

South Wairarapa District Council

Partnership Funding Request Form

(for period 1 July 2021 – 30 June 2023)

Submit to: grants@swdc.govt.nz before 4 pm, 16 August 2021

1. ORGANISATION DETAILS

Name of organisation: Cobblestones Museum	
Physical address: 169 Main Street, Greytowr	1
Postal address: 169 Main Street, Greytown	
Contact Person: Lucy Cooper	Phone No (Day): 0210 22 11 414
Email: lucy_e_cooper@yahoo.com	Mobile No: 0210 22 11 414

Officers of organisation		
Chair: Chris Hume	Phone No: 027 243 3814	
Secretary: Anne Hayden	Phone No: 027 230 0343	
Treasurer: Ann Jurlina	Phone No: 027 600 6819	

Would you like to speak in support of your application to the Grants	Yes/No
Subcommittee on the 16 September 2021?	

When was the organisation formed and what are its aims and objectives?

Cobblestones Museum first opened its doors in 1971 and this year celebrates its 50th year providing a unique, accessible and fascinating experience for visitors to and residents of Greytown. The Museum is centred on a superb landscaped site with mature trees and is the repository for six Cat 2 historic buildings, plus a large, modern museum building and various supporting buildings. It is governed by a Trust Board and operated mainly by volunteers, all of whom give their time freely and abundantly to ensure Cobblestones fulfils its mission to be a leader in collecting, exhibiting and communicating the heritage of the Wairarapa Region. Cobblestone's vision is be the best heritage small village and museum experience in New Zealand. It aims to:

- Provide a unique and educational museum experience;
- Promote, preserve and make accessible through the collection, an interest and knowledge of the historical & cultural heritages of Wairarapa's early settlers;

- Encourage a sense of belonging and pride in the community; and
- Be a sustainable visitor attraction.

The Museum's Strategic Plan sets out a number of strategic goals for 2019-2022. They include ensuring all our listed heritage buildings are maintained in accordance with their conservation plans, continually upgrading our collection and exhibits, providing strong and sound governance and raising the profile of Cobblestones as an events space. Despite the massive disruption and uncertainty caused to the tourism economy by the global pandemic, Cobblestones is on track to achieve, and in many respects, exceed these goals by 2022.

Total number of members in your organisation?	Approximately 100
How many full-time equivalent people work in your organisation?	0.6
How many volunteers work in your organisation?	Approximately 100
Date of last AGM?	18 August 2020

2. FUNDING CRITERIA

Funding Criteria

Council has \$75,000 available for youth focused projects and \$170,000 available for community grants.

Please select the category that is the project's main focus (mark with an X)

Youth Grant	
Community Grant	x

Community Grants Funding Category

Grants will be allocated to organisations which contribute to the community in at least one of the following areas. The funding categories are aligned to the five community outcomes, with some categories linking to more than one community outcome (see Grants Policy).

Please select the category that is the project's main focus (mark with an X)

Arts, museums, heritage and culture (including Māoritanga)	х
Environment	
Events	х
Sport and Recreation	
Social and Educational Services	х
Economic Development	

3. OPERATIONAL FUNDING OVERVIEW

Reason for requesting operational funding agreement

Cobblestones is requesting \$25,000 a year under a 3 year partnership arrangement. Cobblestones' importance to Wairarapa's cultural richness and social wellbeing has long been acknowledged by the three Wairarapa local councils, each of which has contributed to our basic operating costs for a considerable time. Put simply, without the certainty of this block of underlying funding, Cobblestones would not be able to function. Operational funding agreements play a critical role in ensuring that costs associated with local authority rates, insurances and electricity are met. Please note, this request is not to contribute to capital works, as we fundraise for those. The certainty that the grant funding provides enables the Cobblestones community to run the Museum with confidence, and to work hard to ensure that it can deliver on its strategic aims, described above

Explain how your organisation contributes to the wellbeing of South Wairarapa community or youth

The ongoing contribution of funds by SWDC will allow Cobblestones to continue with its work and contribute to a number of wellbeing outcomes identified in the recently adopted 2021-2031 Long Term Plan and in ways that are consistent with the intended outcomes of the Council's recently adopted Grants Policy.

Cobblestones is an accessible, safe and diverse space, open to the public throughout the year. It provides an exciting, dynamic and interesting visitor experience that seeks to strengthen the connection between people and place, through the re-creation of an early settler experience in Wairarapa. In doing so, it acknowledges and explores the stories of bi-cultural life of the local Māori and the early European settlers in the Wairarapa. Cobblestones is committed to strengthening its relationship with mana whenua and Papawai Marae, and recently the Board was very pleased to be able to lend the Marae one of the museum's large murals for a Papawai exhibition to be held in Masterton. Cobblestones is one of our region's guardians of our collective heritage through its care and curation of historic items from across the region.

Through our education programmes, we also hope to encourage civic pride and participation with our region's young people, and connect them more directly to their region's heritage. We also see Cobblestones as presenting the opportunity for intergenerational learning and friendship. Our older volunteers, many with specialist engineering, curation and artisan skills, are passionate about sharing their knowledge and expertise with younger people through providing workshops and demonstrations.

Many aspects of the Museum's collection are 'hands on' and the emphasis is on participation. Visitors are encouraged to tour the buildings and touch the exhibits. Children can sit at a 19th century school desk and engage in crafts and activities from the

Victorian era. Families can take a ride in the 1954 fire engine, or sit in a pew in the chapel and imagine the experience of a traditional Sunday service. All are welcome to explore the grounds and see and in many cases touch the agricultural displays, the apothecary exhibits, the printer's equipment and much more besides.

As well as contributing to social and cultural wellbeing outcomes, Cobblestones undoubtedly contributes to South Wairarapa's economic and environmental wellbeing. Cobblestones is a draw card for visitors to the region, rated #1 out of 13 'things to do' in Greytown on TripAdvisor, and forms part of a rich and varied visitor experience involving local shops, restaurants, cafes and other attractions. We feel that in terms of our location, visitor offering and strategic vision, we can readily contribute to the economic goals of the Wairarapa Economic Development Strategy and Action Plan – October 2018, by encouraging people to visit and stay in our region, contributing to the year-round calendar of events and attractions and thereby supporting year-round occupancy, and being digitally 'linked up', providing an easy to access and user-friendly experience for visitors.

The culture and heritage displayed at Cobblestones reflects the creativity, courage and determination of those who came before us, qualities that are embodied by the Trust through its commitment to fulfilling its mission to be a leader in collecting, exhibiting and communicating the rich heritage of the Wairarapa Region.

How many residents of South Wairarapa will benefit from the funding?

The existing body of c100 volunteers, 11 Board members and our one part time staff member will benefit from the funding, as it will provide certainty that the Museum can remain open and accessible to visitors. Our visitors from South Wairarapa will also directly benefit from the funding, by being able to continue to visit our Museum and enjoy the beautiful gardens and exhibits. Ongoing funding will also ensure that other local businesses benefit, as people visiting our Museum will go on to enjoy eating, drinking and shopping in our towns.

How many residents of South Wairarapa will indirectly benefit from the funding?

The wider community will also undoubtably benefit from the funding indirectly. In addition to our regular operating hours, Cobblestones hosts important social events where the community can come together and celebrate, including the Christmas Carol service, community open days and the Tweed Ride. Throughout July, for example, Cobblestones opened its doors on a koha entry basis, and welcomed over 2,500 visitors over five weekends of community focused, family friendly events. While many of those visitors were from our region, a significant number were from further afield. As a result, many of our region's businesses, including hotels, B&Bs, cafés, restaurants, would have benefited from our ability to attract so many people.

Provide a brief summary of any successes/achievements of the organisation

We are proud that Cobblestones has not only succeeded in reaching its 50th year, but is doing so looking stronger than ever. With a strong and stable governance Board, an incredible community of volunteers and the support of the Friends of Cobblestones, and a

clear strategic vision and plan, Cobblestones is in excellent shape to enter its second half century.

In the last 12 months alone, we have developed and been running a number of very successful community events and open days. These were extended throughout July, as part of the Midwinter Christmas celebrations in Greytown, and have been very effective in attracting visitors from particularly Wellington, Manawatu and Hawkes Bay. In fact, Cobblestones is on track to have its best ever year, with a projected 5,500 visitors to the end of 2021.

We have recently installed wifi throughout the site, ensuring our visitors can stay connected, and are progressing an augmented reality project with Mike Green to enhance the visitor experience.

Also among our most recent achievements is the extension of our outreach to schools through the development of education modules. These have been very successful and seen an increase in the number of school visits this academic year, a trend we hope to build on in the future.

Lastly, we have been progressively re-presenting our collection of agricultural machinery, installing a saddlery display and are moving to raise funds to better house and display our horse-drawn vehicles, large Booth sawmill engine, and so on. Of note is that because of our regional status, we have been selected by Te Papa to stage a high quality touring exhibition of wool bale stencils in 2022.

We have risen to the challenges which have resulted from COVID-19, to both improve our relevance to the wider community in terms of the range of attractions and events we offer, and improve and extend the museum collection. With ongoing support from the three local authorities, we are confident enough to move ahead by investing significant capital in our older display building. This will likely be in the order of \$200,000 and funded by a generous donation and the likes of Lotteries. Doing so will mean we can keep serving the local community by providing strong and positive leadership in the historic, cultural and recreation space.

4. FINANCIALS - BUDGET FOR CURRENT FINANCIAL YEAR (YOU MAY ATTACH SEPARATELY)

Please see separate accounts attached. Please note our balance date is 31 May 2020 and that our 2021 accounts are still in preparation.

Sources of Revenue/Income	
Subscriptions/Membership fees	\$ 2,110
Donations	\$
Non-Council Grants (please specify)	\$
Council Grants (non-SWDC)	\$
Total Revenue/Income	\$

Expenditure	
Salaries	\$
Rent	\$
Electricity	\$
Phone	\$
Insurance	\$
Other (Please list)	\$
Total Expenditure	\$
Budget Surplus/Deficit	\$

GST Registration			
Are you GST Registered		Yes/No GST Number is 33-319-266	
Bank account details (required for non GST registered applications only)			
Name of bank:			
Account name:			
Account No:			

5. Declarations

We agree to comply with requests from an officer or councillor from SWDC for additional information in relation to this application.

Statement to comply with the Provisions of the Privacy Act 1993

The personal information above is collected and will be held by SWDC for the purpose of considering your application for financial assistance. You have the right of access to, and correction of, personal information about you, that we hold.

Authorisation

- I certify that the information provided in this application form is true and correct to the best of my knowledge.
- I have the authority to make the application on behalf of the organisation.
- I agree that the necessary documentation listed below is attached to this application.
- I confirm that we will complete and return a grant accountability form within twelve months of the date the grant is paid out.
- The organisation will keep receipts and a record of all expenditure for 7 years.
- Any unspent funds will be returned to SWDC.
- All expenditure will be accounted for in the Grant Accountability Form.

Signatory One	Signatory Two
Signed:	Signed:
Full name:	Full name:
Designation:	Designation:
Date:	Date:

Eligibility and Criteria

Applicants should review the eligibility and grant criteria as outlined in the <u>Grants Policy</u> before making an application.

Please return the completed form by 4.00 pm on 16 August 2021 to:

South Wairarapa District Council PO Box 6 Martinborough 5741

Or email: grants@swdc.govt.nz

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Profit & Loss Cobblestones Trust For the 12 months ended 31 May 2020

	May-20		May-19	
Income	•			
Donations Other Income - Misc	\$ \$	375 241	\$ \$	6,603
Other Income - Tour Groups	\$	-	\$	309
Rent (Schoc Building)	\$	16,363	\$	16,861
Gate Takings Gate Takings General Public	\$	20,692	\$	26,965
Gate Takings General Fublic Gate Takings Group Tours	\$	333	\$	1,211
Gate Takings School Groups Total Gate Takings	\$ \$	65 21,090	\$ \$	836 29,011
	<u> </u>	21,000	<u> </u>	20,011
Hireage Admin Hall Hire	\$	1,025	\$	1,729
Church Hire	\$	391	\$	348
Total Hireage	\$	1,416	\$	2,077
Shop - Retail	\$		\$	95
Banking and Eftpos Variances Souvenir Sales	\$	8,761	\$	7,411
Total Shop - Retail	\$	8,761	\$	7,507
Total Income	\$	48,247	\$	62,368
Gross Profit	\$	48,247	\$	62,368
Plus Other Income				
Donations - Asset Purchases Trusthouse Donations - Greytown Lioness	\$ \$	3,000 2,000	\$ \$	-
Donations - South Wairarapa Rotary asset purchase	\$	1,250	\$	- 1
Grant - Museums Aotearoa Interest Income	\$ \$	2,000 1,119	\$ \$	634
South Wairarapa Rotary Club	\$	-	\$	1,500
Donations				
Donations - Asset Purchases	\$	-	\$	978
Donations - Friends of Cobblestones Donations - Special	\$ \$	27,429 2,000	\$ \$	3,099 249
Eastern & Central Donation	\$	10,000	\$	-
Total Donations	\$	39,429	\$	4,325
Grants Received Carterton District Council	\$	5,000	\$	5,000
Grant - Greytown Community Board	\$	5,000	\$	1,000
Greytown Trust Lands Trust Masterton District Council	\$ \$	35,269 2,500	\$ \$	34,341 2,500
South Wairarapa District Council	\$	15,000	\$	15,000
Te Papa Helping Hands Grant Total Grants Received	\$ \$	3,043 60,812	\$ \$	1,304 59,145
Total Other Income	\$	109,610	\$	65,604
Less Operating Expenses Computer Expenses	s	151	s	105
Depreciation	\$	25,558	\$	21,731
Development Expenses - Projects Donations & Koha	\$ \$	1,490 435	\$ \$	- 72
Entertainment	\$	134	\$	118
Entertainment - Non Deductible Expenses for Windmill	\$ \$	154 773	\$ \$	135 -
Loss on Sale of Asset Marketing Committee	\$ \$	177 2,740	\$ \$	- 4,262
Printing and Stationery	\$	481	\$	338
Wages from Covid 19 Subsidy	\$	5,356	\$	-
Exhibitions Committee				
Collections Exhibition Costs	\$ \$	225 26	\$ \$	4,064
Exhibitions	\$	157	\$	7,417
Total Exhibitions Committee	\$	408	\$	11,481
Finance Committee Accountants	\$	2,315	s	512
Audit Fee	\$	250	\$	250
Bank Charges Ground Lease (Greytown Trustlands Trust)	\$ \$	275 37,125	\$ \$	316 37,125
Insurance	\$	6,980	\$	6,072
Rates Subscriptions - Xero	\$ \$	6,277 576	\$ \$	5,946 560
Total Finance Committee	\$	53,798	\$	50,781
Grounds and Buildings Committee	_		_	
Building Maintenance Fuel, Oil Mower Expenses	\$ \$	24,991 323	\$ \$	4,969 687
Grounds Maintenance	\$ \$	923	\$ \$	1,267
Total Grounds and Buildings Committee	•	26,237	•	6,923
Operations Committee ACC Workplace Cover	\$	54	\$	120
Administration Eftpos Admin and Rental	\$ \$	44 168	\$ \$	309 659
General Expenses	\$	749	\$	290
Phone/Internet Power	\$ \$	1,059 3,302	\$ \$	1,065 3,443
Sanitation	\$	1,222	\$	1,192
Wages Wages Subsidy - Covid 19	\$ -\$	24,238 5,356	\$ \$	30,164
Wages Subsidy from MSD	-\$ \$	7,826	-\$	14,261
Wedding /Church Promotion		-	\$	399 23,382
Total Operations Committee	\$	17,654	\$	
Total Operations Committee Shop Expenses		17,654	\$	
Shop Expenses Opening Stock - Souvenirs	\$ \$	3,797	\$	2,686
Shop Expenses Opening Stock - Souvenirs Souvenir Purchases Closing Stock - Souvenirs	\$ \$ \$ -\$	3,797 5,778 5,372	\$ \$ -\$	5,003 3,797
Shop Expenses Opening Stock - Souvenirs Souvenir Purchases Closing Stock - Souvenirs Total Shop Expenses	\$ \$ \$ -\$ \$	3,797 5,778 5,372 4,203	\$ \$ -\$	5,003 3,797 3,892
Shop Expenses Opening Stock - Souvenirs Souvenir Purchases Closing Stock - Souvenirs	\$ \$ \$ -\$	3,797 5,778 5,372	\$ \$ -\$	5,003 3,797





Performance Report

Cobblestones Trust For the year ended 31 May 2020

Prepared by Osborne Group



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Compilation Report

Cobblestones Trust For the year ended 31 May 2020

Compilation Report to the Trustees of Cobblestones Trust.

Scope

On the basis of information provided and in accordance with Service Engagement Standard 2 Compilation of Financial Information, we have compiled the financial statements of Cobblestones Trust for the year ended 31 May 2020.

These statements have been prepared in accordance with the accounting policies described in the Notes to these financial statements

Responsibilities

The Trustees are solely responsible for the information contained in this financial report and have determined that the accounting policies used are appropriate to meet your needs and for the purpose that the financial statements were prepared.

The financial statements were prepared exclusively for your benefit. We do not accept responsibility to any other person for the contents of the financial statements.

Review Engagement Undertaken

These Financial Statements have been subject to a Review, in line with the Trust's reporting obligations under the Charities Act 2005. Please refer to Reviewer's Report.

Independence

We have no involvement with Cobblestones Trust other than for the preparation of financial statements and management reports and offering advice based on the financial information provided.

Disclaimer

We have compiled these financial statements based on information provided which has not been subject to an audit or review engagement. Accordingly, we do not accept any responsibility for the reliability, accuracy or completeness of the compiled financial information contained in the financial statements. Nor do we accept any liability of any kind whatsoever, including liability by reason of negligence, to any person for losses incurred as a result of placing reliance on this financial report.

Osborne Group,

3 Waltons Ave, Kuripuni

Masterton, 5810

Dated: 18 September 2020

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Entity Information

Cobblestones Trust For the year ended 31 May 2020

'Who are we?', 'Why do we exist?'

Legal Name of Entity

Cobblestones Trust

Entity Type and Legal Basis

Charitable Trust and Registered Charity.

Registration Number

Registered as a Charity (registration number CC35875) under the Charities Act 2005.

Entity's Purpose or Mission

Cobblestones Trust is responsible for the maintenance, preservation and development of the 'Cobblestones Museum' at Main Street in Greytown, and the displays thereat including the land upon which the museum is situated, for the use, benefit, and enjoyment of the public.

We do this by:

- The preservation and restoration of artifacts, chattels, relics and historical items relating in partiular to the Wairarapa District.
- Fostering and encouragement of an interest in history and the education of museum visitors through displays, and lectures.
- Marking, maintenance and preservation of places and things which are of local historical interest, and the keeping of permanent records thereof.

The Trust has several buildings in the museum grounds that are registered with the Historic Places Trust, and in 2014 we opened a new exhibition hall and entranceway.

We are predominantly funded by:

- Grants from the three Wairarapa District Councils and the Greytown Trust Land Trust
- Visitor Entrance Fees
- Rental payments from the Cobblestones-owned Schoc building
- Support of a financial or other nature by local businesses and organisations

We also receive grant funding from other sources for specific projects. This year we received funding from:

• Eastern and Central Trust for the repair and repainting of our church.

The Trust owns approximately one half of the museum grounds, with the other half being owned by the Greytown Trust Lands Trust which is leased to Cobblestones for an annual rental.

Entity Structure

The Trust is managed by a Board of Trustees. Our Trust Deed states that we must have between seven and twelve Trustees. One Trustee may be appointed by each of the following: South Wairarapa District Council, Carterton District Council, Masterton District Council, Friends of Cobblestones, Greytown Business Association (no longer in existence; replaced by Greytown Lions), Greytown Community Heritage Trust, Rotary Club of South Wairarapa and Greytown Trust Lands Trust. The Board is also able to

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appoint up to 4 appointees.

We currently have ten Trustees that constitute our governance board. In addition we have a Secretary and Treasurer.

Name	Board Position	Appointed by
Brian Baxter	Chairperson	Board
Graeme Gray	Board Member	Board
Chris Hume	Board Member	'Friends'
Joseph Gillard	Board Member	Carterton DC
Alan McCartney	Board Member	Greytown Lions
Janette Wallace Gedge	Board Member	Board
Derek Wilson	Board Member	Greytown Trust Lands Trust
Brent Gare	Board Member	Masterton DC
Alan Percy	Board Member	South Wairarapa DC
Bob Tosswill	Board Member	South Wairarapa Rotary
Anne Hayden	Secretary	
Anthea Nickson	Treasurer	

Operational Structure: Our operations are managed by the Trustees. We employ a cleaner and a part time front office person. Volunteers support us with our various activities throughout the year.

Main Sources of Entity's Cash and Resources

Cobblestones Trust has received its income from a mixture of grants, rent received, gate takings, souvenir sales, donations and fundraising.

Main Methods Used by Entity to Raise Funds

Grants are applied for from District Councils and other community organisations for specific projects. Fundraising activities are usually run by the Friends of Cobblestones volunteer group.

Entity's Reliance on Volunteers and Donated Goods or Services

All Board members are volunteers, as are most of the front office and collection teams. Friends of Cobblestones, another volunteer group, work alongside the Cobblestones Trust and are actively involved in fund raising, care and maintenance of the museum grounds, development projects, museum promotion, and events and open days.

Address

169 Main Street, Greytown, New Zealand, 5712

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Entity Information - Additional Information

Cobblestones Trust For the year ended 31 May 2020

Additional Information

Phone: 06 304 9079

Email: cobblestonesmuseumgreytown@gmail.com

Website: www.cobblestonesmuseum.org.nz

Address

169 Main Street, Greytown, New Zealand 5712

Banker

Bank of New Zealand Ltd, Carterton

Date of Registration

The Trust was originally incorporated in 1980

Accountant

Osborne Group

3 Waltons Ave, Kuripuni

Masterton, 5810

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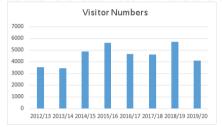
Chairpersons Report

Cobblestones Trust For the year ended 31 May 2020

This year has been interesting to say the least. Things were going well until Covid19 forced us to close for two months. Visitor numbers took a hit and we ended the year with 4,082 visitors, well down on last years record of 5,725.

Most of our visitors are from overseas and so we face a difficult future until overseas visitors are allowed back into NZ.

The table below shows our visitor numbers for the last 8 years.



Despite Covid19, we had a successful year financially, recording another surplus. This result has set us up to be in a strong financial position to face the problems of the future (more on this below).

Highlights of the year included:

- · Repairing and painting our historic church (total cost \$20,000)
- · Upgrading the kitchen from which we undertake many of our fundraising activities (\$17,000)
- · Upgrading our computer equipment (\$5,000)
- · Beginning the saddlery project
- · Beginning the Windmill project
- · Improving storage for our collection.

We had several successful events at Cobblestones, including the open day, Jazz Concert and Christmas Carols evening. Thanks to the *Friends of Cobblestones* for organising those.

From a collection point of view we have a number of improvements planned and some are underway. The windmill project is well underway and will be completed before the end of 2020.

Ensuring we have enough funding to run the museum, and where possible upgrade our exhibits, remains our main focus and is critical to the on-going success of Cobblestones.

We are therefore particularly grateful to the following for their financial support of Cobblestones during the year:

- · Greytown Trust Lands Trust \$35,269 (annual grant see note 3)
- · South Wairarapa District Council \$15,000 (annual grant)
- Carterton District Council \$5,000 (annual grant)
- Masterton District Council \$2,500 (annual grant)
- · South Wairarapa Rotary \$1,250 (for signage)
- · Eastern and Central Community Trust \$10,000 (church repair and paint)
- · The Friends of Cobblestones \$5,000 (church repair and paint)
- The Friends of Cobblestones \$5,200 (contribution to Museum Administrators salary)

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- The Friends of Cobblestones \$17,244 (kitchen upgrade see note 4)
- · Trusthouse Masterton \$3,000 (computer equipment)
- · Greytown Lionesses \$2,000 (windmill)
- · Field Brothers \$2,000 (windmill)

Without their on-going support we would not be able to operate and upgrade our facilities.

Looking forward, our major projects for 2020/21 include:

- · Completing the windmill installation
- · Finishing the saddlery project
- · Improving signage of our exhibits, particularly our outside exhibits
- Improving our front boundary displays
- · Building a shelter for our outside machinery
- · Upgrading our fire station.

Our marketing and Events Committee have got great plans for the future and there are some exciting times ahead.

But there are also some dark clouds on our horizon. We do have some major financial hurdles ahead, with Greytown Trust Lands Trust (who own a large portion of our land and to whom we pay a market lease) informing us that, after 50 years of granting us back our rental payment to them, that this years grant to us will be their last. That will leave a huge hole in future budgets. We are working on solutions and ramping up our fund-raising efforts, but we need a long-term solution, such as being able to buy the land ourselves so we don't have to pay rent (or have someone buy it and charge us much less). At the time of completing this report, no such solution is imminent.

Finally, I would like to acknowledge and thank the many volunteers that run Cobblestones, including the trustees. We estimate that about 6,000 volunteer hours are contributed annually to Cobblestones, which is the equivalent of 3 full-time workers. I would also like to acknowledge the contribution of the *Friends of Cobblestones* for their work and financial contribution to Cobblestones during the year. The *Friends* kept the grounds looking beautiful, and ran several very successful functions during the year to raise funds for the Museum.

Brian Baxter

Chairperson

Performance Report | Cobblestones Trust



Approval of Financial Report

Cobblestones Trust For the year ended 31 May 2020

The Trustees are pleased to present the approved financial report including the historical financial statements of Cobblestones Trust for year ended 31 May 2020.

APPROVED
Brian BAXTER
Chairperson
Date
Anthea NICKSON
Anthea NICKSON
Treasurer
Date

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Statement of Service Performance

Cobblestones Trust For the year ended 31 May 2020

'What did we do?', 'When did we do it?'

Description of Entity's Outcomes

A well presented and informative museum for the public to enjoy, encouraging an interest in history. Providing education of museum visitors through displays and lectures.

The reduction in the number of visitors and volunteers hours reflects the fact that the Museum was closed from mid-March to late-May due to Covid19 restrictions.

	2020	2019
Description and Quantification of the Entity's Outputs		
Total Visitor Numbers	4,098	5,725
Estimated Volunteer Hours	5,642	6,000

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Statement of Financial Performance

Cobblestones Trust For the year ended 31 May 2020

'How was it funded?' and 'What did it cost?'

	NOTES	2020	2019
Revenue			
Revenue			
Donations, fundraising and other similar revenue	1	108,866	71,573
Revenue from providing goods or services	1	47,872	55,669
Interest, dividends and other investment revenue	1	1,119	634
Other revenue	1	13,182	14,356
Total Revenue		171,039	142,232
Expenses			
Volunteer and employee related costs	2	29,647	30,285
Costs related to providing goods or service	2	89,617	80,074
Souvenirs	2	4,203	3,892
Other expenses	2	3,727	1,499
Depreciation	2	25,735	21,731
Total Expenses		152,929	137,480
Surplus/(Deficit) for the Year		18,109	4,752

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Statement of Financial Position

Cobblestones Trust As at 31 May 2020

'What the entity owns?' and 'What the entity owes?'

