,091</u>	<u>\$ 149,924</u>
<b>ADMINISTRATION EXPENSES</b>		
Audit Fees	\$ 3,072	\$ 3,061
Bank Fees	\$ 91	\$ 5
Computer Expenses	\$ 275	\$ 532
Conference / Seminar Expenses	\$ 1,277	\$ 4,206
Electricity & Gas	\$ 1,627	\$ 1,751
General Expenses	\$ 6	\$ 453
Insurance	\$ 648	\$ 880
Licenses & Registrations	\$ 436	\$ -
National Office Levy	\$ 1,892	\$ 2,260
Office Expenses & Provisions	\$ 186	\$ 527
Postage	\$ 458	\$ 1,351
Printing & Stationery	\$ 1,268	\$ 976
Repairs & Maintenance	\$ 94	\$ -
Rent	\$ 8,280	\$ 8,280
Telephone, Tolls & Internet	\$ 2,651	\$ 2,311
	<u>\$ 22,261</u>	<u>\$ 26,593</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 2015

	2015	2014
ACCUMULATED FUNDS		
Opening Balance	\$ 139,007	\$ 170,125
Net SURPLUS / (DEFICIENCY)	<u>-\$ 40,411</u>	<u>-\$ 31,118</u>
Closing Balance	<u>\$ 98,596</u>	<u>\$ 139,007</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 2015

	2015	2014
<b>CURRENT ASSETS</b>		
Westpac Cheque Account	\$ 25,224	\$ 46,158
Westpac Bonus Saver	\$ 8,084	\$ 19,765
Westpac Term Deposit - 17	\$ 67,576	\$ 77,830
Westpac - Term Deposit - 19	\$ 20,000	\$ -
Westpac - Term Deposit - 20	\$ 10,000	\$ -
Westpac - Term Deposit - 21	\$ 10,000	\$ -
Accounts Receivable	\$ 5,469	\$ 4,493
<b>TOTAL CURRENT ASSETS</b>	<b>\$ 146,353</b>	<b>\$ 148,246</b>
<b>FIXED ASSETS</b>		
Fixed Assets as per Schedule	\$ 5,181	\$ 3,782
<b>TOTAL ASSETS</b>	<b>\$ 151,534</b>	<b>\$ 152,028</b>
<b>CURRENT LIABILITIES</b>		
Accounts Payable	\$ 2,785	\$ 5,496
Accrued Holiday Pay	\$ 4,897	\$ 7,525
Grants & Contract (Unspent as at 31/12/15))		
- COGS	\$ 2,121	
- NZ Lotteries Grant Board	\$ 35,039	
- JBS Duddings Trust	\$ 3,551	
- The Lion Foundation	\$ 3,064	
- Whanganui District Council Community Contract	\$ 1,482	
Total Grants & Contract (Unspent)	\$ 45,257	
<b>TOTAL CURRENT LIABILITIES</b>	<b>\$ 52,938</b>	<b>\$ 13,021</b>
<b>NET ASSETS</b>	<b>\$ 98,596</b>	<b>\$ 139,007</b>
<b>REPRESENTED BY</b>		
<b>ACCUMULATED FUNDS</b>	<b>\$ 98,596</b>	<b>\$ 139,007</b>

NOTE: This statement is to be read in conjunction with the notes to the Financial Statements.



**ALZHEIMERS WANGANUI INCORPORATED**  
**DEPRECIATION SCHEDULE FOR YEAR ENDED 31 DECEMBER 2015**

Asset	Purchased	Cost Price	Book Value 31/12/14	Months	Depreciation Rate	Amount	Accum Deprec 31/12/15	Book Value 31/12/15
Furniture (Desks & Chairs)		\$ 100	\$ -	12	10% DV	\$ -	\$ 100	\$ -
Zip Kettle		\$ 90	\$ 2	12	31.2% DV	\$ 1	\$ 89	\$ 1
Intel Core i3 PC's (2)		\$ 1,850	\$ 694	12	50% DV	\$ 347	\$ 1,503	\$ 347
Work Station		\$ 330	\$ 60	12	14.4% DV	\$ 9	\$ 279	\$ 51
Filing Cabinet		\$ 240	\$ 43	12	14.4% DV	\$ 6	\$ 203	\$ 37
3 Drawer Mobile		\$ 220	\$ 40	12	14.4% DV	\$ 6	\$ 186	\$ 34
Cupboard		\$ 150	\$ 41	12	11.4% DV	\$ 5	\$ 114	\$ 36
Bookshelf		\$ 90	\$ 24	12	11.4% DV	\$ 3	\$ 69	\$ 21
Bookshelf/cupboard		\$ 100	\$ 28	12	11.4% DV	\$ 3	\$ 75	\$ 25
Work Station		\$ 408	\$ 72	12	14.4% DV	\$ 10	\$ 346	\$ 62
Chair Pad Cushions (No longer in use)		\$ 132	\$ 16	12	100% DV	\$ 16	\$ 132	\$ -
Cupboard		\$ 200	\$ 53	12	11.4% DV	\$ 6	\$ 153	\$ 47
3 Drawer Mobile		\$ 220	\$ 41	12	14.4% DV	\$ 6	\$ 185	\$ 35
3 Drawer Mobile		\$ 220	\$ 41	12	14.4% DV	\$ 6	\$ 185	\$ 35
Signs		\$ 838	\$ 221	12	11.4% DV	\$ 25	\$ 642	\$ 196
Banners-Pull Up (5)		\$ 1,491	\$ 766	12	10% DV	\$ 77	\$ 802	\$ 689
Sony Projector (No longer in use)		\$ 2,811	\$ 9	12	100% DV	\$ 9	\$ 2,811	\$ -
Trestle Table		\$ 200	\$ 37	12	14.4% DV	\$ 5	\$ 168	\$ 32
Stacker Chair		\$ 60	\$ 8	12	18% DV	\$ 1	\$ 53	\$ 7
Stacker Chair		\$ 60	\$ 8	12	18% DV	\$ 1	\$ 53	\$ 7
Trestle Table		\$ 200	\$ 38	12	14.4% DV	\$ 5	\$ 167	\$ 33
Chairs (6)		\$ 782	\$ 94	12	18% DV	\$ 17	\$ 705	\$ 77
Trestle Table		\$ 200	\$ 38	12	14.4% DV	\$ 5	\$ 167	\$ 33
Chairs (Warehouse)		\$ 555	\$ 82	12	18% DV	\$ 15	\$ 488	\$ 67
Whiteboards		\$ 488	\$ 75	12	18% DV	\$ 14	\$ 427	\$ 62
Sub Total		\$ 12,035	\$ 2,531			\$ 599	\$ 10,103	\$ 1,932





