



Māori Trades and Training Fund Expression of Interest

About this form

The purpose of this form is for potential proposals for the Māori Trades and Training Fund to be submitted to the Ministry of Business, Innovation and Employment (MBIE) for review. This Fund is for \$50 million over two years.

The overall objectives of the Māori Trades and Training Fund are to:

- support tailored, community-led initiatives through partnership between Māori and the Crown that empower solutions by Māori, for Māori
- emphasise paid employment-focused training opportunities, but also consider support services such as pastoral care to overcome barriers to participating in training or apprenticeships
- focus on group-based initiatives that connect multiple employers to offer work experience and training opportunities.

The Māori Trades and Training (MTT) Fund is a government initiative which is administered by the Provincial Development Unit (PDU), a unit within MBIE.

Eligibility

Applications will be assessed against the following criteria:

- Projects must be led by Māori including iwi, hapū or other Māori groups
- Funding should focus on initiatives which will develop skills likely to be in demand over time
- Initiatives should be based on partnership between Māori and the Crown and recognise that Māori entities bring non-monetary benefits such as cultural knowledge, expertise and connections to the Māori community
- Initiatives should provide meaningful opportunities to support people into sustainable employment to help fulfil their needs, goals and contribute to their overall wellbeing
- Initiatives should promote upskilling and employment in vulnerable communities, and support people to access employment-based training opportunities who otherwise may not be able to access such opportunities
- Initiatives should provide a pathway for trainees to move into further training or employment opportunities to encourage positive labour market outcomes for communities and employers in the longer-term.

Completing this form

Please complete all sections fully and accurately. Square brackets and italics indicate guides.

Please see the Grow Regions website, or contact your regional relationship manager, for further support. If you are applying on behalf of a number of parties, you need their consent to submit this application. You can add other applicants during the application process. You will be the point of contact for this application, but you must give us all information about all applicants. Once complete, please email your completed form to MTTFund@mbie.govt.nz. By submitting your form, you are agreeing to the terms and conditions of applying for MBIE investment which can be found in Appendix One.

Next Steps

Applications will be assessed for eligibility, as well as how well they will deliver on the objectives of the Fund. One of our team will be in contact regarding your application.

Public disclosure

The PDU is responsible for leading the Māori Trades and Training Fund's administration and monitoring its operation in consultation with other government agencies. In the interests of public transparency, successful applications may be published by the PDU. Commercially sensitive and personal information will be redacted by reference to the provisions of the Official Information Act 1982. Please identify by highlighting any information in your application that you regard as commercially sensitive or as personal information for the purposes of the Privacy Act 1993.



Section 1: Key Applicant Information

1. Proposal Title:

ManaiaSAFE Forestry School Mission Cohort#5

2. Please provide a very brief description of the project/activity:

[In 200 words or less – give the elevator pitch for the proposal, describing exactly what you are seeking funding for e.g.]

- What are you planning to achieve by using this funding?
- How will this funding support employment-focused training opportunities within your organisation?
- How will this funding supplement any other support that you may already be receiving? Note that this funding is focused on delivering tailored, community-led initiatives designed by Māori and for Māori which take a partnership approach with the Crown.
- What projects/ work programme (if known) will trainee(s) be part of?

Train ^{com}local Maori NEETS to level 3 NZ Certificate standard in forest harvesting and move them into full time jobs in the local logging industry within a ^{com}month timeframe (Commercial Information ^{com}), giving ^{com}young people hope of a better future through a career in logging, while at the same time helping local logging businesses hit hard by COVID-19 recover, which in turn is key to the region's economic recovery.

3. Please provide the details of the applicant organisation/entity for which funding is being requested:

Applicant Legal Name:	Train Me Quality Services Limited trading as ManaiaSAFE Forestry School
Entity Type:	Company
Registered Offices / Place of Business:	42 Darwin Road, Outer Kaiti, Gisborne 4010
Identifying Number:	NZBN 9429041379769

4. Please provide the contact details for a person as a key point of contact):

Contact Name and Role:	Henry Koia, Managing Director		
Email Address:	Privacy of natural persons	Telephone:	Privacy of natural persons

5. Please describe the principal role or activity of the applicant organisation.

[Note for completion: we wish to know what your organisation's primary function is.]

