

Renovation of Pasifika Churches



About this form

The purpose of this form is for potential proposals for the Renovation of Pasifika Churches to be submitted to the Provincial Growth Fund (PGF) for review.

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.

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 PGF investment which can be found in Appendix 1.

Section 1: Key Applicant Information

1. Proposal Title: Renovation of church (Napier and Hastings Samoan Assembly of God Community Trust)

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

When Migrating to New Zealand, our Pasifika people seek a place of refuge; a place where they can feel like aiga; a place that supports like a village. The church becomes this village, marae, place of belonging for our people. Our people migrated to New Zealand to find better futures for our families. As a church, we believe that our support rfor our aiga is imperative. Mainstream providers do not understand our people like we do. They do not have the level of trust that is established between the church and the aiga. Therefore this sets the basis for our proposal for the Renvation of Pasifika Churches.

Napier and Hastings Samoan Assembly of God Community Trust (NSAG) is a Pasifika Led Organisation that was Established in 1972. NSAG was established as the first consists of a of Pacific Islanders that include Samoan, Fijian, Tokelau, Cook Island, Tongan and Indian. NSAG is a pacific organization/hub that provides effective services in Education, Health and social services to pacific island families that live in Hawkes Bay. Our work through our Whanau Ora programme has seen us working with many Pacific Island families in Hawke's Bay which include Hastings, Flaxmere, Havelock North & Napier. Each individual who attends church or is connected in someway has the opportunity to access these services. Our support is also promoted throughout the community. The importance of our services is that they work together to bear what is specially designed for our pacific island people. Our services cater to all groups.

Our work with Pasifika families in the community is tailored to remove all barriers that would hold them back from moving forward in their respective journeys. We have very strong ties to groups within the community (includes more than 24 of Pasifika churches in Hawke's Bay). In Hawkes Bay, almost all Pasifika families are tied to a church, church youth group, or even a church early learning Centre and with the conversations with community ministers and leaders, we (as a community), know that the voices of our youth are very important.

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

Applicant Legal Name:	Napier & Hastings Samoan Assembly of God Community Trust
Entity Type:	Registered Charitable Trust
Registered Offices / Place of Business:	190 Riverbend Rd, Meeanee, Napier, 4110
Identifying Number:	CC56574

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

Contact Name and Role:	Charles Faletutulu (Executive Leader)		
Email Address:	Privacy of natural persons	Telephone:	Privacy of natural persons

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

The Principal role of NSAG is to bring Pasifika together in unity and in fellowship to worship our God. We support our people in many capacities. We have Lifegroups/Small groups that are designed to help each individual/aiga to

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

Hawkes Bay

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

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

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

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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>
PGF Investment (via an application)	\$ <small>Commercial Information</small>	
<i>[please specify all other sources of funding, including prior Govt. funding]</i>	\$	
Total:	\$ <small>Commercial Information</small>	

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 churches not owned by the applicant entity, the Provincial Development Unit (PDU) will require confirmation and evidence that the responsible entity for the church(s) are solvent, i.e. a financial summary.