**ALZHEIMERS WANGANUI INCORPORATED**  
**DEPRECIATION SCHEDULE (Continued) FOR YEAR ENDED 31 DECEMBER 2015**

Asset	Purchased	Cost Price	Book Value 31/12/14	Months	Depreciation Rate	Amount	Accum Deprec 31/12/15	Book Value 31/12/15
Balance brought/fwd		\$ 12,035	\$ 2,531		\$	599	\$ 10,103	\$ 1,932
Card Tables		\$ 180	\$ 50	12	14.4% DV	7	\$ 137	\$ 43
Filing Cabinets & 10 Chairs		\$ 933	\$ 181	12	18% DV	33	\$ 785	\$ 148
Panasonic DVD Recorder (No longer in use)		\$ 399	\$ 4	12	100% DV	4	\$ 399	\$ -
Hyundai 14" Television (No longer in use)		\$ 169	\$ 2	12	100% DV	2	\$ 169	\$ -
Stacking Chairs (12)		\$ 781	\$ 180	12	18% DV	32	\$ 633	\$ 148
Corner Work Station		\$ 132	\$ 31	12	18% DV	6	\$ 107	\$ 25
Ricoh Aficio 12234C (Donated)		\$ -	\$ -	12	0%	0	\$ -	\$ -
Mini PBX Telephone System		\$ 1,221	\$ 407	12	16% DV	65	\$ 879	\$ 342
Mobile File Unit		\$ 188	\$ 45	12	18% DV	8	\$ 151	\$ 37
HP DX22 Computer/Router & USB Cables		\$ 1,924	\$ 3	12	60% DV	2	\$ 1,923	\$ 1
Vacuum Cleaner (Donated)		\$ -	\$ -	12	0%	0	\$ -	\$ -
Konica Minolta 240 Printer (No longer in use)		\$ 338	\$ 4	12	100% DV	4	\$ 338	\$ -
Microsoft Office 2007 Software		\$ 597	\$ 2	12	60% DV	1	\$ 596	\$ 1
HP Presario Notebook		\$ 760	\$ 60	12	50% DV	30	\$ 730	\$ 30
HP Pro 3000 Desktop		\$ 1,493	\$ 117	12	50% DV	59	\$ 1,435	\$ 59
Portable Hard Drive		\$ 109	\$ 50	12	50% DV	25	\$ 84	\$ 25
Trolley		\$ 117	\$ 115	2	14.4% DV	17	\$ 19	\$ 98
Projector	17/03/2015	\$ 899	\$ -	9	60% DV	404	\$ 404	\$ 495
I Phone	14/08/2015	\$ 1,229	\$ -	4	60% DV	246	\$ 246	\$ 983
Lap Top Computer	17/12/2015	\$ 857	\$ -	1	60% DV	43	\$ 43	\$ 814
TOTALS		\$ 24,361	\$ 3,782		\$	1,586	\$ 19,180	\$ 5,181

Note: This Statement is to be read in conjunction with the notes to the Financial Statements.

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ALZHEIMERS WANGANUI INCORPORATED  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2015

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 has been one change in accounting policy. Grants received have been amortised over the period to where funds have been applied. Previously grants were treated as income on receipt. All other policies have been applied on bases consistent with those used in the previous year.

(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 G.S.T. where applicable as Alzheimers Wanganui Incorporated is not registered for G.S.T.

(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.

(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.



ALZHEIMERS WANGANUI INCORPORATED  
NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2015

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 2015

4. CONTINGENT LIABILITIES

There were no known Contingent Liabilities at 31 December 2015 (Nil at 31 December 2014).

5. CAPITAL COMMITMENTS

There were no Capital Commitments at 31 December 2015 (2014 Nil)







# **Wanganui Area Neighbourhood Support Groups Inc.**



Wanganui Area Neighbourhood Support Groups Inc.  
P O Box 443  
Wanganui 4501  
Telephone 06 344 6746 email [nsg.wang@xtra.co.nz](mailto:nsg.wang@xtra.co.nz)

26 July 2016

Samantha Kett  
Governance Administrator  
Rangitikei District Council  
Private Bag 1102  
Marton 4741

RECEIVED

29 JUL 2016

To: ..... SK .....  
File: ..... 3-GF-8-1 .....  
Doc: ..... 16 0504 .....

Dear Samantha,

**Community Initiatives Fund Application 2016**

We would like to make an application please for funding from the Community Initiatives Fund 2016.

Neighbourhood support aims to make our homes, streets, neighbourhoods and communities safer and more caring places in which to live.

Please find enclosed our application form and our latest set of Annual Accounts, our Accountant is working on the accounts for this financial year. We can send a copy when they are ready if you require them.

Many thanks

Kind regards

Trudi Deane  
Field Officer



### 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: 69 A Moana Street, Wanganui

Postal address: P O Box 443  
Wanganui

Post Code: 4540

Contact 1 Name Trudi Deane (Field Officer)

Telephone (day) 06 3446746 or 027 285 8976

Email: ns9.wang@xtra.co.nz

Contact 2 Name Shirley Forward (Chairperson)

Telephone (day): 027 338 6337

Email: fastforward@xtra.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 and training our members for Civil Defence Centre in the event of an emergency.

3.2 When will it take place: School terms 1 & 3, and set meeting dates.

3.3 Where will it take place: 2 Marton schools, Ratana Kura, Marton 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 Community Initiatives Fund Purpose 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 will be attending 'Safer Caring' meetings & '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. Our new project

is to have Civil Defence <sup>Emergency Manager</sup> train our Marton members to run

a Civil Defence centre in the event of an emergency.

With our Junior Neighbourhood Support programme we

present awards in terms 1 & 3, to James Cook & Marton Junction

Schools & Te Kura O Ratana. In November we take the

'best citizens' from our 10 schools/kura on a 'Big Day Out,'

trip out of town. This year we will be taking

the children to Shannon to see Owlcatraz.

We require mileage to attend the meetings

with our partner agencies, JNS schools and

training sessions for our members for our new



### 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 will 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 contacts, schools  
and over 300 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,  
and in our annual financial report.

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 the 'Safer Caring'  
meetings and 'Emergency Management' meetings.

Target 2: Children involved in Junior Neighbourhood  
Support are learning to be good citizens with positive attitudes  
and behaviours.

Target 3: Education and information for our group  
members; increase our group members. Work with  
Civil Defence to have our Marton Members trained  
to run a Civil Defence centre in the event of an  
emergency.



## 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 equipment<sup>1</sup> 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 x trips x 75km x .70 Marton	\$
Mileage Junior Neighbourhood Supp	\$ 60
2 x trips x 44km x .70 Rātanga	\$
Mileage training our members by	\$ 157
Civil Defence - 3 trips	\$
Emergency Management Comm Mtgs	\$ 208
4 x trips x 75km x .70 Marton	\$
Safe & Caring mtgs x 4 x 75km x .70	\$ 208
Junior Neighbourhood Supp awards,	\$ 287
Marton & Rātanga, 36 lunchboxes <sup>quote included</sup>	\$
<b>Total Cost (GST inclusive / <u>exclusive</u>. Please delete one)</b>	<b>\$ 1,024</b>

### 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)	\$
Application made to Lions Club of Marton <sup>backpacks &amp; balls</sup>	\$ 480
Application made to Lotteries - wages	\$ 1,500
	\$
	\$
<b>Total funds available (GST inclusive / <u>exclusive</u>. Please delete one)</b>	<b>\$ 1,980 (pending applications)</b>

**Amount of funding you are requesting**

**from Rangitikei District Council:**

\$1,024.00

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?  |
|                                     | <b>Please check!</b>   |
| <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 Junior Neighbourhood Support	\$	945
2012 Junior Neighbourhood Support	\$	1000
2013 Junior Neighbourhood Support,	\$	2000
attending meetings for Safe & Caring	\$	
& Emergency Management Mths	\$	
2015 Junior Neighbourhood Support,	\$	900
attending meetings - Safe &	\$	
Caring, Emergency Management	\$	
& Training Workshop for our	\$	
members.	\$	
	\$	
	\$	

#### 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 People's Centre)

#### 5. DECLARATION

☒ I declare that the information supplied here is correct.

Name: Trudi Deane

Signature: [Signature]

Position in organisation: Field Officer

Date: 25/7/16

☐ Please tick here if you would like to speak with the Committee about your project. The Committee will meet on 25 August 2016. The Grants Administrator will contact you with more details.



**P** 06-356-4794  
**F** 06-356-4794  
**E** palmerstonnorth@storagebox.co.nz

## QUOTATION

**Storage Box**  
Palmerston North  
**GST Number** 85-764-691  
Unit 4 168-208 Rangitikei Street  
Palmerston North  
356-4749

Charge To :

WANGANUI NEIGHBOURHOOD  
69A Moana Street

WANGANUI

Deliver To :

WANGANUI NEIGHBOURHOOD SUPPORT  
69A Moana Street

WANGANUI

Date	Customer Code	Order Number	Internal Reference	Salesperson	Invoice Number
25/07/2016	003201000043	Trudi		Tania	3-167526

Code	Description	Quantity	Unit Price	Discount	Amount
0091849	LUNCH BOX 2.2L W/BOTTLE	36	\$9.99	\$72.00	\$287.64

Your account may be paid by direct debit into our bank  
account 030791 0683177 00

Subtotal	\$287.64
GST ( Included )	\$37.52
<b>Invoice Total</b>	<b>\$287.64</b>

## 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 involved through watching for appropriate behaviours from the young people in their neighbourhood. Nomination forms are available through the school and from the Neighbourhood Support office.