Train Me Quality Services Limited ("Train Me") is a newly registered PTE driven by an overall vision of an educated, skilled and prosperous Tairāwhiti. Train Me delivers training in the forestry domain through its strategic business unit ManaiaSAFE Forestry School which has its own vision of saving lives, building futures, and delivering skills for foresters

6. This project will be based in the region of:

Gisborne

7. Have you previously discussed this project with a part of the Government? Yes: No:

If yes, please list which part of the Government, and the nature of those discussions.

- Have had ongoing discussions with MBIE staff over a similar application for Cohort#4.

8. Have you previously received Government funding for this project? Yes: No:

If yes, please list which part of the Government, when the funding was received, and how much.



9. Please set out the proposed sources of funding for the Project:

Source of Funding: <i>[please indicate where all other funding is sourced from, noting who the funder is]</i>	\$ (excl GST)	Status / Commentary <i>[i.e. received / confirmed / in principle]</i>
Māori Trades and Training Fund Funding (Commercial Information to provide training and pastoral support (which includes a \$ ^{Commerc} weekly ^{Commercial Information} payment to assist the trainees in their education) to ^{Com} Maori NEETS and place them into full time permanent logging jobs by ^{Commercial Information})	\$ ^{Commercial Inform}	(\$ ^{Com} k per NEET x ^{Com}
^{Commercial Information} with Eastern Institute of Technology to deliver the Level 3 NZ Certificate in Forest Harvesting Operations with Strands qualification	\$ ^{Commercial Info}	(\$ ^{Com} per NEET x ^{Com})
Total:	\$180,000	(=\$ ^C k per job, which is value for money)

10. Please provide a breakdown of how the funding will be utilised (on a per person basis)

Funding Breakdown: <i>[Please indicate where all other funding is/will be sourced from, noting who the funder is and whether the funding is monetary or in-kind; including funding already received from Government and/or other third parties.]</i>	\$ (excl GST)	Commentary
Wage subsidy (Year 1 – up to \$16,000)	\$	
Wage subsidy (Year 2 – up to \$8,000)	\$	
Wages for staff <i>[if applicable]</i>	\$	
Pastoral Care	\$	
Equipment <i>[e.g. tools, please specify]</i>	\$	
Other <i>[e.g. drivers licence, site safe etc. please specify]</i>	\$180,000	^{Commercial Information}
Total:	\$180,000	

11. Please provide any supporting financial material e.g. where possible, two years of your entity's accounts.



Section 2: Project Overview

12. Please indicate:

- the number of Māori you are looking to employ and train and any characteristics, where relevant (age, gender etc.)
Com¹ Maori NEETS
- the type of training that will be offered and how/if it supports a pathway from informal work experience and training to formal trades training in paid employment
training towards the NZ Certificate in Forest Harvesting Operations with Strands qualification
- which sector you are focussing on
Forestry (Harvesting)
- your previous experience in developing trainees (if any)
See Doc1 Cohort#3 Results table Withheld in Full Due to Commercial Sensitivity

[Note funding should:

- *focus on initiatives that will develop skills likely to be in demand over time, rather than just for an immediate project*
- *addresses disadvantages – Initiatives should promote upskilling and employment in vulnerable communities, and support people to access paid training opportunities who otherwise may not be able to access such opportunities.]*

13. Does the project focus primarily on delivering group-based support? If so, how?

[E.g., is there potential for your entity to play a coordination function, linking employers, Transitional Industry Training Organisations, training providers and other interested stakeholders together to support trainees and apprentices?]

14. What type of other investment will your entity make?

[E.g. cultural knowledge, expertise and connections to the Māori community from Māori entities.]

15. How will the initiative be measured?

[Initiatives should be able to provide measurements on their outcomes, which could include the number of people supported into or retained in apprenticeships or employment-focused training. Other useful information to include would be cost-per-trainee.]

Confirmation of employment letters from the employers of the Com¹ graduates



16. How is the project going to be managed?

- [How will the activity be managed within your organisation?
- What project management practices will be in place?
- The oversight / governance arrangements which are, or will be, put in place?
- Who the key personnel are?
- Any other relevant information relating to the delivery of this activity...]