Section 2: Project Overview

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

Name of Church	<i>Kings House Church (Napier and Hastings Samoan Assembly of God Community Trust)</i>
Consent attached	<i>[This is only relevant if the church is not owned by the applicant entity. In this case, a written consent from the church owner that the applicant may apply on their behalf, and an agreement is in place for the administration of any funds, if successful.]</i>
Location of Church	<i>190 Riverbend Rd, Meeanee, Napier, 4110</i>
Section A – Community Visibility	
Description asset – its current physical state, frequency of use (in broad terms), users, importance to community.	<ul style="list-style-type: none"> • <i>[What activities are undertaken at the church on a regular basis?</i> • <i>Church and Hall</i> • <i>Church has been set up as an emergency space for Civil Defence.</i> • <i>Different Community Groups use our facilities:</i> <ul style="list-style-type: none"> ○ <i>Pasifika Fono</i> ○ <i>Hawke’s Bay Pasifika Leadership Fono</i> ○ <i>Aere Tai Collective Network Fono (Pasifika Midlands Collective of Health Organisations)</i> ○ <i>After School Care and Holiday Programme (Daily Use)</i> ○ <i>EIT (Local Tertiary Provider) run numeracy and literacy courses for Youth.</i> ○ <i>Employment Services for Pasifika Use an office space to be more connected to their clients.</i> ○ <i>Educational Programmes by Ministry of Education.</i> ○ <i>Pasifika Health Services use the building and offices.</i> ○ <i>Napier City Council</i> ○ <i>Different gatherings and celebrations</i> <ul style="list-style-type: none"> ▪ <i>Weddings</i> ▪ <i>Funerals</i> ▪ <i>Birthdays</i> ▪ <i>Graduations</i> ○ <i>District Health Board Hub for Community Messages</i> <ul style="list-style-type: none"> ▪ <i>Drive Thru Flu Vaccinations</i> ▪ <i>Pharmac Consultation fono for Pasifika</i> ○ <i>PHO use our facility once a month to deliver their healthy lifestyles programme for the community.</i> ○ <i>Local Marae use the facilities for certain events that they run.</i> ○ <i>Carpark used for different sports events</i> <ul style="list-style-type: none"> ▪ <i>Basketball Hawke’s Bay Street Basketball</i> ○ <i>Outdoor grass area used for community picnic events</i> ○ <i>NZ Police use for Youth Programme</i> ○ <i>Safer Napier (Consists of 100+ Organisations delivering Safety Messages).</i> • <i>Our Organisation utilizes this building to serve the purpose of keeping our Pasifika community “Connected” like the “Village” concept. We don’t have turanga waewae in Hawke’s Bay. We utilize our church as our place of Worship, Community, Gathering, Supporting and keeping our aiga safe. In Hawke’s Bay we are the largest group of Pasifika. We are well known in the community for creating many new initiatives to support our people. Our church is like a hub for our Pasifika in Hawke’s Bay.</i>
Section B – Construction Activity	
Describe renovation work proposed	<ul style="list-style-type: none"> • <i>The Renovation work that we are looking to partake is to ensure that our facility is fit for purpose to support all our Activities we provide for the community. We support a lot of the initiatives that happen in the community. Enhancing our facilities would draw the community to keep utilizing our space and also raise a “standard” for our Pasifika facilities in the community. Our community</i>

	<p>organisations usually look to the mainstream providers who have state of the art facilities and modern technology. This takes away from what we have and can potentially build upon within the community. A renovation in our building would change the whole look of the facility and revamp what we have. This is not only a physical looking change, but would also bring hope and a sense of “pride” in who we are in the community.</p> <ul style="list-style-type: none"> • Connecting and Mobilising our Pasifika community has been a struggle through the COVID-19 period. We have had to change our whole approach in our services to the community. These approaches would mean that we are still constantly within contact and able to meet physically and virtually. Some of the work/quotes that we have listed in this proposal are prioritizing our Virtual presence in the community. This would mean that we can livestream effectively; meet regularly; attend meetings and services from an isolated place; continue to be a part of “Community”. • Our Creative arts/Music/Media Department have been limited to our Local community for decades. Some of the upgrades/renovations listed in this proposal would allow our generations of creativity reach the four corners of the world through a virtual presence but also having the right equipment to allow for these creative arts to be displayed effectively. • Our Hall Building is a space that is utilized on a daily basis for community services like: <ul style="list-style-type: none"> ○ After School Care ○ Holiday Programme ○ Youth Groups ○ Weddings/Birthdays/Funerals ○ Numeracy and Literacy Courses (EIT and Computers in Homes) ○ Alphacrucis Diploma Courses ○ Library for Community ○ Computer Hub with Internet access for Community Purpose. <p>The building has served its purpose well over the years. But as seen in the photos provided, it could do with a lot of renovation work. This would ensure that the services will continue in a Healthy and Safe surrounding and that we would be able to keep the enrolments attracted to the services in our buildings.</p> <p>The kitchen renovation would potentially allow for more community engagement and support each of the services provided in the hall as they all require food health and safety requirements. Our Community (Maraenui) is a decile 1 community. A high percentage of children and families in our services require nutritional support. We provide meals to support these members of the community and also educate them to become sustainable in preparing meals for their families.</p>
<p>What date can work commence on site?</p>	<p>We are able to start this work immediately. We have already met with tradesmen that are committed to seeing this work through immediately to support our community. They too see the need for this work to happen in a short timeframe to keep our community connected effectively.</p>
<p>Proposed completion date?</p>	<p>Commercial Information</p>
<p>Are the proposed works subject to any resource, building, or other consents, that have not already been obtained?</p>	<p>Our Preferred Contractors do not need any consent to start this work. They have all stated that this work does not need “Consent”.</p>
<p>Section C – Immediate Job Creation</p>	
<p>Lighting and Sound by Commercial Information : They have stated they this will create more work for their organization that have taken a large toll during COVID-19. He will look to employ another support worker in resourcing and putting together the renovation applied for.</p> <p>Commercial Information : Privacy of natural persons (Builder) has just explained that he has not been able to source work this year due to COVID-19 and has been prepared to let some of his workers go. He has given us various quotes for the work that he and his workers will be able to do for the church building. He has also stated that this work will support his</p>	

