



Renovation of Marae

About this form

The purpose of this form is for potential proposals for the Renovation of Marae to be submitted to the Provincial Growth Fund for review.

The Provincial Development Unit is working closely with Te Puni Kōkiri (TPK) on this programme. Your regional TPK lead will be able to assist you in the development of your proposal.

All potential projects will be assessed against the following PGF COVID response criteria:

- Immediate job creation;
- Timeframe for construction activity;
- Degree of visibility to the community.

Proposals are expected to create employment for vulnerable groups that are most likely to suffer job losses due to COVID-19. This may include Māori and Pasifika workers, but this group will be determined in each region.

In order to qualify for funding, marae must meet the following criteria:

- Be in a PGF eligible region *and*
- Be on land gazetted for the purpose of a marae *and*
- Be submitted by trustees of the Māori reservation or another legal entity (that has been approved by the trustees of the Māori Reservation to apply for PGF funding on their behalf)

Exclusions

- Kura or Wānanga Marae, or any other institutionally supported marae such as universities, polytechnics etc.
- New builds.

Exceptions

- Exceptions to the eligibility criteria may be collectively considered on a case by case basis.

Please email your completed form to PGF@mbie.govt.nz

By submitting your form, you are agreeing to the terms and conditions of applying for Provincial Growth Fund investment which can be found in Appendix 1.

Section 1: Key Applicant Information

1. Proposal Title:

Ngatiwai Marae Grounds Restoration Project

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

Employment opportunity for our people, to work on the grounds of our Marae which sits on 8 acres of Bush-clad land including creeks, and to create a Nursery Business for the Marae as well as gardens and fruit trees for our Community

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

Applicant Legal Name:	Ngatiwai Marae Committee Charitable Trust
Entity Type:	Registered Charitable Trust
Registered Offices / Place of Business:	15661 Rawhiti Road, Ngaiotonga, RD 4 Hikurangi
Identifying Number:	Commercial Informa

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

Contact Name and Role:	Merepeka I C Henley		
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].

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

Northland

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 under Q13.

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 under Q13.

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>	\$ (excluding GST)	Status / Commentary <i>[i.e. received / confirmed / in principle]</i>
Provincial Growth Fund Funding (via an application)	\$	
<i>[please specify all other sources of funding, including prior Govt. funding]</i>	\$	
Total:	\$	

10. Please provide financial material e.g. where possible, two years of the your entity's accounts. If you are applying on behalf of a cluster of assets not owned by the applicant entity, the Provincial Development Unit will require confirmation and evidence that the responsible entity for the asset(s) are solvent, i.e. a financial summary.

Section 2: Project Overview

If the project is for a cluster of marae, the below table must be filled out for **each** marae. Please copy and paste each table into this document.

Name of Marae	Ngatiwai Marae		
Consent form attached	Yes/ – every marae must complete a consent form		
Location of Marae	Address 1561 Rawhiti Road, Ngaioitonga, RD 4 Hikurangi If rurally based – how far from the nearest settlement is the marae located? Ngaioitonga What is the closest town/city? Whangarei		
Section A – Community Visibility			
Please outline the iwi/hapū/or whānau who primarily affiliate to the marae	Ngatiwai Te Iwi Ngati Tautahi me Te Uri o Hikihiki nga hapu		
Description marae – its current physical state, frequency of use (in broad terms), users, importance to community.	<ul style="list-style-type: none"> What activities are undertaken at the marae on a regular basis? Hui Mate, Hura Kohatu, Birthdays, Anniversaries, Fundraisers, Wananga, Noho Marae, Church, Line Dancing, Bowls How many buildings are there? Wharenui, wharekai, ablution blocks within Wharenui Structure. Is the Marae a Civil Defence site for the local community? Yes our Marae is a Civil Defence Site, We have a Qualified First Aider and a Defibulator Are there regular whanau, hapu, iwi wananga/hui/karakia held at the marae? Do you have schools, wananga, universities and sports groups book the marae? Yes to all above What kind of local community activities or business occurs at the marae? Line Dancing is held twice on a weekly basis, Indoor Bowls is held fortnightly. With this funding we hope to set up a Native Nursery. With the Internet about to be setup on the Marae, we hope to use that facility for our community and especially our tamariki 		
Section B – Construction Activity			
Describe renovation work proposed	<ul style="list-style-type: none"> Is this a part of a wider development plan? Yes we want to create a Native Nursery Business for the Marae, as well as develop Gardens and plant fruit trees to sustain our hapori 		
What date can work commence on site?	Work can start within Commercial Information of our application being approved		
Proposed completion date?	Commercial from the commencement date		
Are the proposed works subject to any resource, building, or other consents, that have not already been obtained?	The project is based on outdoor mahi on the Marae which sits on Com acre block of bush-clad land including creeks, I understand that any building work (decking) may not require consent.		
Section C – Immediate Job Creation			
Note that all costs need to be evidenced by quotes.			
Project Activity	Anticipated FTE	Total Cost	Timeframe
Project Manager	Commercial Informa (\$ Comin Comin)	\$ Commercial Info	Commercial r
Horticulture Consul	Commercial Informat (Comin Comin hours)	\$ Commercial	Commercial Informati
Gardener	Commercial Informa (\$ Comin Comin)	\$ Commercial Info	Commercial Inf
Propagate Gardner	Commercial Informa (Comin Comin)	\$ Commercial Info	Commercial Inf
Pest Controller	Commercial informa (\$ Comin Comin)	\$ Commercial Info	Commercial Inf
Labour 1	Commercial Informa (\$ Comin Comin)	\$ Commercial Info	Commercial Inf
Labour2	Commercial informatio (\$ Comin Comin)	\$ Commercial Info	Commercial Inf
Builder	Commercial Informa	\$ Commercial Info	Commercial Inf
Total	Co Persons	\$ Commercial Inform	Commercial Inf