See Doc2 Mission Cohort#5: Project Baseline Schedule

See Doc3 Mission Cohort#5: Training Plan

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Commercial Sensitivity

17. Is there any other information which would be useful background or context at this stage?

[Provide additional information which may be of use to us at this stage, noting there will be more detail required during the assessment phase.]

Background context

Pre-lockdown Train Me had a staff of [Comm] and ran [Comm] logging crews which was a key factor to the School becoming financially sustainable. When COVID-19 hit we were forced to shut down crew2 and crew3 on Friday 20 March which reduced our staff from [Comm] to [Comm]. We then went into lockdown 11.59pm Wednesday 25 March. We emerged from lockdown under Alert Level 3 forestry protocols of 28 April. One of our staff left to help his previous employer reducing our staff numbers from [Comm] to [Comm]. Our approach to recovery has been to adapt, survive, thrive. In adapting we knew we had to cut our labour costs as much as possible without compromising on safety and our log production capacity. When the Government’s wage subsidy ran out on 9 June, we were forced to lay off [Comm] more staff on 12 June, reducing our workforce to of [Comm] FTEs. Our tree faller left to support his whanau who set up their own logging company (Commercial Information) so now our current staff sits at [Comm] FTEs. If this funding application is granted it will enable MFS to run Cohort#5 as well as provide support to the School being a small business hit hard by COVID-19 avoid further staff lay-offs, secure our survival, and help us rebuild to where we were pre-lockdown. Without the funding the School may have to cancel Cohort#5 and just focus on logging.

\$[Comm]k to train, provide pastoral care, and place a Maori NEET into a full-time job is real value for taxpayer’s money. The Government has ear-tagged \$1.1b to create 11,000 environmental jobs at a cost of \$100k per job.

On 23 September Train Me received confirmation from NZQA that Train Me’s application for PTE registration was granted. However, Train Me will not be able to access TEC funding until 2022 so funding assistance is sought to support Train Me through the 2021 calendar year.

Section 3: Link with broader government outcomes

[This section will enable detail to be provided about how the initiative meets the primary objective of the fund which is “to support the Crown’s intentions to be a good Treaty partner to Māori”.]

18. Using the table below, please outline how the initiative will contribute to the following government outcomes which seek to support the Crown’s intentions to be a good Treaty partner to Māori:

Outcomes	✓	How will the project positively or negatively impact this outcome for the Māori entity identified?
1. Deliver on the Government’s objective of supporting a Māori Crown partnership	✓	Train Me Quality Services Limited self-identifies as a Maori Kaupapa social enterprise.
2. Provides the opportunity to identify and	✓	We know how to move young unemployed Maori into jobs.



capitalise on Māori economic and social strengths		Our results speak for themselves. In our first full year of trading we achieved in one year what would have taken our regional Polytechnic 15 years to achieve.
3. Help support Māori aspirations for labour market outcomes	✓	Too many Maori NEETS are unemployed in the Tairāwhiti which is a shameful tragedy given the number of vacant logging jobs on the East Coast
4. Supports the unlocking of investment to empower Māori entities to deliver tailored, community-based support to Māori workers and trainees	✓	This grant, if approved will help Train Me recover from the economic impact of COVID-19 so that we can continue to achieve outcomes for Maori on a self-sustaining basis.



Section 4: Declarations

- 19. Is the applicant receiving a wage subsidy or other similar apprenticeship support from any other source for the same apprentice(s) that this funding will be used for? C
- 20. Is the applicant aware that, where they receive a wage subsidy or similar support for the same apprentice, this funding should provide for other supports unrelated to wages, other than in exceptional circumstances, for example to top up other wage subsidies? C
- 21. Has the applicant or the contracting entity ever been insolvent or subject to an insolvency action, administration or other legal proceedings? C
- 22. Has any individual in the Project Team (including the Applicant’s Leadership Team, directors, partners, or trustees, or any key members of the project) ever been insolvent or subject to an insolvency action, administration or other legal proceedings, or actively involved in any organisation which has? C
- 23. Has any individual in the Project Team (including the Applicant’s Leadership Team, directors, partners, or trustees, or any key members of the project) ever been adjudged bankrupt or is an undischarged bankrupt? C
- 24. Has any individual in the Project Team (including the Applicant’s Leadership Team, directors, partners, or trustees, or any key members of the project) ever been under investigation for, or been convicted of, any criminal offence? C
- 25. Are there any actual, potential or perceived conflicts of interest that the applicant or any of the key personnel have in relation to this project (including, for instance, any contractors that are family members or business partners that will be delivering the project) C

