



Trust Waikato  
TE PUNA O WAIKATO

# ABOUT TRUST WAIKATO

**Mō Te Puna o Waikato**  
tō aratohu ki te tono pūtea  
āwhina mai i Te Puna o Waikato

**Your 2017 guide**  
to applying for a  
Trust Waikato donation

**Apply for a donation online**

Tono pūtea āwhina mā te ipurangi

[www.trustwaikato.co.nz](http://www.trustwaikato.co.nz)

**invest** wisely, **donate** effectively  
**Me whakatupu pai ngā rawa, kia pai ake te tohatoha**

# Welcome

**Haere mai**

*Kia orana*

*Malo e lelei*

*Talofa lava*

*Assalaam alaikum*

**Ni sa bula**

*Joom reap sooa*

*Namaste*

*Oso ose yo*

**Ni hau**

**Salam**

*Konnichiwa*

*Mauri*



## Trust Waikato

### TE PUNA O WAIKATO

### **Nō whea a Te Puna o Waikato?**

Nō whea te pūtea o Te Puna o Waikato? Nā te ture mātou i whakatū ai i te tau 1988 hei pupuru i ngā hea o Tarahiti Pēke Waikato. Nō te tau 1996 ka hokona katoatia ā mātou hea pēke ā, ka puta mai mātou i te mahi pēke. Mai i taua wā ka whakatikahia ai e Te Puna o Waikato tētehi kōpaki tāpae pūtea puta noa te ao, ā ko tētehi paihēneti e tukua ana ki ngā rōpū o te hapori huri noa te rohe.

### **He aha tō mātou kaupapa?**

Mā te tuku pūtea āwhina ki ngā rōpū o te hapori te tautoko a Te Puna o Waikato i te whakahira ake i tō tātou rohe. He mea tautoko e mātou ngā rōpū me ngā kaupapa e hāngai ana ki te toko i te ora, te hākinakina, ngā mahi ā-rēhia, te hunga tamariki, te taiao, te toi me te ahurea.

### **Where did Trust Waikato come from?**

Ever wondered where Trust Waikato's money originated? We were established by government statute in 1988 to hold the shares of Trust Bank Waikato. In 1996 all our banking shares were sold and we exited the banking business. Since then the Trust has built up a global investment portfolio and donates a percentage of its profits to community organisations throughout the region.

### **What is our purpose?**

Trust Waikato supports the things that make our corner of the world a better place by donating money to community organisations. Trust Waikato's funding supports organisations and projects that focus on social services, sport, recreation, youth, the environment, arts and culture.

# OUR FUNDING

## TĀ MĀTOU PŪTEA TAUTOKO

### Ka tuku pūtea ki whea?

Ko tō mātou rohe tuku pūtea kei ngā takiwā o Thames-Coromandel, Hauraki, Matamata-Piako, Waipa, Waikato, South Waikato, Waitomo, Otorohanga, Ruapehu me te taonenui o Kirikiriroa.

E mārama ana Te Puna o Waikato ko te nuinga o ngā whenua o taua rohe nei nō Tainui waka arā, nō Waikato, Raukawa, Hauraki me Maniapoto.

### Ka tuku pūtea ki a wai?

E tuku pūtea ana ki ngā rōpū o te hapori, kāore i te whai huā-arumoni:

- kei te rohe o Te Puna o Waikato te nuinga o ngā whakahaeretanga.
- he rōpū kua kaporeitia ā-ture hei tarahiti kaupapa atawhai. (Me mārama mai: E taea tonutia ana te āwhina i te rōpū kāore i te pēnei te mana, whakapā mai ki tēhēhi o ō mātou kaitohutohu tonu pūtea āwhina.)
- e whai pūtea pēke ana, pūrongo tahuā-ā-tau, me te pūrongo ā-tau o ā rātou whakahaerenga.

