

Round: 2017/2018 Rodney - Targeted Events Grant round Three 17/18 Rodney Targeted Events Grants application Application TE1816-103 From Matakana River Tours

Welcome / He mihi

Important information / Pārongo matua

Please check:

- Who is eligible to apply
- What we don't fund
- What information you will need to include in your application.

All applications must be completed and submitted using this online application form. Remember to save as you work.

Sections of the application form will be greyed out because they are not relevant to your project.

If you have limited computer access, you can [book a computer](#) or [librarian](#) for one hour in one of [Auckland's libraries](#). Ensure you take all the required documents saved on a memory stick so you can upload these in your application form.

Contact a grants advisor at NorthWest.Events@aucklandcouncil.govt.nz or phone 09 301 0101 if you need advice on your application. Please note there is no technical support after 5:00pm.

Documents you may need to complete this application form:

- audited accounts, financial statements
- annual report
- minutes or letter from chairperson showing decision to apply
- letters of support
- letter of agreement from school/s if your project is being delivered in a school
- any permits necessary if your project is on public land
- evidence of bank account number (must be one of the following):
 - blank pre printed deposit slip
 - certified bank statement or letter
 - online print screen image (must show bank's web address (URL))

Contact Details / Whakapā Kaitono

* indicates a required field

Applicant

Organisation/Individual name *

Matakana River Tours

Must match the name on the bank account information supplied

Address

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Physical Address

*
2/23 Micklejohn Way
Omaha Auckland 0986
Must be a New Zealand postcode

Please click [here](#) for the postcode finder website

Is your postal address different from your physical address? *

Yes No
If yes, please complete below

Website

Website address

<http://www.matakanarivertours.co.nz>

Facebook page

Contact details

Admin contact person *

Phillip Morris

Position held in organisation (if applying as an organisation) *

Owner

Daytime phone number *

(02) 1046 9426

Mobile Phone Number

Email address *

phil@matakanarivertours.co.nz

Project contact person (must be a different person from the admin contact and needs to be a signatory designated for the organisation or group. *

Phillip Morris

Position held in organisation (if applying as an organisation) *

Owner

Daytime phone number

(02) 1046 9426

Mobile phone number

Email address

phil@matakanarivertours.co.nz

Applicant details

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* indicates a required field

What is the legal status of your organisation/group? *

Incorporated Society Charitable Trust Limited Liability Company Other:
Other: can include not for profit community group, Māori trusts, e.g. putea trust, whanua trust, ahu whenua trust, whenua topu trust and/or kai tiaki trust.

What registration numbers apply to your organisation?

(Please provide all applicable numbers)

New Zealand Companies Office incorporated society number

5890768

Must be a number

Please click [here](#) to visit the Societies and Trusts website

Charities NZ Registration

New Zealand Charities Register Information	
Reg Number	
Legal Name	
Other Names	
Reg Status	
Charity's Street Address	
Charity's Postal Address	
Telephone	
Fax	
Email	
Website	
Reg Date	

NZ Companies Register

9429042191988

New Zealand Companies Register Information	
NZBN	9429042191988
Entity Name	MATAKANA RIVER TOURS LIMITED
Registration Date	8:23am on 19 Feb 2016
Entity Status	Registered
Entity Type	NZ Limited Company
Registered Address	69 Tara Road, Rd 2, Kaiwaka, 0573, NZ
Physical Address	69 Tara Road ,Rd 2 ,Kaiwaka ,0573 ,NZ

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Organisation objectives / Ngā whaingā me te ripoata ā tau

What are the primary objectives of your organisation? *

To create a walking Heritage Trail in Matakana for the public to enjoy.

Must be no more than 120 words

What activities or services does your organisation offer to achieve these objectives? *

I will be working with a small team from the Matakana Community Trust to achieve this.

Must be no more than 120 words

Are you affiliated with a nation or regional body? *

Yes No

If yes, you will be required to provide more information

Project Details / Ngā pārongo mahinga

* indicates a required field

Local board priorities

Choose the local board priority your event or activity aligns with: *

- Our transport infrastructure keeps pace with the needs of our communities. Our growing townships have the same choices for quality public transport as the rest of Auckland. Communities have access to walkways, bridleways and cycle ways. Our roads are well maintained.
- Our communities influence local decision-making. They are empowered and enabled to act and take the lead on community projects and in the planning for their areas. Community groups and residents partner with the council and others to identify and deliver what is best for them.
- Our local parks and sports facilities cater to a wide range of sporting and recreational interests. They are easily accessible, connecting our towns, villages and growth areas. Our parks are enjoyable places to visit and relax or be active in.
- Our harbours and the rivers and streams that feed them are healthy and thriving natural marine environments. Our storm water and wastewater services are reliable, well maintained and environmentally friendly, minimising downstream environmental impacts. There is minimal sediment and silt flowing into our waterways from new developments and earthworks.
- Local facilities that are the heart of our communities. They are well used and cared for by the communities that manage them. The diverse range of activities run by our communities creates a rich and accessible arts and culture scene.

