



Application for Funding Employment and Skills (Te Ara Mahi)

About this form

This form enables you to make an application for funding from the Provincial Growth Fund (PGF). The form is designed solely for applications relating to employment and skills (Te Ara Mahi), for any funding amount. If your application is for anything else, please use one of the other forms available on the [Provincial Growth Fund website](#)

Purpose of Te Ara Mahi

Te Ara Mahi (TAM) is a portion of the Provincial Growth Fund which has been allocated to focus on regional skills and employment development. TAM funding is aligned with the intent of the Provincial Growth Fund, including its regions of focus, and is administered by the Provincial Development Unit.

To ensure funding under TAM is deployed effectively and complements the existing work of public sector agencies, the following principles will apply to investments made through TAM:

- 1) Focus on supporting local people into local employment opportunities by addressing the specific needs of those who need more help than can be currently provided in order to achieve sustainable employment.
- 2) Ensure additionality by only deploying investments where existing departmental funding for workforce initiatives cannot be used to support proposals.
- 3) Build or strengthen mechanisms for coordination of employers, workers and government that will endure past the lifetime of the PGF.
- 4) Reinforce investment in PGF Tier 2 (Sector Investment) and PGF Tier 3 (Enabling Infrastructure) projects; supporting their workforce requirements specifically.

Completing this form

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

Please see the PGF website, or contact your regional relationship manager, for further support.

Submitting your application

All completed forms must be emailed to PGF@mbie.govt.nz with a clear subject included.

If you are a Trust (or applying on behalf of a Trust), then you must provide a copy of your Trust Deed.

Next Steps

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

Funding Agreement

The template funding agreements can be found on the [Provincial Growth Fund website](#)

Public disclosure

The Provincial Development Unit is responsible for leading the Provincial Growth Fund's design, administration and monitoring its operation in consultation with other government agencies. In the interests of public transparency, successful applications may be published by the Provincial Development Unit.

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 Details

1. Initiative title:

2. Please provide the details of the lead applicant (organisation/entity) for which funding is being requested:
[If you are applying on behalf of another organisation, then please provide details of that organisation]

Legal Name:	Growing Future Farmers Charitable Trust
Entity Type:	Registered Charitable Trust
	If other, please specify (if a trust please provide a list of current trustees with this application):
Registered Offices / Place of Business:	Privacy of natural persons
Identifying Number(s):	TBC
Organisation's Website:	TBC

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

Contact Name and Role:	Tam Jex-Blake Executive Chair		
Email Address:	Privacy of natural persons	Telephone:	Privacy of natural persons

4. This initiative will be based in:

5. If multi-region, please outline which regions:

6. Please provide a high level outline of the funding needs for the initiative:

Source of Funding: <i>[Please indicate where all other funding has/will be sourced from, including from Government agencies]</i>	\$ (excluding GST)	Status / Commentary <i>[e.g. received / confirmed / in principle; end dates]</i>
Provincial Growth Fund Funding (through this application)	\$750,792	
Other sources: Industry contribution	\$ ^{Commercial Info}	Commercial Information contribution confirmed
Farmer-Trainer contribution – equivalent to \$ ^{Commercial Info} per annum per cadet	\$ ^{Commercial Information}	Based on ^{Comm} students completing the programme over the ^{Commerc} years and ^{Comm} students completing year one.
Total Funding:	\$ ^{Commercial Information}	

7. Please provide details of the application's link to wider projects:

Is this project related to any other application which has sought, is seeking or has approved PGF funding? If yes, please provide the name (s) of the project	No	
Is yes to the above question, then please provide 1) the name (s) of the wider project/application (s) 2) the status of the wider project/application e.g.	Wider project/application name (s):	Status

approved, in progress, declined <i>Add rows as required</i>		
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8. If this is a joint application¹, briefly describe the nature of the arrangement between the organisations involved e.g. partnership, joint venture, Memorandum of Agreement/Understanding, no formal agreement.

Yes – we will be working alongside EIT to deliver this programme across three regions. The application is also supported and funded in part by **Commercial Information**. EIT have been involved in the development of the programme and are currently seeking approval for an amended Level 3 Certificate in Meat and Fibre which will be used in this programme. Other industry organisations such as **Commercial Information** and **Commercial** have been involved with the programme development also and are fully supportive.