### Ka tuku pūtea ki te aha?

Ka tukua te pūtea āwhina ki ngā kaupapa, hōtaka, rōpū hoki e whai wāhi ana ki te hiki i te oranga o ngā hapori. Tērā pea ko ngā mahi a aua rōpū:

Ngā mahi toi

Te ahurea

Te mātauranga

Ngā take taiao

Te pūranga o tō tātou hitori

Ngā mahi ā-rēhia

Ngā ratonga ā-pāpori

Ngā hākinakina

Te hunga rangatahi





## Where do we fund?

Our funding area includes the districts of Thames-Coromandel, Hauraki, Matamata-Piako, Waipa, Waikato, South Waikato, Waitomo, Otorohanga, Ruapehu and Hamilton city.

The Trust acknowledges that this area includes much of the lands of the Tainui waka and thus the people of Waikato, Raukawa, Hauraki and Maniapoto.

## Who do we fund?

We fund not-for-profit community organisations that:

- operate predominantly within the Trust's geographic area
- have an incorporated society or registered charitable trust status (Note: We can still fund organisations without this status; please talk to one of our Donations Advisors)
- have a bank account, annual financial statements and an annual report on their operations.

## What do we fund?

We focus on projects, programmes and organisations which contribute to the well-being of communities. This includes organisations whose work may involve:

- Arts**
- Culture**
- Education**
- Environmental initiatives**
- Preservation of our history**
- Recreational activities**
- Social services**
- Sports**
- Youth**



## He kaupapa motuhake ā mātou?

Ae, kua tautuhitia e Te Puna o Waikato Waikato ētehi hiahia motuhake o tō tātou rohe, ki tā mātou titiro me whai pūtea āwhina. Ko ētehi:

### *Te tautoko i te whānau me te hunga rangatahi*

He kaha tā mātou tautoko i ngā hōtaka e pā ana ki ngā take matua o ngā pēpehinga i te pāpori. Tae atu ana ki ngā kaupapa tautoko i ngā whānau, manaaki rā anō i te hunga tamariki, hunga kaumātua hoki.

### *Te ākina o te whaiwāhi me te uru ngāwari noa*

He mea nui whakaharahara ki Te Puna o Waikato me mārama te tangata nōna te hapori – mō ngā take mātauranga, mahi whaiutu, mahi ā-rēhia rānei.

Ko tā mātou he manaaki i te tautoko o te whai wāhi ki ngā take mātauranga, mahi ā-rēhia, me ngā mahi toi hoki, tae atu ana ki te whai wāhi i ngā whakatihia o te hapori me te ahurea.

### *Te manaaki tūao*

He kaha te tautoko a Te Puna o Waikato i te āhua tūao o te mahi e whai painga ai o tātou hapori me ngā rōpū o roto. Ko tētehi tino kaupapa a Te Puna o Waikato he tautoko i te whakangungu me te manaaki i te hunga tūao me ā rātou takohatanga.

### *Te Tautoko i te iwi me ngā hapori Māori*

E herea ana pū Te Puna o Waikato kia whaimana Te Tiriti o Waitangi.

Ko tā Te Puna o Waikato he tautoko i ngā kaupapa me ngā rōpū kei te pokapū o ngā whānau, ngā hapū me ngā iwi pakari, hirahira hoki. Ko ngā whāinga tōmua o te tuku pūtea, ko te whakatikatika marae me te tautoko i ngā take Māori nui whakahirahira.

### *Te manaaki me te whakanui i te tuakiri ahurea*

He mea nui te hitori, te tuakiri, me te ahurea o tō tātou hapori.

Ko tā Te Puna o Waikato he tautoko i ngā ahunga nui o ngā iwi Pasifika me ngā hapori o ngā mātāwaka.

### *Te whakangao i te hapori pakari*

He nui te tautoko a Te Puna o Waikato i ngā kaupapa, ngā hōtaka rānei e tiaki nā i te hunga kua aukatia i te ōrite o te kounga o te oranga o te nuinga.

Kei ētahi hapori he hiahia motuhake – tērā pea nā te iti, te takiwā, te āhua o te tangata o reira – ā, he tautoko Te Puna o Waikato i ngā rōpū o te hapori e kaha nei te whakarato i ngā take kua tautuhitia. Hei taurira, e mōhio ana mātou ki ngā raruraru o te whai wāhi me ngā rori ki ngā hapori o te taiwhenua pāmamao.

