



enacting the KAIKOHE YOUTH ACTION PLAN

The AspiratiOns FuNd

TERMS OF REFERENCE

PURPOSE

These terms of reference govern the way in which the Aspirations Fund will be distributed.

The fund

The Aspirations Fund is a fund established as a milestone in the Kaikohe Youth Action Plan. The fund is a part of the Kaikohe Social Sector Trials and delivering better outcomes for Kaikohe youth.

The fund will be open for applications from time to time, with a total of \$4000 available in any given funding round.

The priority for the fund is to support Kaikohe youth to achieve or express their aspirations in the field of sport, culture, education, or personal/whanau/community development.

Project and activity outcomes

Projects and activities need to:

- develop young people's skills in decision-making and leadership;
- involve young people in decision-making and leadership responsibility;
- respond to a need in the community identified by young people;
- support young people to be engaged in and contribute to their community;
- benefit young people aged 12 to 18 years old;
- have a set date by which the project or activity will be complete.

Applying

Preference will be given to applicants who have the support of a legal entity (for example a school or youth organisation) who will hold the fund in its bank account.

Applicants are encouraged to seek the support of a referee. That person may be a social sector professional (such as a social worker or teacher), or it might be an adult who supports the project for which funding is sought.

The fund is available to youth in Kaikohe to assist them to participate in activities that enable them to reach their goals, potentials, and to express their aspirations.

The application form is attached (Appendix 1).

Applications may be submitted in accordance with the Aspirations Fund application form at any time subject to any further notifications publicised about the timing of applications, closing dates, administration meetings being convened, and funding availability.

Applications will be considered by a Youth Panel including youth, the Social Sector Trials Project Manager and at least one other suitable panel member. On any particular instance the the panel overall should be made up of no less than 3 people.

Decisions subject to approval

All decisions will be subject to approval by Te Pae Aronga Taitamariki. Decisions made by the panel will be delivered to Te Pae Aronga Taitamariki for consideration as soon as possible after being reached.

Requirements of panel members

Panel members will need to be familiar with the principle of confidentiality and recognise the risk of conflicts of interest. Panel members who recognise a conflict of interest in relation to a particular application should exclude themselves from discussion of that application.

Panel members must also understand the need to make decisions in a way that strives to be objective, fair and reasonable.

Project and activity reporting

If your application is successful you will need to submit a final report at the conclusion of your project that includes:

- the number of young people participating in decision-making and leadership
- the number of young people supported to be connected and contributing to their wider community
- the number of young people involved in/directly benefiting from the project
- a list of any equipment purchased with project funds
- a report on how project funds were spent.

Documents provided below

ASPRATIONS FUND - APPLICATION FORM

ASPIRATIONS FUND – HOW IT WORKS

The AspiratiOns FuNd:

Application form¹

Round 1 applications close on Friday 28 November, 5pm

Name:

Address:

Contact phone #:

Birth date and age:

Kura or training insitution (if any):

Supporter aged over 18, or legal entity (we recommend you apply with some support):

WANT SOME HELP FILLING THIS IN, OR HAVE A QUESTION? Just ask! kihi.ririnui@ngapuhi.org / (09) 4015548/Facebook: Kaikohe Youth Action Plan

Or attend a Kaikohe Social Sector Trials IDEA WORKSHOP (details on FB)

Tell us about your idea, project, or what you are seeking funding to do:

How much do you need to make it happen?		Amount
Item 1	(descriptions)	
Item 2		
Item 3		
		Total
<i>Add further items to a separate sheet if required</i>		

Who will benefit from this activity, and how?

Add further information to a separate sheet if required

¹ Application forms can be The Aspirations Fund terms of reference and the terms of funding are available from Ngapuhi Iwi Social Services and other providers, through schools, and can be provided via email. It is recommended that applicants are familiar with this information.

The Aspirations Fund:

How it works

Terms of the Aspirations Fund

Applications for the first Aspirations Fund funding round will open on Tuesday 28 October and close on **Friday 28 November**.

Applicants will be notified of decisions within 10 working days of the closing date.

Applications will be accepted in writing or by email at any time until then.

Applicants are recommended to seek the support of a suitable mentor, supporter, or legal entity.

Funding will generally be paid from the fund holder into a bank account nominated by the applicant.

A maximum of \$4000 will be available for any single funding round.

Funding decisions will be made by a panel including youth.

Funding decisions may be made prior to the closing date.

The convenor and/or panel members may wish to discuss your application with you prior to the meeting at which it is considered, and you may be invited to attend the panel meeting to present your application if the panel thinks that would be useful.

The panel may decide that it is appropriate to offer to fund the project applied for fully or only in part.

Where part funding is offered to the applicant the funding will only be provided to the applicant when the convenor is satisfied that;

- i) the applicant has acquired the remaining amount applied for; or
- ii) the event or project can be completed for the amount available to the applicant including the part funding from this fund.

The decision made by the panel will be subject to approval by Te Pae Aronga Taitamariki.

A report will be required detailing projects and activities funded once complete. Reporting on expenditure will be required and preference will be given to applications supported by a legal entity (sports club, school, trust for example) to receive, hold, and distribute funds.

Applicants who are not able to secure the support of a legal entity are strongly encouraged to discuss their project with us: kihi.ririnui@ngapuhi.org.