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11. How will you prioritise the employment of local people, and those affected by COVID-19 job losses?

Priority will be given to our local people who have been affected by COVID-19 Job losses. For our people who are struggling to put Kai on their table, yet have pride and determination to WANT to work, rather than go on the Unemployment Benefit. This is by NO means a hand out, but a hand up

12. How is the project going to be managed?

- *How will the activity be managed within your organisation?*
- *The overall responsibility for the Project lays with myself as the Chair of the Marae,*
- *Stringent Reporting mechanisms have been put in place for the Project Manager, who will report and evidence work progress on a weekly basis.*
- *Reporting arrangements have already been developed, including Job Descriptions, Contractual arrangements, employment practises, payment schedules, health and safety, as well as monthly meeting with Marae Chair and all workers.*
- *Key people are* Privacy of natural persons *(Marae Chair) and* Privacy of natural persons *(project Manager)*
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13. Is there any other information which would be useful background or context at this stage?

All relevant documentation will be attached with this application, including our Nursery Business Plan.

Section 3: Declarations

- 14. 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 Yes: No:

- 15. Has this activity ever been declined Crown Funding in the past? Yes: No:

- 16. Has the applicant or the contracting entity ever been insolvent or subject to an insolvency action, administration or other legal proceedings? Yes: No:

- 17. 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? Yes: No:

- 18. 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? Yes: No:

- 19. 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? Yes: No:

- 20. 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). Yes: No:

“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 12 to 17, please provide a description below:

Question 14 – Yes we are compliant with laws, regulations, health and safety and will be compliant with employment practices.

By completing the details below, the applicant makes the following declarations 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 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 Provincial Growth Fund 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 Provincial Development Unit by emailing PGF@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 Provincial Growth Fund undertaking due diligence including any third party checks as may be required to fully assess the application.

Merepeka Ihapera Christina Henley

Full name:

Chairperson of Ngatiwai Marae

Title / position:

Signature / eSignature:

Date:

23 June 2020

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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 request for Provincial Growth Fund (“PGF”) funding (each an “EOI”) has confirmed by submitting this EOI 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 EOI and in correspondence or negotiations with the Provincial Development Unit or its representatives.

Each applicant must ensure all information provided to the Provincial Development Unit is accurate. The Provincial Development Unit is under no obligation to check any EOI 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 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 Provincial Development Unit. However, in submitting an EOI, each applicant grants the Provincial Development Unit a non-exclusive, transferable, perpetual licence to use and disclose its EOI for the purpose of assessing and decision making related to the PGF EOI and application process. Any hard copy EOI or documentation supplied by you to the Provincial Development Unit may not be returned to you.

By submitting an EOI, 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 EOI and for any resulting discussions, 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 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 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 EOI, 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 EOI and any related documents or information provided by the applicant, to any person who is directly involved in the PGF 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 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 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 EOI 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 EOI.

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 EOI and assessment process.

No process contract

The PGF EOI 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 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 Provincial Development Unit 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 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 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 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 EOI and assessment process.

Governing law and jurisdiction

The PGF 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 Provincial Development Unit 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 Provincial Development Unit 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 Provincial Development Unit.