Section 2: Target Group

9. Please outline the characteristics of group you are targeting within the following table:

Characteristic	Target	Examples
Age	16-24 year old rangatahi, NEET, school leavers or otherwise at risk of long-term unemployment	<ul style="list-style-type: none"> All working age people 18 – 29 year olds
Gender	Any gender identification – however we would like to encourage females through the programme and into the industry	<ul style="list-style-type: none"> Wāhine Any gender identification
Ethnicity	Any ethnic identification, however target regions have a high proportion of Māori so it is likely we will have a number of Māori students	<ul style="list-style-type: none"> Māori Any ethnic identification
Location	Gisborne, Wairoa and Wairarapa	<ul style="list-style-type: none"> Wairoa North of Whangarei Region wide
Education, training and/or employment status	Not in education, employment or training along with school leavers.	<ul style="list-style-type: none"> Not in education, employment or training Currently employed and looking to upskill No qualifications
Other distinguishing characteristics	Nil other than an interest in the industry.	<ul style="list-style-type: none"> Have shown an interest in carving Iwi affiliation

10. Please outline how you have identified that this group is unemployed/underemployed and therefore requires additional support to upskill, train and find and keep employment. Use evidence or data where possible e.g. learnings from earlier activities and how these have informed this initiative, target group demand analysis.

The targeted areas for delivery of this programme have a high number of NEETs and school leavers that are not connecting with the labour market. NEETs rates are 20.2% in Tairāwhiti and 14.6% in Hawkes Bay compared to 11.9% Nationally.

11. Please outline how the target group will be identified and engaged with to participate in the initiative:

¹ A joint application is one where two or more New Zealand based organisations are planning to partner, either formally or informally, to deliver an initiative through the PGF

The target group will be identified and engaged with mainly through our connection with schools, but supported by local networks into the communities we are looking to deliver in. We have current working relationships with Wairoa College, Napier Boys High School and Gisborne Boys High School as well as Wairarapa regional schools. We will expand upon these relationships via our farming network in other communities and this will be a focus of the funding for the first year. We already have identified Farmer-Trainers to commence the first year of the programme as well as identified cadets to be placed on these farms.

12. Please outline who else will benefit from this initiative? This will include which employers/sectors are being targeted as part of the initiative and why; name specific employers where possible

This initiative will not only benefit the young people taking part in the programme by providing them with a comprehensive skills and employment pathway into a diverse industry, it will benefit the industry itself by providing a skilled workforce with the theoretical knowledge and the practical skills to lift productivity for the farms they will work on now and into the future.

Establishing a practical and comprehensive learning and development pathway in the industry will help to:

- Attract more young people into the industry addressing workforce needs
- Offer a credible and attractive career path supported by industry recognised training
- Address a wide range of necessary skills such as: loss of life and injury on NZ farms, Animal welfare, biosecurity and farmer wellness and resilience
- Increase the skill level across the wider sheep, beef and deer industry

This in turn will see improved outputs from within this sector and increased productivity in an industry that is vital to the economic success of the regions.

We have identified ^{Comm} suitable farmer-trainers keen to be part of this programme for 2020 and have commenced discussions with local high schools to be confident we can fill the first cohort of students.

Section 3: Outcomes

13. Please outline in the table below the specific skills, training and/or employment outcomes that will be achieved through the initiative

Outcome category	Description	Number	Timeframe
	Please describe the outcomes that the initiative will result in for the target group, for each outcome category	Please provide the number of target group expected to attain these outcomes, for each outcome category	Please outline the time frames for delivery of support for the target group, for each outcome category (must be within a 12-18 month timeframe)
Skills	Students will undertake a GFF Essential Farm Skills Certification giving them the practical skills and experience they need to be employable at a high level within the farming industry. This certification will be industry recognised and aligned to NZQA quals.	A minimum of 76 participants will be enrolled in the programme over 2 years.	^{Comm} participants to complete by end of 2020. (Currently completing Year 1) ^{Comm} students to have completed by end of 2021. ^{Comm} further participants will have completed the first year by end of 2021 and will continue.