	NOTES	31 MAY 2020	31 MAY 2019
Assets			
Current Assets			
Bank accounts and cash	3	80,492	55,432
Accounts Receivable	3	10,765	8,180
GST	3	188	2,048
Inventory	3	5,372	3,797
Interest Accrued	3	42	45
Total Current Assets		96,860	69,502
Non-Current Assets			
Property, Plant and Equipment	5	2,018,152	2,021,365
Total Non-Current Assets		2,018,152	2,021,365
Total Assets		2,115,012	2,090,867
Liabilities			
Current Liabilities			
Accounts Payable	4	14,049	8,873
Friends of Cobblestones	4	15	-
Unused donations and grants with conditions	4	-	2,000
Government Wage Subsidy	4	2,845	-
Total Current Liabilities		16,909	10,873
Total Liabilities		16,909	10,873
Total Assets less Total Liabilities (Net Assets)		2,098,103	2,079,993
Accumulated Funds			
Accumulated surpluses or (deficits)	6	1,085,890	1,067,780
Reserves	6	1,012,213	1,012,213
Total Accumulated Funds		2,098,103	2,079,993

Performance Report Cobblestones Trust Page 12 of 25



Statement of Cash Flows

Cobblestones Trust For the year ended 31 May 2020

	2020	2019
ash Flow		
Cash Flows from operating activities		
Cash was received from:		
Donations, fundraising and other similar receipts	106,881	73,573
Receipts from providing goods or services	47,872	55,037
Interest, dividends and other investment receipts	1,077	589
Cash receipts from other operating activities	7,826	14,356
Net GST	4,099	8,532
Total Cash was received from:	167,755	152,087
Cash was applied to:		
Donations or grants paid	-	
Payments to suppliers and employees	(123,165)	(129,123
Total Cash was applied to:	(123,165)	(129,123
Net cash flows from operating activities	44,590	22,964
	,	,
Cash Flows from investing & financing activities		
Cash was received from: Proceeds from loans borrowed from other parties	8,201	
Total Cash was received from:	8,201	
Total Cash was received from.	5,201	
Cash was applied to:		
Payments to acquire property, plant and equipment	(22,376)	(1,999
Repayments of loans borrowed from other parties	(5,356)	
Total Cash was applied to:	(27,732)	(1,999
Net cash flows from investing & financing activities	(19,530)	(1,999
Net increase/(decrease) in cash	25,060	20,965
Opening bank accounts and cash		
Opening bank accounts and cash	55,432	34,467
Total Opening bank accounts and cash	55,432	34,467
Net change in cash for period	25,060	20,965
Closing bank accounts and cash	80,492	55,432

Performance Report Cobblestones Trust Page 13 of 25



Depreciation Schedule

Cobblestones Trust For the year ended 31 May 2020

NAME	RATE	SALE PRICE	COST	OPENING VALUE	PURCHASES	DEPRECIATION	CLOSING VALUE	LOSS
Buildings								
Admin Building	2.00%	-	175,000	168,000	-	3,500	164,500	-
Administration Building Kitchen Renovations	10.00%	-	11,969	-	11,969	997	10,971	-
Car Park	0.00%	-	3,924	3,924	-	-	3,924	-
Church (H2)	0.00%	-	25,000	25,000	-	-	25,000	-
Coach House	2.00%	-	7,000	6,720	-	140	6,580	-
Cottage (H2)	0.00%	-	25,000	25,000	-	-	25,000	-
Engine Building	2.00%	-	7,000	6,720	-	140	6,580	-
Fire Station	2.00%	-	20,000	19,200	-	400	18,800	-
Forge	2.00%	-	85,000	81,600	-	1,700	79,900	-
Front Fence	0.00%	-	4,896	-	-	-	-	-
Hospital (H2)	0.00%	-	25,000	25,000	-	-	25,000	-
Maintenance Shed	2.00%	-	4,000	3,840	-	80	3,760	-
New Entrance Building	0.00%	-	882,431	882,431	-	-	882,431	-
New Garden	0.00%	-	2,403	2,403	-	-	2,403	-
Portacabin/Office Building	13.50%	-	8,886	4,583	-	619	3,964	-
Print Works	2.00%	-	50,000	48,000	-	1,000	47,000	-
Roadsman Hut	2.00%	-	5,000	4,800	-	100	4,700	-
Schoc Building	2.00%	-	200,000	192,000	-	4,000	188,000	-
School (H2)	0.00%	-	25,000	25,000	-	-	25,000	-
Security Lighting Woolshed	20.00%	-	7,668	6,645	-	1,329	5,316	-
Security Screen	43.00%	-	2,290	7	-	3	4	-
Stables (H2)	0.00%	-	25,000	25,000	-	-	25,000	-
Street Lights	20.00%	-	5,242	3,565	-	713	2,852	-

These financial statements should be read in conjunction with the attached Compilation Report.

Performance Report Cobblestones Trust Page 14 of 25



NAME	RATE	SALE PRICE	COST	OPENING VALUE	PURCHASES	DEPRECIATION	CLOSING VALUE	LOSS
Strong Room	12.00%	-	5,585	884	-	106	778	-
Toilet Block	0.00%	-	3,000	3,000	-	-	3,000	_
Woolshed (H2)	0.00%	-	25,000	25,000	-	-	25,000	-
Workshop	2.00%	-	25,000	24,000	-	500	23,500	-
Total Buildings		-	1,666,293	1,612,322	11,969	15,327	1,608,963	-
Exhibits Valuation								
Displays & Fitout 2016	10.00%	-	6,127	4,392	-	439	3,953	-
Exhibits Valuation	0.00%	-	49,885	49,885	-	-	49,885	-
New Building Fitout 2015	10.00%	-	70,389	45,797	-	4,580	41,217	-
Total Exhibits Valuation		-	126,401	100,074	-	5,019	95,055	-
Land								
Adjusted Value Land		-	151,000	151,000	-	-	151,000	-
Freehold Land		-	64,000	64,000	-	-	64,000	-
Land Revaluation		-	85,000	85,000	-	-	85,000	-
Total Land		-	300,000	300,000	-	-	300,000	-
Plant & Equipment								
20x Chairs	21.00%	-	313	217	-	46	171	-
20x Chairs	20.00%	-	313	230	-	46	184	-
3x Picnic Tables	20.00%	-	1,370	968	-	194	774	-
Air Compressor	0.00%	-	426	-	-	-	-	-
Camera - Nikon D3500	67.00%	-	594	-	594	133	461	-
Compost Bins	0.00%	-	730	-	-	-	-	-
Epson Projector	20.00%	-	1,999	1,866	-	373	1,493	-
Flags	55.00%	-	160	-	-	-	-	-
Haier Fridge	7.00%	130	513	307	-	-	-	177
Heartstart Defibrillator	30.00%	-	2,822	1,210	-	363	847	-

These financial statements should be read in conjunction with the attached Compilation Report.

Performance Report Cobblestones Trust Page 15 of 25



NAME	RATE	SALE PRICE	COST	OPENING VALUE	PURCHASES	DEPRECIATION	CLOSING VALUE	LOSS
Kitchen Renovations - Microwave, Stove, Fridge	30.00%	-	4,860	-	4,860	1,215	3,645	-
Kohler Cub Cadet Lawnmower	16.00%	-	4,347	3,505	-	561	2,945	-
Leaf Blower	20.00%	-	526	197	-	39	158	-
Leaf Blower	0.00%	-	400	-	-	-	-	-
New server, computers and scanner	50.00%	-	5,230	-	5,230	2,179	3,051	-
Sam4s Cash Register	40.00%	-	999	86	-	35	52	-
Secuguard Security Safe	7.00%	-	275	166	-	12	154	-
Security Systems	0.00%	-	787	-	-	-	-	-
Steelfort Tilt Trailer	7.00%	-	347	208	-	15	193	-
Vacuum Cleaner	0.00%	-	177	-	-	-	-	-
Water Blaster	36.00%	-	599	8	-	3	5	-
Total Plant & Equipment		130	27,787	8,969	10,684	5,212	14,133	177
Total		130	2,120,481	2,021,365	22,653	25,558	2,018,152	177



Statement of Accounting Policies

Cobblestones Trust For the year ended 31 May 2020

'How did we do our accounting?'

Basis of Preparation

The entity has elected to apply PBE SFR-A (NFP) Public Benefit Entity Simple Format Reporting - Accrual (Not-For-Profit) on the basis that it does not have public accountability and has total annual expenses equal to or less than \$2,000,000. All transactions in the Performance Report are reported using the accrual basis of accounting. The Performance Report is prepared under the assumption that the entity will continue to operate in the foreseeable future.

Goods and Services Tax (GST)

The entity is registered for GST. All amounts are stated exclusive of goods and services tax (GST) except for accounts payable and accounts receivable which are stated inclusive of GST.

Income Tax

Cobblestones Trust is wholly exempt from New Zealand income tax having fully complied with all statutory conditions for these exemptions.

Bank Accounts and Cash

Bank accounts and cash in the Statement of Cash Flows comprise cash balances and bank balances (including short term deposits) with original maturities of 90 days or less.

Accounts Receivable

Receivables are stated at their estimated realisable value. Bad Debts are written off in the year in which they are identified.

Changes in Accounting Policies

Other than the change in how our buildings are valued as per below, the accounting policies are unchanged and have been applied on a consistent basis with those of previous years. In prior years, many of the older buildings have been valued collectively.

During the year, the Trust determined values for each of its buildings and these show as the opening value in the depreciation schedule above. Of those buildings so listed, those that are listed by the Historic Places Trust are not depreciated.

Revenue Recognition

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

Sales of services are recognised in the period by reference to the stage of completion of the transaction at the end of the reporting period.

Interest received is recognised as interest accrues, gross of refundable tax credits received.

Grants received are recognised in operating revenue, unless specific conditions are attached to a grant and repayment of the grant is required where these conditions are not met. In these cases, the grant is treated as a liability until the conditions are met.

Performance Report | Cobblestones Trust Page 17 of 25



Inventories

Inventories are recorded at the lower of cost (determined on a first in first out basis) and net realisable value.

Property, Plant and Equipment

All property, plant and equipment are intially recorded at cost with depreciation being deducted on all tangible fixed assets other than freehold land, in accordance with rates set out in the Income Tax Act 2007.

If any assets are revalued this will be clearly shown in the Fixed Asset Register.

Exhibits were valued in 1999 and no changes have been recorded since that date. No depreciation has been written off these exhibits.

The original building valuation and plant & equipment valuation were undertaken in 1994 and depreciation has been claimed on these.

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Review of Service Performance Report

Cobblestones Trust For the year ended 31 May 2020

REVIEW OF SERVICE PERFORMANCE REPORT

For the Year ended 31 May 2020

To the Trustees of the Cobblestones Trust

I have reviewed the service performance report including financial statements of the Cobblestones Trust for the financial period ended 31 May 2020.

COBBLESTONES TRUST'SRESPONSIBILITIES

It is the responsibility of the Cobblestones Trust to prepare a service performance report which gives a true and fair view of the financial position of Cobblestones Trust as at 31 May 2020 and of the income and expenditure for the year ended on that date. The Trustees have prepared the report with the assistance of their accountants.

REVIEWER RESPONSIBILITIES

It is my responsibility to review and express an independent opinion of the service performance report including the statements of financial performance and position and to report my opinion to the Trustees of the Cobblestones Trust.

BASIS OF OPINION

A review provides a moderate level of assurance, relying on analytical procedures to express an opinion on the financial position and service levels. I have obtained all the information and explanations that I considered necessary to conduct my review and to satisfy myself that proper accounting and other relevant records had been kept.

OPINION

In my opinion the service performance report:

- complies with generally accepted accounting practice and
- fairly reflects the financial position of the Cobblestones Trust as at 31 May 2020.

My review was completed on 18 September 2020 and my opinion is expressed as at that date.

Graham Evans

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Notes to the Performance Report

Cobblestones Trust For the year ended 31 May 2020

	2020	201
. Analysis of Revenue		
Donations, fundraising and other similar revenue		
Carterton District Council	5,000	5,00
Donations	2,375	7,82
Donations - Asset Purchases Trusthouse	3,000	
Donations - Friends of Cobblestones	27,429	3,09
Donations - Greytown Lioness	2,000	
Eastern & Central Donation	10,000	
Grants	2,000	
Greytown Community Board	-	1,00
Greytown Trust Lands Trust	35,269	34,34
Masterton District Council	2,500	2,50
South Wairarapa District Council	15,000	15,00
South Wairarapa Rotary Club	1,250	1,50
Te Papa Helping Hands Grant	3,043	1,30
Total Donations, fundraising and other similar revenue	108,866	71,57
Revenue from providing goods or services		
Admin Hall Hire	1,025	1,72
Church Hire	391	34
Gate Takings General Public	20,692	26,96
Gate Takings Group Tours	333	1,21
Gate Takings School Groups	65	83
Other Income - Misc	241	
Other Income - Tour Groups	-	30
Rent (Schoc Building)	16,363	16,86
Souvenir Sales	8,761	7,41
Total Revenue from providing goods or services	47,872	55,66
Interest, dividends and other investment revenue		
Interest Income	1,119	63
Total Interest, dividends and other investment revenue	1,119	63
Other revenue		
Banking and Eftpos Variances	-	9
Wages Subsidy from MSD	7,826	14,26
Wages Subsidy - Covid 19	5,356	
Total Other revenue	13,182	14,35
	2020	201
. Analysis of Expenses		
Volunteer and employee related costs		
ACC Workplace Cover	54	12



	2020	2019
Wages and salaries	29,594	30,164
Total Volunteer and employee related costs	29,647	30,285
Costs related to providing goods or services		
Administration	44	309
Advertising	192	1,930
Bank Charges	275	316
Building Maintenance	24,991	4,969
Collections	225	4,064
Development Expenses - Projects	1,490	-
Eftpos Admin and Rental	168	659
Entertainment	288	253
Exhibition Costs	26	-
Exhibitions	157	7,417
Expenses for Windmill	773	-
Fuel, Oil Mower Expenses	323	687
General Expenses	749	290
Ground Lease (Greytown Trustlands Trust)	37,125	37,125
Grounds Maintenance	923	1,267
Insurance	6,980	6,072
Marketing	2,548	2,332
Phone/Internet	1,059	1,065
Power	3,302	3,443
Printing and Stationery	481	338
Rates	6,277	5,946
Sanitation	1,222	1,192
Wedding /Church Promotion	-,	399
Total Costs related to providing goods or services	89,617	80,074
Souvenirs		
Opening Inventory	3,797	2,686
Souvenir Purchases	5,778	5,003
Closing Inventory	(5,372)	(3,797)
Total Souvenirs	4,203	3,892
Other expenses		
Accountants	2,315	512
Audit Fee	250	250
Computer Expenses	151	105
Subscriptions - Xero	576	560
Non recurring items		
Donations & Koha	435	72
Total Non recurring items	435	72
Total Other expenses	3,727	1,499
Depreciation		
Depreciation	25,558	21,731



177	
25,735	21,731
•	,
2020	2019
-	423
869	868
3,042	7,624
50,434	21,093
1,125	403
22	22
25,000	25,000
-	
80,492	55,432
2,048	1,119
8,717	7,061
10,765	8,180
5,372	3,797
5,372	3,797
188	2,048
42	45
230	2,093
2020	2019
11,427	8,873
2,622	
14,049	8,873
	2.000
-	2,000 2,00 0
	2,000
15	
2,845	
2,860	-



	2020	2019
i. Property, Plant and Equipment		
Buildings		
Buildings at cost	1,666,293	1,654,325
Accumulated depreciation - buildings	(57,330)	(42,003)
Total Buildings	1,608,963	1,612,322
Exhibits Valuation		
Exhibits Valuation	126,401	126,401
Less Accumulated Depreciation on Exhibits Valuation	(31,346)	(26,327)
Total Exhibits Valuation	95,055	100,074
Plant and Equipment		
Plant and Equipment	27,274	17,103
Less Accumulated Depreciation on Plant & Equipment	(13,141)	(8,134)
Total Plant and Equipment	14,133	8,969
Land		
Land at cost	300,000	300,000
Total Land	300,000	300,000
Total Property, Plant and Equipment	2,018,152	2,021,365

Building Valuations

Buildings are recorded at the valuation provided by the Board as at 1 June 2017 together with added improvements at cost. Land is recorded as per the Rates valuation as at 1 September 2017.

Exhibits were valued in 1999 and no changes have been recorded since that date.

	2020	2019
6. Accumulated Funds		
Accumulated Funds		
Opening Balance	1,067,780	1,063,028
Accumulated surpluses or (deficits)	18,109	4,752
Total Accumulated Funds	1,085,890	1,067,780
Reserves	1,012,213	1,012,213
Total Accumulated Funds	2,098,103	2,079,993

7. Building and ground maintenance

Amounts totaling \$25,914 were spent on building and ground maintenance, including repairing and painting the Church, during the financial year.

8. Greytown Trust Lands Trust

Greytown Trust Lands Trust increased their grant to us in May due to Covid19 hardship, and a portion of that extra payment for 2months has been credited in these accounts.

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Effectively this additional grant increases the rent rebate to 100% of the lease payment for the 2 months from 1 April to 31 May in these accounts. In the next year's accounts, the balance of the grant received will keep this rebate at 100% of the ground lease they charge us for the balance of the 6 month period to 30 September 2020, after which date it will revert to 90% of the lease payment. Cobblestones is extremely grateful for this extremely generous grant.

9. Friends of Cobblestones Donations

The donation by Friends of Cobblestones for the kitchen upgrade has been treated in part as being an improvement in the buildings (refer note 1) and in the other part as an addition to Plant & Equipment.

10. Commitments

There are no commitments as at 31 May 2020 (Last year - nil).

11. Contingent Liabilities and Guarantees

There are no contingent liabilities or guarantees as at 31 May 2020 Last year - nil).

12. Goods or Services Provided to the Entity in Kind

Volunteers assist in the front office of the museum.

Friends of Cobblestones tend the garden and perform maintenance etc. They also undertake fundraising activities.

13. Significant Grants and Donations with Conditions

There are no Significant Grants or Donations with conditions as at the balance date.

14. Assets used as Security for Liabilities

BNZ holds a security in case of future borrowings by the Trust. The asset used as security is the Freehold Land at 169 Main Street Greytown, to the value of \$300,000.

15. Assets Held on Behalf of Others

Waka - Loaned from Aratoi Museum in Masterton.

Bicycle - Loaned from NZ Police Museum in Porirua.

16. Related Parties

Brent Gare is a councillor on Masterton District Council which donated \$2,500 during the year (Last year - \$2,500).

Derek Wilson is a trustee of the Greytown Trust Lands Trust which donated \$35,269 (apportioned) during the year (\$34,341 last year).

17. Events After the Balance Date

There were no events that have occurred after the balance date that would have a material impact on the Performance Report.

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18. Heritage Assets not Recorded

Some Heritage assets have not been recorded in the Statement of Financial Position because values are not readily obtainable. These assets include various exhibits and artefacts held at the museum.

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South Wairarapa District Council

Partnership Funding Request Form

(for period 1 July 2021 – 30 June 2023)

Submit to: grants@swdc.govt.nz before 4 pm, 16 August 2021

1. ORGANISATION DETAILS

Name of organisation:	K Sky Association
Physical address:	
49 white Rock	Rd Martinbouro ugh
Postal address:	
Same as phys;	cal address
Contact Person:	Phone No (Day):
Cyatt Creech Email:	021 421 290
Email:	Mobile No:
your creech a grail con	021 421 290
ل ا	

Officers of organisation	
Chair: Viv Napier	Phone No: 021 499 764
Secretary: Ray Liley	Phone No: 021 222 2100
Treasurer: Wyatt Creech	Phone No: 521 421295

Would you like to speak in support of your application to the Grants Subcommittee on the **16 September 2021?**

Yes No

When was the organisation formed and what are its aims and objectives? The organisation was formed on LS works 2017.
The purpose is to achieve international recognition of the region as an
invernational dark sky reserve

Total number of members in your organisation?	15	
How many full-time equivalent people work in your organisation?	1 part times	
How many volunteers work in your organisation?	all except one	
Date of last AGM?	25 may 2021	



2. FUNDING CRITERIA

Funding Criteria

Council has \$75,000 available for youth focused projects and \$170,000 available for community grants.

Please select the category that is the project's main focus (mark with an X)

Youth Grant	
Community Grant	X

Community Grants Funding Category

Grants will be allocated to organisations which contribute to the community in at least one of the following areas. The funding categories are aligned to the five community outcomes, with some categories linking to more than one community outcome (see Grants Policy).

Please select the category that is the project's main focus (mark with an X)

Arts, museums, heritage and culture (including Māoritanga)	X
Environment	X
Events	X
Sport and Recreation	×
Social and Educational Services	K
Economic Development	X

3. OPERATIONAL FUNDING OVERVIEW

Reason for requesting operational funding agreement

as explaned in our long tem Planing
Submission (attached) the WDSA is an
ongoing organisation that our to
achitive and naintain International
Date Slay Reserve status for the region.
This gives rise to a need for long tem
operational funding.

Explain how your organisation contributes to the wellbeing of South Wairarapa
community or youth The international dark sky reserve w. U be a major attraction for the negion. The proposel has the support of the government and from muster.
In international distriction for the
will be a major alle a supplied
region. The proposel has ster
the governed and time the
How many residents of South Wairarapa will benefit from the funding?
PR OI
How many residents of South Wairarapa will indirectly benefit from the funding?
now many residents of South Wandrapa will maneetly benefit from the funding:
A (
Provide a brief summary of any successes/achievements of the organisation
Provide a brief summary of any successes/achievements of the organisation The ways a way see that the formal
Provide a brief summary of any successes/achievements of the organisation The WDSA WEW be bodging its formal Contact to the server shares before
Provide a brief summary of any successes/achievements of the organisation The was a will be lodging its final application for reserve status before application for reserve status before
Provide a brief summary of any successes/achievements of the organisation The WDSA will be bodying its formal application for reserve status before 31 Argust 2021, a ruge annount of prepartary wask was been completed
Provide a brief summary of any successes/achievements of the organisation The WDSA WEW be bodging its formal Contact to the server shares before

4. FINANCIALS - BUDGET FOR CURRENT FINANCIAL YEAR (YOU MAY ATTACH SEPARATELY)

Sources of Revenue/Income	
Subscriptions/Membership fees	\$ 100
Donations	\$ 500.
Non-Council Grants (please specify)	\$ No ne
Council Grants (non-SWDC)	\$ 7500 grant frances wellington Regional
Total Revenue/Income	\$ 8100

Expenditure	
Salaries	\$ 12500
Rent	\$
Electricity	\$ 000
Phone	\$ none
Insurance	\$ none
Other (Please list) Project	\$ 5000
Total Expenditure	\$ 17500
	•
Budget Surplus/Deficit	\$ 9400 Defros

GST Registration		
Are you GST Registere	ed	Yes/No
Bank account details	s (required for non	GST registered applications only)
Name of bank:		
Account name:		
Account No:		

WORM is for registered.

5. Declarations

We agree to comply with requests from an officer or councillor from SWDC for additional information in relation to this application.

Statement to comply with the Provisions of the Privacy Act 1993

The personal information above is collected and will be held by SWDC for the purpose of considering your application for financial assistance. You have the right of access to, and correction of, personal information about you, that we hold.

Authorisation

- I certify that the information provided in this application form is true and correct to the best of my knowledge.
- I have the authority to make the application on behalf of the organisation.
- I agree that the necessary documentation listed below is attached to this application.
- I confirm that we will complete and return a grant accountability form within twelve months of the date the grant is paid out.
- The organisation will keep receipts and a record of all expenditure for 7 years.
- Any unspent funds will be returned to SWDC.
- All expenditure will be accounted for in the Grant Accountability Form.

Signatory One	Signatory Two
Signed: Warrel	Signed:
Full namely gott Beethon Choson	Full name: Vivien Lowania Napier
Designation: Treesures	Designation: Chairman
Date: 13 august 2021	Date: 13 August 2021

Eligibility and Criteria

Applicants should review the eligibility and grant criteria as outlined in the <u>Grants Policy</u> before making an application.

Please return the completed form by 4.00 pm on 16 August 2021 to:

South Wairarapa District Council PO Box 6 Martinborough 5741

Or email: grants@swdc.govt.nz

Most recent annual accounts including notes and review/audit report Income and expenditure statement for part year and inaugural minutes (if organisation has been operating for less than 12 months)

• Application Form is signed

Submission to the South Wairarapa District Council Long Term Plan

This submission has considered the South Wairarapa District Council's "Big Challenges _ Big Decisions" LTP document.

It is also applicable to South Wairarapa District Council's "Mapping Our Future to 2050" community spatial plan.

We would like to speak to our submission.

The Wairarapa Dark Sky Association (WDSA) will soon apply to the International Dark Sky Association (IDA) for the South Wairarapa and Carterton Districts to become an international Dark Sky Reserve.

SWDC has been an enthusiastic supporter of the proposal from its inception and we want to thank SWDC for seeing the potential for the South Wairarapa region. We also want to thank council members and staff for your support in the process to date, especially the work on the Combined Wairarapa Plan Change project. We look forward to the Lighting Plan Change being adopted by SWDC and Carterton DC soon.

The adoption of the Lighting Plan Change and the completion of the night-time public light readings across the two districts are the final application criteria to be completed ahead of our IDA formal reserve application.

Once that formal application has been lodged (and, we feel sure, granted) the next stage of maintaining Dark Sky Reserve Status must begin, together with the work required to add Masterton District to the Reserve.

This latter project could involve a further year or more of thorough documentation and activity. It likely will be a substantially larger piece of work to complete a public lighting inventory for Masterton.

WDSA currently is looking at the obligations involved in ensuring the region can maintain dark sky reserve status once it has been approved by IDA.

These include: on-going lighting fixture measurements, education and promotion, developing information for businesses and households, and setting out options to help the community adopt Dark Sky Friendly lighting.

WDSA is also looking at how it can ensure that the Dark Sky Reserve project continues to grow and meet IDA requirements.

To do this we believe that it may need to:

- 1 WDSA employ a part time coordinator to manage the programme.
- 2 SWDC and CDC delegate part of a staff member's time to assist in coordination of the programme.
- 3 Costs of the coordinator initially would be shared by SWDC, CDC,
- 4 MDC would be asked to pay for the work necessary to extend the reserve to encompass Masterton District, then share the coordinator costs.

Indicative budget

Engagement, advocacy, marketing and coordination \$10,400.00

Events \$3,000.00

Masterton application (to be met by Masterton) \$8,000-10,000.00

(this to be finalised after a review of the WDSA application to IDA).

We encourage South Wairarapa District Council to support the Dark Sky Reserve Project so the Wairarapa region can reap the environmental, cultural, and economic benefits world-recognised Dark Sky Reserve status will bring.

These are well documented by McKenzie District Council's experience of that region's Tekapo Dark Sky Reserve.

Thank you for your consideration of this submission.

WAIRARAPA DARK SKY ASSOCIATION (WDSA)

PERFORMANCE REPORT

for the period 1 April 2021 until 13 August 2021

PURPOSE: To establish and maintain an International Dark Sky Reserve in the Wairarapa Region

STRUCTURE: Registered Incorporated Society

STATEMENT OF SERVICE PERFORMANCE: The WDSA used the period being reported on to complete the work commenced in 2020, including plan changes, light measurements and associated essential background research work required to complete assembly of the information required to formally apply for International Dark Sky Reserve status for the South Wairarapa and Carterton District Council's areas. It is expected that the application will be lodged with the International Dark Sky Assiociation by 31 August 2021.

MAIN SOURCES OF CASH AND RESOURCES: Grants and advances from Committee members and society Patron.

MAIN METHODS USED TO RAISE FUNDS: Direct approaches to possible donors by volunteers.

RELIANCE ON VOLUNTEERS AND DONATED GOODS AND SERVICES: The work required to gain the funds raised to date have been undertaken entirely by volunteers. While volunteers have done much of the work required, in addition a part time coordinator has been engaged to organise and coordinate the significant number of nighttime light intensity measurements of required for the application for reserve status. Most light measurement equipment used to date has been purchased. Some meters were used on loan.

Wairarapa Dark Sky Association For the period 1 April 2021 until 13 August 2021

Revenue	
Donations	
Grants	5000.00
Interest Income	0.20
Total Revenue	5000.20
Costs & Operating Expenses	
Annual Charities Registration Fee	45.56
Salaries	3570.00
Xero charges	104.48
Total Expenses	3720.04
Excess Expenditure	1280.16

STATEMENT OF FINANCIAL POSITION

Wairarapa Dark Sky Association As at 13 August 2021

Assets

Westpac non profit cheque	5980.68
W/tax paid	
TESS light meters	3708.95
Total Assets	9689.63
Liabilities	
GST	742.16
Short Term Advances - Committee Members	7500.00
Total Liabilities	8242.16
Net Assets	1447.47
Retained Earnings	
Current Year Excess Expenses	1280.16
Prior Years	167.31
Net Retained Earnings	1447.47

WAIRARAPA DARK SKY ASSOCIATION (WDSA)

PERFORMANCE REPORT for the year ended 31 March 2021

PURPOSE: To establish an International Dark Sky Reserve in the Wairarapa Region

STRUCTURE: Registered Incorporated Society (registered as charity with Charities Commission)

STATEMENT OF SERVICE PERFORMANCE: The WDSA used the year being reported on to complete the consultancy work commenced in 2020 and undertake further essential background research work towards completing assembly of the information required to apply for International Dark Sky Reserve status.

MAIN SOURCES OF CASH AND RESOURCES: Local donations, grants and advances from Committee members and society Patron.

MAIN METHODS USED TO RAISE FUNDS: Direct approaches to possible donors by volunteers.

RELIANCE ON VOLUNTEERS AND DONATED GOODS AND SERVICES: While volunteers have done much of the work required, a part time coordinator has been engaged to organise events and coordinate the significant number of nighttime light intensity measurements required for the application for reserve status. While most light measurement equipment used to date has been purchased, certain meters where practicable and available have been used on loan to extend funding.

STATEMENT OF RECEIPTS AND PAYMENTS

Wairarapa Dark Sky Association For the year ended 31 March 2021

Receipts

Donations	5000.00
Grants	5404.94
Interest Income	1.02
Sales	7.57
Total Receipts	10413.53
Payments	
IDA Visit Expenses (O/seas)	8053.93
Consulting	7608.88
General Expenses	81.69
Hall Hire	43.48
Printing & Stationery	248.00
Salaries	9232.54
Telephone & Internet	274.26
Xero charges	313.44
Total Payments	25856.22

164.62

STATEMENT OF RESOURCES AND COMMITMENTS

Wairarapa Dark Sky Association As at 31 March 2021

RESOURCES	_
Westpac non profit cheque	3947.83
TESS light meters	3708.95
GST Owing to Society	7.84
Total Resources	7664.62
COMMITMENTS	_
Short Term Advances - Committee Members	7500.00
Total Commitments	7500.00
Net Resources	164.62
Retained Resources	
Current Year Excess Payments	-15442.69
Prior Years Surplus	15607.31

NOTES: There are no notes required.