In term 1 & 3 a school assembly is dedicated to Junior Neighbourhood Support and 2 to 10 children at each school are recognised 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, soccer ball and 2 snack bars. We currently award 67 children each term.

In November each year we organise a 'Big Day Out' trip for the children that 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 2015 we took 31 children to Wellington, a play in Levin at the Adventure Park, fingerprinting activity and the Police College Museum, lunch at McDonald's and a visit to the Wellington Zoo. This year we are taking 30 children to Shannon to Owlcatraz, McDonalds's for lunch and another activity yet to be decided.

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 10 decile 1 or 2 schools and Kura. All of the schools and Kura have a decile 1 or 2 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 in November.

In term 1 & 3 we award 10 children from James Cook School, 6 children from Marton Junction School and 2 children from Te Kura O Ratana.



**Wanganui Area Neighbourhood  
Support Groups Inc**

**Financial Statements  
For the Year Ended 30 June 2015**

Prepared by Owen Jones AT

# Wanganui Area Neighbourhood Support Groups

## Statement of Financial Performance

For the Year ended 30 June 2015

REVENUE	2015	2014
Neighbourhood Support New Zealand	15568	16500
Community Organisations Grants (COGS)	1659	2000
Lotteries Grant Board	10000	5000
Markat Promotions	3000	4000
Rangitikei District Council	0	2000
Wanganui District Council	10800	11440
New Zealand Community Trust	0	1000
Whanganui Community Foundation	5000	3000
JBS Dudding Trust	634	0
Lions Club of Marton	0	540
Margaret Watt Children's Trust	0	438
Poweco Wanganui Trust	1000	0
Pub Charity	2000	1698
RSA Wanganui	0	500
St Johns Club	0	680
Wanganui East Club	0	680
Miscellaneous Donations	157	177
<b>TOTAL REVENUE</b>	<b>49818</b>	<b>49653</b>
<b>OTHER INCOME</b>		
Interest Received :-		
Cheque Account	103	96
Savings account	946	650
Total Interest Received	1049	746
<b>TOTAL INCOME</b>	<b>50867</b>	<b>50399</b>
<b>EXPENSES</b>		
Operations		
Connecting Communities	1108	0
Good Neighbourhood Award	138	611
Junior Neighbourhood Support	1838	6573
Administration		
Accounting & Review	150	150
Advertising	1059	10
Bank Charges	0	5
Data Base Expenses	1437	0
Expensed Equipment	225	0
General Administrative Expenses	243	64
Members Expenses	441	268
Printing & Stationery	513	321
Subscriptions & Levies	51	77
Telephones	1212	1227
Employee Costs		
ACC Levies	107	143
Mileage Reimbursement	864	1176
Volunteer Expenses	228	397
Wages	29811	27610
<b>TOTAL CASH EXPENSES</b>	<b>39425</b>	<b>38632</b>
<b>NET CASH SURPLUS</b>	<b>11442</b>	<b>11767</b>
Less Depreciation (per Asset Schedule)	571	637
<b>NET OPERATION SURPLUS</b>	<b>10871</b>	<b>11130</b>

# Wanganui Area Neighbourhood Support Groups

## Statement of Financial Position

As at 30 June 2015

	2015	2014
<b>CURRENT ASSETS</b>		
ANZ Bank Cheque Account	14469	5112
ANZ Bank Savings Account	22558	21373
Total Current Assets	<u>37027</u>	<u>26485</u>
<b>FIXED ASSETS</b>		
Computer Equipment	952	550
Office Furniture	385	458
Total Fixed Assets	<u>1337</u>	<u>1008</u>
<b>LIABILITIES</b>	0	0
<b>NET ASSETS</b>	<u>38364</u>	<u>27493</u>
Represents by Accumulated Funds		
Accumulated Funds at 01.07.14	27493	16363
Plus Surplus for year	10871	11130
<b>TOTAL ACCUMULATED FUNDS</b>	<u>38364</u>	<u>27493</u>



# Wanganui Area Neighbourhood Support Groups

## Schedule of Assets & Depreciation

For the Year ended 30 June 2015

	Cost Price	Date of Acquisition	Purchase (Sale)	WDV 01.07.14	Deprn Rate	Deprn This Year	Accum Deprn	WDV 30.06.15
<b>Computer Equipment</b>								
HP Notebook Computer & Printer	1399	11.06.11	-250	175	50% DV	-75	0	0
HP Touchsmart Desktop & Printer	1637	20.04.12		375	50% DV	188	1450	187
HP Probook 450 Computer	1149	16.11.14	1149		50% DV	384	384	765
<b>Total Computer Equipment</b>	<b>4185</b>		<b>899</b>	<b>550</b>		<b>497</b>	<b>1834</b>	<b>952</b>
<b>Office Furniture</b>								
Desk, Mobile, Office Chair	676	26.03.12		458	16% DV	73	291	385
<b>TOTAL ASSETS</b>	<b>4861</b>		<b>899</b>	<b>1008</b>		<b>570</b>	<b>2125</b>	<b>1337</b>

WDV = Written Down Value

**Wanganui Area Neighbourhood Support Groups Inc**  
**Notes to the Financial Statements**  
**For The Year Ended 30 June 2015**

**STATEMENT OF ACCOUNTING POLICIES**

**A. Reporting Entity**

Wanganui Area Neighbourhood Support Groups Inc is an Incorporated Society registered under the Incorporated Societies Act 1908 and as such prepares general purpose financial statements in accordance with generally accepted accounting practice.

The Society qualifies for differential reporting as it is not publicly accountable and there is no separation between the owners and governing body. The entity has taken advantage of all available differential reporting exemptions.

**B. General Accounting Policies**

Unless otherwise stated the accounting policies recognised as appropriate for the measurement and reporting of earnings and financial position on an historical cost basis have been followed by the entity.

**C. Specific Accounting Policies**

**Fixed Assets**

Fixed assets are valued in the financial statements at cost less depreciation. Depreciation has been charged at rates allowed by the Inland Revenue Department. This method is considered appropriate for the organisation. Details of depreciation rates used and amounts calculated are shown in the Schedule of Assets and Depreciation.

**Taxation**

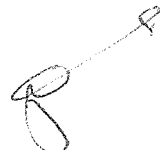
Wanganui Area Neighbourhood Support Groups Inc has charitable status granted by the Charities Commission and is therefore not liable for taxation.

**GST**

Wanganui Neighbourhood Support Groups Inc is not registered for GST.

**CHANGES IN ACCOUNTING POLICIES**

There have been no changes in accounting policies during the financial year. All policies have been applied on bases consistent with those used in previous years.



**85 Devon Road  
Springvale  
Wanganui 4501  
Phone: 06 344 6576**

**ACCOUNTANT'S REPORT TO: WANGANUI AREA NEIGHBOURHOOD SUPPORT  
GROUPS INC**

I have reviewed the financial statements of the Wanganui Area Neighbourhood Support Groups Inc for the year ended 30 June 2015 in accordance with the Review Engagement Standards issued by the New Zealand Institute of Chartered Accountants.

A review is limited primarily to enquiries of the society's personnel and analytical review procedures applied to financial data and thus provides less assurance than an audit. I have not performed an audit and, accordingly, I do not express an audit opinion.

Based on my review, nothing has come to my attention that causes me to believe that the accompanying financial statements do not give a true and fair view.