Training	Students will complete NZQA level 3 (NZ Certificate in Agriculture) during their two year programme and enrolled into the Level 4 and 5 applicable qualifications once they are employed full-time.	As above	As above
employment attainment	It is the intention that all participants go on to further employment within the industry. This is a key aspect of the programme. The skills and knowledge they would have accumulated over the two years on the programme will see them in high demand.	Comm students to have completed programme and be employed by end of 2021	End of 2021. With a further Comm to be looking at completing the programme and being employed at the end of 2022.
Sustained employment of at least 6 months	It is envisaged that the employment outcomes will be sustained. The industry is seeking skilled workers. The training and practical experience the students will receive will place them at an advantage when seeking and retaining employment in the industry.	As above	As above

Section 4: Service delivery

14. Please outline how the skills, training and/or employment outcomes will be delivered, including a description of the specific supports for the target group

This initiative's purpose is to establish and implement a scalable on-farm training scheme that will initially offer youth from Tairāwhiti, Wairoa, and the Wairarapa the opportunity to obtain NZQA Agriculture qualifications L3 – 5 and practical, on farm certification. The first year will focus on the Tairāwhiti, Wairoa and Wairarapa regions – with the intent to roll this out to further regions in Year 2.

The training will be delivered in partnership with Eastern Institute of Technology enabling work ready Programme Graduates to possess the knowledge, skills, experience and values that farmers are able to employ immediately. EIT are currently awaiting approval for an amended Level 3 Certificate in Meat and Fibre – however if this is not approved in time – we can commence using the existing Level 3 qualification in Agriculture.

GFF will establish a robust Farmer Trainer accreditation process through Worksafe NZ to meet H&S compliance requirements (inclusive of quality standards for working, training and living conditions for students). GFF will assess and upskill Farm Trainers prior to placement of students on farm and continue to work with them over the duration of the programme. A key focus of the support provided through this programme is working with the Farmer-Trainers to deliver intensive pastoral support for the young people placed on their farms to ensure they are supported through the programme. Farmer-trainers will be linked to the **Commercial Information** extension and support as well as leadership programmes tailored to each individual farm. GFF Registered farms will provide the following for the duration of the two year programme (equivalent to \$^{Commer} per annum):

- Accommodation
- Communication/internet
- Clothing allowance
- Heating
- Dog purchase
- food
- \$^{Commerc}pw scholarship

While the costings for the \$^{Commercial Info} per week scholarship have been included here as the Farmer-Trainers

contribution – it is hoped that we will be able to access support from the private sector inclusive of iwi groups to consider this cost as a form of scholarship from their organization.

The training scheme has been developed by Growing Future Farmers Charitable Trust. EIT is the confirmed education provider and assessor of the NZQA qualification component of GFF training scheme. Training will cover:

- *Essential Skills* – with a focus on development of core base skills and knowledge and NZQA Certificate of Agriculture L3 (Level 3 Certificate in Meat and Fibre is under development)

Upon graduation from the 2 year programme students will be connected to further training while in employment:

- *Advanced Skills* – with a focus on building on essential skills and knowledge through to level of first position in management and NZQA Certificate of Agriculture Production Management L4
- *Business Management* – with a focus on management and leadership practices, applying specialised technological knowledge and skills for farming in the future and NZQA Certificate of Agriculture Production Management L5

The GFF Training scheme will include pastoral care and support for students on farm, focus on areas such as loss of life and injury on farms, animal welfare, biosecurity, farmer wellness and resilience, advanced farm vehicle training, on-farm workplace stockmanship and access to new agricultural technologies and software. Industry experts as Assessors throughout the GFF training scheme is a point of difference from existing ‘cadet farms’ in NZ. GFF will use a range of industry specialists eg:

- Veterinarians
- Soil and Nutrient Specialists
- H&S Advisors and Worksafe NZ
- Subdivision and Fencing Quality Body (FCANZ)
- NZ Dog Trial Association
- Agri-Software Specialists (FarmIQ, Farmax)
- Shearing Association (NZSCA)
- Mental and Mind Health Providers
- Specialised Agri Leadership programmes
- Communication and Conduct programmes.

This programme aims to bridge the gap between the classroom and the farm by providing a specifically designed and delivered training programme within a working farm context. By preparing individuals with the skills needed to be successful in the commercial environment, it is anticipated health and safety risks, worker and employer wellbeing and staff retention on farm and for the industry, improves. Unlike existing cadet farms the GFF training scheme utilises a cluster of farms managed as a single training entity. This structure provides the ability to take on more cadets for a training year without compromising the quality delivery that cadet farms deliver through intimate pastoral care and daily mentoring. GFF cadets will also be able to be appropriately rotated amongst the participating farms to allow for a more diverse training and assessment experience.