organization in keeping their workers on and would also mean that they would need another ^{Commerc} workers

Commercial Information

Project Activity	Anticipated FTE	Total Cost	Timeframe
<i>[Describe the piece of work that needs to be complete i.e. painting roof of hall, connection of Wi-Fi, rewiring of kitchen etc.]</i>	<i>[Number of people anticipated to be employed]</i>	<i>[Cost (excl. GST)]</i>	<i>[When will the activity commence, how long will it take]</i>
<i>[e.g. Project Management]</i>			
Construction Building Renovation project	^{Comin}	Commercial Information	Immediate start of work for a duration of ^{Comin}
Lighting and Sound	^{Co}	Commercial Information	Immediate Start of Work for a duration of 8 ^o
Project Management	^{Co}	Commercial Information	Immediate Start of Work for a duration of ^{Comin}

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

- Local Businesses are contracted for this work.
- Contractors will state and commit to Employment of local community people (Prioritised)
- Project Management and Administration will be by local community (church community prioritised for work)
- The Construction Company that we are working with have stated that this project would support ^{Com} of their Apprentices in work as they were at risk post Covid-19.

12. How is the project going to be managed?

[If the project is for a cluster of churches, please only complete the below table once.]

- **Governance and Accountability:**
 - Monthly Board of Trustees meetings will have a presentation of the work that has been partaken. Weekly meetings between project management, staff and all Contractors.
 - There will be a specialized building subcommittee to oversight operations and offer recommendations to the Trustees. This specialised committee will include the following skill sets: Building, accounting/finance/banking, consents and a community voice.
 - Timeframes and Milestones will be documented and charted to keep track of work completed. We will keep all contract work at arms length so that there is no conflict of interest.
- We have already met with Contractors (Locally) who will provide the work immediately.
- **Roles and Responsibilities**
 - 1 FTE. A Project Manager will be Employed for the duration of the Project.
 - 1 PTE. A Manager will support the role of the Project Manager.
 - 1 FTE. An Administrator will support the Project Management.

13. 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.]

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 15 to 20, please provide a description below:

By completing the details below, the applicant makes the following declarations about its expression of interest (EOI) for PGF investment for the project ("EOI"):

- I have read, understand and agree to the Terms and Conditions of applying for PGF investment which are attached as Appendix 1;
- The statements in the EOI 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 EOI, to make the statements and to provide the information in the EOI;
- I have obtained the permission of each member of the Project Team to provide the information contained in this EOI and those individuals are aware of, and agree to, the Terms and Conditions of applying for PGF investment which are attached as Appendix 1;
- I consent to this EOI 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 EOI) in submitting the EOI, or entering into a contract to carry out the project. Where a conflict of interest arises during the assessment process, the applicant will report it immediately to the Provincial Development Unit (PDU) 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 EOI, may result in the EOI being eliminated from the assessment process and may be grounds for termination of any contract awarded as a result of this EOI process.
- The applicant consents to the PGF undertaking due diligence including any third party checks as may be required to fully assess the EOI.

Charles Faletutulu

Full name:

Executive Leader

Title / position:

Signature / eSignature: C.Faletutulu 	Date: 07/07/2020
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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 PGF is a government initiative which is administered by the Provincial Development Unit (PDU), a unit within the Ministry of Business, Innovation and Employment (MBIE). 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 the PDU or its representatives.

Each applicant must ensure all information provided to the PDU 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 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:

- a) the name of the applicant(s)
- b) the EOI title
- c) a high-level description of the proposed project/activity
- d) the total amount of funding and the period of time for which funding has been approved
- e) 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.