Net Retained Resources



South Wairarapa District Council

Partnership Funding Request Form

(for period 1 July 2021 - 30 June 2023)

Submit to: grants@swdc.govt.nz before 4 pm, 16 August 2021

1. ORGANISATION DETAILS

Name of organisation:		
Wairarapa Sa	fer Community Trust	
Physical address: 185 High Street Se	outh, Carterton 5743	
Postal address: PO Box 184, Carterto	n 5743	
Contact Person: Tere Lenihan	Phone No (Day):	
Email: terel@waisct.org.nz	Mobile No: 021 509 493	

Officers of organisation	
Chair: Anton Nannestad	Phone No: 021 968 554
Secretary: Annie Lister	Phone No: 027 345 5744
Treasurer: Annie Lister & WSCT Trustees	Phone No:

Would you like to speak in support of your application to the Grants	Yes/No
Subcommittee on the 16 September 2021?	YES

When was the organisation formed and what are its aims and objectives? Wairarapa Safer Community Trust (WSCT) was formed 23rd March 2016

Attached is a Appendix (1) Excerpt from WSCT Trust Deed.

Total number of members in your organisation?	11
How many full-time equivalent people work in your organisation?	8
How many volunteers work in your organisation?	1
Date of last AGM?	Do not hold an AGM as a Trust

2. FUNDING CRITERIA

Funding Criteria	
Council has \$75,000 available for youth focused procommunity grants.	ojects and \$170,000 available for
Please select the category that is the project's mai	n focus (mark with an X)
Youth Grant	

X

Community Grants Funding Category

Grants will be allocated to organisations which contribute to the community in at least one of the following areas. The funding categories are aligned to the five community outcomes, with some categories linking to more than one community outcome (see Grants Policy).

Please select the category that is the project's main focus (mark with an X)

Arts, museums, heritage and culture (including Māoritanga)	
Environment	٨_
Events	· C
Sport and Recreation	٨
Social and Educational Services	x
Economic Development	K

3. OPERATIONAL FUNDING OVERVIEW

Reason for requesting operational funding agreement

Southern Wairarapa Safer Community Council (SWSCC) was a combined partnership between SWDC and CDC in1995. The agreement was that SWDC would cover the costings of vehicle insurance and CDC would provide the financial support and payrolle for the organisation.

This relationship was beneficial for all parties and had representation from both Councils, with a Mayor being elected from either Council as the Chairperson each year.

The partnership allowed for SWDC to provide the insurance coverage for the vehicles owned by SWSCC. Since 2016 and the name change to WAISCT the organisation has been privillaged to have this continue. In July 2021 WAISCT has been advised by email that the organisation will now need to apply for the insurance coverage of the organisation's vehicles and this application is pertaining to the 'insurance coverage' of WAISCT vehicles.

Explain how your organisation contributes to the wellbeing of South Wairarapa community or youth

Wairarapa Safer Community Trust (WSCT) currently offers a range of services to the community and can demonstrate their ability to deliver those in the South Wairarapa.

Services in the South Wairarapa have improved over the years and yet the limited number of delivery interventions available are still evidenced within our work.

WSCT is well versed in all aspects of business management and is committed to best practice. WSCT has sound policies, practices and systems that enable the transparent maintenance and auditing. WSCT has the delivery of Wairarapa Youth Services, Proactive Parenting and Community Connector; all of these are inclusive of the South Wairarapa.

How many residents of South Wairarapa will benefit from the funding? WSCT vehicles are a necessary tool for the WSCT team to continue to deliver to all those that require our services.

AS PREVIOUS SECTION

How many residents of South Wairarapa will indirectly benefit from the funding?

AS ABOVE

Provide a brief summary of any successes/achievements of the organisation Rather than highlight our successes/achievements WSCT would like to acknowledge that we have a suite of services that are provided throughout the Wairarapa region and that we are referred to by many components of our community. This acknowledgement from those referrers demonstrate the creditability of our organisation.

WSCT has had many highlights within our suite of services and also many challenges and this can determine the outcomes for our clients. On a continuim this heading could be interpreted in many ways but a client can make a very slight adjustment in their life and that can have far reaching affects to themselves and their whanau / family.

WSCT team have a sound knowledge base of what is available throughout this community by having regular contact with members of our community and strong relationships with government, NGO's and agencies.

4. FINANCIALS - BUDGET FOR CURRENT FINANCIAL YEAR (YOU MAY ATTACH SEPARATELY)

A Hacked.

Sources of Revenue/Income	
Subscriptions/Membership fees	\$0
Donations	\$0
Non-Council Grants (please specify)	\$ ₀
Council Grants (non-SWDC)	\$0
Total Revenue/Income	\$0

Salaries	\$
Rent	\$
Electricity	\$
Phone	\$
Insurance	\$
Other (Please list)	\$
Total Expenditure	\$
Budget Surplus/Deficit	\$

GST Registration	
Are you GST Regist	ered Yes/No YES
Bank account det	ails (required for non GST registered applications only)
Name of bank:	ANZ .
Account name:	Wairarapa Safer Community Trust
Account No:	06-0689-0326050-00

5. Declarations

We agree to comply with requests from an officer or councillor from SWDC for additional information in relation to this application.

Statement to comply with the Provisions of the Privacy Act 1993

The personal information above is collected and will be held by SWDC for the purpose of considering your application for financial assistance. You have the right of access to, and correction of, personal information about you, that we hold.

Authorisation

- I certify that the information provided in this application form is true and correct to the best of my knowledge.
- I have the authority to make the application on behalf of the organisation.
- I agree that the necessary documentation fisted below is attached to this application.
- I confirm that we will complete and return a grant accountability form within twelve months of the date the grant is paid out.
- The organisation will keep receipts and a record of all expenditure for 7 years.
- Any unspent funds will be returned to SWDC.
- All expenditure will be accounted for in the Grant Accountability Form.

Signatory One

Signatory Two

Date: Tere Land Lister

Designation: Treasurer | Secretary

Date: 16/08/21

Date: 16/08/21

Eligibility and Criteria

Applicants should review the eligibility and grant criteria as outlined in the <u>Grants Policy</u> before making an application.

Please return the completed form by 4.00 pm on 16 August 2021 to:

South Wairarapa District Council PO Box 6 Martinborough 5741

Or email: grants@swdc.govt.nz

tems required for this application	
Most recent annual accounts including notes and review/audit report	8
 Income and expenditure statement for part year and inaugural minutes (if organisation has been operating for less than 12 months) 	0
Application Form is signed	&

Overall Budget																														
Wairangs Staff Community Trust December 2010 is 300 2020																														
Cash Balance at Dec 1 2020	\$167.020.00	lan/2	1 Enh/21	Mar.21	Ans/21	May 21	lun 21	1/6/21	Aug.21	Sec. 21	04.21		Dec-21		Enh.22	May 22	Ann.22	May 22	lun-22	1:4-22 Au	0.22 500.2	2 001.22	Mou.2	2 Dec-22	150.22	Enh/22	Mac 22	Apr.22	May 22	hrp. 22
Account		-												-				,			0								,	Total
EXC GST																														
Income																														
Youth Services (MSD)	\$ 37,500.00	\$ 37,500.00	\$ 37,500.00	\$ 37,500.00	\$ 37,500.00 \$ 37,	.500.00 \$	37,500.00	\$ 37,500.00	\$ 37,500.00 \$	37,500.00	\$ 37,500.00	\$ 37,500.00	\$ 37,500.00 \$	37,500.00	\$ 37,500.00 \$	37,500.00	\$ 37,500.00	\$ 37,500.00	\$ 37,500.00 \$ 3	,500.00 \$ 37,50	0.00 \$ 37,500.00	\$ 37,500.00	\$ 37,500.00	\$ 37,500.00	\$ 37,500.00	\$ 37,500.00	\$ 37,500.00	\$ 37,500.00 \$	37,500.00 \$	37,500.00 \$ 1,162,500.00
																														s -
																														S -
Budgeting (MSD)																														500.00 \$ 15,500.00 750.00 \$ 23,250.00
Parenting MSD) CCS (MSD)	\$ 750.00	\$ 750.00	\$ 750.00	\$ 750.00	\$ 750.00 \$	750.00 \$	750.00	\$ 750.00	\$ 750.00 \$	750.00		\$ 750.00		750.00	\$ 750.00 \$	750.00	\$ 750.00	\$ 750.00	\$ 750.00 \$	750.00 \$ 75	3.00 \$ 750.00	\$ 750.00	\$ 750.00	3 \$ 750.00	\$ 750.00	\$ 750.00	\$ 750.00	\$ 750.00 \$	750.00 \$	750.00 \$ 23,250.00 \$ 147,500.00
Parenting Grants (Local Councils and Trust house)		-	\$ 10,000,00				10.000.00					\$ 147,300.00	\$ 10,000,00				\$ 10,000.00				\$ 10,000.0					\$ 10,000,00				\$ 60,000,00
Total Income	\$ 38,750.00	\$ 38,750.00	\$ 48,750.00	\$ 38,750.00	\$ 38.750.00 \$ 38.	.750.00 S	48,750.00	\$ 38,750.00	\$ 38,750.00 \$	38.750.00	\$ 38,750.00	\$ 186,250,00	\$ 48.750.00 S	38,750.00	S 38,750.00 S	38,750,00	\$ 48,750.00	\$ 38,750,00	S 38.750.00 S 3	.750.00 S 38.75	0.00 S 48.750.01	\$ 38,750.00	\$ 38,750,00	S 38,750.00	\$ 38,750,00	\$ 48,750.00	\$ 38,750.00	S 38.750.00 S	38,750.00 5	38,750.00 \$ 1,408,750.00
Note: Client numbers forecast based on historic volumes where necessary .		1																												
Less Overheads												\$ 1500.00																		
ACC Levy	\$ 3,100.00		\$ 3,100.00							3.100.00		\$ 1,500.00																		S 9300.00
Accountancy Fees (287) New Assett	\$ 5,000.00		\$ 3,100.00			_			1 3	3,100.00												-			!	 				\$ 9,300.00
Cleaning & Laundry (308)			S 240.00	\$ 240.00	\$ 240.00 \$	240.00 \$	240.00	\$ 240.00	\$ 240.00 \$	240.00	\$ 240.00	\$ 240.00	S 240.00 S	240.00	\$ 240.00 \$	240.00	\$ 240.00	\$ 240.00	S 240.00 S	240.00 \$ 24	0.00 S 240.0	\$ 240.00	\$ 240.00	3 240.00	\$ 240.00	S 240.00	\$ 240.00	\$ 240.00 \$	240.00	240.00 S 7.440.00
Discretionary Spending for CCS Clients - This is based on the \$27500 each year broken up into monthly amounts			\$ 2,290.00	\$ 2,290,00	\$ 2290.00 \$ 2	290.00 \$	2 290 00	\$ 2,290,00											S 2.290.00 S											\$ 57,250,00
Depreciation (477) To be shifted below the line				\$ 800.00	S 800.00 S	800.00 S	800.00	\$ 800.00											S 800.00 S						\$ 800.00	\$ 800.00	\$ 800.00	S 800.00 S	800.00 5	800.00 S 24.800.00
Computer Expenses (313)				\$ 800.00	\$ 800.00 \$	800.00 \$	800.00	\$ 800.00	\$ 800.00 \$	800.00	\$ 800.00	\$ 800.00	\$ 800.00 \$	800.00	\$ 800.00 \$	800.00	\$ 800.00	\$ 800.00	\$ 800.00 \$	800.00 \$ 80	0.00 \$ 800.0	\$ 800.00	\$ 800.00	\$ 800.00	\$ 800.00	\$ 800.00	\$ 800.00	\$ 800.00 \$	800.00 \$	800.00 \$ 24,800.00
Staff Expenses and Koha (335)	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00 \$	100.00 \$	100.00	\$ 100.00	\$ 100.00 \$	100.00	\$ 100.00	\$ 100.00	\$ 100.00 \$	100.00	\$ 100.00 \$	100.00	\$ 100.00		\$ 100.00 \$	100.00 \$ 10	0.00 \$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00 \$	100.00 \$	100.00 \$ 3,100.00
Health and Safety						\$	1,000.00												\$ 1,000.00											\$ 2,000.00
Insurance (340)					\$ 900.00	\$	-	\$ -	\$ - \$								\$ 900.00		\$ - \$		\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ - \$	- 9	- \$ 1,800.00
Light Power & Heating (384) (384) Meetings & Functions (402)					\$ 300.00 \$ \$ 50.00 \$	300.00 \$	300.00 50.00	\$ 300.00											\$ 300.00 \$ \$ 50.00 \$					300.00	\$ 300.00	\$ 300.00	\$ 300.00 \$ 50.00	\$ 300.00 \$	300.00 \$	50.00 \$ 11,800.00 50.00 \$ 1,550.00
Motor Vehicle - Fuel (410)					\$ 500.00 \$																									500.00 \$ 1,550.00
Motor Vehicle - Registration (411)	9 300.00	3 300.00	3 300.00	3 300.00	3 300.00 3	300.00	300.00	300.00	3 300.00 4	300.00	3 350.00	300.00	3 300.00 3	300.00	3 300.00 3	300.00	3 300.00	9 300.00	3 300.00 3	300.00 3 30	2.00 9 300.01	9 300.00	9 300.00	2 300.00	9 300.00	300.00	302.02	3 300.00 3	300.00	9 13,300.00
Motor Vehicle - Repairs & Maintenance (412)		1							\$ 5,000.00										s	.000.00				\$ 3,000.00	\$ 5,000.00	1			9	3.000.00 S 21.000.00
Office Expenses (425)	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00 \$	50.00 \$	50.00	\$ 50.00	\$ 50.00 \$	50.00	\$ 50.00	\$ 50.00	\$ 50.00 \$	50.00	\$ 50.00 \$	50.00	\$ 50.00	\$ 50.00	\$ 50.00 \$	50.00 \$ 5	0.00 \$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00 \$	50.00 \$	50.00 \$ 1,550.00
Post Office Box Rental (429)						\$	200.00	ş -	\$ - 9								\$ -	\$ -	\$ 200.00 \$		ş -	s -	ş -	\$ -	s -		ş .	s - s		- \$ 400.00
Postage, Printing, Stamps & Stationery (431)				\$ 500.00	\$ 500.00 \$	500.00 \$	500.00	\$ 500.00									\$ 500.00	\$ 500.00	\$ 500.00 \$	500.00 \$ 50	0.00 \$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00 \$		500.00 \$ 15,500.00
Rent			\$ 1,260.00	\$ 1,260.00	\$ 1,260.00 \$ 1.	260.00 \$	1,260.00	\$ 1,260.00					\$ 1,280.00 \$				\$ 1,260.00	\$ 1,260.00	\$ 1,260.00 \$,260.00 \$ 1,26	0.00 \$ 1,260.00	\$ 1,260.00	\$ 1,260.00	3 1,260.00	\$ 1,260.00	\$ 1,260.00	\$ 1,260.00	\$ 1,260.00 \$		1,260.00 \$ 40,323.00
Project Costs. (437)			\$ 500.00	\$ 500.00	\$ 500.00 \$ \$ 50.00 \$	500.00 \$	500.00	\$ 500.00			\$ 500.00		\$ 500.00 \$ \$ 50.00 \$		\$ 500.00 \$		\$ 500.00		\$ 500.00 \$ \$ 50.00 \$		0.00 \$ 500.00 0.00 \$ 50.00	\$ 500.00		\$ 500.00	\$ 500.00		\$ 500.00 \$ 50.00	\$ 500.00 \$		500.00 \$ 15,500.00
Staff Training (458)	\$ 50.00	\$ 50.00	3 50.00	\$ 50.00	\$ 50.00 \$	50.00 \$	50.00	\$ 50.00	\$ 50.00 \$	50.00	\$ 50.00	\$ 50.00	\$ 50.00 \$	50.00	\$ 50.00 \$	50.00	\$ 50.00	\$ 50.00	\$ 50.00 \$	50.00 \$ 5	2.00 \$ 50.00	\$ 50.00	\$ 50.00	5 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00 \$	50.00	30.00 \$ 1,530.00
Subscriptions (482)	0 25.00	0 25.0	S 25.00	0 25.00	e 26.00 e	26.00 9	26.00	0 25.00	9 25 00 9	25.00	9 26.00	S 25.00	S 25.00 S	25.00	s 25.00 S	25.00	\$ 25.00	S 25.00	S 25.00 S	25.00 9 3	5.00 S 25.00	S 25.00	8 25.00	3 3,000.00	\$ 25.00	\$ 25.00	9 96 00	9 96 00 9	26.00	25.00 \$ 775.00
Supervision (403)					S 80.00 S	80.00 \$	80.00	\$ 80.00											S 80.00 S									S 80.00 S		80.00 S 2.480.00
Telephone, Tolis & Internet (464)	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00 \$	500.00 \$	500.00	\$ 500.00	\$ 500.00 \$	500.00	\$ 500.00	\$ 500.00	\$ 500.00 \$	500.00	\$ 500.00 \$	500.00	\$ 500.00	\$ 500.00	\$ 500.00 \$	500.00 \$ 50	0.00 \$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00 \$	500.00 \$	500.00 \$ 15,500.00
Staff 1 "Assumptions - AL and SL is included in the overall wages					\$ 3,750.00 \$ 3,																									3,750.00 \$ 116,250.00
Staff 2					\$ 3,750.00 \$ 3,	,750.00 \$	3,750.00	\$ 3,750.00	\$ 3,750.00 \$	3,750.00	\$ 3,750.00	\$ 3,750.00	\$ 3,750.00 \$	3,750.00	\$ 3,750.00 \$	3,750.00	\$ 3,750.00	\$ 3,750.00	\$ 3,750.00 \$,750.00 \$ 3,75	0.00 \$ 3,750.00	\$ 3,750.00	\$ 3,750.00	3,750.00	\$ 3,750.00	\$ 3,750.00	\$ 3,750.00	\$ 3,750.00 \$	3,750.00 \$	3,750.00 \$ 116,250.00
Staff 3			\$ 3,750.00		\$ 3,750.00 \$ 3,	750.00 \$	3,750.00	\$ 3,750.00	\$ 3,750.00 \$	3,750.00	\$ 3,750.00	\$ 3,750.00	\$ 3,750.00 \$	3,750.00	\$ 3,750.00 \$	3,750.00	\$ 3,750.00	\$ 3,750.00	\$ 3,750.00 \$,750.00 \$ 3,75	0.00 \$ 3,750.00	\$ 3,750.00	\$ 3,750.00	3,750.00	\$ 3,750.00	\$ 3,750.00	\$ 3,750.00	\$ 3,750.00 \$	3,750.00 \$	3,750.00 \$ 116,250.00
Staff 4																														3,750.00 \$ 116,250.00
Staff 5																														3,885.00 \$ 120,435.00 4,500.00 \$ 139,500.00
Statt 0																														5.000.00 \$ 155.000.00
Staff 8 (amount not confirmed - estimate)					S 4200.00 S 4.														S 4.200.00 S										4 200 00	\$ 126,000.00
Total Overheads																													38,340.00 5	40,140.00 \$ 1,031,178.00
Total Expenses	\$ 49,730.00	\$ 41,130.00	\$ 43,730.00	\$ 40,630.00	\$ 41,530.00 \$ 40,	630.00 \$	41,830.00	\$ 40,630.00	\$ 45,630.00 \$	46,730.00	\$ 41,261.00	\$ 12,427.00	\$ 41,630.00 \$	40,630.00	\$ 40,630.00 \$	40,630.00	\$ 41,530.00	\$ 40,630.00	\$ 41,830.00 \$ 4	,630.00 \$ 40,63	3.00 \$ 40,630.00	\$ 40,630.00	\$ 40,630.00	\$ 46,630.00	\$ 46,340.00	\$ 38,340.00	\$ 38,340.00	\$ 38,340.00 \$	38,340.00 \$	40,140.00 \$ 1,031,178.00
Net Profit					-\$ 2,780.00 -\$ 1,																									1,390.00 \$ 135,072.00
Running Balance																														304,752.00 \$ 302,092.00
Contribution to Equity Bank Balance																														5,000.00 \$ 161,000.00 299,752.00 \$ 297,092.00
Equity Balance																														149.500.00 \$ 149.500.00



Wairarapa Safer Community Trust

Performance Report 30 June 2020



NUMB1Z Limited 9 Belvedere Road, PO Box 13, Carterton 5743 P 06 379 8312 F 06 379 8322 office@numb1z.co.nz





Wairarapa Safer Community Trust Performance Report Contents For the Year Ended 30 June 2020

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Wairarapa Safer Community Trust Entity Information For the Year Ended 30 June 2020

Legal name of entity

Wairarapa Safer Community Trust

Type of entity and legal basis

Incorporated as a Charitable Trust under the Charitable Trusts Act 1957
Registered as a Charity (registration number CC53298) under the Charities Act 2005

Entity's purpose or mission statement

To provide a legal and governing structure for leading charitable initiatives, education, charitable programmes, services an inter-agency collaboration for the Wairarapa Youth.

Entity structure & governance

The trust is governed by a trust board of 6 trustees.

On the trust board:

Current Chairperson (14/10/20 - current) Anton Nannestad

Former Chairperson (11/7/18 - 13/10/20) Don Irwin

Trustee Nicky Poona

Trustee Jill Greathead

Main sources of cash & resources

The trust receives cash or resources from:

- * Grants from various organisations
- * Contracts from various organisations
- * Donations
- * Interest
- * Room Rental

Main methods used by the entity to raise funds

The trust applies for grants and contracts from various organisations for the purposes of supporting Wairarapa Youth. In addition, revenue is earned from the hireage of rooms and interest earned on funds held in the bank account. Donations may be received from interested parties.

The entity's reliance on volunteers and donated goods or services

The trustees on the governing body are all volunteers.

The entity employs 6 full time staff members.



Wairarapa Safer Community Trust Entity Information For the Year Ended 30 June 2020

Additional information

Independent Auditor Audit Plus Accounting Services Limited

Eketahuna, Wairarapa

Banker ANZ Bank Limited

Masterton

Banker Wairarapa Building Society

Masterton

Contact information

Registered Office 185 High Street South Carterton

Postal Address P O Box 184, Carterton

Phone 06-379-5407

Wairarapa Safer Community Trust Statement of Service Performance For the Year Ended 30 June 2020



Description of Entities Outcomes

The purpose of the Trust is to provide a legal and governing structure for leading charitable initiatives, education, charitable programmes, services and inter agency collaboration. In particular the Trust will: Provide parenting and whanau education and adolescent behaviours. Work with and co-ordinate with government voluntary and community groups to advance charitable community services which work towards creating or devloping a strong inclusive and safe community.

Description and Quantification (to the extent practicable) of the Entity's Outputs	2020	2019
Referrals to Whakapuaki whanau programme	0	0
Clients completed parenting programme	49	38
Youth Health Survey conducted in Wairarapa	0	0
Young people achieve NCEA L1, L2, L3	16	30
Evaluations completed	46	35



Wairarapa Safer Community Trust Statement of Financial Performance For the Year Ended 30 June 2020

	Note	2020	2019
Revenue			
Donations, fundraising and other similar revenue	1	10,000	16,314
Revenue from providing goods or services	1	389,463	373,498
Interest, dividends and other investment revenue		15	571
Other revenue		406	- 1
Total Revenue		399,884	390,383
Expenses			
Volunteer and employee related costs	2	350,489	366,693
Costs related to providing goods or services		92,621	76,634
Total Expenses	_	443,110	443,327
Surplus//Deficit) for the year	<u> </u>	(43 226)	(52.944)
Surplus/(Deficit) for the year		(43,226)	(52,944)





Wairarapa Safer Community Trust Statement of Financial Position As at 30 June 2020

	Note	2020	2019
Assets			
Current Assets Bank accounts and cash Debtors and prepayments Bank term deposit	3 3	12,483 51,210	15,757 49,977 -
Total Current Assets		63,693	65,734
Non-Current Assets Property, plant and equipment Investments	5	31,075 -	37,566 -
Total Non-Current Assets	_	31,075	37,566
Total Assets	_	94,768	103,300
Liabilities			
Current Liabilities Creditors and accrued expenses Employee costs payable	4 4	50,607 76,739	55,965 56,142
Total Current Liabilities	-	127,346	112,107
Non-Current Liabilities		-	
Total Non-Current Liabilities	· ·	-	-
Total Liabilities	_	127,346	112,107
Total Assets less Total Liabilities (Net Assets)	_	(32,578)	(8,807)
Accumulated Funds Capital Contributed by owners or members Accumulated surpluses or (deficits)	6	(32,578)	(8,807)
Total Accumulated Funds	_	(32,578)	(8,807)

For and on behalf of the trustees:

Chairperson/(Former)

Chairperson (Current)

Trustee (Trustee (Trustee)

2 March 2021

Date authorised for issue



Wairarapa Safer Community Trust Statement of Cash Flows For the Year Ended 30 June 2020

	Note	2020	2019
Cash flows from operating activities			
Cash was received from:			
Donations, fundraising and other similar receipts		10,000	16,314
Receipts from providing goods or services		392,923	332,689
Interest, dividends and other investment receipts		15	571
Other Revenue		406	-
Net GST		11,906	4,540
Cash was applied to:			
Payments to suppliers and employees		418,524	384,068
	_	(0.074)	(00.054)
Net cash flows from operating activities		(3,274)	(29,954)
Cash flows from investing & financing activities			
Cash was received from:			
Receipts from the sale of property, plant and equipment			
Receipts from the sale of investments			9,883
Receipt from movement in reserves			
Cook was applied to			
Cash was applied to:			
Payments to acquire property, plant and equipment Payments to purchase investments			
rayments to purchase investments			
Net cash flows from investing & financing activities	_	-	9,883
Net increase/(decrease) in cash		(3,274)	(20,071)
not more desired on the desired of the desired on t		(0,2)	(,,
Opening bank accounts and cash	_	15,757	35,828
Closing bank accounts and cash	_	12,483	15,757
This is represented by:			
Bank accounts & Cash	3 -	12,483	15,757
Darin addodina a dadii	_	12,400	10,701





Wairarapa Safer Community Trust Statement of Accounting Policies For the Year Ended 30 June 2020

Basis of preparation

Wairarapa Safer Community Trust has elected to apply PBE SFR-A (NFP) *Public Benefit Entity Simple Format Reporting - Accrual (Not for profit)* on the basis that it does not have public accountability and has total annual expenses of equal to or less than \$2,000,000. All transactions in the Performance Report are reported using the accrual basis of accounting. The Performance Report is prepared under the assumptions stated in Note 12. All amounts are rounded to the nearest NZD.

GST

All amounts are recorded exclusive of GST, except for Debtors and Creditors which are stated inclusive of GST.

Specific Accounting Policies

Income Tax

The Trust is a registered charitable entity under the Charities Act 2005, and accordingly is exempt from income tax under sections CW41 and CW42 of the Income Tax Act 2007.

Bank accounts & Cash

Bank accounts & cash in the Statement of Cash Flows comprise cash balances and bank balances held on call.

Property, Plant & Equipment

The entity has the following classes of Property, Plant & Equipment Motor Vehicles
Furniture & Fittings
Office Equipment
Plant & Equipment

All property, plant & equipment, except for land & buildings, is stated at cost less accumulated depreciation.

Depreciation has been calculated in accordance with the rates permitted under the Income Tax Act 2007.

Investments

Investments are stated at fair value. Initially they are recorded at cost and are then valued at market price at the Statement of Financial Position date in subsequent periods.

Government Grants

Government Grants are reported at their fair value where there is reasonable certainty that the grant will be received and all attaching conditions will be met.

Revenue from sale of services

Revenue is recorded based on the stage of completion of the service at balance date.

Interest is recorded at time of receipt.

Changes in Accounting Policies

There have been no changes in accounting policies. All policies have been applied on bases consistent with those used throughout the period.