The implementation and development period is an initial 2 years establishing the necessary framework for ongoing sustainability of the programme. This period involves establishing a robust Farmer-Trainer network throughout the industry, aligning the practical training with NZQA qualifications and refining the package to ensure it meets the needs of young people and employers. A key focus will also be the marketing and promotion of the programme as an attractive option for young people wanting to make a career in our industry.

This funding will enable the programme to grow and establish itself in key regions through the identification and support for suitable farmer-trainers, relevant training providers to deliver the qualifications as well as source and prepare candidates for the programme.

Following framework establishment

Commercial Information

15. Please provide a delivery timeframe for how the outcomes above will be successfully achieved within a 12-18 month timeframe

Activity	Components	Timeframe
Recruitment	Comm students enrolled in Commercial Information programme from Gisborne/Wairoa area	Co mercial nfo
	Com students enrolled in Commercial Information programme from Wairarapa area	Commercial Info
	Comm students (Comm students from Comm regions) throughout NZ enrolled for intake	Co mercial nfo
Example		
Employment	Commercial In students graduate the programme and obtain employment	Co mercial nfo
	Commercial Informal students graduate the programme and obtain employment	Commercial Info
	Commercial students complete Year one of the programme	Co mercial nfo

Section 5: Link with broader PGF outcomes government outcomes

This section will enable detail to be provided about how the initiative meets the primary objective of the fund which is “to lift productivity potential in the regions”.

16. Using the table below, please outline how the initiative will contribute to the following PGF outcomes which seek to unlock the productivity potential in the regions:

PGF Outcome	✓	How will the project positively or negatively impact this outcome in the region(s) identified?
1. Increase economic output	✓	Job creation for cadet graduates of the programme. Development of high-value farm employees that are committed to ongoing training – thereby increasing the economic output of the farms they are employed on.
2. Increase productivity and growth	✓	Please outline here how this initiative will increase workforce productivity. This will include evidence of skill shortages/workforce needs relevant to your project/activity Improved future-focussed training and development in the sheep, beef and deer sector creates skilled employees, efficient farming systems and ultimately successful farming businesses achieving aspirational goals.
3. Increase local employment and wages (in general and for Māori)	✓	Cadets are sources locally to ensure that have support structures in place to progress through the programme. Māori cadets can have additional support from their iwi, hapu and whanau with sponsorship, which provides opportunities to farm their Tipuna land.
4. Increase local employment, education and/or training opportunities for youth (in general and for Māori)	✓	The on-farm cadetship programme objective provides the transition to a real job. Cadets learn best practice industry standard training and development and NZQA in agriculture to achieve a high degree of skills and capability that is recognised and valued by Farm employers. Māori cadets can have additional support from iwi, hapu and whanau and are tracked through the programme to provide employment on Tipuna land post-graduation.
5. Enhance wellbeing, within and/or between regions	✓	Providing access to agricultural employment for our practical, outdoors young men and women who may otherwise be dropping out of school, in low paying labouring jobs or no employment at all enhances wellbeing. The

	<p><i>programme has a mentor and workshops will offer career advice and support to the learner. The issue of isolation is managed by placing the cadets on farms that are located nearby with workshops developed for them to build networks and relationships amongst their fellow cadets as well as being linked in digitally. This programme is scalable across the country so is not limited to one region. This also enables a cohort of graduates across the country who can connect with each other.</i></p>
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17. Please outline any other benefits expected to result from this project/activity

The benefits of this programme are numerous. It will provide young people with a comprehensive pathway into the sheep, beef and deer industry, aligning practical skills and experience with theoretical qualifications. It will also involve the wider industry experts to share their expertise with the students (soil and nutrient specialists, veterinarians, shearing association etc). This programme provides the opportunity to bring together a number of training materials and different programmes into a consistent programme delivered both on and off farm.

The farmer-trainers who are a key part of this programme will also gain knowledge and experience in terms of pastoral support, and further training opportunities to enhance their farm management practices.