How will the priorities you have selected be supported by your event or activity? *

Matakana Community Trust is a long standing organisation that has delivered many outstanding projects.

After discussion with other locals it was decided to present the idea to the local board meeting on the 1st March 2018.

The community that attended the meeting and listened to the proposal were very supportive of the Heritage Trail and all agreed that this was a great community project.

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Members of the group put there hands up to help in the project, with others offering support to help install the plaques and provide history accounts on the sites that will be included in the trail.

A key group has been formed to run the project that include myself and other locals interested in the project.

The community group backs the idea and would like to have progress reports that can be given to the community, to keep everyone informed about the projects progress.

As we will be dealing with the council for a lot of the signage around the trail, due to some of the features being on council land, we will have direct communication between the community groups and the council.

We would like to organise a heritage event, as part of the trail that will showcase the vast history of the area to not only the community but also tourists.

This would engage both the community and the organisers of this project, them being the small team, council and community group to deliver a walking trail that has been designed for the community to enjoy and keep the history of the village alive, in both council land and the private sector.

Must be at least 250 words.

Project title *

Matakana Heritage Walking Trail

Must be no more than 10 words

Project location *

15-20 Heritage Locations in Matakana Village, Rodney

This means the building name, street address, location of event or venue where the project will happen.

To find what local board area your project is taking place in please visit the [local board finder tool](#).

Is your project on council owned property/land?

Yes No

Please describe your project in three to four sentences *

To create a walking trail around the village of Matakana showcasing the history of certain buildings, statues and natural features.

15 -20 plaques including text and photos describing the feature.

Walking map brochure to be provided in the Information centre and online.

Must be no more than 120 words

When will your project take place?

Start date *

01/05/2018

End date *

01/12/2018

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Project plan / Mahere mahinga

Please complete the table below

Tasks - what will you do?	By when (date)?	What will you achieve?
Council Grant application *	March 30th 2018 *	Funding for project *
Location of Plaques	May 1st 2018	Establish route
Confirmation from Landowners	June 1st 2018	This will allow plaques to be put in locations wanted
Construction of Plaques	July 1st	This is the main part of the project and will need a lot of work and the main funding
Install of Plaques	August 1st	Trail almost complete
Map, brochures, advertising	Sept 1st	Trail Complete
Event to open Trail	Nov 1st	Community involvement

Community benefits

How have you established there is a need for this project? *

Matakana is a thriving tourist village. The need to support the history of the village has always been critical on the development.

The community has strong historic roots and this has been shown by David Grants latest Book - "We Gathered Here"

The community Group and members have been very supportive

Must be no more than 120 words.

What are the community outcomes of your project? *

1. Walking Trail for all ages and abilities to enjoy
2. Understanding of features, buildings on the trail.
3. Tourism benefits from those walking the trail.

Must be no more than 200 words.

Describe three things you want the project to achieve in terms of benefits for participants and/or others

How will you measure these outcomes? *

1. Activity to do in the heart of Matakana Village.
2. Community benefiting from the trail in terms of a historic learning
3. Businesses benefiting from the individuals walking the trail.

Must be no more than 150 words.

Describe three changes you will see if the expected outcomes of the project occur

How many people are directly involved in the delivery of this project? *

5

e.g. team members

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What is the estimated number of people reached through this project? *

Ongoing, hard to put a number on it

What expertise does your organisation have in delivering similar projects? *

Myself have recently opened Matakana River Tours.

Working closely with the council on this to provide an Historic and educational and fun experience.

Others in the team have there own set of skills:

David Grant - Author of the book "We Gathered here"

Neville - Community Trust board member

Amanda Stewart - Matakana Village and Farmers Market Communications

Must be no more than 120 words.

Must be no more than 120 words

Māori Outcomes

Is your organisation Māori or are you a Māori individual? *

Yes No

Auckland Council provides funding for Māori and wider organisations to uplift Māori well-being and achieve better outcomes with Māori.

Will your project/activity target Maori or Maori outcomes?

Yes No

Maori outcomes include Maori events, Maori sculpture and public art or protection of Maori cultural heritage eg waahi tapu. Improving Maori social, economic, and cultural well-being. Uses matauranga and tikanga Maori and works with mana whenua or Maori organisations to produce shared outcomes.