He mahi ngātahi mātou me ngā rōpū whai taura here tūroa ki roto ki ngā hapori rawakore. Ērangi rawa ia, he tuku pūtea ki ngā rōpū whaiwhakaaro ki te whakawātea mōhiohio, para huarahi whai pūtea hoki ki ngā wāhi rawakore.



## Do we have areas of focus?

Yes, Trust Waikato has identified particular needs within our region which we are keen to fund. They include:

### *Supporting families and young people*

We strongly support those programmes which deal with the underlying causes of social problems. This includes projects which support families and protect children and older persons.

### *Encouraging participation and inclusion*

Ensuring that all people have opportunities to feel part of their community – for education, work or leisure – is important to Trust Waikato.

We support promoting participation in sport, recreation and the arts, and involvement in community and cultural celebrations.

### *Supporting volunteers*

The Trust strongly supports the voluntary nature of much of the work which benefits our communities and the organisations within. The Trust's focus is on promoting, training and supporting volunteers and their contributions.

### *Supporting iwi and Māori communities*

Trust Waikato has a significant commitment to honouring Te Tiriti o Waitangi.

The Trust wishes to support projects and organisations which are at the heart of resilient and vibrant whānau, hapū and iwi. Donation priorities include supporting marae development and funding significant Māori projects.

### *Preserving and celebrating cultural identity*

Our community's history and sense of identity is important to us all.

The Trust wishes to support significant initiatives of Pacific peoples and other ethnic communities.

### *Building resilient communities*

The Trust is keen to support projects or programmes provided for people who have been denied a quality of life enjoyed by the majority.

Some communities have distinct needs – perhaps because of their size, location or population characteristics – and the Trust supports community organisations working actively to service these needs in identified areas. For example, we are aware of the issues of access and transport faced by remote rural communities.

We work alongside organisations with established networks in communities experiencing high needs. In particular, the Trust funds broker groups to facilitate access to information and funding opportunities in areas of high need.

Ko te whakatika rawa mō te hapori, tūturu he ūpane whakatika oranga mōna. He akiaki nā Te Puna o Waikato i ngā kura, ngā karapu hākinakina, ā-rēhia hoki ki te mahi ngātahi i ngā rawa me ngā rauhanga me ka taea.

### *Te whakapakari i te hapori me te wāhanga tūao*

Ma te rōpū pakari, me te tōtika hoki te mahi whaimana o te hapori. Tautoko ana Te Puna o Waikato i te whakahaeretanga me te hanganga o ngā rōpū. Ka mahi ngātahi me ngā rōpū kia kaha kē ake ā ratou raukaha, whakapūmautanga hoki. Ākina ai e mātou kia whakamahī i te kawenga me te arotake heu tūāpapa o te akoranga.

Kei te whakahau Te Puna i te mahi ngātahi a ngā rōpū hapori me te tautoko i te hapori me te wāhanga tūao.

He mea tautoko e Te Puna ko ngā rōpū o te hapori kia whanaketia ngā umanga o te hapori.

## He aha ētahi taurira?

He maha noa ngā taurira whiwhi takoha hei tirito māu kei te paetukutuku o Te Puna o Waikato.

#### **Ko ēnei ētahi:**

**Te whakapakari kaiako/kaitākaro**

**Ngā rauhanga o te hapori me te manaaki**

**Te rangahau mō te hapori**

**Ngā rōpū/mahinga ahurea**

**Ngā taputapu**

**Ngā kaupapa ā-Marae**

**Te pūtea whakahaere i te hiko, te waea, te uturīhi, te pepatuhi**

**Ngā mahi ā-rēhia**

**Te Utu Kaimahi**

**Te whakangungu**

**Ngā nama a ngā tūao**

**Ngā ara āwhina i te kaiārahi rangatahi**

**Kāore rā pea e tautokona e Te Puna O Waikato:**

Ngā rōpū arumoni

Ngā kaupapa kua oti kē

Te utu rehita me te nama noho ki ngā huihuinga

Ngā takoha tuku iho

Te mahi moni

Te tangata kotahi

Te utu taputapu

Te utu taurewa me te nama

Te paraihe me te mētara

Te Manaaki Taha Wairua

Te pueru ā-hākinakina

Ngā haerenga ki tāwāhi, ki waho rānei o te rohe

Ngā motukā/taraka

Te pūtea pūtake tāpae



Improving community resources is, literally, a building block towards improving social well-being for a community. The Trust encourages schools, sports and recreation clubs and community groups to share resources and facilities where possible.