Overall the programme will:

- Provide and accelerate pathways to employment for young people
- Provide NZQA and industry standard qualifications
- Provide an opportunity for employer/industry investment into creating the right skill set within the industry
- Better align Sheep, beef and deer with other successful industries

Section 6: Funding breakdown

18. Please provide a breakdown of the components and associated costs for the funding requested

Component (insert new rows where required)	Cost (ex GST)
HR salaries (Commercial Information)	\$ Commercial Inform
Consultancy (Commercial Information)	\$ Commercial Info
GFF Area Package (6 regions at \$ Commercial each) – this is for initial set-up costs in identified regions which will be over and above ongoing expenses.	\$ Commercial Info
Administration (Travel, accommodation, templates, course materials, Office expenses, governance, marketing)	\$ Commercial Inform
Total	\$770,792

19. Please outline why Government funding is required to deliver this project as opposed to alternative sources e.g. banks, investors, self-funding:

Bank and investor funding is not an option for this type of programme. Government funding is needed to establish this approach as a training pathway in our industry and once the programme is established, with Farmer-trainers in place and recruitment pathways across interested regions, Commercial Information

The funding sought through this application is to establish the programme formally and ensure it is aligned to industry, employer and student needs – as well as to establish an accredited network of farmer-trainers who can continue to support and grow our workforce in this unique way. This supports the intention of ROVE.

Industry itself will be funding a large portion of this programme through the farmer-trainer contribution into the young people in the way of set up costs and equipment for them, accommodation and pastoral support (approximately \$14,000 per student), as well as a contribution from Commercial Information of \$ Commercial Inform

Commercial Information

Section 7: Additionality

These questions will allow detail to be provided about how the initiative meets the Te Ara Mahi principle of 'additionality' which requires that investments under Te Ara Mahi are only made if there is evidence that existing funding across government cannot be used to support proposals

20. Please outline evidence that the needs of the target group are unable to be met through existing channels e.g. through the Ministry of Social Development (Work and Income), Ministry of Education and the Tertiary Education Commission. This will include any research that has been done to identify other initiatives that address the same or similar need, and how the initiative for which funding is being sought fills a gap in service provision.

Commercial Information

The funding sought through this application will fill the gap identified by industry in regards to practical, hands-on skills and experience to support the qualification. While there are a number of different training schemes in the agricultural space currently – there is no coordinated pathway which pulls these together as well as accesses the appropriate experts in our field that are applicable in the farming sector. This programme seeks to bring these together and establish a foundation for industry-verified and employer-led skills development.

Commercial Information

Current provision for this type of training is about Commer spaces per annum. The sector indicates there are between Commercial and Commercial new farm positions annually.

The training programme being proposed here also includes an element that would be a first for cadet farms in New Zealand – which is the use of a range of industry specialists in the teaching, coaching and assessment phases. This includes: Veterinarians, soil and nutrient specialists, Mental and Mind health providers and New Zealand Dog Trial Association amongst others.

The addition of a workplace quality accreditation as well as farmer professional development programme provides development opportunities for participating farms and farmer-trainers alongside the young people on the programme.

21. Please outline previous Government involvement with this initiative:

a) Has previous Government funding been received for this initiative?	No			
b) If yes a) above, please outline: 1) which part of Government, 2) when the funding was received, 3) how much was received and, 4) why the funding was discontinued	Agency which funding was received from	How much funding was received	When funding was received	Why it was discontinued

c) If no a) above, has this initiative previously been discussed with any part of Government?	Yes
d) If yes c) above, please describe which part of government, and any outcomes of those discussions	The initiative has been discussed with Privacy of natural persons who are very supportive of the project. MBIE regional advisor Rani Morunga is also aware of the programme.

Section 8: Regional engagement

22. Please outline what regional engagement has occurred relating to this initiative. *Evidence of this, including evidence of regional (and sector) stakeholder support, should be provided in the 'supporting evidence' section of this document.*

GFF has substantial support for this initiative from industry members as well as potential stakeholders both within the region and across New Zealand. We held a number of forums in 2017 to assess support for the concept and had approximately **Comm** farmers in Tairāwhiti and **Comm** in Hawkes Bay attend and be in support of such a programme. Since then our engagement has spread out across the country and we have regional support from the farming community to investigate delivery in Wairarapa for 2020 as well as extending into 6 other regions by 2021.

To date we have enrolled **Commerc** cadets in the programme over the past **C** years. **Commerc** have graduated and are now employed full-time on farms with a remuneration package exceeding \$**Commercial Inform**. There are currently **Commercial** students in their first year of the programme – **Commerc** were school leavers from Wairoa College and **Commerc** from Gisborne Boys High School. Being able to test out the programme through our own means has enabled us to realise the programme works – and also helped communicate with our extensive farming network using the real life examples of these cadets as indicator of what they can expect to see.

TEC are very supportive of this initiative, they advise that it aligns well with ROVE and industry driving training design. **Commercial Information** support for this initiative includes consideration for scaling up across the country.