“In a small country like ours, conflicts of interest in our working lives are natural and unavoidable. The existence of a conflict of interest does not necessarily mean that someone has done something wrong, and it need not cause problems. It just needs to be identified and managed carefully...” <https://www.oag.govt.nz/2007/conflicts-public-entities>

If you answered ‘Yes’ to any question from 19 to 25, please provide a description below:

21. After lockdown, like thousands of other NZ small businesses, we struggled to pay our bills as they became due. However, with the Government’s wage subsidy and wage subsidy extension, our ^{com} logging crew being back in operation, 1BT funding, and the cost cutting strategies we have put in place (which has included all staff (including managers) going down to the living wage rate during lockdown, post-lockdown staff lay-offs and salary caps for senior managers (ongoing)) we are starting to claw our way back. If this grant is approved it will provide us with additional revenue to support our business so we can keep our staff in jobs designed to move young people into jobs.



**MINISTRY OF BUSINESS,
INNOVATION & EMPLOYMENT**
HĪKINA WHAKATUTUKI



By completing the details below, the applicant makes the following declarations about its application for Māori Trades and Training Fund funding for the project (“application”):

- I have read, understand and agree to the Terms and Conditions of applying for Māori Trades and Training Fund funding which are attached as Appendix 1;
- The statements in the application are true and the information provided is complete and correct, and there have been no misleading statements or omissions of any relevant facts nor any misrepresentations made;
- I have secured all appropriate authorisations to submit the application, to make the statements and to provide the information in the application;
- I have obtained the permission of each member of the Project Team to provide the information contained in this application and those individuals are aware of, and agree to, the Terms and Conditions of applying for Māori Trades and Training funding which are attached as Appendix 1;
- I consent to this application being publically released if funding is approved. I have identified the commercially sensitive and personal information.
- The applicant warrants that it has no actual, potential or perceived conflict of interest (except any already declared in the application) in submitting the application, or entering into a contract to carry out the project. Where a conflict of interest arises during the application or assessment process, the applicant will report it immediately to the Ministry of Business, Innovation and Employment by emailing MTTFund@mbie.govt.nz; and
- I understand that the falsification of information, supplying misleading information, or the suppression of material information in this application, may result in the application being eliminated from the assessment process and may be grounds for termination of any contract awarded as a result of this application process.
- The applicant consents to the Ministry of Business, Innovation and Employment undertaking due diligence including any third party checks as may be required to fully assess the application.

Allan Henry Koia

Full name:

Managing Director

Title / position:

Signature..... Date: 15 October 2020



Appendix 1 – Terms and Conditions of this EOI

General

The terms and conditions are non-negotiable and do not require a response. Each applicant that submits an Expression of Interest (EOI) for Ministry of Business, Innovation and Employment funding has confirmed by submitting this EOI that these terms and conditions are accepted without reservation or variation.

The Māori Trades and Training (MTT) Fund is a government initiative which is administered by the Provincial Development Unit (PDU), a unit within the Ministry of Business, Innovation and Employment. Any reference to the PDU in these terms and conditions, is a reference to MBIE on behalf of the Crown.

Reliance by PDU

The PDU may rely upon all statements made by any applicant in an EOI and in correspondence or negotiations with PDU or its representatives.

Each applicant must ensure all information provided to the PDU is accurate. The PDU is under no obligation to check any EOI for errors, omissions, or inaccuracies. Each applicant will notify the PDU promptly upon becoming aware of any errors, omissions, or inaccuracies in its EOI or in any additional information provided by the applicant.