### *Strengthening the community and voluntary sector*

Great work in the community requires strong and viable organisations. The Trust does fund the management and operational infrastructure of groups. We work alongside organisations to improve their capacity and sustainability. We encourage groups to use accountability and evaluation as a platform for learning.

The Trust encourages collaboration between community groups and advocacy to strengthen the community and voluntary sector.

The Trust supports community groups to develop sustainable social enterprises.

## **What are some examples?**

There are many donation examples for you to check out on the Trust Waikato website.

### **Here are just a few the Trust WOULD CONSIDER FUNDING:**

- Coach/player development**
- Community facilities and maintenance**
- Community research**
- Cultural organisations/activities**
- Equipment**
- Marae projects**
- Operational funding e.g. power, phone, rent, stationery**
- Recreational activities**
- Salaries**
- Training**
- Volunteer expenses**
- Youth leadership opportunities**

### **Generally the Trust WILL NOT FUND:**

- Commercial organisations
- Completed projects
- Conference attendance or accommodation
- Endowments
- Fundraising
- Individuals
- Instrument repayments
- Loan repayments or other debt
- Prizes and trophies
- Religious ministry
- Sports uniforms
- Travel overseas or outside the region
- Vehicles
- Venture capital

## He tautoko i ngā kaupapa rawa hirahira/hanga whare?

Āe, mā roto tonu i tā mātou Pūtea Tautoko i te Kaupapa Haupū. He pūtea tautoko i ngā kaupapa Haupū neke atu i te \$1miriona te utu. Ko aua tūmomo kaupapa tērā pea hei whakatū whare hōu, hei whakahounga whare rānei, mō te utauta rānei.

Ki te tonu Pūtea Tautoko i te Kaupapa Haupū Rawa me tonu i te rauna tuarua, ka kati a te 4.30 i te ahiahi o te Paraire 16 o Hune 2017. Me tonu ā-ipurangi, ka mutu, me tuku hoki tētahi pūrongo whaihuatanga nō nā tata nei.

Ka whakatauria e mātou te nui o te pūtea mā te āta mātai i te nui o te pūtea e hiahiaitia ana me te whai hua o te kaupapa ki te hapori. Ka tuku noa i te pūtea hei tautoko i te utu tapeke o te kaupapa, kāore te utu tapeke e ea i a mātou.

Me whakapā mai koe ki tētehi Pouhere Pūtea.

Kia whai mōhiohio anō tirohia tā mātou Donations Policy 2017.

Mō ngā tonu iti ake i te \$1miriona me tonu e ngā rōpū ki tētahi o ngā rauna tuku pūtea tautoko o te 2017.

## Kei taua rauna tonu te tahua putea tautoko?

Kua haehaea e mātou te tahua ki te Kaupapa Haupū Rawa me ngā rauna e toru. Mō ngā rauna whānui e toru, kāore kau he raruraru ki te wā o te tonu. He mana anō tō ia tonu.

## Ka pēhea te here ki te tāke me te GST?

Kāore te tuku pūtea a Te Puna o Waikato e kume i te GST; kāore he take GST o ngā tukunga. Ko tā mātou he whakahau i ngā rōpū kia rehitaia rātou ki te IRD hei rōpū tāke-kore. Tēnā pea ko tā tō rōpū he rehita me Ngā Ratonga Kaupapa Atawhai ka riro ka riro i a koutou te mana tāke-kore.

## Ka pēhea te pūtea e riro ai ki tō rōpū?

Kāore Te Puna o Waikato e tuku hūtea ka ea ai te katoa o te tonu a te rōpū. He pai kī a mātou te tuku takoha taurite me te whakahau i te rōpū ki te tonu rōpū mai i ētahi atu puna pūtea.



