



# Ngāti Kahungunu Iwi Incorporated

## COMMUNITY SPONSORSHIP APPLICATION FORM

### Rationale:

From time to time, Ngāti Kahungunu Iwi Incorporated will sponsor Community Events that support a significant amount of Ngāti Kahungunu Iwi members. This sits outside the usual criteria for individuals and groups. These community events include cultural and sporting events and events that envelope personal, whānau, hapū and iwi development.

### The purpose:

Is to encourage, and to recognize the pursuit of cultural and sporting excellence by Ngāti Kahungunu.

### The application:

- Applies to events promoting health, culture and sports within the Ngāti Kahungunu rohe. The applicants must agree and adhere to the criteria for sponsorship and accept decisions made with no right of appeal. Applicants can only receive once between April 2024 and June 2025.

#### 1. Criteria

##### **Applicants must:**

- Be a registered organisation, either based in Kahungunu or be affiliated to Kahungunu.
- Apply by completing the official 'Community Sponsorship Application Form' and submit it to the NKII Office at least six (6) weeks prior to the event;
- Show proof that the event is happening. I/e invitations, calendar notices etc, Posters.
- **Sponsorship applications will close off in November and will re open January.** (No applications will be processed during this timeframe.)
- Applications received in January will be paid in March.
- Applicants must agree and adhere to the criteria for sponsorship and accept decisions made with no right of appeal.

##### **Ngāti Kahungunu Iwi Incorporated is unable to provide sponsorship for:**

*Fundraisers, Reunions, Workshops, Marae Wananga, Buildings and equipment/wages, School exchanges or trips, University and school fees and uniforms.*

### SPONSORSHIP APPLICATION TIMEFRAME

- Your application is received at the office and processed through inwards correspondence.
- The information is entered into a sponsorship application template and filtered through a criteria process.
- A recommendation is submitted to a Senior Management Team for approval.
- An email or letter is sent back to the submitter with the outcome.
- If successful, the submitter is sent the conditions of the sponsorship agreement. If the applicant agrees to the conditions, they must reply ASAP by email or letter.
- All payments are made on the 20<sup>th</sup> of the month prior to the event (*except if your event is held over the Nov-Jan close off period*)

PERSON/ORGANISATION INFORMATION	
A1. Name of the contact person filling in this form:	
A2. Name of organisation you are applying for?	
FUNDING & EVENT INFORMATION	
A4. What is the name of your event?	A4.1 Amount Requesting?
A5. Date of your event?	
A6. How many people are coming to the event/activity and how many of these people are of Kahungunu descent ?	
A7. You are required to provide an itemised budget that includes what you will use the sponsorship funds for. <i>Please attach the itemised budget. Include what other funds or income you have sourced for this event.</i>	
HOW WILL YOU ACKNOWLEDGE KAHUNGUNU?	
B1. Give a brief description of how you expect to acknowledge Kahungunu?	
B2. How will the activity benefit Kahungunu?	

SPONSORSHIP CHECK LIST	
Please use this checklist and enclose the following information with your report: <b>Failure to provide the required information set out on the application form WILL result in delays processing your application. It is the responsibility of the applicant to ensure your application is complete at the time of submission.</b>	
I have fully <b>completed</b> the form	Yes/No
I have <b>enclosed</b> a detailed budget	Yes/No
I have <b>enclosed</b> copies of material that will be used to promote this community event/activity	Yes/No
I have <b>enclosed</b> an official bank deposit slip with my account number on it <b>(this has to be YOUR account we can not deposit funds to an organisation)</b>	Yes/No
DECLARATION	
I, _____ confirm that this information is true and correct.	
Date:	
Postal Address:	
Email address: <i>(Preferred Method of communication)</i>	
Phone number:	
Post to: Ngāti Kahungunu Iwi Incorporated PO Box 2406 HASTINGS 4153	Email to: <a href="mailto:ruth@kahungunu.iwi.nz">ruth@kahungunu.iwi.nz</a>
All inquiries Phone: 06 8762-718 or 0800 524864 <i>*Applications received less than six (6) weeks prior to the event will be declined.</i>	