**Owen Jones AT  
Wanganui**

14 August 2015





# **Marston & Surrounds ICT Hub Charitable Trust**



## Rangitikei District Council

# Community Initiatives Fund Application Form 2016

RECEIVED

29 JUL 2016

To: SK  
File: 3-GF-8-1



16 0502

11.25am

### PLEASE NOTE

Applications close 12.00 pm (noon), 29 July 2016. The Finance/Performance Committee will consider the applications at its meeting on 25 August 2016.

### 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 29 July 2016. 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: [samantha.kett@rangitikei.govt.nz](mailto:samantha.kett@rangitikei.govt.nz)

## 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 & soon to be Hunterville Computer Hubs

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

### 3.3 Where will it take place: Marton & Ratana & Hunterville & in people's homes and businesses

### 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. Hunterville will start with 2 dual boot iMacs. 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 6,000 attendances last year. Both Hubs have strong teams of volunteers who extend our opening hours. The Marton Hub was open 259 days last year and our 11 volunteers delivered 2,978 hours, worth \$42,430 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 parents in five graduating classes have received 20 hours of training. We have to date delivered computers into 56 homes that would not otherwise have one, and that is supporting the learning of 138 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, have a fortnightly newsletter and attend community events.

### 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.ichub.org.nz](http://www.ichub.org.nz)

### 3.9 Nominate 3 targets that will demonstrate the success of your project and the benefit to the Rangitikei District.

Target 1: Attendance data – try to maintain attendances per annum, but focus more on detail of attendance about how many people we help with cvs or with learning new computer skills and how many we assist who have limited or no knowledge of computers

Target 2: Continue to be innovative with new digital programmes – ie Computers in Homes, computers in Hunterville and Mangaweka, AboutUs for businesses and developing relationship with UCOL

Target 3: Keep us known in our community – attend all community networking opportunities, circulate fortnightly newsletters and get in the local paper at least six times a year

## 4. FINANCIAL INFORMATION

Accounts to 30 June 2015 are in attached Annual Report  
Accounts for year to 30 June 2016, 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 equipment<sup>1</sup> 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 \$56,543 (2016 actual) to \$82,250 (2017 budget)

Item	Amount	
Accountant and Auditor	\$	800
Computer Consumables	\$	800
Computer Equipment incl repairs	\$	12,000
Computer software/subscriptions	\$	500
General exp – refreshments/cleaning	\$	1,500
Hub Management (Marton)	\$	27,300
Hub Management (Ratana) if funding	\$	27,300
<b>Marketing and Publicity*</b>	<b>\$</b>	<b>500</b>
<b>Marton Photocopying &amp; Stationery*</b>	<b>\$</b>	<b>1,200</b>
<b>Ratana Power*</b>	<b>\$</b>	<b>750</b>
<b>Ratana Rent*</b>	<b>\$</b>	<b>1,200</b>
<b>Ratana Telephone &amp; Broadband*</b>	<b>\$</b>	<b>2,400</b>
Repairs & Maintenance (Marton & Ratana)	\$	1,000
Technical Support	\$	1,000
Training & Development	\$	4,000
Total Cost (GST inclusive )	\$	82,250

## 4.2 Project Income \$59,538 (2016 actual) to \$85,599 (2017 budget)

Item	Amount	
Cash in hand towards project/reserves for cash flow	\$	31,612
Asset Sales	\$	1,000
Computers in Homes	\$	1,000
Donations	\$	1,000
Facilities Hire (Marton & Ratana)	\$	400
Intended fundraising (provide an estimate)	\$	200
Interest	\$	500
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 (Page Trust)	\$	3,000
Grant (Powerco Whanganui Trust)	\$	5,000
Grant (Pub Charity)	\$	4,000
Grant (RDC Community Initiatives Fund)	\$	6,000
Grant (TG Macarthy Trust)	\$	10,000
Grant (Whanganui Community Foundation)		9,999
Total funds available (GST inclusive )	\$	117,211

**Amount of funding you are requesting**

**from Rangitikei District Council:**

**\$6,050 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? <b>Please check!</b>
<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	
2015	\$	4,000
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: Teri Tong, Service Centre Manager, Work and Income, Marton/Taihape/Ohakune

Telephone (day): 06-901 0100 or 029 250 5154

#### 5. DECLARATION

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

Name: Angela Coleman

Signature: 

Position in organisation: Marton ICT Hub Manager

Date: 29 July 2016

☐ 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

Budget vs Actual for year from 1 July 2015 to 30 June 2016

Report as at 30 June 2016

Actual Reserve Funds as at 30 June 2015

\$28,617.07

Income	Original Budget	Adjusted Budget	Actual to Date	Variance with Adj Budget
Asset Sales	\$ 2,000.00	\$ 2,000.00	850.00	43%
Computers in Homes	\$ 3,000.00	\$ 3,000.00	1,775.00	59%
Donations (Mtn)	\$ 1,500.00	\$ 1,500.00	1,077.00	72%
Facilities hire (Mtn)	\$ 200.00	\$ 200.00	10.00	5%
Facilities hire (Rtna)	\$ 200.00	\$ 200.00	-	0%
Fundraising	\$ 1,000.00	\$ 1,000.00	-	0%
Interest Received	\$ 900.00	\$ 900.00	513.38	57%
Professional Fees (Mtn)	\$ 500.00	\$ 500.00	272.50	55%
Grant (COGS)	\$ 4,000.00	\$ 3,000.00	3,000.00	100%
Grant (Public Trust - JBS Dudding Trust)	\$ 15,000.00	\$ 10,000.00	10,000.00	100%
Grant (Lion Foundation)	\$ 4,000.00	\$ 7,540.00	7,540.00	100%
Grant (Lotteries - Community)	\$ 20,000.00	\$ 10,000.00	10,000.00	100%
Grant (Powerco Whanganui)	\$ 5,000.00	\$ 3,000.00	3,000.00	100%
Grant (Pub Charity)	\$ 4,000.00	\$ -	-	-
Grant (RDC Community Initiatives Fund)	\$ 6,300.00	\$ 4,000.00	4,000.00	100%
Grant (Public Trust - TG Macarthy)	\$ 10,000.00	\$ 10,000.00	10,000.00	100%
Grant (Whanganui Community Foundation)	\$ 9,999.00	\$ 7,500.00	7,500.00	100%
<b>TOTAL ANNUAL INCOME</b>	<b>\$ 87,599.00</b>	<b>\$ 64,340.00</b>	<b>\$ 59,537.88</b>	<b>93%</b>

## Expenditure

Auditor & Accountant Fees	\$ 800.00	\$ 800.00	805.00	101%
Computer Consumables	\$ 500.00	\$ 500.00	658.80	132%
Computer Equipment incl repairs	\$ 12,000.00	\$ 11,800.00	11,787.74	100%
Computer Software/Subscriptions	\$ 500.00	\$ 500.00	-	0%
General incl refreshments/cleaning	\$ 1,500.00	\$ 1,500.00	852.41	57%
Hub Management (Marton)	\$ 27,300.00	\$ 27,300.00	27,300.00	100%
Hub Management (Ratana) if funding	\$ 27,300.00	\$ 5,000.00	8,000.00	160%
Marketing & Publicity	\$ 500.00	\$ 500.00	834.79	167%
Printing	\$ 1,200.00	\$ 1,200.00	574.49	48%
Power (Ratana)	\$ 750.00	\$ 750.00	702.36	94%
Rent (Ratana)	\$ 1,200.00	\$ 1,200.00	1,195.92	100%
Telephone, Tolls & Internet (Ratana)	\$ 2,400.00	\$ 2,400.00	1,672.46	70%
Repairs & Maintenance (Marton)	\$ 500.00	\$ 500.00	-	0%
Repairs & Maintenance (Ratana)	\$ 500.00	\$ 500.00	-	0%
Stationery	\$ 600.00	\$ 600.00	249.77	42%
Technical Support	\$ 1,000.00	\$ 1,000.00	-	0%
Training & Development (Managers)	\$ 2,000.00	\$ 2,000.00	1,509.04	75%
Training & Development (Volunteers)	\$ 1,000.00	\$ 1,000.00	400.00	40%
<b>TOTAL ANNUAL EXPENDITURE</b>	<b>\$ 81,550.00</b>	<b>\$ 59,050.00</b>	<b>\$ 56,542.78</b>	<b>96%</b>

	Budget Income & Budget Exp	Adj Budget Income & Adj Budget Exp	To Date Income & To Date Exp	To Date Income & est \$55,000 Exp
<b>NET LOSS/PROFIT FOR YEAR</b>	<b>\$6,049.00</b>	<b>\$5,290.00</b>	<b>\$2,995.10</b>	<b>\$4,537.88</b>

Reserve Funds as at 30 June 2016

\$22,568.07

\$33,907.07

\$31,612.17

\$33,154.95

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

These accounts are with accountant and auditor.