Ownership and intellectual property

Ownership of the intellectual property rights in an EOI does not pass to the PDU. However, in submitting an EOI, each applicant grants the PDU a non-exclusive, transferable, perpetual licence to use and disclose its EOI for the purpose of assessing and decision making related to the MTT EOI and any application process, where applicable. Any hard copy EOI or documentation supplied by you to the PDU may not be returned to you.

By submitting an EOI, each applicant warrants that the provision of that information to the PDU, and the use of it by the PDU for the evaluation of the EOI and for any resulting discussions, will not breach any third-party intellectual property rights.

Confidentiality

The PDU is bound by the Official Information Act 1982 ("OIA"), the Privacy Act 1993, parliamentary and constitutional convention and any other obligations imposed by law. While the PDU intends to treat information in EOIs as confidential to ensure fairness for applicants during the assessment and decision making process, the information can be requested by third parties and the PDU must provide that information if required by law. If the PDU receives an OIA request that relates to information in this EOI, where possible, the PDU will consult with you and may ask you to confirm whether the information is considered by you to be confidential or still commercially sensitive, and if so, to explain why.

The PDU may disclose any EOI and any related documents or information provided by the applicant, to any person who is directly involved in the MTT assessment process on its behalf including officers, employees, consultants, contractors and professional advisors of the PDU or of any government agency, including Te Arawhiti. The disclosed information will only be used for the purpose of participating in the MTT EOI and assessment process, which may include carrying out due diligence.

In the interests of public transparency, if an EOI (or subsequent application) is approved for funding, the EOI (and any related documents) may be published by the PDU. Commercially sensitive and personal information will be redacted by reference to the provisions of the Official Information Act 1982.

Limitation of Advice

Any advice given by the PDU, any other government agency, their officers, employees, advisers or other representatives about the content of your EOI does not commit the decision maker (it may be Ministers or Cabinet depending on the level of funding requested and the nature of the project) to make a decision about your EOI.

No contractual obligations created

No contract or other legal obligations arise between the PDU and any applicant out of, or in relation to, the EOI and assessment process.



No process contract

The MTT EOI and assessment process does not legally oblige or otherwise commit the PDU to proceed with that process or to assess any particular applicant's EOI, or application, or enter into any negotiations or contractual arrangements with any applicant. For the avoidance of doubt, this EOI and assessment process does not give rise to a process contract.

Costs and expenses

The PDU is not responsible for any costs or expenses incurred by you in the preparation of an EOI or subsequent application.

Exclusion of liability

Neither the PDU or any other government agency, nor their officers, employees, advisers or other representatives will be liable (in contract or tort, including negligence, or otherwise) for any direct or indirect damage, expense, loss or cost (including legal costs) incurred or suffered by any applicant, its affiliates or other person in connection with this EOI and assessment process, including without limitation:

- a) the assessment process
- b) the preparation of any EOI or application
- c) any investigations of or by any applicant
- d) concluding any contract
- e) the acceptance or rejection of any EOI, or
- f) any information given or not given to any applicant(s).

By participating in this EOI and assessment process, each applicant waives any rights that it may have to make any claim against the PDU. To the extent that legal relations between the PDU and any applicant cannot be excluded as a matter of law, the liability of the PDU is limited to \$1.

Nothing contained or implied in or arising out of the MTT documentation or any other communications to any applicant shall be construed as legal, financial, or other advice of any kind.

Inducements

You must not directly or indirectly provide any form of inducement or reward to any officer, employee, advisor, or other representative of the PDU or any other government agency in connection with this EOI and assessment process.

Governing law and jurisdiction

The MTT EOI and assessment process will be construed according to, and governed by, New Zealand law and you agree to submit to the exclusive jurisdiction of New Zealand courts in any dispute concerning your EOI.

Public statements

The PDU and any other government agency, or any relevant Minister, may make public in whole or in part this EOI form including the following information:

- the name of the applicant(s)
- the EOI title
- a high-level description of the proposed project/activity
- the total amount of funding and the period of time for which funding has been approved
- the region and/or sector to which the project relates

The PDU asks applicants not to release any media statement or other information relating to the submission or approval of any EOI to any public medium without prior agreement of the PDU.