Note 1: Analysis of Rever	nue	2020	2019
Revenue Item	Analysis		
Donations, fundraising and			
	Grants	10,000	15,000
	General Donations	-	-
	Quiz Night	_	1,314
	Total	10,000	16,314
Revenue from providing goo	ods or services		
	Contract - Ministy of Social Development	389,463	372,088
	Contract - Work & Income	-	-
	Contract - Connecting Communities	_	1,410
	Total	389,463	373,498
Note Or Assets in CE			INCOMMENDATIVE RESISTANCE PROPERTY AND ANALYSIS AND AN ARREST AND AN ARREST AND AN ARREST AND ANALYSIS ANALYSIS AND ANALYSIS AND ANALYS
Note 2: Analysis of Expen		2020	2019
Expense Item	Analysis		
Volunteer and employee rela	ited costs		
	Salary & Wages	348,735	362,937
	Staff Training	-	1,199
	ACC Levies	705	1,226
	Staff Expenses	1,049	1,331
	Total	350,489	366,693





		2020	2019
Asset Item	Analysis		
Bank accounts and cash			
	ANZ Call Account	13	78
	ANZ Operating Account	12,075	15,500
	ANZ Manager's Expense Account	333	99
	ANZ Admin Account	62	80
	Total _	12,483	15,757
Debtors and prepayments			
	Accounts Receivable	45,998	49,977
	Employee-Related Receivables	5,212	
	Total	51,210	49,977
Note 4: Analysis of Liabilitie	es	2020	2019
Liabilities Item	Analysis		
Liabilities Item Creditors and accrued expens	•		
	es Accounts payable	12,747	14,331
	Accounts payable GST Payable	31,010	14,331 39,484
	Accounts payable GST Payable Accrued Expenses	31,010 6,850	14,331 39,484 2,150
	Accounts payable GST Payable	31,010	14,331 39,484
	Accounts payable GST Payable Accrued Expenses	31,010 6,850	14,331 39,484 2,150
Creditors and accrued expens	Accounts payable GST Payable Accrued Expenses	31,010 6,850	14,331 39,484 2,150
Creditors and accrued expens	Accounts payable GST Payable Accrued Expenses Total	31,010 6,850 50,607	14,331 39,484 2,150 55,965
Creditors and accrued expens	Accounts payable GST Payable Accrued Expenses Total Annual leave accrual	31,010 6,850 50,607 31,767	14,331 39,484 2,150 55,965



Note 5: Property Plant & Equipment This Year

Asset Class	Opening carrying amount	Purchases	Sales/ (Disposals)	Current year depreciation	Closing carrying amount
Motor Vehicles	12,708			2,753	9,955
Furniture and fixtures	20,783		-	2,792	17,991
Office equipment	312	-		48	264
Computers	1,446	-		673	773
Machinery	2,317			225	2,092
Total	37,566	-	-	6,491	31,075

Last Year	Opening				Closing
	carrying		Sales/	Current year	carrying
Asset Class	amount	Purchases	(Disposals)	depreciation	amount
Motor Vehicles	16,263	- 1	-	3,555	12,708
Furniture and fixtures	24,135		-	3,352	20,783
Office equipment	406		-	94	312
Computers	2,764	- 1		1,318	1,446
Machinery	2,567	-	-	250	2,317
Total	46,135	•	-	8,569	37,566





Note 6: Changes in Accumulated Funds This Year

	Capital Contributed by Owners or	Accumulated Surpluses or	
Description	Members	(Deficits)	Total
Opening Balance	<u>-</u>	(8,807)	(8,807)
Historical GST Adjustment		19,455	19,455
Surplus/(Deficit)		(43,226)	(43,226)
Closing Balance	-	(32,578)	(32,578)

Last Year			
	Capital Contributed by Owners	Accumulate d Surpluses	
Description	or Members	or (Deficits)	Total
Opening Balance		44,137	44,137
Surplus/(Deficit)		(52,944)	(52,944)
Closing Balance		(8,807)	(8,807)



Note 7: Commitments Commitment Office rent	Explanation and Timing	2020	2019
	The Trust has an operating lease agreement for the rental of premises which expired 30 June 2020 In the next year		19,500
	1 to 5 years in the future Total		19,500

Note 8: Contingent Liabilities

At balance date there were no known contingent liabilities (Last year: nil)

Note 9: Related Party transactions

There are no significant amounts due from or to related parties at balance date (Last year: nil)

The Finance Administrator is the daughter-in-law of the Trust's Manager.

Note 10: Events after balance date

There were no events that have occurred after the balance date that would have a material impact on the Performance Report. (Last year: nil)

Note 11: Other disclosures

Goods and services provided to the trust in kind

The trust relies heavily of the generosity of the community both financially and with the amount of donated time from volunteers. Without our volunteers, our services may not be provided. The amount of volunteer time donated to the trust cannot be valued as there are no equivalent paid positions with the organisation.

Assets used as security for liabilities

No assets have been used as security for liabilities at reporting date (Last year: Nil)



Wairarapa Safer Community Trust Notes to the Performance Report



Note 12: Going Concern

The going concern assumption has been adopted in the preparation of this performance report. The Board, after making enquiries, has a reasonable expectation that the Trust has adequate resources to continue operations for the foreseeable future based on current trading terms and legislative requirements. The Board has reached this conclusion having regard to circumstances which it considers likely to affect Wairarapa Safer Communities Trust during the period of one year from the date of signing the 2019/20 performance report, and to circumstances which it knows will occur after that date which could affect the validity of the going concern assumption.

The key consideration is that the Trust is dependent on two key funding contracts. The main funding contract for Youth Services with the MSD is contracted to run from 01.04.20 to 30.06.25. A second MSD funding contract for the Community Connection Service is contracted to run from 01.11.20 to 30.06.22. The Trust has received no indication from MSD that it will not continue to honour either contract going forward.

Other Considerations are set out below:

Operating and cash flow forecasts

The Board has considered forecast information relating to operational viability and cash flow requirements. The Board is satisfied that there will be sufficient cash flows generated from operating activities to meet the cash flow requirements of the Trust.

While the Board is confident in the ability of the Trust to continue as a going concern, if the forecast information relating to operational viability and cash flow requirements is not achieved there would be significant uncertainty as to whether the Trust would be able to continue as a going concern based on current trading terms and legislative requirements.

The Board has resolved to consider Budget/Forecast Variance reports at each monthly meeting to monitor performance. This process will include an investigation into the reasons for material variances and consideration of appropriate actions to be taken as a result, in order to manage this risk on an ongoing basis. The Board also expects to seek opportunities for further sources of community funding in the 2020/2021 and 2021/2022 years, and to investigate opportunities for operational cost savings which do not impact adversely on either service delivery or compliance with existing funding contracts

If the Trust was unable to continue as a going concern, adjustments may have to be made to reflect the situation that assets may have to be realised and liabilities extinguished other than in the normal course of business and at amounts which could differ significantly from the amounts at which they are currently reported in the statement of financial position.

Note 13: Covid-19

On 30 January 2020, the spread of novel corona virus (COVID-19) was declared a public health emergency by the World Health Organisation. From 25 March 2020 New Zealand was placed into lock down to combat the pandemic and the New Zealand Government and required all non-essential businesses such as Wairarapa Safer Community Trust to be temporarily closed.

At the time of signing this performance report it is unknown as to whether or not there will be any long-term impacts on the organisation.

The Board will continue to monitor the impact of COVID-19 on the organisation.

The Board has determined that these events are non-adjusting subsequent events. Accordingly, the financial position and results of operations as of and for the year ended 30 June 2020 have not been adjusted to reflect their impact. The duration and impact of the COVID-19 pandemic, as well as the effectiveness of government and central bank responses, remains unclear at this time. It is not possible to reliably estimate the duration and severity of these consequences, as well as their impact on the financial position and results of the organisation for future periods. Regardless, the Board maintains the view that Wairarapa Safer Community Trust will continue to operate as a going concern.





Wairarapa Safer Community Trust Compilation Report For the Year Ended 30 June 2020

Compilation Report to the Members of Wairarapa Safer Community Trust.

Scope

On the basis of information you provided we have compiled, in accordance with Service Engagement Standard No. 2: Compilation of Financial Information, the performance report of Wairarapa Safer Community Trust for the year ended 30 June 2020.

As described in the Notes to the Performance report, this performance report have been prepared in accordance with the PBE SFR-A (NFP) Public Benefit Entity Simple Reporting – Accrual (not for profit).

Responsibilities

You are solely responsible for the information contained in the performance report and have determined that the accounting policies used are appropriate to meet your needs and for the purpose that the performance report was prepared.

The performance report was prepared exclusively for your benefit. We do not accept responsibility to any other person for the contents of the performance report.

No Audit or Review Engagement Undertaken

Our procedures use accounting expertise to undertake the compilation of the performance report from information you provided. Our procedures do not include verification or validation procedures. No audit or review engagement has been performed and accordingly no assurance is expressed.

Reporting Framework

These performance report has been prepared in accordance with the Financial Reporting Act 2013. Under the Act the performance report has been prepared in accordance with generally accepted accounting practices in accordance with the PBE SFR-A (NFP) Public Benefit Entity Simple Reporting – Accrual (not for profit).

Disclaimer

We have compiled the financial information based on information provided to us which has not been subject to an audit or review engagement. Accordingly, neither we, nor any of our employees accept any responsibility for the reliability, accuracy or completeness of the compiled financial information nor do we accept any liability of any kind whatsoever, including liability by reason of negligence, to any person for losses incurred as a result of placing reliance on the compiled financial information.

NUMB1Z Limited

Chartered Accountant 9 Belvedere Road Carterton

25 February 2021



INDEPENDENT AUDITOR'S REPORT

To the Members of Wairarapa Safer Community Trust

Qualified Opinion

We have audited the accompanying performance report of Wairarapa Safer Community Trust on pages 5 to 14, which comprises the statement of financial performance and statement of cash flows for the year ended 30 June 2020, the statement of financial position as at 30 June 2020, the statement of accounting policies, and notes to the performance report.

In our opinion, except for the possible effects of the matter described in the Basis for Qualified Opinion section of our report the performance report on pages 5 to 14 presents fairly, in all material respects:

- the financial position of Wairarapa Safer Community Trust as at 30 June 20, and its financial performance, and cash flows for the year then ended in accordance with Public Benefit Entity Simple Format Reporting – Accrual (Not-For-Profit), issued in New Zealand by the New Zealand Accounting Standards Board.

Basis for Qualified Opinion

The management were unable to provide us with sufficient appropriate audit evidence to support a proportion of the expenditure transactions we selected for testing. The expenditure classifications affected by this matter are limited to:

Costs related to providing services: meetings and functions, staff expenses, motor vehicle fuel, project costs, postage printing, motor vehicle expenses, computer consumables and office expenses.

As a result of this matter, we were unable to determine whether any adjustment might be necessary in respect of recorded or unrecorded, and associated accounts payable balances and cash flows. In this respect alone, based on the proportion of expenditure we were unable to obtain sufficient appropriate audit evidence for, we consider that the potential misstatement may be material, but is not likely to be pervasive.

We conducted our audit of the statement of financial performance, statement of financial position, statement of cash flows, statement of accounting policies and notes to the performance report in accordance with International Standards on Auditing (New Zealand) (ISAs (NZ)). Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Performance Report section of our report.

We are independent of Wairarapa Safer Community Trust in accordance with Professional and Ethical Standard 1 'International Code of Ethics for Assurance Practitioners (including International Independence Standards) (New Zealand) issued by the New Zealand Auditing and Assurance Standards Board, and we have fulfilled our other ethical responsibilities in accordance with these requirements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Other than in our capacity as auditor we have no relationship with, or interests in, Wairarapa Safer Community Trust.

Restriction on Responsibility

This report is made solely to the Members, as a body, in accordance with section 42F of the Charities Act 2005. Our audit work has been undertaken so that we might state to the Members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Members as a body, for our audit work, for this report, or for the opinions we have formed.

Board's Responsibility for the Performance Report

The Board is responsible on behalf of the entity for:

(a) service performance criteria that are suitable in order to prepare service performance information in accordance with the Public Benefit Entity Simple Format Reporting – Accrual (Not-For-Profit) standard issued in New Zealand by the New Zealand Accounting Standards Board (PBE SFR-A (NFP));

(b) the preparation and fair presentation of the performance report which comprises:

- the entity information;
- the statement of service performance; and



 the statement of financial performance, statement of financial position, statement of cash flows, statement of accounting policies and notes to the performance report in accordance with PBE SFR-A (NFP), and

(c) for such internal control as the Board determines is necessary to enable the preparation of a performance report that is free from material misstatement, whether due to fraud or error.

In preparing the performance report, the Board is responsible on behalf of the entity for assessing the entity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Board either intends to liquidate the entity or to cease operations, or have no realistic alternative but to do so.

The Board is also responsible on behalf of the entity for determining that the PBE SFR-A (NFP) framework is acceptable in the entity's circumstances.

Auditor's Responsibilities for the Audit of the Performance Report

Our objectives are to obtain reasonable assurance about whether the performance report is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (NZ) and NZ AS1 will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the decisions of users taken on the basis of this performance report.

As part of an audit in accordance with ISAs (NZ), we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the performance report, whether due to fraud
 or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that
 is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material
 misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve
 collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit 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.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of the use of the going concern basis of accounting by the Board and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the entity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the performance report or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the entity to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the performance report, including the disclosures, and whether the performance report represents the underlying transactions and events in a manner that achieves fair presentation.
- Perform procedures to obtain evidence about and evaluate whether the reported outcomes and outputs, and quantification of the outputs to the extent practicable, are relevant, reliable, comparable and understandable.

We communicate with the Board regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Audit Plus Accounting Services Ltd – Qualified Auditor Wairarapa

2 March 2021



South Wairarapa District Council

Community and Youth Grant Application Form

Submit to: grants@swdc.govt.nz before 4 pr	n, 16 August 2021	
ORGANISATION DETAILS		
Name of organisation: Kahutara Parent	s + Citizen	5
Name of organisation: Kahutara Parent Physical address: Kahutara Road	Colors (Colors of Colors o	
Featherston		
Postal address:		
As above		
Contact Powers	la (Day)	
Victoria Show	lo (Day): 02765938	328
Email: Mobile Kahytaraparents and citzens?	No:	
Email: Kahutaraparents and citzens! Mobile		
Officers of organisation		
Chair: Cathy Soper	Phone No: 021 740	146
Secretary: Claire Wilikie	Phone No: 021 057	9221
Treasurer: Louise Davies	Phone No:	
Would you like to speak in support of your application	to the Grants	Yes/No
Subcommittee on the 16 September 2021?	- MACHINE AND SEC	
When was the organisation formed and what are its a	ims and objectives?	
F 20 is 2000	_	•
Kohutara + the wider con resources that are not the minstry of educe	aise money to	95515
Kahutara + the wider con	munity/top	vouid.
resources that are not	allowed for	69
the minstry of eauc	arion.	
Total number of members in your organisation?	10	
How many full-time equivalent people work in your organisation?	0	
How many volunteers work in your organisation?	100	12 1011

Date of last AGM?

2. FUNDING CRITERIA

Funding Criteria Council has \$75,000 available for youth focused procommunity grants.	ojects and \$170,000 available for
Please select the category that is the project's main	n focus (mark with an X)
Youth Grant	
Community Grant	×

Community Grants Funding Category

Grants will be allocated to organisations which contribute to the community in at least one of the following areas. The funding categories are aligned to the five community outcomes, with some categories linking to more than one community outcome (see Grants Policy).

Please select the category that is the project's main focus (mark with an X)

Arts, museums, heritage and culture (including Māoritanga)	
Environment	
Events	
Sport and Recreation	X
Social and Educational Services	
Economic Development	

3. PROJECT OVERVIEW

equipm	reason for grant application (e.g. upgrade to facilities/purchase of nent/one-off event):
10	purchase equipment for the Kahuta local community all-weather
+ /	local community all-weather
	and when will the activity/event take place or what is the anticipated
comple	etion date of the project (please note funds cannot be allocated retrospectively)?
The	struction, but the completion
dan	te is weather dependent.

Why s	hould South Wai	irarapa District Cour	ncil (SWDC) supp	ort this project/event?
We	would	love you	- Suppo.	t, as rual
Soc	th Wa.	rarapa 1	s very	Imited in
Spo	15 Fac	cilities wi	th ma.	ny of our fami
tra	vel hun	dreds of	f Kms	to play sport.
1				from other
Sch	00/5 + 3	sports cla	ibs who	wish to make
Who	vill benefit from	these funds and in v	what way?	
				occess to a
			opportu	inties without
hau	ind to	travet.	120	
5po.	As club	s wishing	to use	the facility
	trains		-e to	gather
010	14 500x		s vital	
FINAN	CIALS			wellheine.

Funding requirements	
Total cost of project	\$ 244, 418-41
Your organisation's contribution	\$ 200,000-00
Other outside funding (please supply brief details)	\$ 10,000 Grant from Trust House.
Amount applied for in this application	\$ 15,000
Shortfall (please provide brief details of how will balance be found)	\$19418-41 This cost is mostly for lighting + we will continue fundraising for this.
Project income (if applicable), e.g. generated from sales to public	\$

Is organisation a registered charity?	-Yes /No
Have you applied to SWDC for funding before?	Yes/No
If yes, when, for what purpose and how much was granted?	For this project but we received nothing.

GST Registration		
Are you GST Regist	ered	Yes/No
Bank account det	ails (required for a	non GST registered applications only)
Name of bank:	ASB	
Account name:	Kahutar	-a Parents + Citizens
Account No:	12-3290	0-0003579-000

5. Declarations

We agree to comply with requests from an officer or councillor from SWDC for additional information in relation to this application.

Statement to comply with the Provisions of the Privacy Act 1993

The personal information above is collected and will be held by SWDC for the purpose of considering your application for financial assistance. You have the right of access to, and correction of, personal information about you, that we hold.

Authorisation

- I certify that the information provided in this application form is true and correct to the best of my knowledge.
- I have the authority to make the application on behalf of the organisation.
- I agree that the necessary documentation listed below is attached to this application.
- I confirm that we will complete and return a grant accountability form within twelve months of the date the grant is paid out.
- The organisation will keep receipts and a record of all expenditure for 7 years.
- Any unspent funds will be returned to SWDC.
- All expenditure will be accounted for in the Grant Accountability Form.

Signatory One	Signatory Two
Signed: Signed:	Signed: MShaw
Full name: Cathy Soper Designation: KPC Chair	Full name: Victoria Shaw
Designation: KPC Chair	Designation: KPC Comm. Hell Fundaiser
Date: 12 - 08 - 2021	Date: /2 -08-20 21

Eligibility and Criteria

Applicants should review the eligibility and grant criteria as outlined in the <u>Grants Policy</u> before making an application.

Please return the completed form by 4.00 pm on 16 August 2021 to:

South Wairarapa District Council PO Box 6 Martinborough 5741

Or email: grants@swdc.govt.nz

Items required for this application	
 Most recent annual accounts including notes and review/audit report 	0
 Income and expenditure statement for part year and inaugural minutes (if organisation has been operating for less than 12 months) 	0
Application Form is signed	0

	22,398.10	0.00	0.00	0.00	0.00	2,226.60	10.91	1,529.90	483.15 1,225.51 6,602.70 10,318.23 1,529.90	6,602.70	1,225.51	483.15	1.10	Total Income
	٠ •													
	\$ 6.71						0.91	0.90	0.73	0.70	1.22	1.15	1.10	Interest
	\$ 309.29										309.29			Transfer
	\$ 10,000.00								10000.00					Trust House Grant
	\$ -													School Art
	\$ -													Book Fair
	\$ 39.00										39.00			Juicies
	\$ -													Bulls for schools
	\$ -													Pet day
	\$ 1,145.60					1135.60	10.00							Disco
	\$ 1,529.00							1529.00						Cross Country
	\$ 250.50								31.50		219.00			Bulbs
	\$ 7,979.00					1091.00			286.00	6602.00				Pie Fundraiser
	\$ 899.00										627.00	272.00		School Photos
	\$ 240.00										30.00	210.00		Leavers Hoodies
Opening Balance \$ 25,886.69														
														Fundraising Income
	YTD Totals	December		October November	September	August	July	June	May	April		January Febuary March	January	

Fundraising costs

20,778.99	S	0.00 \$	0.00	0.00	0.00	0.41 10,000.00	0.41	0.40	5,026.74	4,497.56	0.51 1,252.88 4,497.56 5,026.74	0.51	0.49	Total Costs
2.98	s						0.41	0.40	0.32	0.31	0.54	0.51	0.49	Tax on Interest
10,000.00	❖					10000.00								Sport Turf Donation (Trust House)
	\$							L						School Art
	\$													Book Fair
4,450.00	Ş									4450.00				Community Hall Donation (BFS)
r	S													Pet day
	\$													Disco
115.00	\$								115.00					Cross Country
224.70	\$									47.25	177.45			Bulbs
4,911.42	\$								4911.42					Pies
504.89	\$										504.89			School Photos
570.00	\$										570.00			Leavers Hoodies

Closing Balance \$ 7,505.80

20,000.00

School donations

10000.00

5000.00

5000.00



South Wairarapa District Council

Community and Youth Grant Application Form

Submit to: grants@swdc.govt.nz before 4 pm, 16 August 2021

1. ORGANISATION DETAILS

Name of organisation: Swim With Sophie	
Physical address: 573 Blue Rock Road, Martin	nborough
Postal address: 573 Blue Rock Road, Martinb	orough
Contact Person: Sophie Shipperbottom	Phone No (Day): 0224635580
Email: sophieshipperbottom@yahoo.co.uk	Mobile No: "

Officers of organisation	
Chair: Sophie Shipperbottom	Phone No: 0224635580
Secretary: N/A	Phone No:
Treasurer: N/A	Phone No:

Would you like to speak in support of your application to the Grants	<mark>Yes</mark> /No
Subcommittee on the 16 September 2021?	

When was the organisation formed and what are its aims and objectives?

In August 2021 I have been proceeding to create a summer intensive swim school, run and taught by myself. The aims and objectives is to supply the local community with accessible swimming lessons for all ages, babies, through to adults. Educating Martinborough in fitness and health, strengthening swimming abilities and teaching water safety skills for life. The aim of applying for this grant is to supply free lessons to children who cannot afford swimming lessons at swim schools. The money would cover 33 children, aged 1-9 giving them 10 lessons each spread over a 2 week period.

Total number of members in your organisation?	1
How many full-time equivalent people work in your organisation?	1
How many volunteers work in your organisation?	N/A
Date of last AGM?	N/A

2. FUNDING CRITERIA

Funding Criteria

Council has \$75,000 available for youth focused projects and \$170,000 available for community grants.

Please select the category that is the project's main focus (mark with an X)

Youth Grant	x	
Community Grant	х	

Community Grants Funding Category

Grants will be allocated to organisations which contribute to the community in at least one of the following areas. The funding categories are aligned to the five community outcomes, with some categories linking to more than one community outcome (see Grants Policy).

Please select the category that is the project's main focus (mark with an X)

Arts, museums, heritage and culture (including Māoritanga)	
Environment	
Events	
Sport and Recreation	x
Social and Educational Services	х
Economic Development	х

3. PROJECT OVERVIEW

Specific reason for grant application (e.g. upgrade to facilities/purchase of equipment/one-off event):

Supply 33 children with 10 free swimming lessons who cannot afford lessons otherwise. The remaining \$50 will pay salary for an instructor to host a free work shop educating the community on improving each other's swimming strokes and water safety techniques. Encouraging parents to teach there children correctly.

Where and when will the activity/event take place or what is the anticipated completion date of the project (please note funds cannot be allocated retrospectively)?

'Swim with Sophie' will be running through the duration of the summer holidays, Monday-Friday. The children who are granted free swimming lessons would be swimming between the dates of either:

3rd January -16th January

Or

17th January - 30th January

Why should South Wairarapa District Council (SWDC) support this project/event?

My project is a passionate mission to supply valuable swimming lessons to the community. Last summer I was a lifeguard for CLM at Martinborough pool, I could see that there is a high demand for teaching swimming and water safety skills to the local school children and educating the community. Having raised this issue with Amanda Pickering at Martinborough School, she strongly agrees that there is a high demand for lessons, and it would be of great value to the skills and safety of the community. There is a need to increase awareness around water safety In New Zealand, the drowning rate is considerably high for such a small population, 0.83 per 100,000 people, 39 of those drownings were fatal. Most drownings occurring in home swimming pools between the ages 1-4, the second highest age category of drownings being 5-9 years. I aim for 1-9 years of age being the majority percentage of pupils at 'Swim with Sophie'.

Many of the children that regularly use the pool have displayed weak to no swimming skills and little to no water safety awareness, possibly due to not attending a structured lesson at a swim school before. Swimming lessons are a huge expense to those who are in financial struggle, along with the cost of travel as there are no swimming lessons available in Martinborough. However, these children who come to the pool on a regular basis show a passion for being in water and swimming, spending an average of 3-5 hours in the pool daily.

Through funding I want to supply those children who cannot afford lessons with a ten-day block of free-swimming lessons, over a two-week period of the five weeks that swim school is operating. Offering the majority of lessons to pre-school and school aged children, 25-minute daily lessons, through Monday-Friday, during the hours of 6am-1pm before public use of the pool. The number of children in each class would differ between age and swimming ability.

All lessons would be delivered by myself, I have worked in the leisure industry for twelve years, working at establishments universally. Prior to living in Martinborough, I lived in Melbourne for 3.5 years, working at multiple leisure complexes, and also managed a small swim school branch.

Intensive swim schools can accelerate the development and strength of swimming skills at a much greater rate, developing muscle memory for pupils to maintain their skills. Once the summer is over, I will provide the children with a package on how to maintain and improve their swimming abilities beyond the class as well as a providing free workshops where parents learn how to correct their child's swimming strokes, so all children have the best opportunity to maintain their skills. I wish to bring further interest into fitness

and outdoors, encouraging adults from the community to partake in a swim fit program, early each weekday morning, in the hope of all Martinborough community becoming more physically active.

With previous experience in social media marketing and communication, along with a vast knowledge in swimming and water safety I am looking forward to creating some great events and campaigns for the community to be excited about swimming this summer. I am looking for your support in supplying funding for lessons over 10 days, supporting 33 pupils that cannot afford lessons, across the ages of 1-9 years of age, I will guarantee the community and council will reap a large reward through the development and safety of the people of Martinborough providing them with a valuable skill for life and be involved in an exciting project for all to talk about.

Who will benefit from these funds and in what way?

Showing kindness to those that are bought up in a household that cannot supply such an important life skill. My growing passion for swim has taken me around the world and has always offered me job opportunities, supporting me through university and residing in different countries. Swimming won't ever stop, it is a skill everyone has access to but may not be able to do with strength. For the children who are gifted the free-swimming lessons through this grant, it may open doors to future prospect that they would never had before. They may also find role models with-in the community to which they connect with having a positive influence on their lives, showing a needed support.

I also want to engage the community into a fitter lifestyle choice through swimming at Martinborough pool. Encouraging good health and positive focus through swimming will be one of my main aims so people strive for improvement even after the summer, I will educate those on the benefits of water, fitness and the health benefits, encouraging people to support each other offline and online.

4. FINANCIALS

Funding requirements	
Total cost of project	\$ 5,000
Your organisation's contribution	\$ N/A
Other outside funding (please supply brief details)	\$ N/A applied the same amount to different grants that have not yet been approved
Amount applied for in this application	\$ 5,000
Shortfall (please provide brief details of how will balance be found)	\$ 15 per 25 minute lesson X 10 lessons X 33 students= \$4950 \$50 for teaching free community work shops

Project income (if applicable), e.g. generated from sales to public	\$ N/A
Is organisation a registered charity?	Yes/ <mark>No</mark>
Have you applied to SWDC for funding before?	Yes/ <mark>No</mark>
If yes, when, for what purpose and how much was granted?	

GST Registration			
Are you GST Registe	ered	Yes/ <mark>No</mark>	
Bank account details (required for non GST registered applications only)		GST registered applications only)	
Name of bank:	Westpac		
Account name:	SP SHIPPERBOTTON	SP SHIPPERBOTTOM	
Account No:	03-0687-0041844-0	000	

5. Declarations

We agree to comply with requests from an officer or councillor from SWDC for additional information in relation to this application.

Statement to comply with the Provisions of the Privacy Act 1993

The personal information above is collected and will be held by SWDC for the purpose of considering your application for financial assistance. You have the right of access to, and correction of, personal information about you, that we hold.

Authorisation

- I certify that the information provided in this application form is true and correct to the best of my knowledge.
- I have the authority to make the application on behalf of the organisation.
- I agree that the necessary documentation listed below is attached to this application.
- I confirm that we will complete and return a grant accountability form within twelve months of the date the grant is paid out.
- The organisation will keep receipts and a record of all expenditure for 7 years.
- Any unspent funds will be returned to SWDC.
- All expenditure will be accounted for in the Grant Accountability Form.

Signatory One
Signed:
Signed:
Signed:
Signed:
Signatory Two
Signed:

Full name: Sophie Philippa Shipperbottom
Designation: Chair/founder
Date: 16/08/2021
Date:

Eligibility and Criteria

Applicants should review the eligibility and grant criteria as outlined in the <u>Grants Policy</u> before making an application.

Please return the completed form by 4.00 pm on 16 August 2021 to:

South Wairarapa District Council PO Box 6 Martinborough 5741

Or email: grants@swdc.govt.nz

Items required for this application		
Most recent annual accounts including notes and	ON/A	
review/audit report	○N/A	
Income and expenditure statement for part year and		
inaugural minutes (if organisation has been operating for less	○N/A	
than 12 months)		
Application Form is signed	○Yes	



South Wairarapa District Council

Community and Youth Grant Application Form

Submit to: grants@swdc.govt.nz before 4 pm, 16 August 2021

1. ORGANISATION DETAILS

Name of organisation:	
Divine River NZ Trust	
Physical address:	
73 Park Road, Carterton, 5713	
Postal address:	
As above	
Contact Person:	Phone No (Day):
Lisa Birrell	021425099
Email:	Mobile No:
divinerivernz@gmail.com	021425099

Officers of organisation	
Chair: Lisa Birrell & Joanna Hehir	Phone No: 021425099/0272829007
Secretary: Rebecca Vergunst	Phone No: 027 742 2264
Treasurer: Rebecca Vergunst	Phone No: 027 742 2264

Would you like to speak in support of your application to the Grants	Yes
Subcommittee on the 16 September 2021?	

