

Purpose:

To ensure clarity in the dissemination of funds to support whanaungatanga initiatives that bring together Ngā Kura ā Iwi schools and communities to celebrate our kaupapa and our Uri.



The fund is focused on encouraging ‘whanaungatanga’ by running initiatives that focus on whanaungatanga among our Ngā Kura ā Iwi Uri and Kura. All initiatives will be underpinned by Tukuihotanga (Reo, Tikanga and Mātāpono Taketake) and focused on any element related to Te Tihi o Angitu – Tukuihotanga, Mātauranga and Oranga.

Procedures	Task Notes	Responsibility	Evidence
Responsibility of Fund	The Pou Kōkiri is responsible for all decisions regarding the Whanaungatanga Fund and is accountable to the Ringa Raupā Executive in managing the Fund.	Pou Kōkiri	<ul style="list-style-type: none"> ● Setting of fund budget. ● Decision making on applications. ● Setting of allocations to successful applicant Kura.
Resource Categories of Fund	Responsibilities in managing the Fund are: <ul style="list-style-type: none"> ● Pou Kōkiri – Accountability and Decision Making ● Pou Hāpai – Management of Process ● Pou Tiaki – Promotion of Fund 	Pou Kōkiri Pou Hāpai Pou Tiaki	<ul style="list-style-type: none"> ● Overall responsibility for Fund and decision making. ● Responsible for the correct management of the Fund process. ● Responsible for promoting the Fund.
Conditions set for Fund	To be approved for support through the Whanaungatanga Fund applicant Kura must meet all of the following eligibility conditions: <ul style="list-style-type: none"> ● Applicant Kura must be an approved Kura ā Iwi. ● Minimum of two approved Kura ā Iwi to be involved in the whanaungatanga initiative. ● Whanaungatanga initiative must align to the purpose and focus of the Fund. 	Applicant Kura	<ul style="list-style-type: none"> ● Guidelines of Whanaungatanga Fund set and communicated online. ● Whanaungatanga Fund Application Form available online.

	<ul style="list-style-type: none"> • Applicant Kura must complete the application form and provide supporting documentation for the Whanaungatanga initiative. • If approved, the applicant Kura must provide invoices for payment and a short event report of the Whanaungatanga initiative held. <p>The Whanaungatanga Fund <u>will</u> contribute and support the following expenses:</p> <ul style="list-style-type: none"> • Venue expenses including equipment, catering, etc. • People expenses including Keynote Speakers, Facilitators, Referees, Judges, etc. <p>The Whanaungatanga Fund <u>will not</u> cover:</p> <ul style="list-style-type: none"> • Travel expenses • Accommodation expenses <p>Examples of Whanaungatanga Initiatives: Wānanga, Kapa Haka Festivals, Sports Tournaments, Science Fairs, Careers Expo, Wellbeing Extravaganza and many more.</p>		
Fund Processes	<p>The Fund Process is managed by the Pou Hāpai and is as follows:</p> <p>Set Up Process</p> <ul style="list-style-type: none"> - Pou Hāpai ensures Whanaungatanga Fund Policy and Whanaungatanga Fund Application Form are current and correct for uploading to the Ngā Kura ā Iwi website. - Pou Tiaki to upload Whanaungatanga Fund documentation to website and promote via Ngā Kura ā Iwi Communication channels. 	<p>Pou Hāpai</p> <p>Pou Tiaki</p>	<ul style="list-style-type: none"> • Current Whanaungatanga Fund Policy. • Current Whanaungatanga Fund Application Form. • Ngā Kura ā Iwi website. • Ngā Kura ā Iwi Communication channels.

	<ul style="list-style-type: none"> - The report will be shared through our Ngā Kura ā Iwi network and communication channels to encourage uptake by other Kura ā Iwi. - Pou Kōkiri will include the report in Kua Ea reporting to highlight to the Ministry of Education the initiatives held across our network that celebrate our Uri. 	<p>Pou Kōkiri Pou Tiaki</p>	<ul style="list-style-type: none"> • Short Event Report highlighted in Kua Ea Reporting to Ministry of Education. • Short Event Report highlighted through Ngā Kura ā Iwi Communication channels.
<p>Promotion of Fund via Pou Tiaki</p>	<p>The Ngā Kura ā Iwi network will be informed via communication channels that there is a fund available to grow ‘whanaungatanga’ amongst our Uri across our cluster of Kura. Promotion will happen via:</p> <ul style="list-style-type: none"> • Ngā Kura ā Iwi website – outlining Whanaungatanga Fund purpose and guidelines, with access to the approved policy and online application form. • Ngā Kura ā Iwi Communication channels – email lists and social media forums. <p>Noted in monthly Te Maru Pānui.</p>	<p>Pou Kōkiri Pou Hāpai Pou Tiaki</p>	<ul style="list-style-type: none"> • Ngā Kura ā Iwi website. • Ngā Kura ā Iwi Communication channels. • Te Maru pānui.
<p>Conflicts of Interest</p>	<p>Ensure all Kura ā Iwi Employees and Members who make decisions on behalf of Ngā Kura ā Iwi disclose and manage any conflict of interest they may have and act in a <i>pono</i> and <i>tika</i> manner consistent with their responsibilities to the Organisation.</p>	<p>Pou Kōkiri Pou Hāpai</p>	<ul style="list-style-type: none"> • Refer to Ngā Kura ā Iwi Conflict of Interest Policy. • Records of any disclosures.
<p>Review the Policy within 3 years</p>	<ul style="list-style-type: none"> • Ngā Ringa Raupā Executive will approve the Policy and agree that no variations or amendments can be made except by the unanimous approval of Ngā Ringa Raupā Executive. • Ngā Ringa Raupā Executive requires the Delegated Employee to arrange for all new Employees to be made familiar with this Policy at Induction and throughout the duration of their tenure. 	<p>Ngā Ringa Raupā Executive</p>	<ul style="list-style-type: none"> • The policy is reviewed and approved by Ngā Ringa Raupā Executive.

Date Approved: 17 September 2020 Executive Hui

Signed: Tiamana - Arihia Stirling

Next Review Date: 17 September 2023