Angel 666 28/7/16



# Marton and Surrounds ICT Hub Charitable Trust Board



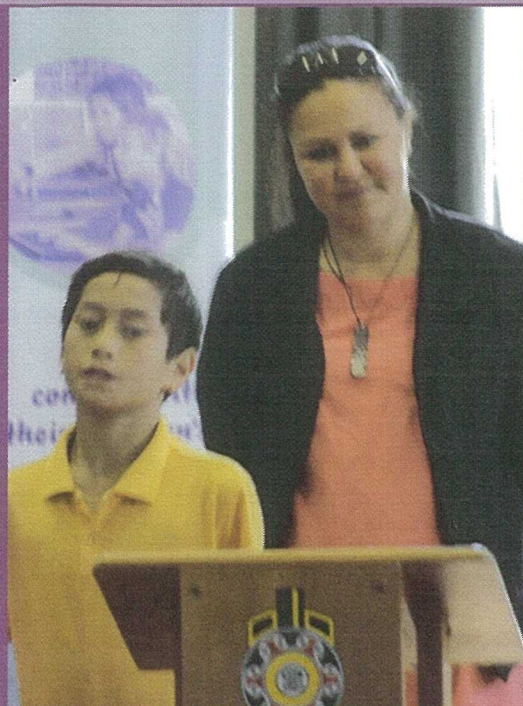
Computer in Homes graduation in October 2014 at Marton Junction School

From left: Vanessa Te Ua, Nora Karehana, Andy Watson & Angela Coleman

## Annual Report for year from 1 July 2014 to 30 June 2015

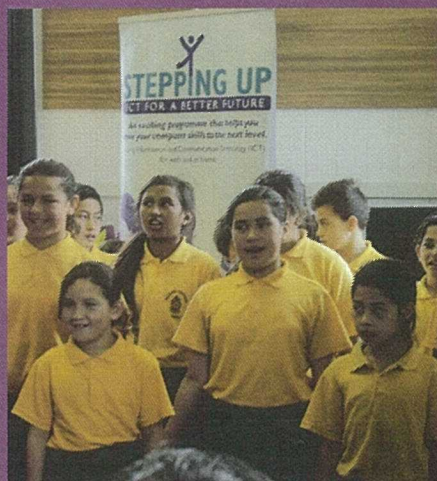
Improving computer access and computer skills in our community





Welcome to Marton Junction School for  
October 2014 graduation ceremony

## Contents



Entertainment at October 2014  
graduation

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## A Big Thanks to



## Acknowledgement of Funding

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

JBS Dudding Trust for \$8,000

Whanganui Community Foundation for \$9,999

TG Macarthy Trust for \$5,000

Powerco Wanganui Trust for \$3,000

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

COGS for \$1,000

NZ Lotteries Grant Board for \$5,000

Pub Charity for \$4,008

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 \$1,697  
(a lot for people without much money)

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

Sandra Stevens, Kim Smith, John Allen, Desarae Rapana, Kevin Field, Shannon Tauariki, Aimee Burkin, Joanne Maraku, David Wagg, Ethan Russell and Michelle Durie have between them supplied 2,978 volunteer hours (worth \$42,430 at minimum wage)

### Volunteers at Ratana ICT Hub

Nada Hotu, Wes Hemi, Dana Puketohe, Wiremu Meremere and Arahi Hagger have provided many volunteer hours at Ratana

Improving computer access and computer skills in our community



## 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, Jacynnda, 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.

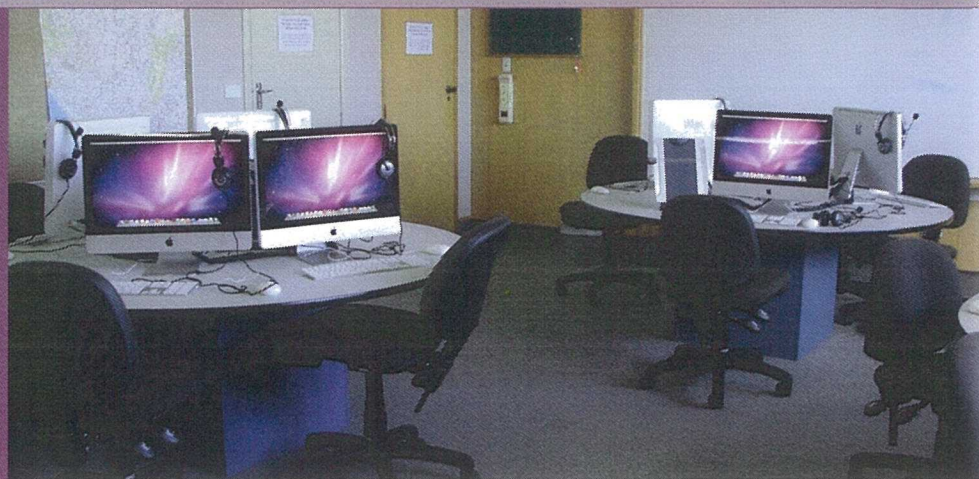
Access to digital resources can save households significant amounts of money. The internet is also great for addressing social issues such as isolation, health & well-being and it supports economic growth.



Improving computer access and computer skills in our community



"I 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, 80s)



## Quotes from Marton Hub users

"Come along and join us!! The Hub is a friendly relaxed supportive place to learn and enhance your computer skills—be it basic, medium or advanced. Stay for an hour, or all day, enjoy a coffee, have a laugh while you learn. Angela and Dave and their team of volunteers are so welcoming and helpful. Angela's encouragement has given me in particular, confidence and motivation and being an older person that is invaluable. The pleasure one feels when understanding clicks and it all comes together, is such an achievement and a buzz.

Thank you Angela, Dave, the Hub—much appreciated.

(Hazel, 60s)

"Friendly staff, very helpful, friendly environment, excellent technology ie Apple PC, easy + simple registration to access computers, access to hot beverage stand a bonus at a reasonable cost

☺ (Riki, 40s)

"I think the Hub is a great idea. I have, as a very average user of computers, a great admiration for their service in helping me cope with IT. To Joan, Patrick, Kevin, Aimee, Desarae, Kim and Ethan, thank you for your good service and tolerance!" (John, 50s)

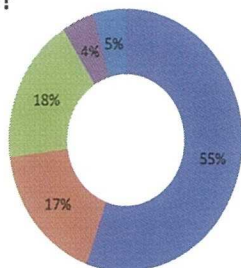


Improving computer access and computer skills in our community



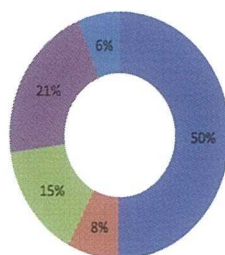
### What is your age?

- 18 years or under
- 19 to 30 years
- 31 to 50 years
- 51 to 64 years
- 65+ years



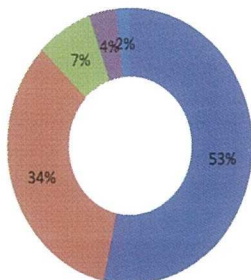
### What is your employment status?