Other stakeholders we have engaged with include:

- **Privacy of natural persons**
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23. Please outline in the table below the regional readiness for implementation of the initiative if funded. This will include the nature of current relationships with key stakeholder groups.

Stakeholder group	Description of relationship	Readiness for supporting this initiative
Employers	We have an extensive network of employers through our farming network. The rural community is well-connected and as the board are all involved in the farming sector they have good links with other farmers as employers.	Farmers are extremely supportive of the initiative and what it may be able to provide their industry.
Education providers	The schools we have worked with to date have been really engaged and supportive in the process. They regularly approach us with candidates for this programme – however without funding we are unable to open up further opportunities.	Schools we have worked with to date are aware of the programme and how it operates and are always identifying suitable candidates.
Training providers	We have a good working relationship with EIT and other regions will have in place effective relationships with their local training providers in order to deliver the programme.	EIT have committed to being able to deliver in Gisborne and Wairarapa.

Section 9: Ability to deliver the service and intended outcomes

24. Using the questions in the table below, please outline how the initiative will be governed and managed:

Question	Response
How will the initiative be governed?	A GFF Governance Board will be established to provide ongoing governance capability, monitoring and oversight of the pilot and the on-going scheme post-funding.
How will the initiative be managed within your organisation and by whom?	Commercial Information will be appointed and will be responsible for the development of the programme for the duration of the funding. They will have ultimate responsibility for the delivery of the programme. In the funded stages of the programme this is likely to be Privacy of natural persons Commercial Information Commercial Information
What other parties are required for successful delivery of the initiative e.g. contractors and other agencies?	Commercial Information will also be employed to support the delivery of the training. This role will work closely with Farmer-Trainers and the participants on the programme. Commercial Information Commercial Information
What procurement process has been/will be undertaken for the initiative (i.e. a selection of a provider(s)), and how will it be managed?	EIT have already been identified to deliver the qualifications. We have already identified a strong HR consultant with experience in the industry to assist with our processes.

25. Please provide an overview of the relevant skills and experience you/the applicant organisation has in delivering initiatives of this nature. If you/applicant organisation does not have experience please indicate how this risk will be managed:

GFF is a newly established charitable trust however the trustees have a huge amount of experience in the industry. Trustees are:

Privacy of natural persons

Privacy of natural persons

The trustees are business owners and operators in their own right. We have specifically targeted those with substantive properties who employ a number of people and understand the HR management and training side of farming. The trust will also be supported by [redacted] with strategic management to upscale the initiative and assist with management reporting and advice around programme delivery. [redacted] will also help with consolidating the structure as we move forward with the programme and into sustainability.

An industry advisory panel will also be established and include industry organisations. This panel will be there to guide the Trust and provide advice to support the programme achieving its outcomes.

26. Please complete the table below to outline the key risks and associated mitigations relating to this initiative

Risk	Responsible party	Risk treatment / Mitigation	Rating [High/Medium/Low]
Unable to attract enough Farmer-Trainers	GFF	The initial delivery of the programme will be in regions where the programme has established itself and has already identified a number of potential farmer-trainers. This will be upscaled in Year 2 allowing for marketing and recruitment.	Medium
Unable to attract enough students	GFF	We have already identified a number of recruits for Year 1. A core function of the funding will be to support [redacted] who will be responsible for promotion and marketing of the programme for recruitment.	Medium
Students withdraw and do not complete the programme	GFF	There will be intensive pastoral support provided by the Farmer-Trainers and supported by the programme facilitator that ensures: <ul style="list-style-type: none"> - The right young people are identified and suited for the roles - Any issues are raised and addressed as they happen 	Low

27. Please describe any key assumptions that have been made relating to the project /activity. Include any assumptions relating to the development of the expected outcomes, project implementation and assessment of 'additionality' for the initiative:

In delivering this programme we are making the assumption that farmers will buy in to what is best for industry and embrace the cadets that are placed with them for the programme. There is also the assumption that a suitable 'match' will be able to be sustained between the Farmer-Trainer and the young person.

28. Please outline your/the applicant organisation's ability to meet reporting requirements:

Do you understand that the PDU will have reporting expectations if funding for this initiative is approved?	Yes
Please outline your/the applicant organisations ability/experience in meeting reporting requirements:	We will work closely with the PDU to ensure we are clear on the reporting expectations.