When was the organisation formed and what are its aims and objectives? Divine River NZ Trust was formed in December 2020 our purpose is:

- 1. providing education to all, regardless of gender identification, to address social, environmental, wellbeing & other needs including but not limited to the delivery of in-school and community-based workshops - to ensure equitable access to sustainable personal care and enable all participants to make their own reusable personal care e.g. reusable period pads.
- 2. developing strategies to reduce social, cultural & environmental harm & empower participant choice.
- 3. promoting the social, environmental and wellbeing improvement of the community via learning, mentoring, volunteering and employment opportunities.
- 4. relieving poverty by providing services & support (for example but not limited to free period products & skills/knowledge to make reusable period pads) to people who are not properly provided for because of their age; infirmity; disablement; poverty; occupation; social; cultural; or economic circumstances
- 5. strengthening community connections between individuals, whanau & community groups, by empowering participants with knowledge that uses waste-minimising, eco-friendly and sustainable techniques.

Total number of members in your organisation?	n/a
How many full-time equivalent people work in your organisation?	1.6
How many volunteers work in your organisation?	10+
Date of last AGM?	n/a

2. FUNDING CRITERIA

Funding Criteria

Council has \$75,000 available for youth focused projects and \$170,000 available for community grants.

Please select the category that is the project's main focus (mark with an X)

Youth Grant	х
Community Grant	

Community Grants Funding Category

Grants will be allocated to organisations which contribute to the community in at least one of the following areas. The funding categories are aligned to the five community outcomes, with some categories linking to more than one community outcome (see Grants Policy).

Please select the category that is the project's main focus (mark with an X)

Arts, museums, heritage and culture (including Māoritanga)	
Environment	х
Events	
Sport and Recreation	
Social and Educational Services	x
Economic Development	х

3. PROJECT OVERVIEW

Specific reason for grant application (e.g. upgrade to facilities/purchase of equipment/one-off event):

We have attached information outlining our current aim along with an overview of the organisation and its current, community, communication and in-school projects we are undertaking.

Our key objectives from this application are to fund project facilitators and coordination of implementation in the Carterton District and wider region of the following:

Provide introductory reusable workshops that complement the local health curriculum within individual schools and enhance the recently implemented Government "Free Period Products in Schools" initiative.

Develop SKY (Sustainability – Knowledge – Youth) Arotahi programmes in collaboration with schools these are co-created with the individual school. A key focus is to ensure that the workshops are developed and operate within the context of each school's Kaupapa, culture and current cohort, using the Divine River framework. The school year 2022 will focus on development of cross-collaboration across schools in the region and student leadership opportunities between schools.

Facilitate SEWstainable Community Workshops which provide participants with skills, knowledge & expertise to make their own reusable personal care products (currently period or incontinence pads).

Support the development and ongoing coordination for a Divine River website which will include interactive modules for carers, youth and the wider community. It will be developed in a collaborative way with a diverse section of the community, via the above programmes. The aim being to provide knowledge that is inclusive and relevant for all individuals within the community. The content will be adaptable to share on multiple media platforms such as Instagram, TikTok, YouTube, Facebook and Linkedin.

Where and when will the activity/event take place or what is the anticipated completion date of the project (please note funds cannot be allocated retrospectively)?

The projects included in this applications will be implemented in the various South Wairarapa schools and communities during Term 4 2021, Term 1-3 2022.

Why should South Wairarapa District Council (SWDC) support this project/event?

Divine River workshops and programmes aim to facilitate knowledge sharing via an ākonga model of project-based learning, that increases awareness of personal, community and environmental impacts of the personal care choices we make for ourselves, our whanau and the environment.

In addition, the Community SEWstainable workshops' goal is the development of life and creative skills that build confidence, resilience and develop independence of participants to make sustainable personal care choices and provide products for themselves and their whanau.

The objective being to develop within each ākonga group an understanding of how we can individually and collectively have a positive impact in our local community, on the environment, alongside enabling youth and the wider community to meet their wellbeing needs including the; physical, social, mental & emotional aspects.

Who will benefit from these funds and in what way?

The implementation of our Kaupapa focuses on sharing our core values:

Sustainability which includes exploring topics such as:

- * environmental impact of disposable personal care products vs reusable
- * education of the positive impact on individuals, the community and wider economic impact of adopting sustainable personal care choices.

This aligns with the Wellbeing development areas of "Environmental", "Social & Educational Services" and Economic"

Knowledge

A focus for our knowledge-based Intro & SKY workshops are exploring the question:

"How do we empower and educate young people (ākonga – student & teacher) about their bodies and options for sustainable personal care choices?"

We provide the Divine River framework which is then used to co-create a project-based organisation specific workshop or programme. The programme explores the following factors: environmental, social/cultural, economic and wellbeing (physical, social, mental & emotional aspects).

This aligns with the Wellbeing development areas of "Environmental", "Social & Educational Services" and Economic"

The **Community SEWstainable workshops** explore the above knowledge in a more relaxed conversational manner and aligns with the Wellbeing development areas of "Environmental", "Social & Educational Services" and Economic" in addition to the above.

4. FINANCIALS

Funding requirements		
Total cost of project		\$53,090
Your organisation's contribut	ion	\$13,280
Other outside funding		\$10,560
MDC Creative Communities	\$2,260	
MDC Community Wellbeing	\$2,000	
ECCT	\$3,800	
Donation	\$1,000	
MDC Community Wellbeing	\$1,500	

Amount applied for in this application Community SEWStainable workshop 24hours @ \$40 x 2 = \$1,920 Material costs = \$300 In-School SKY Arotahi Workshops x 4 Schools 20hours (1 term x 2 hour workshop) @ \$40 x 2 x 4 = \$6,400 Material costs \$300 x 4 = \$1,200	\$9,820
Shortfall:	\$19,330
Grants Fundraising Events – planned for September & October Sponsorship & Dontaions	¢100
Project income (if applicable), e.g. generated from sales to public Sustainable Enterprise • Website will provide opportunity to buy packs & gift packs • Buy sustainably produced personal care products that align with our kaupapa	\$100
Is organisation a registered charity?	Yes
Have you applied to SWDC for funding before?	No
If yes, when, for what purpose and how much was granted?	

GST Registration		
Are you GST Registe	red	No
Bank account deta	ils (required for non	GST registered applications only)
Name of bank:	BNZ	
Account name:	Divine River	
Account No:	02/0608/0062437/	000

5. Declarations

We agree to comply with requests from an officer or councillor from SWDC for additional information in relation to this application.

Statement to comply with the Provisions of the Privacy Act 1993

The personal information above is collected and will be held by SWDC for the purpose of considering your application for financial assistance. You have the right of access to, and correction of, personal information about you, that we hold.

Authorisation

- I certify that the information provided in this application form is true and correct to the best of my knowledge.
- I have the authority to make the application on behalf of the organisation.
- I agree that the necessary documentation listed below is attached to this application.
- I confirm that we will complete and return a grant accountability form within twelve months of the date the grant is paid out.
- The organisation will keep receipts and a record of all expenditure for 7 years.
- Any unspent funds will be returned to SWDC.
- All expenditure will be accounted for in the Grant Accountability Form.

Signatory One Signatory Two

Signed: Signed:

Full name: Lisa Birrell Full name: Joanna Hehir

Designation: Co-Chair Designation: Co-Chair

Date: 16th August 2021 Date: 16th August 2021

Eligibility and Criteria

Applicants should review the eligibility and grant criteria as outlined in the <u>Grants Policy</u> before making an application.

Please return the completed form by 4.00 pm on 16 August 2021 to:

South Wairarapa District Council PO Box 6 Martinborough 5741

Or email: grants@swdc.govt.nz

 Most recent annual accounts including notes and 	
review/audit report	O
Income and expenditure statement for part year and	
inaugural minutes (if organisation has been operating for less	\bigcirc
than 12 months)	
Application Form is signed	\bigcirc



Kahutara Primary School Kahutara Road R.D.1 Featherston New Zealand, 5771 06 308 8427

TO WHOM IT MAY CONCERN

RE: Divine River – Sustainable Period Workshops & Education Programmes

I am pleased to write in support of Divine River's sustainable period workshops and education programmes.

I met with Joanna Hehir & Lisa Birrell from Divine River and discussed how these programmes could work at Kahutara School. We would, in principle, be willing to support offering these workshops and programmes to our students and whanau. This would be subject to the appropriate funding being accessed by Divine River to facilitate delivery of these programmes and a starter pack for each student.

We look forward to working with Joanna & Lisa on this very worthwhile project.

Yours sincerely

Charmaine Taplin
Principal, Kahutara School

RE: Divine River – Sustainable Personal Care Workshops and Community SEWstainable Workshops

I am pleased to write in support of Divine River's application for funding for sustainable personal care workshops and Community SEWstainable workshops.

Joanna Hehir from Divine River has spent time with our group discussing how these workshops build confidence and resilience within our local community and how this aligns with our own goals of developing sewing skills, reducing waste and re-using fabrics for the community good.

We would be happy to support Divine River in delivering these workshops and programmes to our community.

We look forward to working with Joanna Hehir and Lisa Birrell on this very worthwhile project.

Sara Uruski

WORN Cloth Collective, Featherston

0274 474 959



Lisa Birrell < ljbirrell1@gmail.com>

(no subject)

1 message

Joanna Hehir <hello@danunatural.com> To: ljbirrell1@gmail.com

13 August 2021 at 11:40

RE: Divine River - Sustainable Personal Care Workshops & Community SEWstainable Workshops

I am pleased to write in support of Divine River's sustainable personal care workshops and Community SEWstainable workshops.

I met with Joanna Hehir from Divine River and discussed how these workshops build confidence and resilience within our local community and how this aligns with our own kaupapa. We would, in principle, be willing to support hosting these workshops and programmes to our community at our premises in Martinborough. This would be subject to the appropriate funding being accessed by Divine River to facilitate delivery of these programmes and creation of product to gift.

We look forward to working with Joanna Hehir & Lisa Birrell on this very worthwhile project.

Yours sincerely

NAME J. C. BIDWIN TITLE, NAME OF ORGANISATION Thunderpants Ltd



WAIRARAPA TEEN PARENT UNIT

29 Makora Road P O Box 465 MASTERTON 5840

RE: Divine River - Sustainable Personal Care Workshops & Education Programmes

I am pleased to write in support of Divine River's sustainable personal care workshops and project based programmes.

Joanna Hehir and Lisa Birrell are currently working with Anna Wilton facilitating a programme as part of the Arotahi Programme at Makoura College. We would like to support offering these workshops and programmes to our students and whanau in the 2022 school year and within our Teen Parent Unit. This would be subject to the appropriate funding being accessed by Divine River to facilitate delivery of these programmes.

We look forward to working with Joanna & Lisa on this very worthwhile project.

Yours sincerely

Prue Harawira-Smith

SWDC Youth Project application Project Outline:

2021/2022 Goals, Objective & Outcomes for the Divine River projects in South Wairarapa

Provide introductory reusable workshops that complement the local health curriculum within individual schools and enhance the recently implemented Government "Free Period Products in Schools" initiative.

Develop SKY (Sustainability – Knowledge – Youth) Arotahi programmes in collaboration with schools these are co-created with the individual school. A key focus is to ensure that the workshops are developed and operate within the context of each school's Kaupapa, culture and current cohort, using the Divine River framework. The school year 2022 will focus on development of cross-collaboration across schools in the region and student leadership opportunities between schools.

Facilitate SEWstainable Community Workshops which provide participants with skills, knowledge & expertise to make their own reusable personal care products (currently period or incontinence pads).

Support the development and ongoing coordination for a Divine River website which will include interactive modules for carers, youth and the wider community. It will be developed in a collaborative way with a diverse section of the community, via the above programmes. The aim being to provide knowledge that is inclusive and relevant for all individuals within the community. The content will be adaptable to share on multiple media platforms such as Instagram, TikTok, YouTube, Facebook and Linkedin.

How many people will benefit from the project?

We estimate the following participants and audience numbers will benefit in the following 12 months:

South Wairarapa Schools - 100+

South Wairarapa Community – 50

Wairarapa Community – 50

Online – 100+ (this allows for development phase to take 3-9 months i.e. 3 months of online availability after completion of the website)

Why is it important

We aim to nurture sustainable personal care choices through the workshops and the development of an online portal. Our objective is to provide a way for individuals, schools and the wider community to develop a greater awareness and understanding of the environmental and wellbeing impacts of their personal care choices.

We know that climate change is a critical issue for our society and a key concern for GEN-Z and the wider community. Developing korero around this topic via our workshops and website helps enable individuals to make a difference for themselves, their whanau and their community.

How does it align with the SWDC community outcome indicated

The implementation of our Kaupapa focuses on sharing our core values:

Sustainability which includes exploring topics such as:

- * environmental impact of disposable personal care products vs reusable
- * education of the positive impact on individuals, the community and wider economic impact of adopting sustainable personal care choices.

This aligns with the Wellbeing development areas of "Environmental", "Social & Educational Services" and Economic"

Knowledge

A focus for our knowledge-based Intro & SKY workshops are exploring the question:

"How do we empower and educate young people (ākonga – student & teacher) about their bodies and options for sustainable personal care choices?"

We provide the Divine River framework which is then used to co-create a project-based organisation specific workshop or programme. The programme explores the following factors: environmental, social/cultural, economic and wellbeing (physical, social, mental & emotional aspects).

This aligns with the Wellbeing development areas of "Environmental", "Social & Educational Services" and Economic"

The **Community SEWstainable workshops** explore the above knowledge in a more relaxed conversational manner and aligns with the Wellbeing development areas of "Environmental", "Social & Educational Services" and Economic" in addition to the above.

Current Community connections, collaborations and partners:

Our Kaupapa

Divine River NZ Trust purpose:

- providing education to all, regardless of gender identification, to address social, environmental, wellbeing & other needs including but not limited to the delivery of in-school and community-based workshops - to ensure equitable access to sustainable personal care and enable all participants to make their own reusable personal care e.g. reusable period pads.
- 2. developing strategies to reduce social, cultural & environmental harm & empower participant choice.
- 3. promoting the social, environmental and wellbeing improvement of the community via learning, mentoring, volunteering and employment opportunities.
- 4. relieving poverty by providing services & support (for example but not limited to free period products & skills/knowledge to make reusable period pads) to people who are not properly provided for because of their age; infirmity; disablement; poverty; occupation; social; cultural; or economic circumstances
- 5. strengthening community connections between individuals, whanau & community groups, by empowering participants with knowledge that uses waste-minimising, eco-friendly and sustainable techniques.

Divine River NZ Trust - Governance Board

Joanna Hehir - Co-Chair & Co-Founder -

Jo is a designer and entrepreneur whose passion and vision have led her to develop multiple global businesses. She has chosen, as sustainability has become increasingly important in our world, to share all her experience and skills with others to help them become more aware, self sufficient and self-determining. She does this by sharing with them the knowledge and skills to provide personal care products for themselves.

Lisa Birrell - Co-Chair & Co-Founder -

Lisa is an social entrepreneur and experienced governance, management and administration professional with a track record in finance, recruitment, operations, and project delivery. She has been an advocate of organics and sustainability for over 20 years and is passionate about community and social change. She chooses to work with organisations that have ethical and meaningful core values that align with her own kaupapa.

Rebecca Vergunst - Secretary & Treasurer -

Rebecca is the Deputy Mayor of Carterton. Her passion within local government and her community is young people and their success, parks and green spaces, physical activities, our natural resources and environment, promotion of te reo Māori, community engagement and participation including collaboration with community groups and our local marae/iwi.

She is currently a member of Council, Audit and Risk Committee, Policy and Strategy Committee (Chair), Community Grants Committee, Place Making Advisory Group (Chair), Walking and Cycling Advisory Group (Chair), Wairarapa Shared Services Working Group, Wairarapa Road Safety Council, Wellington Regional Waste Minimisation and Management Joint Committee (WCC) and Wellington Regional Waste Forum (alternate) and Carterton Creative Communities Committee.

Dale Williams - Trustee -

Dale is a Youth 2 Work champion, presenter and speaker. He is passionate about our rangitahi and supporting his local community.

During 18 years in Local Government including three terms as Mayor of the Otorohanga District, Dale led the development of Community owned programmes to support young people into work, achieving sustainable full youth employment. Dale's six year leadership of the New Zealand Mayors Taskforce for Jobs saw a Youth to Work Strategy based on the Otorohanga experience produced for all communities to share.

In addition to Divine River, he is currently a trustee for WELLfed NZ and Carterton School.

David Savage - Trustee -

David is a coach who guides leaders and teams to navigate uncharted territory towards their goals, growing their capability and potential as they go. He also runs several deep-dive training sessions each year with an emphasis on life-long value and real-world practical application.

He is an advocate for sustainability and neuro-leadership who aims to bring about change by working with other organisations, such as the Sustainable Business Network, Akina and other Government agencies, to influence policy and growth in these arenas.

Letters of Support are attached from interested schools and community partners in the South Wairarapa District

Thunderpants will host our Community SEWstainable workshop in Martinborough & provide the venue.

Cloth Collective will support our initiatives across the region

Simon Fuller, <u>fullers@kuranui-college.school.nz</u>, Principal, Kuranui College Letter of recommendation received (letter attached)

Lisa Birrell & Joanna Hehir facilitated a project-based programme of workshops in semester 2, 2019 at Kuranui College.

Greytown School
Kahutara School
Featherston School

Current project underway around the region (letters of support can be provide upon request):

Donna Gray, project coordinator, Cameron House

Joanna Hehir, undertook a project in collaboration with REAP to run a Community SEWstainable workshop with members of the Cameron House community

Ian Chapman, kingst@wise.net.nz, project coordinator, King St Artworks

Joanna Hehir & Lisa Birrell are currently developing a project-based programme of workshops to make sustainable personal care products with attendees at King St, Artworks

Marion Harvey, marionharvey@mcschool.nz, Principal, Mākoura College

Lisa Birrell & Joanna Hehir are currently facilitating a project-based (Arotahi) programme of workshops in semester 2 at Mākoura College with Anna Wilton, (annawilton@mcschool.nz, Teacher, Mākoura College)

Alongside the current programme the team are developing plans for 2022 with other members of the leadership team at Mākoura College

Prue Smith, <u>prue.smith@wairarapatpu.school.nz</u>, TPU Manager, Mākoura College Herasha Randhir, <u>herasharandhir@mcschool.nz</u>, Technology Teacher, Mākoura College Wendy Hemi, <u>wendyhemi@mc.school.nz</u>, Guidance Counsellor, Mākoura College

Vonnie Kordell, <u>wairarapawomen@gmail.com</u>, programme coordinator, Wairarapa Women's Centre

Esmae Laird, esmae@ccw.org.nz, Social Services Coordinator, Connecting Communities Wairarapa

Joanna Hehir & Lisa Birrell are currently developing a potential collaborative project-base programme of workshops to make sustainable personal care products with members and participants at Connecting Communities Wairarapa and Wairarapa Women's Centre.

Matt Jackett, principal@carterton.school.nz, Principal@carterton.school.nz, Principal, Carterton School.

Lisa Birrell & Joanna Hehir facilitated an intro workshop alongside the Carterton School puberty and health curriculum in Term 3, 2020.

Clare Crawford, principal@carterton.school.nz, Principal, South End School

Lisa Birrell & Joanna Hehir facilitated an intro workshop alongside the South End School puberty and health curriculum in Term 3, 2020.

Marina mouraoliramarina@gmail.com, community coordinator, Arrow FM

Donna Gray EMAIL, community coordinator, Cameron House
Ali Todd & Kata Ngata, EMAILS Wairarapa Programme Coordinator, Shift Fund

Emilie Fleur Neubauer, wairarapaearthschool@gmail.com, Co-Founder, Te Kura o Papatūānuku

Divine River NZ Trust Nurturing Sustainable Personal Care Choices

DIVINE RIVER NZ TRUST (CC58482)



Sustainability

Knowledge

Choice

Our kaupapa

- To provide education to all, regardless of gender identification, that addresses social, environmental, wellbeing & other needs including delivery of in-school and community-based workshops. This will ensure equitable access to sustainable personal care and enable all participants to make their own reusable personal care e.g. reusable period pads.
- To develop strategies to reduce social, cultural & environmental harm & empower participant choice.
- To promote the social, environmental and wellbeing improvement of the community via learning, mentoring, volunteering and employment opportunities.
- To relieve poverty by providing services & support (for example but not limited to free period products & skills/knowledge to make reusable period pads) to people who are not properly provided.
- To strengthen community connections between individuals, whanau & community groups, by empowering participants with knowledge that uses waste-minimising, eco-friendly and sustainable techniques.

Divine River Goals & Objectives

Divine River workshops and programmes aim to facilitate knowledge sharing via an ākonga model of project-based learning, that increases awareness of personal, community and environmental impacts of the personal care choices we make for ourselves, our whanau and the environment.

In addition, the Community SEWstainable workshops' goal is the development of life and creative skills that build confidence, resilience and develop independence of participants to make sustainable personal care choices and provide products for themselves and their whanau.

The objective being to develop within each ākonga group an understanding of how we can individually and collectively have a positive impact in our local community, on the environment, alongside enabling youth and the wider community to meet their wellbeing needs including the; physical, social, mental & emotional aspects.

Communications

The communication project coordinator will undertake the following:

- Administration of the website
- Coordination of the online sustainable enterprise
- Communication with the online community
- Arrow FM Radio Programme coordination
- Social media coordination
- Media Relations management
- Networking & Stakeholder relationship management

Website

The website will be developed using a collaborative model, ensuring we connect and engage with the diversity within our community. Our aims are:

- to provide knowledge that is inclusive and relevant for all individuals within the community via a knowledge hub that supports our kaupapa
- to provide content that is shared in an authentic and accessible manner for our audience
- to provide adaptable content to facilitate sharing on multiple media platforms such as
 - Instagram
 - TikTok
 - YouTube
 - Facebook
 - Linkedin

Knowledge Hub

- Sustainability: The website will provide science-based research exploring the impact of both disposable and reusable products. Including their impact on our bodies, the environment and key sustainability factors.
- Knowledge: We will define & develop a knowledge hub in collaboration with our project-based and community participants to provide information which is relevant and accessible. There will be access to information that enables individuals to "make their own" reusable products. These life and creative skills increase awareness of environmental issues, build confidence and develop resilience.
- Choice: The website will provide inclusive and accessible knowledge that attracts visitors in a socially and culturally appropriate context. Engaging visitors to explore sustainability and personal care choices and its impact upon the physical, social, mental & emotional aspects of their wellbeing.

In-School Workshops

In School project coordinator will undertake liaison with schools to:

- Provide introductory reusable workshops that complement the local health curriculum within individual schools and enhance the recently implemented Government "Free Period Products in Schools" initiative.
- Develop SKY (Sustainability Knowledge Youth) programmes with schools which are co-created with the individual school. A key focus is to ensure that the workshops are developed and operate within the context of each school's Kaupapa, culture and current cohort, using the Divine River framework.
- The website will provide an online source of information for schools to utilise
 pre and post our discussion which allows them to find out more about our
 charity and how we can help.

Community Workshops

SEWstainable Community Workshops provide:

Participants with skills, knowledge & expertise to make their own reusable personal care products (currently period or incontinence pads).

Our vision is that the SEWstainable movement will grow by adopting the boomerang bag model via engagement with the community and supporting self-sustaining volunteer groups that continue to make products for their own community and schools.

Our website will be a key component in developing this programme and connecting with the community:

- Connect with potential volunteers
- Process requests for free product
- Share patterns & knowledge videos etc.

Operations & Administration

Funding of our operating costs will facilitate the following:

- Administration & office expenses
- Organisational development
- Professional services
- Subscriptions



TO WHOM IT MAY CONCERN

RE: Divine River – Sustainable Period Workshops & Education Programmes I am pleased to write in support of Divine River's sustainable period workshops and education programmes.

I met with Joanna Hehir & Lisa Birrell from Divine River and discussed how these programmes could work at Greytown School. We would, in principle, be willing to support offering these workshops and programmes to our students and whanau. This would be subject to the appropriate funding being accessed by Divine River to facilitate the delivery of these programmes and a starter pack for each student.

We look forward to working with Joanna & Lisa on this very worthwhile project.

Yours sincerely

Patrice O'Connor Principal, Greytown School 73 East Street principal@greytown.school.nz



Lisa Birrell < ljbirrell1@gmail.com>

Fwd: Jo Hehir (reusable period pads)

1 message

Joanna Hehir <hello@danunatural.com> To: Lisa Birrell < libirrell 1@gmail.com>

16 August 2021 at 07:55

--- Forwarded message ----

From: Sara Uruski <sara.uruski@gmail.com>

Date: Sun, 15 Aug 2021 at 6:46 pm

Subject: Re: Jo Hehir (reusable period pads) To: Joanna Hehir <hello@danunatural.com>

Hello Jo

see attached letter to support your application.

At the very least we can give you a fair amount of fabric - plain and patterned winceyette, towels and printed cotton. I'd be happy to make bags if that would be useful.

At least three of us would be willing to help in the workshops as tutors/cutters whatever (subject to timing) and also any administration that you might need a hand with.

Our lovely big room at the Community Centre has been taken over by the vaccinators so we are in the Anzac Hall Supper Room. The space is great; nice and warm (a couple of huge heatpumps) and there are lots of big tables, but we find it dark and bring our own lamps.

I don't know if you've met Jo Baldwin, the new Community Centre manager. She might be able to help with a venue if that is still needed.

Hope the application is successful. Cheers

Sara



Virus-free. www.avg.com

On Wed, 11 Aug 2021 at 19:52, Joanna Hehir <hello@danunatural.com> wrote:

Hi Sara

Hope all is going well and that you are running by now

We are putting a funding application in to the south Wairarapa council

And we were hoping you would support us by signing this letter and sending it back to us as cloth collective

Of course if you wish to write your own letter that is fine. We are just trying to make it easy for you

Should be happening soon!!!!

All the best Jo xx

Sara Uruski | 0274 474 959



Letter supporting Divine River.docx

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Divine River NZ Trust (CC58482)	2021-22 Drofft & Loss

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South Wairarapa District Council

Partnership Funding Request Form

(for period 1 July 2021 - 30 June 2023)

Submit to: grants@swdc.govt.nz before 4 pm, 16 August 2021

1. ORGANISATION DETAILS

Name of organisation: MARTINBOROUGH WAIWASTE and FOOD	BOX CHARITABLE COMPANY
Physical address:	
39 STRATHBOURGE STREET MARTINBORO	UGH
Postal address: 8 VENICE STREET MARTINBOROUGH 5711	
Contact Person:	Phone No (Day):
MAY CROFT	021 657560
Email:	Mobile No:
mcroftnz@xtra.co.nz	021 657560

Officers of organisation	
Chair: Peter Croft	Phone No:021 657568
Secretary: May Croft	Phone No: 021 657560
Treasurer: Rhona Lovell	Phone No: 027 4892704

Would you like to speak in support of your application to the Grants	Yes]
Subcommittee on the 16 September 2021?		

When was the organisation formed and what are its aims and objectives?

WaiWaste (Food Rescue) formed 2018

Food Bank formed 2019

Aims & Objectives

- To ensure all residents, especially families in Martinborough and surrounding rural areas have food on the table.
- To provide the WaiWaste and Food Bank service in a way that is mana enhancing and builds a relationship of trust between staff and clients.
- To work alongside clients to encourage and nurture healthy cooking and eating, selfsufficiency and general wellbeing.

Total number of members in your organisation?	135
How many full-time equivalent people work in your organisation?	3 (unpaid)
How many volunteers work in your organisation?	18
Date of last AGM?	July 21 ST 2021

2. FUNDING CRITERIA

Funding Criteria Council has \$75,000 available for youth focused projects and \$170,000 available community grants.	for
Please select the category that is the project's main focus (mark with an X)	
Youth Grant	
Community Grant	Yes Please

Community Grants Funding Category Grants will be allocated to organisations which contribute to the community in at of the following areas. The funding categories are aligned to the five community outcomes, with some categories linking to more than one community outcome (sometimes of the follows).	
Please select the category that is the project's main focus (mark with an X)	
Arts, museums, heritage and culture (including Māoritanga)	
Environment	
Events	
Sport and Recreation	
Social and Educational Services	X
Economic Development	

3. OPERATIONAL FUNDING OVERVIEW

Reason for requesting operational funding agreement

 To allow the WaiWaste and Food Bank to fund operational expenses that support the efficient and economic operation of the service.

During COVID the Martinborough WaiWaste and Food Bank applied for, and was successful in securing, Ministry of Social Development Funding specifically for food.

