

NGATI WHAKAUE EDUCATION ENDOWMENT TRUST BOARD

POLICY FOR PROJECT GRANTS

Policy Name	Project Grants
Policy No	0609
Date Written	15 May 2007
Date Reviewed	24 th September 2018
Date Ratified	
Signed (Chairman)	Mr Malcolm Short <i>ONZM</i>

1. PURPOSE:

- 1.1 To identify under-achievement in the general areas of literacy and numeracy and promote programmes to address under achievement in schools.
- 1.2 On 10th September 2018 the Board entered a joint venture agreement (reviewable annually) with the Trustees of the Rotorua Energy Charitable Trust (Rotorua Trust) to increase the funding targeted at Primary and Intermediate levels of schooling in the Rotorua District.
- 1.3 The Ngati Whakaue Education Endowment funding will focus on Ngati Whakaue learners at all levels of schooling whereas Rotorua Trust will focus on all learners at Primary and Intermediate levels.

2. ELIGIBILITY:

- 2.1 Applications will be considered from Schools and Educational Institutions in:
 - The Rotorua Education District; and
 - The Township of Maketu
- 2.2 The successful applicants cannot be guaranteed on-going funding for subsequent years.
- 2.3 Applications for currently funded projects may be considered for continuation, but compelling evidence of success will be required.
- 2.4 Applications will clearly show the level of financial input which the Organisation is prepared to provide towards meeting its share of the overall cost of the project.

3. INFORMATION TO BE PROVIDED:

- 3.1 Each Applicant must provide details of the following:
 - Organisation details as required in the application
 - The purpose and details of the grant application
 - Target Learner Groups
 - Total number of Maori Learners in Target Group
 - Number of Ngati Whakaue Learners in the Target Group
 - Key expected outcomes
 - Education significance and the benefit to Ngati Whakaue and/or Rotorua
 - Project structure including project status, implementation plan, evaluation, key Personnel
 - Future maintenance of project beyond Ngati Whakaue funding
 - Full financial costings and budget for the project
 - Financial input from Applicant
 - Level of financial assistance being sought from Ngati Whakaue.
 - Details of other sources of financial support obtained are to be supplied.
 - Letters of support.

3.2 This funding does not support applications for:

- Sporting development or exchanges
- Purchase of vehicles
- Conference fees
- Overseas travel

4. REFERENCES:

4.1 The Board and Rotorua Trust will determine at their discretion the amount available annually for project grants.

5. PROCEDURES:

5.1 Applications open Mid-August and close on the last Friday in September for applications undertaken in the following School year.

5.2 This Policy and Applications are available on the website at www.ngatiwhakaue-eetb.org.nz.

5.3 The Organisation concerned completes the relevant online application and supplies all appropriate attachments.

5.4 Verification as appropriate of involvement of Ngati Whakaue component to the Board's satisfaction.

5.5 The application and supporting information is evaluated by the Board's Education Consultant and the Rotorua Trust Grants Co-ordinator and considered by the Board's Education Sub-Committee which gives its recommendation to the Board.

5.6 The application is tabled at the Board Meeting and a decision for acceptance (or declined) is provided.

5.7 Approved grants are released to the successful Applicant by the Board by way of two progress payments in February and July of each year subject to performance. Payments shall be paid only following receipt of the relevant milestone reports required to the satisfaction of the Board's Education Consultant or any other terms set by the Board.

5.8 Monitoring and final milestone report regarding the outcome of the project to the satisfaction of the Board's Education Consultant and the Rotorua Trust Grants Co-ordinator.

5.9 The decision in respect of any grant application is entirely at the discretion of the Board and no correspondence will be entered into relating to the Board's decision.

5.10 The Board may request further information to assist processing any application.

6. DISCLOSURE:

6.1 All information may be used for statistical purposes by the Board and Rotorua Trust.

6.2 Individual information relating to successful Applicants may be used by the Board and Rotorua Trust for publicity/promotional purposes.

6.3 Appropriate undertakings may be sought from Applicants to acknowledge the support of the Board and Rotorua Trust.

6.4 Appropriate reporting in relation to outcomes may be required by the Board.