Smoke-free Auckland

Please tell us how you will promote smoke-free messages with your project

As part of the plaques this could be featured, also on the trail map available at the information centre this will be displayed.

Must be no more than 120 words.

Collaborating organisations or individuals

Will any other organisations or individuals be collaborating with you on this project, including volunteer groups? Please list them and their role.

Collaborating organisation/individual	Contribution to project
Matakana Community Group	Support

Acknowledgement and promotion

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Do you plan to promote/market/advertise your project? *

Yes No Don't know

If yes, please provide details on how

Once finished an event would like to be run showcasing the trail.

Ongoing advertisement at the visitors centre etc would be ongoing

Must be no more than 120 words.

How will you publicly acknowledge the local board's contribution towards this project? *

As with similar signage in the Warkworth wharf area, logos will be part of the plaques, and on the trail map brochures.

Must be no more than 120 words.

e.g. place logo on printed material, invite local board members to your event, signage, advertising materials etc.

Demographics

To help council and local boards better understand who will benefit from this project, please indicate below who this is targeted at. This is for internal use only.

Will your project be accessible to people with disabilities? *

Yes No

Long term disability is defined as lasting six months or more and stops people from doing everyday things other people can do.

Please explain how

The walking trail will be mainly on paved footpaths. One area that is not wheelchair access can be taken on a different route without missing any plaques.

Easy walking distance with a round trip talking approximately One Hour, however this can be shortened to the individuals needs.

Must be no more than 120 words.

Is your project targeted at people with a long term disability? *

Yes No

What proportion of your project is targeted at the following age groups?

If your project is not targeted to any specific age group please enter 100 in the 'All ages' box.

(Numbers only, "%" symbol is not needed)

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0 - 5 years

0

Must be a percentage

6 - 14 years

20

Must be a percentage

15 - 24 years

10

Must be a percentage

25 - 44 years

30

Must be a percentage

45 - 64 years

40

Must be a percentage

65+ years

Must be a percentage

All ages

Must be a percentage

Which ethnic group(s) is your project targeted at? Select any that apply: *

New Zealand European Other European Māori Pacific Peoples Chinese Korean Indian Other Asian Middle Eastern Latin American African All/everyone Other:

What proportion of your project is targeted at male/female participants?

If your project is not targeted to either gender group please enter 100 in the 'All' box.
(numbers only, " %" symbol is not needed)

Percentage of male

Must be a number.

Percentage of female

Must be a number.

All - not targeted at either male/female

100

Must be a number.

Rain date

Start date

End date

Is a Contractor/3rd Party/Producer helping to deliver the event/project?

Yes No

Project Budget / Te tahua

* indicates a required field

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What part of the project are you requesting funding for? *

We are requesting funding for the Plaques and the event to open the trail

Must be no more than 100 words

Is there a cost of participation for this project? If so please state what the type of cost is, and how much it is i.e. tickets \$5 each, entry fee, entry by donation/koha *

No cost to the public walking the trail.

Are you GST registered? *

Yes No

Table one: expenses/costs for the project

Please provide itemised costs of the project. Refer to the application guide for examples of what to include.

Please attach a quote or evidence such as screenshots of items or past invoices for a similar activity for each listed item over \$150.

If you or your group are GST registered, please **do not** include GST in the amounts.

If you or your group are **not** GST registered, please **do** include GST (were applicable) in the amounts.

Expenditure and description (e.g. Venue Hire: 9 hours @ \$20 p/h)	Total cost of item	Attach quote
Plaques at \$500.00 each	\$10,000.00	<i>No files have been uploaded</i>
Initial Trail Brochures, advertising	\$2,000.00	<i>No files have been uploaded</i>

Table two: project income / Pūtea tautoko mai roto

This section tells us about any income you estimate that you may get for your project. If your organisation charges participants to attend your project/event, how much do you charge the participants? e.g. membership, ticket sales, sale of artwork, donations, sponsorship, other fundraising etc. This also includes adult entry fee and programme registration.

Do not include funds requested from this application or applications made to other organisations.

Project income (e.g. 1100 tickets @ \$20 each, registration 20 people \$5.00 each, 35 volunteer hours @ \$20 per hour) **Amount**

Income would be to the business in the region from people coming to walk the trail.	
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Donations from people walking the trail - per annum	\$2,000.00
Please separate each cost out e.g. ticket sales one line and then art sales on the next	

Table three: other funding sources for the project/activity / Pūtea tautoko mai waho

This section tells us about any other funding that you hope to receive for this project/activity, e.g. contestable funding from Foundation North, Department of Internal Affairs, Central Government contracts. Please include applications made to other local boards.