This funding along with donations from our very generous community is to enable our most vulnerable and working poor, registered with the food bank, to put food on their table. The Food Bank model is manna enhancing and focuses on food sustainability and family/whanau self-sufficiency into the future.

The MSD funding for food was for two years (ending June 2022) with no guarantee of funding after that date. While we believe that our generous community could well bridge that gap to enable the present model for food to be maintained this does not extend to operational expenses. Presently these expenses are being funded by the volunteers themselves or by using funds actually earmarked for food.

The delivery of WaiWaste and the Food Bank is staffed by a group of 18 Volunteers.

Roles include: Administration and Communication, Managing Finances, Managing Staff, Collecting WaiWaste and Supplies from Masterton, Purchasing Goods, Ordering, Managing and Packing Fruit and Veges, Packing Food Boxes, Decanting dry goods, Re Stocking Shelves.

The reasons for the existence of the Food Bank are both economic and social and we believe the need for this community social service will be with us for the foreseeable future. Providing a Food Bank is a social responsibility of any good community and a partnership between the SWDC, and the Food Bank to cover some of the operational costs would help fulfil this responsibility we share.

As we see it we are a vital cog at the bottom of the economic chain.
We provide a safety net for those struggling to provide a warm and safe environment for their families/whanau which includes having food on the table.
Over time we have come more than just a Food Bank. Through developing relationships of trust we encourage healthy eating offering cooking classes, recipes and budgeting. We offer encouragement and contacts to progress to independence, further education and better paid jobs. We offer advocacy where necessary which usually involves travel for appointments eg dentist and filling out forms, seeking help from other social service agencies.
We have discovered that first building a relationship of trust is vital for encouraging our clients to increase their wellbeing.
How many residents of South Wairarapa will benefit from the funding?
Approx 120
How many residents of South Wairarapa will indirectly benefit from the funding?
Essentially everyone in the Martinborough Ward area.

Explain how your organisation contributes to the wellbeing of South Wairarapa community or youth.

Provide a brief summary of any successes/achievements of the organisation

Our biggest achievement is when a client no longer needs to receive a regular Food Box. Fifty eight (58) families registered with the Food Bank between March 2020 and March 2021 Of these families twenty nine (29) families no longer receive Food Boxes. Five of because they found employment and a further 8 no longer needed regular food boxes.

Two of our clients intend to take up study next year with our encouragement to enable them to seek better paid employment to better provide for their family/whanau.

We were pretty pleased when eight(8) people turned up at our cooking class and then we saw orders coming through that showed they were using the recipes.

Amazing when clients offer to give of their own skills back to the Food Bank. Making hummus for other clients, raising money from a marathon, raffling a load of wood.

4. FINANCIALS - BUDGET FOR CURRENT FINANCIAL YEAR (YOU MAY ATTACH SEPARATELY)

Sources of Revenue/Income	
Subscriptions/Membership fees	\$Nil
Donations	\$30,000 (for food) Operational costs Nil
Non-Council Grants (please specify)	\$30,000 MSD for Food
Council Grants (non-SWDC)	\$Nil
Total Revenue/Income	\$60,000

Expenditure	
Salaries	\$Nil
Rent	\$Nil
Electricity	\$720
Phone	\$Nil
Insurance	\$Nil
Other (Please list)	See Spreadsheet
Total Expenditure	\$
Budget Surplus/Deficit	\$

GST Registration		
Are you GST Registere	ed	Yes
Bank account detail	s (required for non	GST registered applications only)
Name of bank:		
Account name:		
Account No:		

5. Declarations

We agree to comply with requests from an officer or councillor from SWDC for additional information in relation to this application.

Statement to comply with the Provisions of the Privacy Act 1993

The personal information above is collected and will be held by SWDC for the purpose of considering your application for financial assistance. You have the right of access to, and correction of, personal information about you, that we hold.

Authorisation

- I certify that the information provided in this application form is true and correct to the best of my knowledge.
- I have the authority to make the application on behalf of the organisation.
- I agree that the necessary documentation listed below is attached to this application.
- I confirm that we will complete and return a grant accountability form within twelve months of the date the grant is paid out.
- The organisation will keep receipts and a record of all expenditure for 7 years.
- Any unspent funds will be returned to SWDC.
- All expenditure will be accounted for in the Grant Accountability Form.

Signatory One Signatory Two Idm craft Signed: Full name: Hilder May Croft Full name: Designation: co | co ordinator Designation: Date:

Eligibility and Criteria

Applicants should review the eligibility and grant criteria as outlined in the Grants Policy before making an application.

Please return the completed form by 4.00 pm on 16 August 2021 to:

South Wairarapa District Council PO Box 6 Martinborough 5741

Or email: grants@swdc.govt.nz

ANNUAL OPERATIONAL COSTS OF MARTINBOROUGH FOODBANK

DAY	ACTIVITY	NAME	TIME	NOMINAL	ACTUAL	TOTAL	Notes
			Hours	COST	COST	COST	
Monday	Pick up Waiwaste ex P&K and unload at Lodge and pack boxes	Volunteer A [R alternate]	0.5	10.00	10.95	20.95	\$20 per hour, Car running cost @73c per K [15K]
	Pick up Waiwaste ex Kitchener Street Dairy	Volunteer B	0.1	2.00	3.65	5.65	\$20 per hour, Car running cost @73c per K [5K]
	Deliver Waiwaste	Volunteer A	0.33	6.66	10.95	17.61	\$20 per hour, Car running cost @73c per K [15K]
	Attend Lodge to unload Fruit & Vegetables [ex Pinehaven]	Volunteer B	0.1	2.00	3.65	5.65	\$20 per hour, Car running cost @73c per K [5K]
Tuesday	Pick up Waiwaste ex P&K and unload at Lodge	Volunteer B	0.33	6.66	10.95	17.61	\$20 per hour, Car running cost @73c per K [5K]
	Pick up Waiwaste ex Waiwaste & Foodbank Masterton and unload at Lodge	Volunteer C [P alternate]	1.5	30.00	58.40	88.40	\$20 per hour, Car running cost @73c per K [80K]
	Update Foodbank List of clients, available goods and print forms	Volunteer D	2	40.00	5.00	45.00	\$20 per hour, Printing and Stationery costs
Wednesday	Pick up Waiwaste and ordered Groceries ex P&K and unload at Lodge	Volunteer E	1	20.00	3.65	23.65	\$20 per hour, Car running cost @73c per K [5K]
weunesday	Communicate with all Volunteers on plan for the Day	Volunteer D	2	40.00	10.00	50	\$20 per hour, Printing and Stationery costs
	Pack up Orders	Volunteer B	6	120.00	3.65	123.65	\$20 per hour, Car running cost @73c per K [5K]
	Pack up Orders	Volunteer C	4	80.00	3.65	83.65	\$20 per hour, Car running cost @73c per K [5K]
	Pack up Orders	Volunteer D	6	120.00	3.65	123.65	\$20 per hour, Car running cost @73c per K [5K]
	Pack up Orders	Volunteer E	6	120.00	3.65	123.65	\$20 per hour, Car running cost @73c per K [5K]
	Pack up Orders Pack up Orders	Volunteer E Volunteer F	4	80.00	3.65	83.65	\$20 per hour, Car running cost @73c per K [5K]
	Pack up Orders	Volunteer G	2	40.00	3.65	43.65	\$20 per hour, Car running cost @73c per K [5K]
	Pack up Orders Pack up Orders	Volunteer G Volunteer H	5	100.00	3.65	103.65	\$20 per hour, Car running cost @73c per k [5K]
	Pack up Orders	Volunteer I	5	100.00	3.65	103.65	\$20 per hour, Car running cost @73c per K [5K]
	Pack up Orders and deliver	Volunteer J	5	100.00	10.95	110.95	\$20 per hour, Car running cost @73c per K [3K]
	Pack up Orders	Volunteer K	4	80.00	3.65	83.65	\$20 per hour, Car running cost @73c per K [15K]
	Pack up Orders	Volunteer L	2	40.00	3.65	43.65	\$20 per hour, Car running cost @73c per K [5K]
	·	Volunteer H	1	20.00	nil	20.00	\$20 per hour
	Repack Bulk goods into useable sizes [Four, Sugar, Rice, Laundry Powder etc]	Volunteer I	1	20.00	nil	20.00	\$20 per hour
		volunteer i	1	20.00	nii	20.00	\$20 per nour
Thursday	Pick up Garlic Bread and Waiwaste ex P&K and unload at Lodge	Volunteer B	0.5	10.00	3.65	13.65	\$20 per hour, Car running cost @73c per K [5K]
marsady	Make Garlic Bread	Volunteer Q	1	20.00	3.65	23.65	\$20 per hour, Car running cost @73c per K [5K]
	Restock Shelves at Lodge	Volunteer N	0.5	10.00	3.65	13.65	\$20 per hour, Car running cost @73c per K [5K]
	Restock Shelves at Lodge	Volunteer O	0.5	10.00	3.65	13.65	\$20 per hour, Car running cost @73c per K [5K]
	nestock strettes at 2005c	volunteer o	0.5	10.00	5.05	25.05	\$20 per riour, car ranning cost @ / Sc per it [Sk]
Friday	Pick up Waiwaste ex P&K and unload at Lodge and pack boxes	Volunteer M	0.5	10.00	10.95	20.95	\$20 per hour, Car running cost @73c per K [15K]
	Deliver Waiwaste	Volunteer M	0.33	6.66	10.95	17.61	\$20 per hour, Car running cost @73c per K [15K]
Saturday	Pick up Waiwaste ex P&K and unload at Lodge	Volunteer B	0.33	6.66	10.95	17.61	\$20 per hour, Car running cost @73c per K [5K]
	81		0.00		40.05	47.64	400 1 0 1 1070 1/510
Sunday	Pick up Waiwaste ex P&K and unload at Lodge	Volunteer B Volunteer B	0.33	6.66 20.00	10.95 3.65	17.61	\$20 per hour, Car running cost @73c per K [5K]
	Consider stock levels and place Order with P&K for next week	volunteer B	1	20.00	3.65		\$20 per hour, Car running cost @73c per K [5K]
TOTAL PER WEEK				1258.64	201.15	1436.14	
TOTAL FER WEEK				1230.04	201.13	1430.14	
TOTAL PER ANNUM				64339.60	11788.40	76128.00	
Electricity	Based on actual costs					720.00	
Paper Bags	Based on actual costs					200.00	
Printing	Guestimate, paper, printers, copying, cartridges etc					500.00	
Lodge Rental	Provided by the Lodge free of charge					nil	
-							
TOTAL ANNUAL						77548.00	
OPERATIONAL COSTS							

Excel Cashbook Easy

YTD	Month12	Month11	Month10	Month9	Month8	Month7	Month6	Month5	Month4	Month3
YTD	March	February	January	December	November	October	September	August	July	June
50,085.75	500.00	31,524.00	1,071.75	1,315.00	425.00	2,475.00	875.00	1,900.00	650.00	950.00
45,409.77	0.00	15,000.00	0.00	0.00	0.00	0.00	17,250.00	9,100.00	0.00	0.00
9,464.96	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,231.00	0.00	5,986.40
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104,960.48	500.00	46,524.00	1,071.75	1,315.00	425.00	2,475.00	18,125.00	12,231.00	650.00	7,936.40
104,900.40	500.00	46,524.00	1,071.75	1,313.00	423.00	2,475.00	10,123.00	12,231.00	650.00	,930.40
104,960.48	500.00	46,524.00	1,071.75	1,315.00	425.00	2,475.00	18,125.00	12,231.00	650.00	7,936.40
42,576.72	2,708.74	3,873.76	2,824.91	6,249.44	3,210.86	2,708.70	5,776.18	2,400.46	7,566.41	180.75
6,008.89	390.40	639.30	666.58	611.30 129.40	804.08	632.24	476.69	617.00 464.84	381.10 479.06	489.20
6,334.71 2,313.28	2,172.12 686.50	0.00	1,112.03	129.40 568.18	532.96 0.00	173.00 140.49	656.60 0.00	328.46	0.00	614.70 589.65
1,282.50	637.38	0.00	48.28	30.15	75.80	166.91	0.00	123.46	171.03	29.49
140.32	17.38	0.00	57.73	0.00	0.00	0.00	0.00	0.00	0.00	65.21
1,158.00	0.00	0.00	0.00	0.00	0.00	0.00	207.00	354.00	192.00	120.00
192.69	37.45	0.00	0.00	0.00	0.00	111.38	0.00	0.00	0.00	43.86
199.00	80.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	119.00
760.75	68.75	68.50	70.00	87.50	69.25	69.00	86.25	68.75	86.50	86.25
586.34	221.81	19.74	70.79	0.00	44.47	94.51	0.00	46.75	71.98	16.29
229.80	25.25	0.00	0.00	0.00	95.86	0.00	0.00	0.00	0.00	108.69
1,554.16	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,554.16	0.00	0.00
99.99	0.00	0.00	0.00	0.00	0.00	0.00	99.99	0.00	0.00	0.00
1,204.86	37.67	31.41	43.03	89.53	25.75	0.00	977.47	0.00	0.00	0.00
6.00	0.00	0.00	3.00	0.00	0.00	0.00	3.00	0.00	0.00	0.00
30,250.00 353.40	0.00	28,000.00	0.00	0.00 353.40	0.00	2,250.00	0.00	0.00	0.00	0.00
1,368.32	0.00	0.00	0.00	1,368.32	0.00	0.00	0.00	0.00	0.00	0.00
200.00	0.00	0.00	200.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
799.89	120.00	240.00	439.89	0.00	0.00	0.00	0.00	0.00	0.00	0.00
97,619.62	7,203.45	32,872.71	5,536.24	9,487.22	4,859.03	6,346.23	8,283.18	5,957.88	8,948.08	,463.09
7,340.86	(6,703.45)	13,651.29	(4,464.49)	(8,172.22)	(4,434.03)	(3,871.23)	9,841.82	6,273.12	(8,298.08)	473.31
Total YTE	(0,703.43) March	February	(4,404.4 <i>3</i>)	December	November	October	September	August	July	June
Total TTE	Month12	Month11	Month10	Month9	Month8	Month7	Month6	Month5	Month4	Month3
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	(6,703.45)	13,651.29	(4,464.49)	(8,172.22)	(4,434.03)	(3,871.23)	9,841.82	6,273.12	(8,298.08)	473.31
7,340.86										



South Wairarapa District Council Community and Youth Grant Application Form

Submit to: grants@swdc.govt.nz before 4 pm, 16 August 2021

1. ORGANISATION DETAILS

Name of organisation: Te Kura o Papatūānuku Wairarapa Earth School

Charitable Trust

Physical address: C/o South End school, 275 High Street South, Carterton 5713

Postal address: C/o South End school, 275

High Street South, Carterton 5713

Contact Person:
Emilie Fleur Neubauer

Email:
wairarapaearthschool@gmail.com

Phone No (Day): 021963929

Mobile No: 021963929

Officers of organisation	
Chair: Lisa Birrell	Phone No: 021425099
Secretary: Jason Markham	Phone No: 0211910026
Treasurer: currently vacant: Acting Treasurer is Lisa Birrell	Phone No: 021425099

Would you like to speak in support of your application to the Grants	Yes
Subcommittee on the 16 September 2021?	1

When was the organisation formed and what are its aims and objectives?

We have been a registered charity since 10th October 2018. Te Kura O Papatūānuku Wairarapa Earth school charitable trust aims to: inspire, inform and enable people to achieve practical solutions for our future and a healthy planet. We are dedicated to sharing and communicating positive and achievable solutions for environmental change. We believe that the health of our planet is inextricably interwoven with the health of our people and the resilience of our communities. All members of our community are ākonga (both learners

and teachers). Earth School aims to be a place where our community comes together to create a place of learning for all - where we can grow solutions together.

our objectives

- L To empower akonga to take informed action for a sustainable future.
- Provide ākonga with access to healthy, fresh kai and the skills to grow, cook and preserve fruit and vegetables they have grown.
- 3. To use project-based outdoor learning to teach STEAMM subjects (Science, Technology, Art, Mātauranga Māorl and Maths).
- Yo build a sustainable and resilient Wairarapa community.

our outcomes

- demonstrate an understanding of sustainability and climate change.
- The project Healthy Kai aims to give ākonga the skills to build soil, make compost, grow food and cook basic nutritious recipes from scratch.
- working with teachers to deliver curriculum outcomes and help students who require alternative learning methods such as the outdoor and hands on approach.
- To engage with our community and work together on local solutions for food security and the climate and biodiversity emergency.

At Te Kura O Papatūānuku we work collaboratively, using intergenerational expert mentors with schools, individuals, community groups and local businesses to inspire and empower people of all ages to achieve practical solutions for food security and the climate and biodiversity emergency.

Total number of members in your organisation?	100+
How many full-time equivalent people work in your organisation?	0 (2 part time staff)
How many volunteers work in your organisation?	39
Date of last AGM?	Jan 2020

2. FUNDING CRITERIA

Funding Criteria

Council has \$75,000 available for youth focused projects and \$170,000 available for community grants.

Please select the category that is the project's main focus (mark with an X)

Youth Grant	X
Community Grant	

Community Grants Funding Category

Grants will be allocated to organisations which contribute to the community in at least one of the following areas. The funding categories are aligned to the five community outcomes, with some categories linking to more than one community outcome (see Grants Policy).

economic, and environmental well-being of New Zealand. A sustainable school prepares young people for a lifetime of sustainable living through its teaching, its culture, and its day-to-day practices

- provides opportunities for students to engage in genuine learning in their communities and take action
 - uses authentic learning to develop creative and critical thinking for a sustainable future

"Mō tātou te taiao ko te atawhai, mō tātou te taiao ko te oranga" "It is for us to care for and look after the environment to ensure its wellbeing. In doing so we ensure our own wellbeing and that of our future generations."

Who will benefit from these funds and in what way?

40+ Students in 5 South Wairarapa Schools 4 community workshops topics listed above (100+ individual community participants)

4. FINANCIALS

Funding requirements	
Total cost of project	\$ 49,200.00
Your organisation's contribution	\$ 7,200.00
Other outside funding (please supply brief details)	\$ 21,200.00
Wairarapa Building society Trust House MDC	\$8,600.00 \$10,000.00 \$2,600,00
Amount applied for in this application In-School workshops (16hrs per workshops including preparation & delivery) = 16 X \$40 X 5 = \$3,200	\$ 4,800.00
Community workshops (10hrs per	

Are you GST Registered	No
GST Registration	
If yes, when, for what purpose and how much was granted?	
Have you applied to SWDC for funding before?	No
Is organisation a registered charity?	Yes
Project income (if applicable), e.g. generated from sales to public	\$
Sustainable Enterprise - • workshops • plant & seedling sales Fundraising events	
Shortfall Grant Applications	\$ 16,000.00
Materials are all donated or part of the preparation time i.e. grown by us.	
= 10 X \$40 X 4 = \$1,600	
workshops including preparation & delivery)	

Are you GST Regis	tered	No
Bank account deta	ails (required for	non GST registered applications only)
Name of bank:	BNZ	
Account name:	TE KURA O PA	PATUANUKU WAIRARAPA EARTH SCHOOL
Account No:	02-0608	3-0058788-000

5. Declarations

We agree to comply with requests from an officer or councillor from SWDC for additional information in relation to this application.

Arts, museums, heritage and culture (including Māoritanga)	X
Environment	x
Events	x
Sport and Recreation	
Social and Educational Services	x
Economic Development	

3. PROJECT OVERVIEW

We are seeking funding for our **Fruit Trees in Schools Project**, part of our Healthy Kai in Schools Project. This funding will support us to gift trees, plants and lessons to five schools in the South Wairarapa District and build capacity within whānau and community members to support the creation and maintenance of school orchards, native bush areas, fruit tree guilds and food forests.

Our **Healthy Kai Project** provides healthy food cultivation and cooking skills to tamariki and members of our community who have low incomes or are single parent families. Our approach targets schools, offering both student and teacher workshops and weekend community workshops to build capacity and a connected approach. Inspired by the success of similar projects and social enterprises such as **Cultivate** in Christchurch and the **CommonUnity Project** in Epuni, Upper Hutt, our project will deliver kai, edible education and skills to those who need it while reducing our waste and building community resilience.

We have secured funding from Organic NZ, Carterton District Council and the Roy and Jan Mace Foundation to set up a tunnel house and shade house to start propagating seedlings and fruit trees that support the following projects:

- fruit trees in schools program
- community fruit harvesting
- seed to sale project

These projects, coupled with our already-established South End School food forest, outdoor classroom, and composting laboratory, provide the infrastructure we need to set up a local food sharing and edible education co-op.

Through our **Fruit Trees in Schools** Program, we offer fruit tree grafting workshops with the support of the Wairarapa Permaculture Group and then donate the trees grafted during the workshop to Wairarapa schools. As part of the gift, we offer ecology lessons to support the gifted trees' planting and establishment.

Where and when will the activity/event take place or what is the anticipated completion date of the project (please note funds cannot be allocated retrospectively)?

Pirinoa, Kahutara, Kuranui College, Martinborough and South Featherston

Outputs planned:

• 40+ students in each school will attend hands-on outdoor STEAMM workshops, experienced students from each school will pass on their knowledge by teaching others increasing the potential learning

4 community workshops topics listed above (100+ individual)

This work will take place from late September 2021-July 2022.

outcomes. (200+ tamariki empowered)

community participants)

Why should South Wairarapa District Council (SWDC) support this project/event?

Our work empowers communities with the skills and tools to build resilience, build healthy habits and share healthy kai. We promote intergenerational skill sharing and we provide the support to enable successful establishment of plants and community networks. We collaborate with the Wairarapa Permaculture Group, Pukaha Mt. Bruce, Enviroschools, Wai Waste, local plant nurseries and businesses. These partnerships allow us to run workshops and teacher trainings in schools and the community, creating a support network to build community wellbeing and connection leading to resilience and sustainability.

Agriculture is one of the most important economic activities In our region. By teaching students the skills to turn organic waste into healthy soil and kai we prepare them for future employment and get them working to support their community now. This type of community-based agriculture pools resources and builds stronger connections and networks within the community. The Covid crisis has brought the importance of local food security to the forefront. In term 1 2021, we ran a Friday fresh produce market at the school that bought locally and school garden grown veg to families. This was well received.

Outcomes will include environmental connection with the school grounds, increased connection with place, wellbeing comes from students spending time outside and hands in the soil. Research supports the need for children to spend more time outdoors. Unfortunately, studies indicate that children are spending only half as much time outdoors as they did 20 years ago. Richard Louv, author of Last Child in the Woods: Saving Our Children from Nature-Deficit Disorder, says that children today do not have as many direct experiences with nature and worries that this is forming a disconnect between the mind and body. Clinical Psychologist Dr. Laura Markham suggests that children who spend time outdoors are calmer, happier, healthier, and more creative, have longer attention spans, and do better in school.

Why focus on education for sustainability?:

- can develop learners who are informed decision makers and connected to the land and the environment
- provides a context that enables meaningful connections between learning areas, key competencies, and values
 - offers ways for students and schools to contribute to the social, cultural,

Statement to comply with the Provisions of the Privacy Act 1993

The personal information above is collected and will be held by SWDC for the purpose of considering your application for financial assistance. You have the right of access to, and correction of, personal information about you, that we hold.

Authorisation

- I certify that the information provided in this application form is true and correct to the best of my knowledge.
- I have the authority to make the application on behalf of the organisation.
- I agree that the necessary documentation listed below is attached to this application.
- I confirm that we will complete and return a grant accountability form within twelve months of the date the grant is paid out.
- The organisation will keep receipts and a record of all expenditure for 7 years.
- Any unspent funds will be returned to SWDC.
- All expenditure will be accounted for in the Grant Accountability Form.

Signatory One
Signatory Two
Si

Eligibility and Criteria

Applicants should review the eligibility and grant criteria as outlined in the <u>Grants Policy</u> before making an application.

Please return the completed form by 4.00 pm on 16 August 2021 to:

South Wairarapa District Council PO Box 6 Martinborough 5741

Or email: grants/wswdc.govt.nz

Items required for this application

 Most recent annual accounts including notes and review/audit report

Income and expenditure statement for part year and inaugural minutes (if organisation has been operating for	
less than 12 months)	O
Application Form is signed	

Te Kura o Papatuanuku DRAFT 2021-22 BUDGET Wairarapa Earth School Charitable Trust (CC55769)

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Grants - approved	*	2,500.00 \$		18,000.00 \$	18,000.00						us I	se .		22,500.00
Project Funding - applications in progress & VOLUNTEER	67	2,420.00 \$	2,430.00 \$	2,430.00 \$	4,840.00 \$	2,420.00 8	23,336,00 9	28,290.00 \$	16,405.00 8	4,115.00 \$	\$ 1079875	8 00759875	\$ 00.299%	104,255.00
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VOLUNTEER IN KIND DONATION	••	1,200.00 \$	1,200.00 \$	1,200.00 \$	1,200.00 \$	1,200.00 \$	1,200.00 \$	1,200.00 \$	1,200.00 \$	1,200.00 \$	1,200.00 \$	1,200.00 \$	1,206.00 \$	14,400.00
INCOME	•	6,120.00 \$	3,620.00	13,620.00 \$	18,460.00 \$	3,620.00 \$	26,530.00 \$	30,490.00 \$	23,875.00 \$	6,815.00 \$	8,065.00 \$	8,065.00 \$ 8	8,065.00 \$ 1	157,345.00
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Professional Tees IT & Subscriptions Talephons Supplies & Office Expenses				•	130.00 \$	\$ \$ \$ 00.001	100.00	\$ 100.00 \$ 100.00 \$ 150.00	\$ 100.00 150.00 150.00	\$ 100.00 \$ \$ 100.00 \$	100.00 S 100.00 S 130.00 S	\$ 100.00 \$ 150.00	
TOTAL OPERATING COSTS	s 300.00 s 300.00 \$	300.00	300,00 \$	- 1	1,330.00	1,830.00 \$	2,240.00	\$ 2,010.00	\$ 1,630.00	300.00 \$ 1,330.00 \$ 1,830.00 \$ 2,240.00 \$ 2,010.00 \$ 1,630.00 \$ 1,630.00 \$ 2,490.00 \$ 1,990.00 \$ 16,350.00	2,490.00	\$ 1,990.00 \$	16,350.00
TOTAL PROJECT & OPERATING EXPENSES NET PROFIT	\$ 3,015.00 \$ 1,885.00 \$ 8,115.00 \$ 15,355.00 \$ 2,915.00 \$ 6,435.00 \$ 12,420.00 \$ 11,20.00 \$ 3,570.00 \$ 1,200.00 \$ 1,270.00 \$ 3,570.00 \$ 1,270.00 \$ 3,570.00 \$ 1,270.00 \$ 3,570.00 \$ 1,270.0	\$ 90505.8	8,115.00 \$	3,105,00 s 15,355,00 -\$	6,535.00 3	\$ 20,095.00 \$ \$ 6,435.00 \$	12,165.00	\$ 11,455.00	\$ 5,695.00	\$ 3,570.00 -	\$ 1,370.00	\$ 8,935.00 \$	123,570.00



Customer Details

Customer No: 0065232820

The following customer information is held on our files as at 24th May 2021

Customer name:

TE KURA O PAPATUANUKU WAIRARAPA EARTH SCHOOL

Physical address:

THE ADMINISTRATORS

WAIRARAPA EARTH SCHOOL

33 RHODES STREET CARTERTON 5713

Business phone:

027 315 3615

Business fax:

Mobile:

Work email:

mischefski@hotmail.com

After hours phone:

After hours fax:

Account number

Product

Ledger balance

Available credit

Limit

02-0608-0058788-000

Non Profit Org A/C

\$5,035.31

\$5,035.31

\$0.00

The Closing Balance/s includes cleared and / or uncleared funds (if any) as at the date indicated.

Please note that you should also check your statements to ensure their accuracy and promptly advise the Bank of any error or discrepancy or unauthorised transaction.

For Bank of New Zealand





Transaction History

Customer number: 65232820

Customer name: TE KURA O PAPATUANUKU WAIRARAPA EARTH SCHOOL

Account No: 02-0608-0058788-000 - Non Profit Org A/C

OTransaction printed: All Transactions

Between dates: 01/04/2021 and 24/05/2021

DATE		AMOUNT	BALANCE
20 May 2021 9:15 am	20210520.AFI Creditors 210520	-5,287.50	5,035.31
12 May 2021 3:13 pm	WRIGHT,SARAH Book	35.00	10,322.81
01 Apr 2021 11:59 pm	Services Fee - See Internet Ban king message for details	-0.30	10,287.81

End of Report

The Closing Balance includes cleared and/or uncleared funds (if any) as at the date indicated.

Please note that you should also check your statements to ensure their accuracy and promptly advice the Bank of any error or discrepancy or unauthorised transaction.