- I am a Student
- I work Part Time
- I work Full Time
- I am not in paid work
- I am Retired



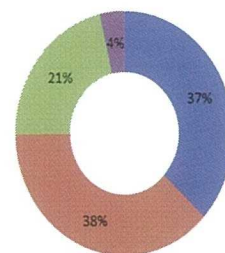
### How often do you use a computer?

- Daily
- Weekly
- Monthly
- Once or twice before today ie rarely
- Never before



### What is your ethnicity?

- NZ European
- Maori
- Samoan
- Other

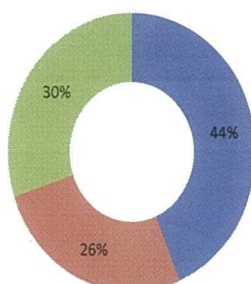


## Who uses the Marton Hub?

In the last year we have had 4,344 attendances and 3,367 (78%) completed our online anonymous survey using a Google Form. We missed the Computers in Homes and the RDC staff, and a few others.

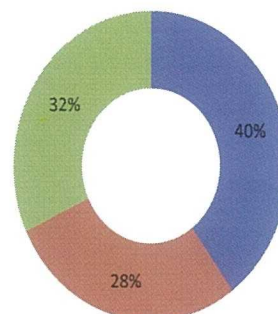
### Where do you use a computer?

- At my home
- At work, school, friends & family or library
- I mostly use the Computer Hub



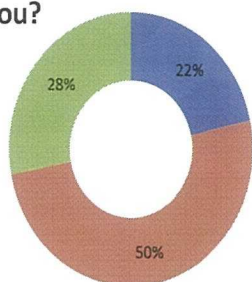
### Where do you use internet?

- At my home
- At work, school, friends & family or library
- I mostly use the Computer Hub



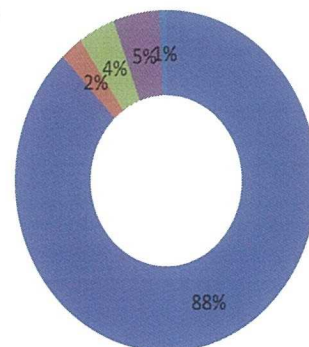
### How good are you?

- Beginner
- Good
- Expert



### Where do you live?

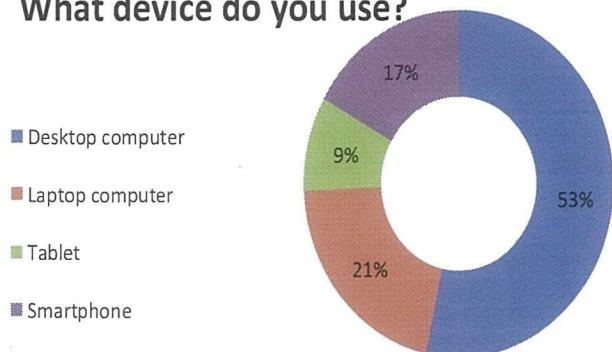
- Marton
- Rural
- Bulls/Turakina/Hunterville
- Elsewhere in NZ
- Overseas



Improving computer access and computer skills in our community

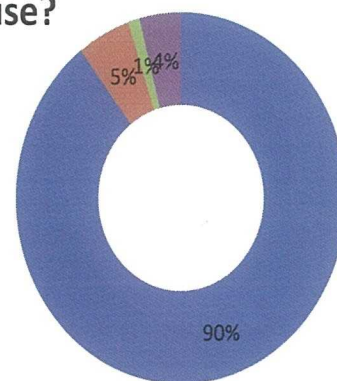


### What device do you use?



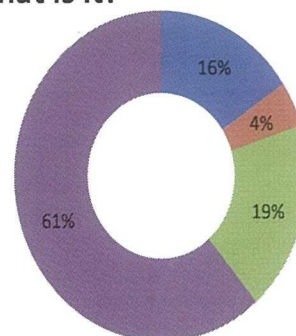
### How many digital devices do people use?

- One device only
- Two devices
- Three devices
- Four devices



### If one device, what is it?

- Smartphone
- Tablet
- Laptop
- Desktop

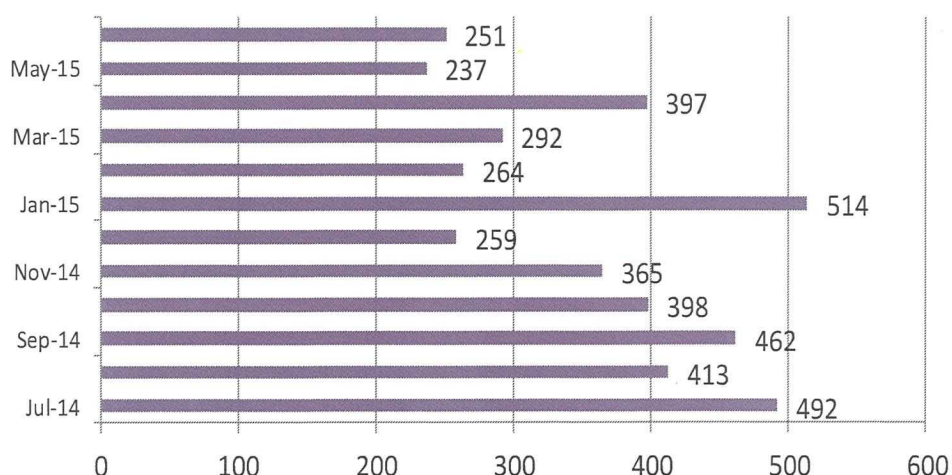


At Marton it's 4,344 attendances for the year, with an estimate of say 1,500 at Ratana, that's about

**6,000 attendances this year**

Comparison with previous years:  
 10,000 last year (6,869 at Marton and 3,000 at Ratana)  
 13,000 previous year (9,415 at Marton and 3,618 at Ratana)  
 15,500 the year before (10,530 at Marton & 5,096 at Ratana)  
 and 10,000 in our first year (6,761 at Marton & 3,365 at Ratana)

### Monthly Attendance at Marton Hub



Improving computer access and computer skills in our community



### Age

Under 18s were down from 60% to 49% last year and now up to 55%, 19 to 30yo are down in last year from 22% to 17%, 31 to 50yo are up from 15% to 18%, 51-64 are down from 8% to 4% and 65+ are down from 6% to 5%.

### Ethnicity

Last year it was 1/3 Maori, 1/3 Samoan (up from 14%) and 1/3 European. This year, it's 37% European, 38% Maori and 21% Samoan

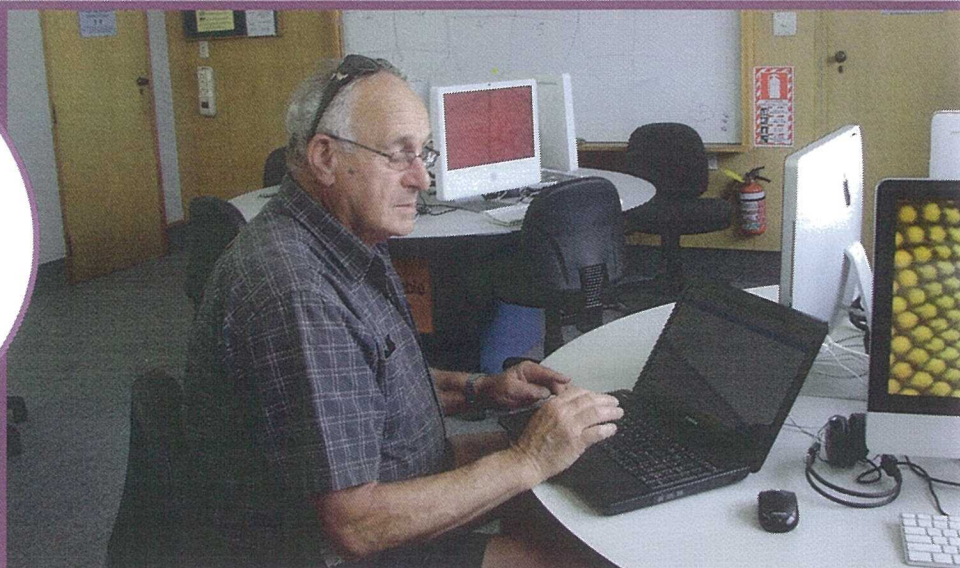
### Employment Status

Students are up again (46% to 50%), full time work is up (12% to 15%), part time work is the same (8%), not is paid work is down (26% to 21%), retired is down (8% to 6%)

### Access to Computer and Broadband

Having a home computer is up from 35% to 44%, using one outside the home is down from 29% to 26% and only using the Hub is down from 36% to 30%.