Funding organisation or individual	Amount	Pending / approved
	\$0.00	

Funding summary

Confirmed or approved as at the time of filling out this application.

Total Expenditure Amount	Total income amount	Total other funding sources	How much are you/ your organisation contributing? (Excludes income from 'Table three')
\$12,000.00	\$2,000.00	\$0.00	\$0.00 *
Total: \$12,000.00	Total: \$2,000.00		
Total of table one This number/amount is calculated.	Total of table two This number/amount is calculated.	Total of table three This number/amount is calculated.	Must be a dollar amount e.g. \$1,227.81

Total Amount Requested *

\$12,000.00

What is the total financial support you are requesting in this application?

If the local board(s) is unable to fund the full amount you request, would a smaller grant still be of assistance? *

Yes No

If only part of your project can be funded, which part would you prefer?

Plaques

Must be no more than 100 words.

Please explain and indicate an amount.

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Supporting documentation

* indicates a required field

Financial attachments

Please attach proof of bank account details / Pēke tiaki pūtea *

Filename: SUPPORTING DOCUMENTS.doc
File size: 21.5 kB

Applicant name must match the name on the bank account information supplied

Please attach proof of bank account details for the umbrella organisation / Pēke tiaki pūtea

No files have been uploaded

Please attach a copy of your annual report, including financial statements *

Filename: SUPPORTING DOCUMENTS.doc
File size: 21.5 kB

Please upload minutes from your organisation or a letter from an officeholder authorising your application *

Filename: MCG Meeting March 1st 2018 minutes.docx
File size: 17.3 kB

Supporting project documentation

Attach any supporting documents you feel might help us understand your project.

No files have been uploaded

Do you have any other information to support your application?

Must be no more than 100 words

If you are working with schools or early childhood education providers you must attach a letter of acceptance/agreement from each provider.

No files have been uploaded

Please upload your council lease agreement if you are undertaking building works or maintenance.

No files have been uploaded

Declaration and privacy

* indicates a required field

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Note: Auckland Council reserves the right to subsequently decline an application or request a refund of a grant if any of the above information is found to be incorrect.

I/We certify that to the best of our/my knowledge the information contained in this application is correct *

Yes No

I/We confirm that any funds granted will only be used for the activity described in this application *

Yes No

I/We confirm that I/we will submit to the local board an accountability report and supporting paid invoices and receipts (GST exclusive) that applies to GST registered groups, within 60 days of the completion of my/our activity *

Yes No

I/We confirm that to the best of our/my knowledge I/we have no perceived , potential or actual conflict of interest in applying for or using any grant funding *

Yes No

For guidance on whether you have a perceived, potential or actual conflict as a result of applying for and using grant funding you should consider the following matters - if in doubt you should declare the conflict.

A conflict of interest could arise where you (the applicant) have a responsibility as a result of receiving council grant monies. This could affect another responsibility, duty or relationship you may also have.

For example

- If you are an Auckland Council employee/local board member or a councillor
- If your organisations committee or board member is an Auckland Council employee/ local board member.
- Personal or family relationships that you have
 - with council employees
 - with council contractors
 - organisations or persons that you will procure services from with the grant monies
- Financial relationships
 - e.g. investments that you have in entities that you will procure services from with the grant monies
- Employment relationships or membership of clubs
 - e.g. you intend to procure services with the grant monies from your employer or a club you are a member of - who will benefit financially from the arrangement.

If you have answered no to any of the above, please provide details below:

Must be no more than 100 words

- **I/We understand that Auckland Council is bound by the Local Government Official Information and Meetings Act 1987**
- **I/We understand that my/our name and brief details about the project may be released to the media or appear in publicity material**
- **I/We understand that I/we have the right to have access to this information**

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- **I/We undertake that I/we have obtained the consent of all people involved to provide these details.**

*

Accept Decline

Date:

27/03/2018

When your application is submitted you will receive an automatic confirmation email that the application has been received from Smartygrants. If you do not receive an email confirmation, please check to see if the email has been treated as "spam".

If you need assistance please contact the Community Grants Advisor at communityfunding@aucklandcouncil.govt.nz or phone 09 301 0101.

How did you find out about this fund?

- Applied previously Council staff member Poster/flyer Word-of-mouth
- Council website Local board member Radio Other:
- Council mail-out Local newspaper Social media

Privacy

Any personal information that you provide in this form will be held and protected by Auckland Council in accordance with our [privacy policy](#) and with the Privacy Act 1993. Our privacy policy explains how we may use and share your personal information in relation to any interaction you have with the council, and how you can access and correct that information. We recommend you familiarise yourself with this policy.