South Wairarapa District Council

Partnership Funding Request Form

(for period 1 July 2021 – 30 June 2023)

Submit to: grants@swdc.govt.nz before 4 pm, 16 August 2021

1. ORGANISATION DETAILS

Name of organisation:	Volunteering '	Wairarapa
Physical address:	41 Perry Stree Masterton	et
Postal address:		
Contact Person: Don	na Robinson	Phone No (Day): 06 929 0960
Email: admin@volv	vairarapa.org.nz	Mobile No: 0210 903 8868

Officers of o	rganisation		
Chair:	Sean Squires	Phone No:	027 454 4917
Secretary:	Pauline Coy	Phone No:	027 327 8901
Treasurer:	Fiona Reid	Phone No:	027 668 3237

Would you like to speak in support of your application to the Grants	Yes/ No
Subcommittee on the 16 September 2021?	1

When was the organisation formed and what are its aims and objectives?

Volunteering Wairarapa was incorporated on 21 October 2016 and became a registered charity on 7 October 2019. Volunteering Wairarapa aims to 'make volunteering easy' in the Wairarapa, by acting as a hub to connect potential volunteers with local organisations.

Total number of members in your organisation?	500+
How many full-time equivalent people work in your organisation?	1 FTE (2 part-time)
How many volunteers work in your organisation?	10
Date of last AGM?	7 Oct 2020

2. FUNDING CRITERIA

Funding Criteria Council has \$75,000 available for youth focused projects and \$170,000 available for community grants. Please select the category that is the project's main focus (mark with an X) Youth Grant Community Grant X

Community Grants Funding Category Grants will be allocated to organisation

Grants will be allocated to organisations which contribute to the community in at least one of the following areas. The funding categories are aligned to the five community outcomes, with some categories linking to more than one community outcome (see_Grants Policy).

Please select the category that is the project's main focus (mark with an X)

Arts, museums, heritage and culture (including Māoritanga)	
Environment	
Events	
Sport and Recreation	
Social and Educational Services	Х
Economic Development	

3. OPERATIONAL FUNDING OVERVIEW

Reason for requesting operational funding agreement

Volunteering Wairarapa operates throughout the Wairarapa, providing an ongoing service to meet the needs of volunteers and organisations by providing a volunteering 'hub'.

Explain how your organisation contributes to the wellbeing of South Wairarapa community or youth

Volunteering benefits the whole community by facilitating relationships between people, building the capacity of local groups, and giving volunteers the chance to contribute their skills and time and be a valued community member.

As a central hub for volunteering we smooth out the process of finding opportunities for volunteers, and give groups a wider reach into the pool of available volunteers.

How many residents of South Wairarapa will benefit from the funding?

We work with 84 organisations who operated in the South Wairarapa District and have 100+ South Wairarapa based volunteers. We are available for all people and groups who wants our assistance.

How many residents of South Wairarapa will indirectly benefit from the funding?

All residents and community groups benefit from our activities.

Provide a brief summary of any successes/achievements of the organisation

After a slow period following the disruption of COVID, we have created a project called Relaunch Volunteering Wairarapa which is designed to kickstart our services and communications in the community.

Our previous Manager, Jill Greathead, (September 2017 to February 2020) was called back to project manage the Relaunch Project which is hoped will be completed by November 2021.

The main initiative of the Relaunch Project is to ensure that the Be Collective Volunteering Digital Platform is fully functional for our Volunteer Centre here in Wairarapa, but is also used professionally by our top 20 organisations including our Wairarapa Events who are dependent on many volunteers to run their projects.

Be Collective New Zealand are also working with Bay of Plenty and Nelson Volunteer Centres. We also have a direct point of contact with the Be Collective Development Team in Melbourne who are enthusiastic about ensuring that the Be Collective model assists smaller volunteer centres who will effectively manage this digital platform on behalf of community groups they support.

Note: Be Collective was developed in Australia and is used widely in the United Kingdom including Northern Ireland, and Australia. It is hoped that slowly Be Collective will become the system that is used nationwide in New Zealand and Volunteering Wairarapa is keen to make that happen.

4. FINANCIALS - BUDGET FOR CURRENT FINANCIAL YEAR (YOU MAY ATTACH SEPARATELY)

Sources of Revenue/Income	
Subscriptions/Membership fees	\$
Donations	\$
Non-Council Grants (please specify)	Please see budget, attached
Council Grants (non-SWDC)	\$
Total Revenue/Income	\$57,109

Expenditure	
Salaries	\$
Rent	\$
Electricity	\$
Phone	\$
Insurance	\$
Other (Please list)	\$
Total Expenditure	\$57,042.35
Budget Surplus/Deficit	\$66.65

GST Registration		
Are you GST Registere	ed	Yes/ No
Bank account detail	s (required for non	GST registered applications only)
Name of bank:		
Account name:		
Account No:		

5. Declarations

We agree to comply with requests from an officer or councillor from SWDC for additional information in relation to this application.

Statement to comply with the Provisions of the Privacy Act 1993

The personal information above is collected and will be held by SWDC for the purpose of considering your application for financial assistance. You have the right of access to, and correction of, personal information about you, that we hold.

Authorisation

- I certify that the information provided in this application form is true and correct to the best of my knowledge.
- I have the authority to make the application on behalf of the organisation.
- I agree that the necessary documentation listed below is attached to this application.
- I confirm that we will complete and return a grant accountability form within twelve months of the date the grant is paid out.
- The organisation will keep receipts and a record of all expenditure for 7 years.
- Any unspent funds will be returned to SWDC.
- All expenditure will be accounted for in the Grant Accountability Form.

Signatory One		Signatory Two	
Signed:		Signed:	
8	ear/ E	ise (V)	Creathead
Full Name	Sean Squires	Full Name:	Jill Greathead
Designation	Chairperson	Designation	Manager
Date:	16/8/2021	Date:	16/8/2021

Eligibility and Criteria

Applicants should review the eligibility and grant criteria as outlined in the <u>Grants Policy</u> before making an application.

Please return the completed form by 4.00 pm on 16 August 2021 to:

South Wairarapa District Council PO Box 6 Martinborough 5741

Or email: grants@swdc.govt.nz

Items required for this application	
Most recent annual accounts including notes and review/audit report	Ø
Income and expenditure statement for part year and	
inaugural minutes (if organisation has been operating for less	\square
than 12 months)	
Application Form is signed	

Volunteering Wairarapa

Total

Budget for 1 July 2021 to 30 June 2022

Expenditure

Item Support Volunteering Fund Masterton District Council Carterton District Council South Wairarapa District Council Wairarapa COGS Lotteries Commission Be Collective fees	Amount (\$) 31,609.00 5,000.00 2,000.00 2,500.00 2,000.00 11,000.00 3,000.00
Total	57,109.00
Salary - Administrator Salary - Manager KiwiSaver Accounting Rent - Office Five Stationery and Copying Insurance Internet Expenses Telephone Subscriptions - Canva, Office 365, Tonic magazine Website hosting Be Collective Plus Volunteer Costs and Training Travel Expenses	20,800.00 23,400.00 936.00 1,300.00 2,925.60 500.00 550.75 300.00 440.00 300.00 390.00 1,200.00 1,000.00
Volunteering Conference Sundry	1,000.00 1,000.00

57,042.35

Volunteering Wairarapa Incorporated Performance Report

For the year ended 30 June 2020

Contents

Non-Financial Information:	Page
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Statement of Service Performance	3
Financial Information:	
Statement of Financial Performance	4
Statement of Financial Position	5
Statement of Cash Flows	6
Statement of Accounting Policies	7
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Volunteering Wairarapa Incorporated Entity Information For the year ended 30 June 2020

Legal Name of Entity:

Other Name of Entity:

Wairarapa Volunteer Centre Incorporated

Type of Entity and Legal Basis:

Incorported Society under the Incorporated Societies Act 1908

Registration Number:

2654371

Entity's Purpose or Mission:

The purposes of the Society are to promote and support volunteering to individuals, organisations and the communities.

- (a) Providing opportunities for people in New Zealand who wish to make a contribution to their community by volunteering.
- (b) Assisting those who wish to move into paid employment by providing the opportunity to gain skills and experience by contributing to their community through volunteering.
- (c) Recruiting, educating and advocating for the volunteering sector.
- (d) Actively promoting and recognising the benefits and value of volunteering.
- (e) Undertaking any other charitable activity which in the opinion of the Board will advance the charitable objects.

Pecuniary gain is not a purpose of the Society.

Entity Structure:

The business of the Society is managed by the Board which had seven members at 30 June 2020.

Members of the Board at 30 June 2020:

Chairperson Tracey O'Callaghan

Board member Griff Page
Board member Fiona Reid
Board member Sean Squires
Board member Sarah Thompson
Board member Barbara Priest
Board member Peter James

Main Sources of the Entity's Cash and Resources:

The society receives income from:

- grants from various organisations
- volunteering workshops
- donations

Main Methods Used by the Entity to Raise Funds:

The society applies for grants from various organisations, runs occassional workshops and receives donations from it's community.

Entity's Reliance on Volunteers and Donated Goods or Services:

All the board members are volunteers.

The entity employs two part-time staff members but relies on volunteers to recruit volunteers for other organisations.



Volunteering Wairarapa Incorporated Entity Information For the year ended 30 June 2020

Additional Information:

Independent Auditor

Sellar & Sellar Chartered Accountants

Masterton

Bankers

Westpac Banking Corporation

Masterton

Contact details

Physical Address:

41 Perry Street

Masterton

Postal Address:

41 Perry Street Masterton

Phone/Fax:

06 929 0960

Email/Website:

admin@waivc.org.nz www.waivc.org.nz

#



Volunteering Wairarapa Incorporated Statement of Service Performance For the year ended 30 June 2020

Description of the Entity's Outcomes:

Promote the concept, practice and value of volunteering throughout the Walrarapa community, enhancing the service we offer:

- * Ensure excellent service and opportunities for volunteers
- * Assist community organisations with their volunteering needs
- * Provide support for volunteer involving organisations
- * Support and strengthen the volunteering sector
- * Work with organisations to build opportunities suitable for young people
- * Ensure our organisation structure enables us to achieve our strategic goals, continuing to operate efficiently and effectively in our community.

Description and Quantification (to the extent practicable) of the Entity's Outputs:	2020 1 July 2019 to 30 June 2020	2019 1 April 2018 to 30 June 2019
Organisations Registered	Total: 139 New: 13	Total: 126 New: 44
New Volunteer Registrations	113	265
New Volunteer Roles	61	183
Volunteers connected to organisations	251	816

Additional Output Measures:

We have partnered with the online volunteering platform Be Collective, using their system to manage our vounteers and volunteering roles. This switch gives us more tools for tracking volunteering activity, allows for greater collaboration with community groups and provides a better and more interactive experience for volunteers.

After the establishment last year of the Joseph Moloughney Young Volunteer Collaboration, we have matched several young volunteer/buddy pairs and worked with them to find suitable volunteering opportunities. 2 of the young volunteers have found part-time work and we continue to support existing pairs to find new volunteering roles.

In September 2019 we held the Smartphone Video DIY training session for 20 people, both volunteers and community group members. Participants were taught how to shoot and edit high-quality videos on their smartphones. We aim to help people share their stories and to raise the profile of volunteering.

Additional Information:

The Volunteer Centre opened in 2014 as part of the Wairarapa Community Centre.

On 1 July 2017 Wairarapa Volunteer Centre incorporated and became Volunteering Wairarapa. On 7 October 2019 Volunteering Wairarapa became a registered charity.

The first half of 2020 was quiet, with a change in staff and then the coronavirus lockdown, which halted all non-essential volunteering. As of the end of



Statement of Financial Performance For the year ended 30 June 2020

	Note	2020 \$	2019 \$
Revenue			
Donations, fundraising and other similar revenue Revenue from providing goods or services	1	61,919	81,591
Interest, dividends and other investment revenue		16	38
Other revenue			-
Total Revenue	_	61,935	81,629
Expenses			
Volunteer and employee related costs	2	48,667	69,571
Costs related to providing goods or services		•	40
Other expenses	_	8,844	8,876
Total Expenses		57,511	78,487
Surplus/(Deficit) for the Period	- =	4,424	3,142



Volunteering Wairarapa Incorporated Statement of Financial Position As at 30 June 2020

Assets Current Assets Bank accounts and cash 3 17,384 12,573 Debtors and prepayments 3 - 50 SST receivable 9 199 - 50 Other current assets 5 19 Total Current Assets 17,588 12,642 Non-Current Assets 7 17,588 12,642 Non-Current Assets 7 18,1034 12,642 Non-Current Assets 18,105 13,034 Total Non-Current Assets 18,105 13,676 Liabilities Current Liabilities Current Liabilities Current Liabilities Current Liabilities 3 1,166 1,394 Employee costs payable 3 2,792 2,559 Unused donations and grants with conditions		Note	2020 \$	2019 \$
Current Assets 17,384 12,573 Bank accounts and cash 3 17,384 12,573 Debtors and prepayments 3 - 50 GST receivable 199 - Other current assets 5 19 Total Current Assets 17,588 12,642 Non-Current Assets 517 1,034 Total Non-Current Assets 517 1,034 Total Assets 18,105 13,676 Liabilities \$ 1,166 1,394 Current Liabilities 3 1,166 1,394 Creditors and accrued expenses 3 1,166 1,394 Employee costs payable 3 2,792 2,559 Unused donations and grants with conditions - - - Total Current Liabilities 3,958 3,953 Non-Current liabilities 3,958 3,953 Total Assets less Total Liabilities (Net Assets) 14,147 9,723 Accumulated Funds 5 12,235 12,235 Accumulated Surpluses or (deficits) 5 1,912 (2,512) <th></th> <th></th> <th></th> <th></th>				
Bank accounts and cash 3 17,384 12,573 Debtors and prepayments 3 - 50 GST receivable 199 - Other current assets 5 19 Total Current Assets 17,588 12,642 Non-Current Assets - 517 1,034 Total Non-Current Assets 18,105 13,676 Itabilities - 517 1,034 Current Liabilities - 1,166 1,394 Employee costs payable 3 2,792 2,559 Unused donations and grants with conditions - - - Total Current Liabilities 3,958 3,958 3,958 Non-Current liabilities - - - Total Liabilities - 3,958 3,953 Accumulated Funds 3,958 3,953 Accumulated Funds 5 12,235 12,235 Accumulated Surpluses or (deficits) 5 1,912 (2,512)	Assets			
Debtors and prepayments 3 - 50 50 657 199 - 199 - 199 - 199 - 190 190 - 190 100 100 190 - 100 - 100 100 - 100 -	Current Assets			
GST receivable 199 - Other current assets 5 19 Total Current Assets 17,588 12,642 Non-Current Assets - - Property, plant and equipment 4 517 1,034 Total Non-Current Assets 18,105 13,676 Liabilities - - Current Liabilities 3 1,166 1,394 Employee costs payable 3 2,792 2,559 Unused donations and grants with conditions - - - Total Current Liabilities 3,958 3,953 Non-Current liabilities 3,958 3,953 Total Liabilities 3,958 3,953 Total Assets less Total Liabilities (Net Assets) 14,147 9,723 Accumulated Funds 5 12,235 12,235 Capital contributed by owners or members 5 1,912 (2,512)			17,384	
Other current assets 5 19 Total Current Assets 17,588 12,642 Non-Current Assets		3	-	50
Non-Current Assets 17,588 12,642 Non-Current Assets 3 1,034 Property, plant and equipment 4 517 1,034 Total Non-Current Assets 18,105 13,676 Liabilities - - Current Liabilities 3 1,166 1,394 Employee costs payable 3 2,792 2,559 Unused donations and grants with conditions - - - Total Current Liabilities 3,958 3,958 3,953 Non-Current liabilities - - - - Total Assets less Total Liabilities (Net Assets) 3,958 3,958 3,953 Accumulated Funds 5 12,235 12,235 Accumulated Surpluses or (deficits) 5 1,912 (2,512)				
Non-Current Assets 4 517 1,034 Total Non-Current Assets 517 1,034 Total Assets 18,105 13,676 Liabilities Current Liabilities Current Liabilities 5 Creditors and accrued expenses 3 1,166 1,394 Employee costs payable 3 2,792 2,559 Unused donations and grants with conditions - - - Total Current Liabilities 3,958 3,958 3,953 Non-Current liabilities 3,958 3,953 3,953 Total Assets less Total Liabilities (Net Assets) 14,147 9,723 Accumulated Funds 5 12,235 12,235 Accumulated surpluses or (deficits) 5 1,912 (2,512)		_		
Property, plant and equipment 4 517 1,034 Total Non-Current Assets 517 1,034 Total Assets 18,105 13,676 Liabilities - - Current Liabilities 3 1,166 1,394 Employee costs payable 3 2,792 2,559 Unused donations and grants with conditions - - - Total Current Liabilities 3,958 3,953 Non-Current liabilities - - - Total Liabilities 3,958 3,953 Total Assets less Total Liabilities (Net Assets) 3,958 3,953 Accumulated Funds 14,147 9,723 Accumulated Surpluses or (deficits) 5 12,235 12,235 Accumulated surpluses or (deficits) 5 1,912 (2,512)	Total Current Assets		17,588	12,642
Total Non-Current Assets 517 1,034 Total Assets 18,105 13,676 Liabilities Current Liabilities Creditors and accrued expenses 3 1,166 1,394 Employee costs payable 3 2,792 2,559 Unused donations and grants with conditions - - - Total Current Liabilities 3,958 3,953 Non-Current liabilities - - - Total Llabilities - - - Total Assets less Total Llabilities (Net Assets) 3,958 3,953 Accumulated Funds 14,147 9,723 Accumulated Funds 5 12,235 12,235 Accumulated surpluses or (deficits) 5 1,912 (2,512)	Non-Current Assets			
Total Assets 18,105 13,676 Liabilities Current Liabilities Creditors and accrued expenses 3 1,166 1,394 Employee costs payable 3 2,792 2,559 Unused donations and grants with conditions - - - Total Current Liabilities 3,958 3,958 3,953 Non-Current liabilities - - - - Total Liabilities 3,958 3,958 3,953 Total Assets less Total Liabilities (Net Assets) 3,958 3,953 Accumulated Funds 5 14,147 9,723 Accumulated Funds (Capital Contributed by owners or members) 5 12,235 12,235 Accumulated Surpluses or (deficits) 5 1,912 (2,512)	Property, plant and equipment	4	517	1,034
LiabilitiesCurrent LiabilitiesCreditors and accrued expenses31,1661,394Employee costs payable32,7922,559Unused donations and grants with conditionsTotal Current Liabilities3,9583,953Non-Current liabilitiesTotal Liabilities3,9583,953Total Assets less Total Liabilities (Net Assets)14,1479,723Accumulated Funds-12,23512,235Capital contributed by owners or members512,23512,235Accumulated surpluses or (deficits)51,912(2,512)	Total Non-Current Assets	_	517	1,034
LiabilitiesCurrent LiabilitiesCreditors and accrued expenses31,1661,394Employee costs payable32,7922,559Unused donations and grants with conditionsTotal Current Liabilities3,9583,953Non-Current liabilitiesTotal Liabilities3,9583,953Total Assets less Total Liabilities (Net Assets)14,1479,723Accumulated Funds-12,23512,235Capital contributed by owners or members512,23512,235Accumulated surpluses or (deficits)51,912(2,512)		_		
Current Liabilities Creditors and accrued expenses Employee costs payable Unused donations and grants with conditions Total Current Liabilities Non-Current liabilities Total Liabilities Total Assets less Total Liabilities (Net Assets) Accumulated Funds Capital contributed by owners or members Accumulated surpluses or (deficits) Total Liabilities Total Liabilities Total Assets less Total Liabilities (Net Assets)	Total Assets		18,105	13,676
Creditors and accrued expenses 3 1,166 1,394 Employee costs payable 3 2,792 2,559 Unused donations and grants with conditions - - - Total Current Liabilities 3,958 3,958 3,953 Non-Current liabilities - - - Total Liabilities 3,958 3,953 3,953 Total Assets less Total Liabilities (Net Assets) 3,958 3,953 Accumulated Funds 14,147 9,723 Accumulated Funds 5 12,235 12,235 Accumulated surpluses or (deficits) 5 1,912 (2,512)	Liabilities			
Employee costs payable Unused donations and grants with conditions Total Current Liabilities Non-Current liabilities Total Liabilities Total Liabilities Total Assets less Total Liabilities (Net Assets) Accumulated Funds Capital contributed by owners or members Accumulated surpluses or (deficits) 3 2,792 2,559 Total Liabilities 3,958 3,953 3	Current Liabilities			
Unused donations and grants with conditions Total Current Liabilities Non-Current liabilities Total Liabilities Total Liabilities Total Assets less Total Liabilities (Net Assets) Accumulated Funds Capital contributed by owners or members Accumulated surpluses or (deficits) Total Assets less Total Liabilities (Net Assets)	Creditors and accrued expenses	3	1,166	1,394
Total Current Liabilities 3,958 3,953 Non-Current liabilities	Employee costs payable	3	2,792	2,559
Non-Current liabilities Total Liabilities 3,958 3,953 Total Assets less Total Liabilities (Net Assets) 14,147 9,723 Accumulated Funds Capital contributed by owners or members 5 12,235 12,235 Accumulated surpluses or (deficits) 5 1,912 (2,512)	Unused donations and grants with conditions	_		
Total Liabilities 3,958 3,958 3,958 Total Assets less Total Liabilities (Net Assets) 14,147 9,723 Accumulated Funds Capital contributed by owners or members 5 12,235 12,235 Accumulated surpluses or (deficits) 5 1,912 (2,512)	Total Current Liabilities		3,958	3,953
Total Assets less Total Liabilities (Net Assets) Accumulated Funds Capital contributed by owners or members Accumulated surpluses or (deficits) 5 12,235 12,235 Accumulated surpluses or (deficits) 5 1,912 (2,512)	Non-Current liabilities		-	-
Accumulated Funds Capital contributed by owners or members Accumulated surpluses or (deficits) 5 12,235 12,235 1,912 (2,512)	Total Liabilitles	_	3,958	3,953
Capital contributed by owners or members 5 12,235 12,235 Accumulated surpluses or (deficits) 5 1,912 (2,512)	Total Assets less Total Liabilities (Net Assets)	=	14,147	9,723
Capital contributed by owners or members 5 12,235 12,235 Accumulated surpluses or (deficits) 5 1,912 (2,512)	Accumulated Funds			
Accumulated surpluses or (deficits) 5 1,912 (2,512)		5	12,235	12,235
	·			
Total Accumulated Funds 14,147 9,723	Total Accumulated Funds	_		

This performance report has been approved by the Board, for and on behalf of Volunteering Wairarapa Inc:

Date 1/10/20
Signature 1/10/20
Name Trace yo Callayhan

Position



Volunteering Wairarapa Incorporated Statement of Cash Flows

For the year ended 30 June 2020

	2020 \$	2019 \$
Cash Flows from Operating Activities		
Cash was received from:		
Donations, fundraising and other similar receipts	61,919	66,209
Fees, subscriptions and other receipts from members		-
Receipts from providing goods or services	50	600
Interest, dividends and other investment receipts	30	28
Net GST	(199)	-
Cash was applied to:		
Payments to suppliers and employees	56,989	85,989
Net Cash Flows from Operating Activities	4,811	(19,152)
Cash flows from Investing and Financing Activities		
Cash was received from:		
Capital contributed from owners or members		-
Cash was applied to:		
Payments to acquire property, plant and equipment		-
Net Cash Flows from Investing and Financing Activities		-
		(40.450)
Net Increase / (Decrease) in Cash	4,811	(19,152)
Opening Cash	12,573 17,384	31,725 12,573
Closing Cash	17,364	12,5/3
This is represented by:		
Bank Accounts and Cash	17,384	12,573



Volunteering Wairarapa Incorporated Statement of Accounting Policies

For the year ended 30 June 2020

Basis of Preparation

Volunteering Walrarapa Incorporated has elected to apply PBE SFR-A (NFP) Public Benefit Entity Simple Format Reporting - Accrual (Not-For-Profit) on the basis that it does not have public accountability and has total annual expenses of equal to or less than \$2,000,000. All transactions in the Performance Report are reported using the accrual basis of accounting. The Performance Report is prepared under the assumption that the entity will continue to operate in the foreseeable future.

Goods and Services Tax (GST)

Volunteering Wairarapa Incorporated registered for GST from September 2019. Therefore amounts recorded in the Performance Report after the date of registration are exclusive of GST (if any), and prior to the date of registration, including previous year comparatives, are inclusive of GST.

Bank Accounts and Cash

Bank accounts and cash in the Statement of Cash Flows comprise cash balances and bank balances (including short term deposits) with original maturities of 90 days or less.

Property, Plant and Equipment

The entity has only office equipment.

Office equipment is stated at cost less accumulated depreciation.

Depreciation has been calculated in accordance with the rates permitted under the income Tax Act 2007.

Government Grants

Government Grants are recorded at their fair value where there is reasonable certainty that the grant will be received and all attaching conditions will be met.

Interest

Interest is recorded at time of receipt.

Changes in Accounting Policies

There have been no changes in accounting policies during the financial year. This financial period is a full year (the last period was for fifteen months).



Notes to the Performance Report For the year ended 30 June 2020

Note 1: Analysis of Revenue

Revenue Item Donations and other similar revenue Revenue Item	Analysis Grants for current operations Grants for capital purposes Donations/koha from the public Total Analysis	2020 \$ 61,919 - - - - - - - - - - - - - - - - - -	2019 \$ 81,566 - 25 81,591 2019 \$
Revenue from providing goods or services	Workshops		
	Total	 -	-
Note 2 : Analysis of Expenses			
		2020	2019
Expense Item	Analysis	\$	\$
Volunteer and employee related costs	ACC	152	95
	Wages & Salaries	47,562	67,269
	Staff expenses		•
	Volunteer expenses Conference expenses	953	2,207
	Total	48,667	69,571
Fugges laws	Ameliate	2020	2019
Expense Item Costs related to providing goods or services	Analysis	\$	\$ 40
Costs related to providing goods or services	Event expenses	•	40
	Total	<u> </u>	40
		2020	2019
Expense Item	Analysis	\$	\$
Other expenses	Accounting fees	1,182	1,035
	Bank charges	4	2
	Computer expenses	598	555
	Depreciation	517	1,329
	General Expenses	43	334
	Internet expenses	123	201
	Insurance	305	585
	Photocopier expenses	154	781
	Rent/room hire	2,789	3,345
	Subscriptions	372	272
	Telephone	457	437
	Training	2,300	
	Total		8,876



Notes to the Performance Report

For the year ended 30 June 2020

Note 3 : Analysis of Assets and Liabilities

		2020	2019
Asset Item	Analysis	\$	\$
Bank accounts and cash	Cheque account balance	17,215	12,573
	Debit card	169	
	Total	17,384	12,573
		2020	2019
Asset Item	Analysis	\$	\$
Debtors and prepayments	Accounts receivable	_	50
	Total	-	50
		2020	2019
	Analysis	\$	\$
Liability Item	•	·	·
Creditors and accrued expenses	Accrued expenses	1,166	1,394
·	Total	1,166	1,394
		2020	2019
	Analysis	\$	\$
Liability Item	,	•	•
Employee costs payable	Wages and salaries earned but not yet paid		
	PAYE owing	560	1,009
	KiwiSaver contributions owing	161	158
	Holiday pay accrual	2,071	1,392
	Total	2,792	2,559



Notes to the Performance Report For the year ended 30 June 2020

Note 4	: Property	. Plant and	Equipment
		,	Equipment

Asset Class	Opening Carrying Amount	Purchases	Sales/Disposals	Current Year Depreciation	Closing Carrying Amount
Computers	1,034			51 7	517
Total	1,034	-	-	517	517
2019	Opening Carrying	Purchases	Sales/Disposals	Current Year	Closing Carrying
Asset Class	Amount			Depreciation	Amount
Computers	2,363			1,329	1,034
Total	2,363	-	-	1,329	1,034

Note 5: Accumulated Funds

2020

	Capital			
	Contributed by	Accumulated		
	Owners or	Surpluses or		
Description	Members	Deficits	Reserves	Total
Opening Balance	12,235	(2,512)	-	9,723
Surplus/(Deficit)		4,424		4,424
Closing Balance	12,235	1,912	-	14,147

2019

Capital Contributed by Owners or	Accumulated Surpluses or		
Members	Deficits	Reserves	Total
12,235	(5,654)	-	6,581
	3,142		3,142
12,235	(2,512)	-	9,723
	Contributed by Owners or Members 12,235	Contributed by Accumulated Owners or Surpluses or Members Deficits 12,235 (5,654) 3,142	Contributed by Accumulated Owners or Surpluses or Members Deficits Reserves 12,235 (5,654) 3,142



Notes to the Performance Report For the year ended 30 June 2020

Note 6: Commitments and Contingencies

2020 2019 Commitment **Explanation and Timing** Ś \$

The lease was renewed on 1 July 2019 for a term of 2 years Commitments to office rent with 2 further rights of renewal of 2 years each. The lease

can be terminated if 3 months notice is given.