Having boardband at home is up from 29% to 40%, using one outside the home is down from 30% to 28% and only using the Hub is down from 40% to 32%



## What do the stats say and how are they changing over the years?

Overall numbers continue to move downwards, with more people using our wifi or library computers next door. Rather than increasing raw numbers (ie children playing computer games) we focus our attention on the quality of learning opportunities for young and old or taking people to the next level. We are most proud of the number of mostly older people (although there are 20 and 30-somethings in this category too) who have never or very rarely used a computer —that's 64 people (2%) who have never used a computer and 119 (4%) who rarely use a computer ie once or twice before today.

A 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

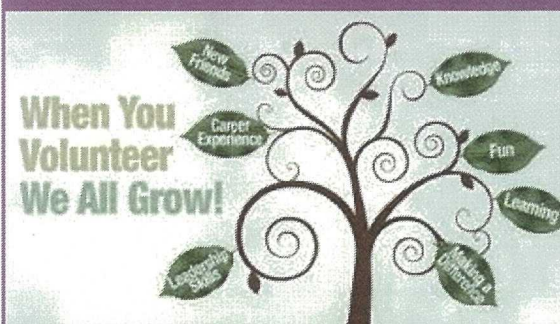
**Where will the unconnected go?**

Improving computer access and computer skills in our community





## Who are we?



## Volunteers—our best feature!

My own experience as a volunteer for various groups has led me to believe that there is a special quality that comes from services delivered by volunteers and my five years managing a volunteer team has reinforced that. A quick google search pinpoints the major benefits:

- connects you with others - making new friends and contacts, increasing social and relationship skills
- is good for your mind and body, including self confidence, sense of purpose, combats depression and helps you stay physically healthy
- can advance your career
- brings fun and fulfilment to your life

Researchers have even been able to measure increased happiness levels amongst people who volunteer regularly. Our Hub does all that, and a young couple from Holland, Tama and Carmen, who volunteered for us in 2014 for two months wrote about their experience. 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.

They talked 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 my 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





Damian

## Who are we?



Audrey

# Profile of Staff and Committee Members

1 July 2014 to 30 June 2015

## 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, and now Chair.

**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 six 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 Project Marton. She became the Attendance Advisor (previously Truancy Service) for the southern Rangitikei in February 2013.



## 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 fifth year of operations.

We have continued to deliver '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 in Nov 2013, and we have run 4 classes since then. Parents complete 20 hours of training and in front of friends and family are given a certificate from the Mayor and take home a computer. 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. Since the pilot's success, we have hosted four groups, and a total of 44 families and 114 children now have a computer in their home, where there was none before. My proudest moment was the October 2014 group, when we started with 13 mothers and all of them graduated for a 100% pass rate. The Hub is paid for the venue and teacher and the income was also very welcome.

The Hub remains hugely reliant on our volunteers and they are our heart and soul. We were open 259 days this year (slightly up on 248 last year), with one to one teaching on Thursday mornings. In our first year, volunteers delivered 665 hours, then 1,430 hours, 2,555 and 2,028 hours. This year, 11 volunteers delivered 2,978 hours managing the Hub. That is an incredible contribution—at minimum wage, worth \$42,430. Our longest serving volunteer remains Kim Smith, who has been with us since July 2012 and supplied 266 hours this year. Joanne Maraku provided a whopping 872 hours and Desarae Rapana a huge 633 hours. Sandra Stevens returned after a 2 year break and delivered 513 hours.

Our financial sustainability is fragile but improving, but we really deliver to our community. We are open six days a week, Mon to Sat, and with annual attendance at 4,334, that's 17 people using us each day we are open. Most people (3,649 or 84%) just use a computer, but during the year we have helped 330 (8%) to learn basic computer skills, we helped 28 job hunters (1% but still under-reported I think) and 43 children did their homework or played educational games on a Thursday afternoon (most go next door to the library).



The full class of October 2014

# Angela Coleman



Congratulations to Delanie Rakatairi



And Ula Lafi for her Stepping Up certificates

Improving computer access and computer skills in our community





April 2015 group at the Hub

## Angela Coleman



Alison Jacobs collecting certificate

## Marton Manager's Report (page 2)

Five years after opening the Hub doors in November 2010, we are still here! Set-up funding, allowed the Trust one paid manager in Marton for 21 hours per week and the same at Ratana. The Trust remains committed to paying the expenses from the Ratana Hub, but paying the salary stopped in Sept 2013. The Marton Manager produces the written material and does all the funding applications that pay for both Hubs and remains a paid position. 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 raised \$160 bookings income, and at \$25 per hour I have raised \$375 from private tuition in homes/businesses, mostly teaching Windows 8 or how to use a new tablet. Computers in Homes paid us \$5,226 and \$1,250 was raised from asset sales and \$927 interest. 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 (\$1,697 this year).

Our total user generated income remains modest (\$9,635), 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 \$97,947 to 9 agencies, and \$37,780 was raised, our most successful year to date. For the first time, we had more money in the bank at the end of year than the beginning ie \$25,806 to \$28,617, a \$2,811 increase in reserves.

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 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, Arahi and I attended the fourth NetHui 'Shaping our future together' held in Auckland in July 2014. 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.

Improving computer access and computer skills in our community





Live streaming of Ratana celebrations

## Puawai Hagger



## 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 the largest Ahi Kaa in New Zealand. 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)



Angela and I attended the Smart 21 Intelligent Communities Master Class hosted by the Wanganui District Council, providing ideas for developing infrastructure and community projects. In July 2014, Arahi and I hosted the Maori meetup on the first day of Nethui 2014. Discussion included the Morehu Global Network (MGN), the world inside the Web and spoke about scoping a best build with content to be done by the Ratana ICT Hub.

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## Ratana Manager's Report (page 2)

At the January 2015 Maori ICT Hui, we built further on the plans for a Morehu Global Network, with guest speakers, Gareth Morgan and John Bishara and Larry Parr from Te Mangai Paho (TMP). The 40 representatives at this hui included Di Daniels and others for the 2020 Communications Trust, Aotearoa People's Network, Planet Maori, Auckland University, Statistics NZ, Digital Maori Forum, Infrastructure Layer 4-5 Architect, Server designers, Layer 6-7 Programmers, Content developers, eBook illustrators and Maori language app developers.

In April 2015, the Easter Ratana Church Synod, passed a remit in support of the MGN built in time for the 2018 centenary. We continued to discuss the fibre infrastructure issues with Adrian Rurawhe and Rino Tirikatene, Labour MPs, drafting a letter to Te Ururoa Flavell, requesting an amendment to the Telecommunications Act, allowing us to splice into the Crown's fibre cable.

The Ratana Hub put a written submission to the RDC to include in its Digital Enablement Plan (DEP) for central government, seeking improved connectivity for Ratana and providing data readings from the Hub. This led to an invitation for Angela and I to join the steering group for further DEP work.

Puawai Hagger



Digital Maori Forum  
Maori Internet Society  
Planet Maori  
Tai Tokorau Network  
Maori TV Productions  
Iwi Radio

Te Tiriti O Waitangi Claimants  
Te Huarahi Tika Trust  
Maori Spectrum Stakeholders  
Hautaki Trust... Share Holdings in 2° Degrees  
Nga Pu Waea  
Torotoro Waea Ltd  
Partnership/Dataglobe Ltd

child matter!  
icloud

**23rd January - 24th January**  
**Ratana Pa 2015**

**Maori ICT Gathering**  
**@ Ratana ICT Hub**



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 2015. 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 2015, 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@xtra.co.nz](mailto:angela.hobden@xtra.co.nz)

10A Sweetman Avenue, Paraparaumu 5032

Phone: 04 298 2175 Mob: 021 408 043

*angela*



# Annual Statements of Financial Performance and Financial Position

## Unqualified Opinion

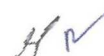
I have obtained all the information and explanations I have required.