Section 10: Future intent of initiative

29. What are the future funding needs or the initiative?

a) Is additional funding likely to be applied for prior to the 2020/2021 financial year i.e. Commercial Information ?	No
b) If yes to a) above, when this is likely to be applied for and why it isn't being applied for now:	
c) Is funding required beyond the 2020/2021 financial year Commercial Information ?	No
d) If yes to c) above, please describe how the project will be funded Commercial Information	

Section 11: Supporting documentation

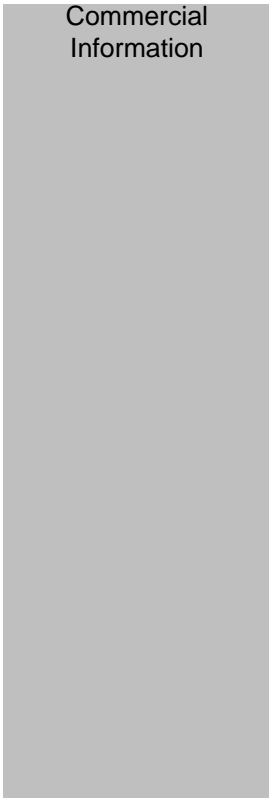
- Please attach any supporting documents and outline their purpose in the table below. Supporting documents could include:
 - Child protections policies – these are required if you are providing services to people under the age of 18 and must be at a minimum, written and contain provisions on the identification and reporting of child abuse and

neglect.

- Evidence of endorsement by the regional lead or regional governance body.
- Letters of support from employers and other key regional stakeholders.
- Governance documents.
- Designs/concept developments.
- Feasibility studies.
- Evidence of staff vetting.
- Health and safety policies.

	Document (title)	Purpose
1	Letter of Support – <small>Commercial Informatio</small>	Endorsement from Commercial Information for the programme
2	Job Descriptions	Job Descriptions for the key roles that will be involved with developing the programme further and implementation
3	Letter of support – <small>Commercial In</small>	
4	Letter of support - <small>Commercial Information</small>	
5	Letter of support – <small>Commercial Informatio</small>	
6	Letter of support - <small>Commercial In</small>	
7	GFF Training scheme	Overview of the programme and what it will entail
		Supporting letters withheld - Commercial Information

Section 12: Declarations



- 1. Has this activity ever been declined Crown Funding in the past?
2. Is the applicant or the contracting entity insolvent or subject to any insolvency action, administration or other legal proceedings?
3. The contracting entity is compliant and will continue to comply with all applicable laws, regulations, rules and professional codes of conduct or practice including but not limited to health and safety and employment practices
4. Is any individual involved in the application, the proposed contracting entity or the project, an undischarged bankrupt?
5. Is any individual under investigation for, or has any individual been convicted of, any offence that has a bearing on the operation of the project?
6. 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.
7. Has the applicant / any individual involved in the application been subject to any enforceable undertaking or infringement notices.

If you answered "Yes" to any of the above, please provide a description below:

[Empty text box for description]

By completing the details below, the applicant makes the following declaration about its application for Provincial Growth Fund funding for the project ("application"):

- I have read, understand and agree to the Terms and Conditions of applying for Provincial Growth 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 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.
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.

Full name:

Title / position:

Signature:

Date:

.....

Appendix 1 – Terms and Conditions of this Application

General

The terms and conditions are non-negotiable and do not require a response. Each applicant that submits a request for Provincial Growth Fund (“PGF”) funding (each an “application”) has confirmed by their signature on the application that these terms and conditions are accepted without reservation or variation.

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

Reliance by Provincial Development Unit

The Provincial Development Unit may rely upon all statements made by any applicant in an application and in correspondence or negotiations with the Provincial Development Unit or its representatives. If an application is approved for funding, any such statements may be included in the contract.

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

Ownership and intellectual property

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

By submitting an application, each applicant warrants that the provision of that information to the Provincial Development Unit, and the use of it by the Provincial Development Unit for the evaluation of the application and for any resulting negotiation, will not breach any third-party intellectual property rights.

Confidentiality

The Provincial Development Unit 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 Provincial Development Unit intends to treat information in applications as confidential to ensure fairness for applicants during the assessment and decision making process, the information can be requested by third parties and the Provincial Development Unit must provide that information if required by law. If the Provincial Development Unit receives an OIA request that relates to information in this application, where possible, the Provincial Development Unit 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 Provincial Development Unit may disclose any application and any related documents or information provided by the applicant, to any person who is directly involved in the PGF application and assessment process on its behalf including the Independent Advisory Panel (“IAP”), officers, employees, consultants, contractors and professional advisors of the Provincial Development Unit or of any government agency. The disclosed information will only be used for the purpose of participating in the PGF application and assessment process, which will include carrying out due diligence. If an application is approved for funding, information provided in the application and any related documents may be used for the purpose of contracting.