Commitment to purchase property, plant

and equipment

None

Commitments to provide loans or grants None

Contingent Liabilities and Guarantees

There are no contingent liabilities or guarantees as at balance date (Last Period - nil)

Note 7: Other Disclosures

Significant Grants and Donations with Conditions which have not been Recorded as a Liability

There are no significant grants and

Goods or Services Provided to the Entity in Kind

The society relies heavily on the generosity of the community both financially and on donated time from our volunteers. Without our volunteers, our services may not be provided. The amount of volunteer time donated cannot be valued as there are no equivalent paid positions in the organisation.

Assets Used as Security for Liabilities

No assets have been used as security for liabilities at balance date (Last year: nil)

Note 8: Assets Held on Behalf of Others

No assets have been held on behalf of others at balance date (Last year: nil)

Note 9: Related Party Transactions

There were no transactions involving related parties during the financial year. (Last Year - Nil)

Note 10: Events After the Balance Date

There were no events that have occurred after the balance date that would have a material impact on the Performance Report. (Last Year Nil)





INDEPENDENT ASSURANCE PRACTITIONER'S REVIEW REPORT

To the Members of Volunteering Wairarapa Incorporated

We have reviewed the accompanying Performance Report of Volunteering Wairarapa Incorporated, which comprises Entity Information, Statement of Service Performance, the Statement of Financial Position as at 30 June 2020, and the Statement of Financial Performance and Cash Flows for the year then ended, and Notes to the Performance Report.

Committee's Responsibility for the Performance Report

The Committee is responsible for the preparation and fair presentation of this Performance Report in accordance with Public Benefit Entity Simple Format Reporting — Accrual (Not-For-Profit), and for such internal control as the Committee determine is necessary to enable the preparation of a Performance Report that is free from material misstatement, whether due to fraud or error.

Assurance Practitioner's Responsibility

Our responsibility is to express a conclusion on the accompanying Performance Report. We conducted our review in accordance with International Standard on Review Engagements (New Zealand) (ISRE (NZ)) 2400, Review of Historical Financial Statements Performed by an Assurance Practitioner who is not the Auditor of the Entity. ISRE (NZ) 2400 requires us to conclude whether anything has come to our attention that causes us to believe that the Performance Report, taken as a whole, are not prepared in all material respects in accordance with the applicable financial reporting framework. This Standard also requires us to comply with relevant ethical requirements.

A review of the Performance Report in accordance with ISRE (NZ) 2400 is a limited assurance engagement. The Statement of Service Performance was reviewed in accordance with ISAE (NZ) 3000 (Revised). The assurance practitioner performs procedures, primarily consisting of making enquiries of management and others within the entity, as appropriate, and applying analytical procedures, and evaluates the evidence obtained.

The procedures performed in a review are substantially less than those performed in an audit conducted in accordance with International Standards on Auditing (New Zealand). Accordingly, we do not express an audit opinion on the Performance Report.

Other than in our capacity as assurance practitioner we have no relationship with, or interests in, Volunteering Wairarapa Incorporated.

Conclusion

Based on our review, nothing has come to our attention that causes us to believe that:

- a) the reported outcomes and outputs, and quantification of the outputs to the extent practicable, are not suitable:
- b) the accompanying performance report does not do not present fairly, in all material respects:
- the financial position of Volunteering Wairarapa Incorporated as at 30 June 2020, and of its financial performance and cash flows for the year then ended; and
- the entity information and its service performance for the year then ended in accordance with Public Benefit Entity Public Benefit Entity Simple Format Reporting Accrual (Not-For-Profit).

Sellar & Sellar 30 September 2020

Masterton

81 Queen Street PO Box 54 Masterton 5840 New Zealand
Tel 06 377 3199 Free 0800 SELLAR Fax 06 378 8326 www.sellar.co.nz





Volunteering Wairarapa Incorporated Operating Statement For the year ended 30 June 2021

	Actual	Budget	Var \$	Full Year Budget	Full Year 2020
Income					
Grants					
Support Volunteering Fund	31,609	31,609	-	31,609	31,609
Masterton District Council	5,000	5,000	-	5,000	5,000
Carterton District Council	2,000	2,000	-	2,000	2,000
Eastern and Central	_	-			_
South Wairarapa District Council	2,500	2,500	-	2,500	2,500
Wairarapa COGS	3,500	3,500	-	3,500	4,000
Nikau Foundation	10.000	10.000	_	10.000	10.000
Lotteries Commission Trust House	10,000	10,000	-	10,000	10,000
WINZ Salary Grant	-	-	-	_	2,300 4,510
Total Grants	54,609	54,609		54,609	61,919
	34,009	34,009	-	34,003	01,919
Income - Workshops	-	-	-	-	40
Interest income	22	20	2	20	16
Other					
Total Income	54,631	54,629	2	54,629	61,935
Less Expenses					
Accounting and audit fees	1,170	1,200	(30)	1,200	1,182
ACC	116	150	(34)	150	152
Advertising	-	-	-		-
Bank charges	10	-	10		4
Conference expenses	-	800	(800)	800	953
Depreciation	258	_	258		517
General Office Expenses	20	250	(230)	250	40
Internet expenses	121	300	(179)	300	123
Insurance	251	551	(300)	551	305
Photocopier Computer maintanana	87	250	(163)	250	154
Computer maintenance	444 2	390 150	54 (4.49)	390 150	598 3
Stationery Rent / Room hire	2,574	2,544	(148) 30	2,544	2,789
Staff expenses - Travel expenses	2,574	2,344 750	(750)	750	2,709
Volunteer expenses - Sundry expenses	_	50	(50)	50	_
Subscriptions	1,331	1,600	(269)	1,600	372
Telephone	361	440	(79)	440	457
Training	179	2,250	(2,071)	2,250	2,300
Wages & salaries / PAYE	30,559	35,100	(4,541)	35,100	46,200
KiwiSaver expense	871	1,053	(182)	1,053	1,362
Total Expenses	38,354	47,828	(9,474)	47,828	57,511
Net Operating Surplus/ (Deficit)	16,277	6,801	9,476	6,801	4,424

Volunteering Wairarapa Incorporated Balance Sheet As at 30 June 2021

	2021	2020
Assets		
Current Assets		
Accounts receivable	-	-
Westpac Cheque account	34,669	17,215
Westpac Debit Card	(10)	169
GST Receivable	84	199
RWT	5	5
Total Current Assets	34,748	17,588
Fixed Assets		
Computer Equipment	2,465	2,465
Less Accumulated Depreciation	(2,207)	(1,948)
Total Fixed Assets	258	517
Total Assets	35,006	18,105
Liabilities		
Current Liabilities		
Accounts payable	2,508	1,165
GST Payable	· -	-
PAYE and Kiwisaver Payable	-	721
Holiday Pay Accrual	2,071	2,071
Total Current Liabilities	4,580	3,956
Total Liabilities	4,580	3,956
Net Assets	30,426	14,149
Equity		
Opening Retained Earnings	14,149	9,725
Current year earnings	16,277	4,424
•	<u> </u>	
Total Equity	30,426	14,149



South Wairarapa District Council

Partnership Funding Request Form

(for period 1 July 2021 - 30 June 2023)

Submit to: grants@swdc.govt.nz before 4 pm, 16 August 2021

ORGANISATION DETAILS		
Name of organisation:		
Country Village Heaven		
Physical address:		
208 Wood Street		
Greytown 5712		
Postal address:		
PO Box 1		
Greytown 5712		
Contact Person:	Phone N	o (Day):
Rachael Fletcher	0272 612	2998
Email:	Mobile N	No:
rachael@because.co.nz	0272 612	2998
Officers of organisation		
Chair: Edwin Read		Phone No: 027 543 3946
Socratary: Darryl Watt		Phone No: 06 204 8272

Would you like to speak in support of your application to the Grants	Yes <mark>/No</mark>
Subcommittee on the 16 September 2021?	

Phone No: 06 304 8550

When was the organisation formed and what are its aims and objectives?

Treasurer: Karen Venni, DB Osborne

September 2015. Aim of the organisation is to create and promote a consistent brand presence in our target visitor market for Greytown to support the economic prosperity of the town's small business owners. The flow on effect of a healthy economy in the town is felt throughout the region and across the non-profit organisations that also benefit (Cobblestones, schools, Cycle Trails Trust and volunteer group fundraisers).

Total number of members in your organisation?	70
How many full-time equivalent people work in your organisation?	0.25
How many volunteers work in your organisation?	10
Date of last AGM?	Recently re-structured as a Trust and now in the process of AGM formalities.

2. FUNDING CRITERIA

Funding Criteria

Council has \$75,000 available for youth focused projects and \$170,000 available for community grants.

Please select the category that is the project's main focus (mark with an X)

Youth Grant	
Community Grant	X \$25,000

Community Grants Funding Category

Grants will be allocated to organisations which contribute to the community in at least one of the following areas. The funding categories are aligned to the five community outcomes, with some categories linking to more than one community outcome (see Grants Policy).

Please select the category that is the project's main focus (mark with an X)

Arts, museums, heritage and culture (including Māoritanga)	
Environment	
Events	х
Sport and Recreation	
Social and Educational Services	х
Economic Development	х

3. OPERATIONAL FUNDING OVERVIEW

Reason for requesting operational funding agreement

The Festival of Christmas is an initiative that started in 2020 as a post-COVID lockdown mid-winter festival. The aim was to showcase Greytown to visitors looking for a winter

getaway, and was delivered by a group of eager volunteers and an extremely modest budget.

It was a great success, and a new tradition was born. We have just completed year two, with a bigger vision - to create the most magical mid-winter Christmas Festival in the Southern Hemisphere – and as a result, deliver social, financial and cultural benefits to South Wairarapa.

In order to deliver a festival of this nature, there are a number of events, activities and attractions that require financial support.

We are requesting some support to assist in covering some of the costs associated with putting on this event, including a contribution towards the Street Decoration and Light Show/Projection. Expenditure for the 2022 festival is outlined in the budget, included.

We would also be grateful for a credit in kind to reduce financial spend, such as rubbish, toilets, road closures and services associated with some of the events within the festival, to ensure we can continue to provide the best possible environment and experience to those that attend.

Explain how your organisation contributes to the wellbeing of South Wairarapa community or youth

The Festival of Christmas contributes to the wellbeing of South Wairarapa by:

- Promoting domestic businesses and raising their profile, to increase their revenue
- Providing tangible social benefits such as local employment, community pride, and charitable support
- Having a dedicated focus on Matariki, to share knowledge and mark the start of the Maori New Year
- Supporting and involving community groups, providing them financial and social benefits Community groups who benefited from the 2021 festival by raising funds included:
 - Greytown School Drive in Movie Fundraiser (\$4000 approx raised for new junior playground)
 - Cobblestones Museum (donations at entrance, and funds raised from selling food and beverages each weekend in different themed events, and hiring out spaces for festival workshops)
 - Papawai Marae (Matariki sessions and workshops some ticketed, koha and free)
 - Greytown Rugby Club and Greytown Cricket Club (volunteer support for markets,, BBQs)
 - o Greytown Heritage Trust
 - o Greytown Rail Trail Trust (stallholder fees from Night Markets)
 - o Greytown Menz Shed (erecting and taking down festival signage)
 - o Kuranui First XI Hockey Club (stalls at Night Markets)
 - o The Red Robins (Fete)
 - Various venues, who were able to hire out their spaces for workshops and event (St Johns Hall, St Luke's Church)
 - Life Flight Trust and The Catwalk Trust both were recipients of profits from events that took place during the festival
- Significantly increasing out of region visitation and spend

- Celebrating our European heritage and Maori traditions by symbolically bringing Matariki and European traditions together
- Providing plenty of winter entertainment (both free and ticketed), at a time which is traditionally a very quiet season in the region, void of any other large events or activities
- Developing Greytown's first marquee event internationally, and the only main event in South Wairarapa in winter

How many residents of South Wairarapa will benefit from the funding?

Everyone in South Wairarapa will benefit in one way or another, be it from:

- an increase in visitors and bed nights and related increase in spend
- having integrated retail promotions and accommodation offers, delivering significant financial benefits to the region
- Stable retail and hospitality employment over winter when some businesses are forced to close or downsize
- opportunities for community groups to fundraise
- providing a magical experience for children and families
- providing interactive family activities and entertainment, with Cobblestones coming alive as a 'beating heart' of the festival
- lifting people's spirits
- providing a platform for other groups and individuals to promote their businesses or organisations

How many residents of South Wairarapa will indirectly benefit from the funding?

This event has grown into one that benefits the region, by attracting out of town visitors to visit, stay and spend money in the region. In addition, there was significant community pride from people within the region who hosted friends and family, so they could attend the festival when it was on.

Although it is too soon after the festival to provide any tourism and accommodation data, we are aware of the following:

- There was full accommodation and restaurant bookings across five weekends and during the school holidays in both Featherston (Royal Hotel) and Martinborough (Martinborough Hotel), directly attributed to the Festival.
- there has been an inevitable flow on effects to regional cafes, wineries and cycle hire at a time of year not traditionally active for tourism

Provide a brief summary of any successes/achievements of the organisation

Economic data and survey results were not available at the time of this submission (festival only finished 2 weeks prior), but so far we can confirm the following economic and social benefits from the 2021 festival:

- Over 40,000 people attended the festival during the course of July
- Retailers, hospitality and accommodation providers reporting significant increases in turnover including:
 - o One hospitality provider reporting a 52% increase on July 2020
 - o Retailers reporting sales increases from 5% to 45% up on July 2020
- Significant national media coverage, including:
 - Sunday Star Times
 - o Stuff
 - o NZ Herald
 - o Pure NZ
 - o Wellington NZ social media channels, databases
- Significant activity and engagement on social media including
 - o Over 70,000 views of FOC video clip
 - 266,826 unique users who engaged with the festival by clicking on a Facebook link, or creating their own story or post during the month of July
 - Wellington Live 1 clip having 50,000 views in 24 hours
 - o Tik Tok 1 clip having 50,000 views in the first 24 hours alone
- Accommodation at capacity throughout Wairarapa every weekend and many weekdays
- At least 12 local community groups and two regional charities that have financially benefitted
- A fantastic buzz and feeling of community pride by residents
- Brand awareness and anecdotal feedback from visitors from Gore to Auckland confirmed that there was a national conversation being had about Greytown's Festival and the positive profile it was achieving.
- Wairarapa trending on Expedia for first two weeks of July as a top 5 destination in NZ,

Note: It is cost prohibitive for the Festival of Christmas to obtain Infometrics data for South
Wairarapa, and too soon for MBIE data for July. If SWDC has access to Infometrics data, we
would be extremely grateful if this could be shared with us.

4. FINANCIALS - BUDGET FOR CURRENT FINANCIAL YEAR (YOU MAY ATTACH SEPARATELY)

Sources of Revenue/Income	
Subscriptions/Membership fees	SEE ATTACHED BUDGET FOR FESTIVAL OF CHRISTMAS
Donations	\$
Non-Council Grants (please specify)	
Council Grants (non-SWDC)	\$
Total Revenue/Income	\$
Evnenditure	

Expenditure	
Salaries	\$
Rent	\$
Electricity	\$
Phone	\$
Insurance	\$
Other (Please list)	\$
Total Expenditure	\$
Budget Surplus/Deficit	\$

GST Registration		
Are you GST Registere	ed	Yes/No
Bank account detail	s (required for non	GST registered applications only)
Name of bank:		
Account name:		
Account No:		

5. Declarations

We agree to comply with requests from an officer or councillor from SWDC for additional information in relation to this application.

Statement to comply with the Provisions of the Privacy Act 1993

The personal information above is collected and will be held by SWDC for the purpose of considering your application for financial assistance. You have the right of access to, and correction of, personal information about you, that we hold.

Authorisation

- I certify that the information provided in this application form is true and correct to the best of my knowledge.
- I have the authority to make the application on behalf of the organisation.
- I agree that the necessary documentation listed below is attached to this application.
- I confirm that we will complete and return a grant accountability form within twelve months of the date the grant is paid out.
- The organisation will keep receipts and a record of all expenditure for 7 years.
- Any unspent funds will be returned to SWDC.
- All expenditure will be accounted for in the Grant Accountability Form.

Signatory One	Signatory Two
Signed: Alute .	Signed:
Full name: Rachael Flekher	Full name: Claire Friend
Designation: Event Organiser	Designation: Event Coordinator
Date: 16/8/2/	Date: 16/8/21

Eligibility and Criteria

Applicants should review the eligibility and grant criteria as outlined in the <u>Grants Policy</u> before making an application.

Please return the completed form by 4.00 pm on 16 August 2021 to:

South Wairarapa District Council

PO Box 6

Martinborough 5741

Or email: grants@swdc.govt.nz

tems required for this application	
Most recent annual accounts including notes and review/audit report	0
 Income and expenditure statement for part year and inaugural minutes (if organisation has been operating for less than 12 months) CVH HAS JUST FORMED A TRUST — THE INAUGURAL 	0
MEETING IS YET TO HAPPEN.	
Application Form is signed	0



Balance Sheet

Country Village Heaven As at 16 August 2021

	16 AUG 2021
Assets	
Bank	
ANZ 00	62,749.07
Total Bank	62,749.07
Current Assets	
Accounts Receivable (Xero)	10,432.05
Total Current Assets	10,432.05
Total Assets	73,181.12
Liabilities	
Current Liabilities	
Accounts Payable (Xero)	74,609.38
GST	11.25
Total Current Liabilities	74,620.63
Total Liabilities	74,620.63
Net Assets	(1,439.51)
Equity	
Current Year Earnings	(30,295.08)
Proprietor Net Profit	28,855.57
Total Equity	(1,439.51)



Profit and Loss

Country Village Heaven For the year ended 31 May 2022

	2022
Trading Income	
Sales	19,500.00
Total Trading Income	19,500.00
Gross Profit	19,500.00
Other Income	
Festival of Christmas Sponsorship	107,620.80
Total Other Income	107,620.80
Operating Expenses	
Advertising	690.00
Bank Charges	17.00
Festival of Christmas	152,307.78
Subscriptions - Xero	131.10
Website	4,270.00
Total Operating Expenses	157,415.88
Net Profit	(30,295.08)

2022 Greytown Festival of Christmas Budget Income and Expenditure: August 2021			
All figures in NZD and excl of GST			
, g er ee			
INCOME			
Greytown Country Village Heaven members	\$	35,000	Confirmed
Sponsors	\$	35,000	Tentative
Funding Applications	\$	50,000	Tentative - SWDC, Trusthouse,
Wgtn Regional Event Fund	\$	50,000	Confirmed
Total Income	\$	170,000	
EXPENDITURE - based on 2021 actuals			J
Communications	\$	2,000	
Launch & Opening Party	\$	4,500	
Design and print	\$	5,500	
Event management, admin, insurance and legal fees	\$	60,000	
Marketing and promotion	\$	15,000	
Photo/Video productions	\$	5,000	
Website and app	\$	6,000	
Street Decorations / Light Show & Projection	\$	57,000	
Outdoor Night Markets (5 Saturdays)	\$	5,000	
Closing Gig (incl Drones)	\$	5,000	
Continency / Other Magic	\$	5,000	
TOTAL COSTS	\$	170,000	
TOTAL COSTS	٧	170,000	



South Wairarapa District Council

Partnership Funding Request Form

(for period 1 July 2021 - 30 June 2023)

Submit to: grants@swdc.govt.nz before 4 pm, 16 August 2021

1. ORGANISATION DETAILS

Name of organisation: Featherston Community Patrol

Physical address: c/- Patrol Leader, Nik Rilkoff, 82 Harrison Street East, Featherston 5710

Postal address: c/- Patrol Leader, Nik Rilkoff, 82 Harrison Street East, Featherston 5710

Contact Person: Nik Rilkoff

Phone No (Day): 0211669804

Email: Featherston@cpnz.org.nz

Mobile No: 0211669804

Officers of organisation	
Chair: Nik Rilkoff	Phone No: 0211669804
Secretary: Vicky Alexander	Phone No: 0276567736
Treasurer: Garry Thomas	Phone No: 0274500660

Would you like to speak in support of your application to the Grants	No
Subcommittee on the 16 September 2021?	

When was the organisation formed and what are its aims and objectives?

Featherston's Community Patrol was established in 2005 by a group of local residents that wanted to support a safer neighbourhood. We are affiliated with Community Patrols of New Zealand (CPNZ), a national organisation formed in 2002. CPNZ's aim is a New Zealand where everyone feels safe, and our mission is to work in partnership with others, to prevent crime and reduce harm through the active presence of trained patrollers.

Featherston's Community Patrol believes in, and contributes to, a vibrant and strong community where people feel safe, are proud to live and have a sense of belonging and social well-being. Our objective is to serve as extra 'eyes and ears' for the Police, patrolling our community (always in pairs) to deter crime and report on any unusual behaviour or problems in our town. The Police also regularly let us know about trouble spots they would like us to keep an eye on, based on recent criminal activity. We also monitor and report on issues that are relevant to the South Wairarapa District Council.

Featherston Community Patrol (FCP) meets monthly and is managed by a committee that is elected annually.

Total number of members in your organisation?	18 (current – it changes all the time)
How many full-time equivalent people work in your organisation?	0
How many volunteers work in your organisation?	18 (current)
Date of last AGM?	28 April, 2021

2. FUNDING CRITERIA

Funding Criteria Council has \$75,000 available for youth focused projects and \$170,000 available for community grants.		
Please select the category that is the project's main focus (mark with an X)		
Youth Grant		
Community Grant		

Community Grants Funding Category

Grants will be allocated to organisations which contribute to the community in at least one of the following areas. The funding categories are aligned to the five community outcomes, with some categories linking to more than one community outcome (see_ Grants Policy).

Please select the category that is the project's main focus (mark with an X)

Arts, museums, heritage and culture (including Māoritanga)	
Environment	
Events	
Sport and Recreation	
Social and Educational Services	X
Economic Development	

3. OPERATIONAL FUNDING OVERVIEW

Reason for requesting operational funding agreement

This application seeks partnership funding for the basic operational costs of the Featherston Community Patrol, including: running costs of the official Community Patrol vehicle, and any uniform and personal protective gear requirements (should we manage to continue to grow beyond our current volunteer numbers and stock held).

While the Community Patrol has traditionally survived on locally sourced donations, these are not guaranteed and leave us vulnerable to being unable to operate. We currently receive coin donations from the people of Featherston, although the amount of this varies by year. We have not received any donated fuel in the 2020-21 year.

Funding applications will be submitted to local donors (Community Board and Featherston's Own Charitable Trust) for individual activities, for example first aid training, however we seek to secure operational certainty through a partnership with the Council.

Explain how your organisation contributes to the wellbeing of South Wairarapa community or youth

The Featherston Community Patrol supports South Wairarapa District Council's goal of social wellbeing, specifically wherein residents are active, safe, resilient and connected.

Our volunteers are actively contributing to a stronger sense of community, and through their volunteering, are also giving back to their community. This experience of volunteering and giving has known mental health benefits, and that is why we are committed to growing the Patrol: both communities and individual volunteers benefit. I would love for more of my neighbours to experience the sense of "contributing".

Featherston Community Patrol supports the community and businesses with theft and crime deterrence. We also regularly patrol Council property, and where we can, report on a wide range of issues including Council-related matters:

- Otauiru Reserve left open after hours (donating a combination lock for the chain prior to a barrier being put in place);
- Graffiti (reporting as well as removing if possible);
- Street lighting problems;
- Rubbish (littering, rubbish bins overflowing);
- Bucks Road campsite and Lake Domain Reserve, including by-law breaches during fire ban seasons:
- Water leaks;
- Street sign damage or missing;
- Property damage or misuse of Council owned property.

The group of volunteers are CPR trained and are now able to respond to local cardiac arrests in cases where other emergency response is delayed (particularly after the Council installed a 24/7 AED at the Library). We will be seeking funds from other sources to ensure all Patrollers are also first aid trained in 2021-22.

In the 2021-22 FY, we will be trained on emergency management by Jane Mills (WREMO), to take an active role in, and support the local Emergency Hub response during future emergencies.

The new COVID-19 Public Health Response Act 2020 allows for the accreditation of 'Enforcement Officers including 'volunteer enforcement officers' working under them. This was a challenge encountered by Featherston Patrollers who sought to support Featherston Medical with traffic management (in the early days of the 2020 COVID-19 lockdown when they were confronted with potentially belligerent members of the public – the Patrol was instructed to stop helping). The Government has determined strict protocols on who will be considered, limiting this to a small group including Community Patrollers. Members of the Featherston Patrol will apply as soon as possible for this accreditation.

The Featherston Community Patrol is building other community support into our annual workplan, for example with an agreement with the RSA to support traffic management and pedestrian safety during the ANZAC Day parade.

Featherston Community Patrol contributes to community wellbeing and safety, and we believe our request for an ongoing funding partnership with SWDC represents a positive and worthwhile investment of the public funds.

How many residents of South Wairarapa will benefit from the funding?

The 2480 residents of Featherston and surrounds, as well as tourists to our town and local camping areas benefit from our Patrols.

(The members of the Patrol benefit directly, in that funds will keep our Patrol car going, and ensure that as we grow, all volunteers have adequate personal protective equipment and uniform.)

How many residents of South Wairarapa will indirectly benefit from the funding?

The 2480 residents of Featherston and surrounds, as well as tourists to our town and local camping areas benefit from our Patrols.

Provide a brief summary of any successes/achievements of the organisation

According to our Annual Report for 2020-21, we covered 1687Kms for the first three quarters of the financial year, approximately 65% of our numbers the year before, reflecting the strangeness of COVID times, in that we did less in 2020-21 than in 2019-20 – we were required nationally to stand down at Alert Level 2.

We logged 156.5 hours of patrolling, again about 60% less than the previous year.

We also log our non-Patrolling time, showing a high level of effort outside of patrolling, with our members doing approximately 25 additional hours each month, in trainings, meetings and administration that includes communicating with Police and Council.

From our statistics in the past 10 months, we have recorded and reported:

- 5 Vehicle related incidents;
- 11 Property related incidents including graffiti (and 2 Patrollers recently spent half a day removing graffiti from some property in Featherston we have asked for more solvent for this task through the library);
- 8 Property damage incidents;
- 5 Disorder related incidents;
- 1 person-related incident.

We make our reports to the Police, through Sgt Steve Cameron, our Police Liaison Officer, as well as through the South Wairarapa District Council.

4. FINANCIALS - BUDGET FOR CURRENT FINANCIAL YEAR (YOU MAY ATTACH SEPARATELY)

Sources of Revenue/Income	
Subscriptions/Membership fees	\$
Donations	\$ 700 est
Non-Council Grants (please specify)	\$
Council Grants (non-SWDC)	\$
Total Revenue/Income	\$

Expenditure		
Salaries	\$	
Rent	\$	
Electricity	\$	
Phone	\$ 192 (Skinny \$16 pcm)	
Insurance (car: currently free, but have been warned by CPNZ national that the agreement may be terminated nationally by AMI)	\$ 500 (potential)	
Other (Please list)		
Car registration	\$ 109.16	
Fuel \$60 pcm	\$ 720.00	
Uniform \$173.40*5	\$ 867.00	
Car service and repairs	\$ 800.00	
Incidentals (minor equipment purchases - chargers etc)	\$ 100.00	
Volunteer thank you dinner for National Volunteer week	\$ 750.00	
Total Expenditure	\$ 3938.16	
Budget/Surplus/Deficit	\$3238.16	

GST Registration				
Are you GST Registere	ed	Yes/ No		
Bank account detail	s (required for non	GST registere	l applications	only)
Name of bank:	Kiwi Bank			
Account name:	Featherston Community Patrol			
Account No:	38-9010-0857295-00			

5. Declarations

We agree to comply with requests from an officer or councillor from SWDC for additional information in relation to this application.

Statement to comply with the Provisions of the Privacy Act 1993

The personal information above is collected and will be held by SWDC for the purpose of considering your application for financial assistance. You have the right of access to, and correction of, personal information about you, that we hold.

Authorisation

- I certify that the information provided in this application form is true and correct to the best of my knowledge.
- I have the authority to make the application on behalf of the organisation.
- I agree that the necessary documentation listed below is attached to this application.
- I confirm that we will complete and return a grant accountability form within twelve months of the date the grant is paid out.
- The organisation will keep receipts and a record of all expenditure for 7 years.
- Any unspent funds will be returned to SWDC.
- All expenditure will be accounted for in the Grant Accountability Form.

Signatory One Signed	Signatory Two
	Signed: Golfmes.
Full name: NVK RIZKOFF	Full name: Garge THOMAS. Designation: Trecescives.
Designation: PATROLLEADER	Designation: Trecesceves.
Date: 16/8/21 CAA(C	Date: 16/8/21

Eligibility and Criteria

Applicants should review the eligibility and grant criteria as outlined in the <u>Grants Policy</u> before making an application.

Please return the completed form by 4.00 pm on 16 August 2021 to:

South Wairarapa District Council

PO Box 6

Martinborough 5741

Or email: grants@swdc.govt.nz

Items required for this application

- Most recent annual accounts including notes and Annual Finance report at tacked, review/audit report under or miles will not reque of a walked account
- Income and expenditure statement for part year and inaugural minutes (if organisation has been operating for less than 12 months)
- Application Form is signed