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 Marton and Surrounds ICT Hub Charitable Trust as at 30 June 2015 and the results for the year ended on that date.

My audit was completed on 26<sup>th</sup> September 2015 and my unqualified opinion is expressed at that date.



Angela Hobden BCom.CA.  
Paraparaumu Beach  
26 September 2015





# 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 2015



2014 \$	Note	2015 \$	2015 \$
<b>REVENUE</b>			
2,000		2,000	
10,000		8,000	
-		5,000	
5,000		5,000	
2,000		774	
7,500		9,999	
2,000		-	
2,247		1,697	
950		375	
-		160	
3,548		4,576	
317		50	
663		927	
<u>36,225</u>			<u>38,558</u>
<b>Less EXPENSES</b>			
661		518	
230		230	
256		190	
915		725	
379		651	
1,754		1,888	
-		69	
1,096		1,296	
-		210	
2,119		2,346	
-		170	
500		700	
27,300		27,300	
4,550		-	
<u>39,760</u>			<u>36,293</u>
<u>(3,535)</u>			<u>2,265</u>
<b>NET OPERATING SURPLUS/(DEFICIT)</b>			
<b>PLUS Grants received for Capital Expenditure</b>			
2,500		-	
2,889		3,000	
-		4,008	
<u>\$ 1,854</u>			<u>\$ 9,273</u>
<b>NET SURPLUS/(DEFICIT)</b>			



CHARTERED ACCOUNTANTS  
AUSTRALIA • NEW ZEALAND

The financial statements should be read in conjunction with the notes on pages 4 and 5 and the attached audit report.

Page 1 of 5

Improving computer access and computer skills in our community

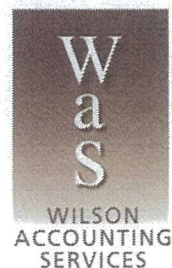


# Annual Statements of Financial Performance and Financial Position

## THE MARTON AND SURROUNDS ICT HUB CHARITABLE TRUST


### STATEMENT OF FINANCIAL POSITION


AS AT 30th JUNE 2015



2014 \$		Note	2015 \$	2015 \$
<b>CURRENT ASSETS</b>				
4,944	Westpac - Cheque Account		2,885	
20,862	Westpac - Savings Account		25,732	
25,806				28,617
<b>NON CURRENT ASSETS</b>				
55,543	Plant & Equipment	3		61,490
<b>\$ 81,349</b>	<b>TOTAL ASSETS</b>			<b>\$ 90,107</b>
<b>CURRENT LIABILITIES</b>				
-	Layby Income Received			450
<b>\$ -</b>	<b>TOTAL LIABILITIES</b>			<b>\$ 450</b>
<b>EQUITY</b>				
79,495	Opening Balance		81,349	
1,854	Net Surplus/(Deficit)		9,273	
-	Less Capital Loss on Sale of Assets		(965)	
81,349	Closing Balance			89,657
<b>\$ 81,349</b>	<b>TOTAL LIABILITIES &amp; EQUITY</b>			<b>\$ 90,107</b>

  
Chairperson

  
Treasurer

  
Trustee



CHARTERED ACCOUNTANTS  
AUSTRALIA • NEW ZEALAND

The financial statements should be read in conjunction with the notes on pages 4 and 5 and the attached audit report.

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# 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 2015



	<u>Date</u>	<u>Cost</u>	<u>Open</u> <u>Bk Value</u>	<u>Addn/</u> <u>(Sales)</u>	<u>Depn</u> <u>Rate</u>	<u>Years</u> <u>Deph</u>	<u>Accum</u> <u>Depn</u>	<u>Close</u> <u>Bk Value</u>
<b>PLANT &amp; EQUIPMENT</b>								
3x Round Tables	Mar-10	2,947	2,947		15.6% DV	-	-	2,947
12 x iMac 21.5"	Apr-10	24,612	24,612		60.0% DV	-	-	24,612
<i>1 Being sold - on Layby</i>								
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	(300)	50.0% DV	-	-	539
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	(450)	50.0% DV	-	-	-
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
4x Apple iMac 21.5"	Feb-15	7,662		7,662	50.0% DV	-	-	7,662
		63,205	55,543	6,912		-	-	61,490
Less Sold Assets		(1,715)						
<b>TOTAL ASSETS</b>		<b>61,490</b>	<b>55,543</b>	<b>6,912</b>		-	-	<b>61,490</b>



The financial statements should be read in conjunction with the notes on pages 4 and 5 and the attached audit report.

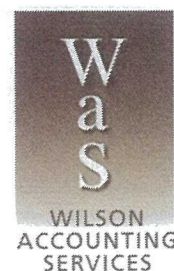


# Annual Statements of Financial Performance and Financial Position

## THE MARTON AND SURROUNDS ICT HUB CHARITABLE TRUST

### NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDING 30th JUNE 2015



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

#### 2 STATEMENT OF ACCOUNTING POLICIES

##### MEASUREMENT BASE

The measurement base adopted is that of historical cost. Accrual accounting is used to match expenses and revenue when they occur. Reliance is placed on the fact that the entity is a going concern. The financial statements are presented in New Zealand dollars and rounded to the nearest dollar.

##### CHANGES IN ACCOUNTING POLICIES

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

##### REVENUE RECOGNITION

Revenue is measured at the fair value of the consideration received or receivable for the sale of goods and services, to the extent that it is probable that the economic benefits will flow to the entity and revenue can reliably be measured.

##### PROPERTY, PLANT & EQUIPMENT

All property, plant and equipment are stated at historical cost and as the entity is a charitable trust they have not been depreciated.

##### INCOME TAX

The entity is wholly exempt from New Zealand Income tax having fully complied with all statutory conditions for these exemptions.

##### GOODS AND SERVICES TAX

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

##### 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.



CHARTERED ACCOUNTANTS  
AUSTRALIA - NEW ZEALAND

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

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# Annual Statements of Financial Performance and Financial Position

## THE MARTON AND SURROUNDS ICT HUB CHARITABLE TRUST

### NOTES TO THE FINANCIAL STATEMENTS - CONTINUED

FOR THE YEAR ENDING 30th JUNE 2015



#### 3 PROPERTY, PLANT & EQUIPMENT

	Year - 31 March 2014			Year - 31 March 2015		
	Cost	Accum Deprec	Book Value	Cost	Accum Deprec	Book Value
Plant & Equipment	55,543	-	55,543	61,490	-	61,490

#### 4 LEASE COMMITMENTS

Amounts due under non-cancellable operating leases are:-  
 less than one year  
 between one and two years  
 between two and five years  
 greater than five years

	2014 \$	2015 \$
less than one year	1,210	1,210
between one and two years	201	2,420
between two and five years	-	2,621
greater than five years	-	-
	<u>1,411</u>	<u>6,251</u>

#### 5 CONTINGENT LIABILITIES

There were no known contingent liabilities as at balance date. (2014 nil)

#### 6 CAPITAL COMMITMENTS

There were no known capital commitments as at balance date (2014 nil).

#### 7 RELATED PARTIES

Angela Coleman is a Non-Trustee member and is contracted to provide Management Services to the Trust.



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

Page 5 of 5



## 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  
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Mob 021 1234 727  
Email: [marton.ict.hub@gmail.com](mailto:marton.ict.hub@gmail.com)

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Ratana 4581  
  
Ph: 06 342 6995  
Mob: 027 231 9050  
Facebook: [Ratana.ICT.Hub](https://www.facebook.com/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