In the interests of public transparency, if an application is approved for funding, the application (and any related documents) may be published by the Provincial Development Unit. 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 Provincial Development Unit, any other government agency, their officers, employees, advisers, other representatives, or the IAP about the content of your application does not commit the decision maker (it may be Senior Regional Officials, Ministers or Cabinet depending on the level of funding requested and the nature of the project) to make a decision about your application.

This limitation includes individual members of the IAP. The IAP’s recommendations and advice are made by the IAP in its formal sessions and any views expressed by individual members of the IAP outside of these do not commit the IAP to make any recommendation.

No contractual obligations created

No contract or other legal obligations arise between the Provincial Development Unit and any applicant out of, or in relation to, the application and assessment process, until a formal written contract (if any) is signed by both the Provincial Development Unit and a successful applicant.

No process contract

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

Costs and expenses

The Provincial Development Unit is not responsible for any costs or expenses incurred by you in the preparation of an application.

Exclusion of liability

Neither the Provincial Development Unit or any other government agency, nor their officers, employees, advisers or other representatives, nor the IAP or its members 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 application and assessment process, including without limitation:

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

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

Nothing contained or implied in or arising out of the PGF 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 IAP member, officer, employee, advisor, or other representative of the Provincial Development Unit or any other government agency in connection with this application and assessment process.

Governing law and jurisdiction

The PGF application 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 application.

Public statements

The Provincial Development Unit and any other government agency, or any relevant Minister, may make public in whole or in part this application form including the following information:

- the name of the applicant(s)
- the application title
- a high-level description of the proposed initiative
- 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 Provincial Development Unit asks applicants not to release any media statement or other information relating to the submission or approval of any application to any public medium without prior agreement of the Provincial Development Unit.

Appendix 2 - Operational criteria for all tiers of the Fund

Link to Fund and government outcomes

- Demonstrate the ways in which the project will contribute to lifting the productivity potential of the region
- Demonstrate how the project contributes to the Fund's objectives of:
 - more permanent jobs
 - benefits to the community and different groups in the community
 - increased utilisation and returns for Māori from their asset base (where applicable)
 - sustainability of natural assets (e.g. water, soil integrity, the health and ecological functioning of natural habitats)
 - mitigating or adapting to climate change effects, including transitioning to a low emissions economy
- Clear evidence of public benefits (i.e. benefits other than increased profitability for the applicant)
- Are in a Government priority region or sector

Additionality

- Project is not already underway, does not involve maintenance of core infrastructure or assets (except for rail and transport resilience initiatives), and does not cover activities the applicant is already funded for (funding could be considered to increase the scale of existing projects or re-start stalled projects)
- Demonstrated benefit of central Government investment or support
- Detail of any supporting third party funding (and any funding sought unsuccessfully)
- Acts as a catalyst to unlock a region's productivity potential
- Demonstrated links to other tiers of the Fund and related projects, to maximise value of Government investment

Connected to regional stakeholders and frameworks

- Evidence of relevant regional and local support, either through existing regional development mechanisms, or through another relevant body such as a council, iwi or other representative group (or reasons for any lack of local support)
- Has been raised and discussed with the region's economic development governance group
- Alignment with, or support for the outcomes of, any relevant regional development plan, Māori development strategy or similar document (whether regional or national)
- Demonstrated improvement in regional connectedness (within and between regions)
- Leverage credible local and community input, funding, commercial and non-commercial partners
- Utilise existing local, regional or iwi/Māori governance mechanisms

Governance, risk management and project execution

- Evidence of robust project governance, risk identification/management and decision-making systems and an implementation plan appropriate to the size, scale and nature of the project
- Future ownership options for capital projects, including responsibility for maintenance, further development, and other relevant matters
- Benefits and risks clearly identified and quantified, depending on the scale of the initiative
- Evidence of potential exit gates and stop/go points, and a clear exit strategy
- Clearly identifies whole of life costs (capital and operating)
- Dependencies with other related projects are identified
- Evidence of sustainability after conclusion of PGF funding
- Adequacy of asset management capability (for capital projects)
- Compliance with international obligations (where relevant)