## Do we fund capital/building projects?

Yes, through our Significant Capital Projects Fund. This fund is for significant capital projects that have total costs of \$1million or more. Capital projects can include things like new buildings, alterations or renovations, or equipment.

To apply for Significant Capital Projects funding you must apply in funding round 2, which closes at 4.30pm on Friday 16 June 2017. Applications must be made online and you'll also have to provide an up-to-date feasibility study.

We base our decisions about how much to donate, on the total funding needed and the community benefit the project will deliver. We only provide a donation towards the total cost: we do not fund entire capital projects.

Groups are strongly encouraged to meet with a Trust Waikato Donations Advisor to discuss their project before making an application.

For more information see our 2017 Donations Policy.

For smaller capital projects where the total project cost is under \$1million, groups must apply to one of three donation rounds offered in 2017.

## Will the donations budget be the same for each round?

We split the budget between the Significant Capital Projects Fund and the three general rounds. For the three general rounds it makes no difference when your group applies. Applications are assessed on individual merit.

## What about tax status and GST?

Trust Waikato donations do not attract GST as donations are exempt from GST. We encourage organisations to become recognised by the IRD as being tax exempt.

Your organisation may wish to register with Charities Services, which will mean you are eligible for tax exempt status.

## How much will your organisation get?

Trust Waikato rarely funds the entire sum that organisations request. We prefer to make a fair contribution and encourage organisations to secure funds from other sources as well.



## **Ka taea te tono anō i roto i te tau kotahi?**

Ko te tikanga ia kotahi tonu te pūtea tautoko ki te rōpū hapori ia tau. He oti rā ka taea e te rōpū tonu i te Pūtea Tautoko I Te Kaupapa Haupū (ki te kōwhiringa 2) te tono ki tētehi kaupapa kē mā ngā kōwhiringa tonu pūtea whānui.

Ki te kore tō tono tuatahi e whakaaetia, ka taea e koe te tono anō ki tētehi atu kaupapa i roto i tētehi anō o ngā rauna tuku pūtea āwhina. Ko tā mātou kupu ki a koe, kia kaha ki te waea mai ki tētehi o ngā Kaitohutohu tōno pūtea āwhina ki te kore tō tono e whakaaetia. Ka manaakitia ka tohutohuria koe e rātou.

## **Ka tuku pūtea Te Puna o Waikato mō ētahi tau atu o te tau kotahi?**

Ae. Ka karangahia e Te Puna o Waikato ngā tono mō ngā pūtea āwhina tau-tini kua paiheretia (rua tau ki te toru tau) i ngā rauna pūtea āwhina whānui e toru, ahakoa te rauna. Me tūtaki e ngā rōpū tonu ngā paearu tāpiri kua whakarārangihia ki tō mātou Donations Policy.

## **Me aha mēnā e whai pūtea ana mai i te Kāwanatanga?**

Kāore Te Puna o Waikato e tuku pūtea ki ngā kaupapa nā te Kāwanatanga te kawenga. Ka ata tirohia e Te Puna o Waikato ngā tono pūtea o ngā rōpū whai pūtea mai i te kāwanatanga me ngā hua i puta mō te hapori.

## **He aha te take i kore ai ētehi tonu e whakaaetia?**

Tūturu, kāore ngā tonu katoa e ea i te iti o te pūtea o Te Puna o Waikato. Ka whakamāramatia atu e mātou ngā take i kore ai tō tonu e whakaaetia. Ko ētehi o ngā take noa o mua:

### *Ngā pepatono kīhai i oti tika*

Kīhai i tukuna e ngā kaitono te katoa e hiahia ana mai i te pepatono, arā hei tāpiri tonu ake:

- pūrongo pēke
- pūrongo a te tiamana (he pūrongo rānei mō ngā mahi o te tau o mua)
- pūrongo pēke nō nā tata nei me tētehi rau pūtea kua whakaū, ngā taipitopito pēke rānei kua whakaū
- ngā taipitopito kaute mō ngā koha katoa o mua.

### *Ngā tonu tōmuri*

Kāore kau e taea e mātou te whai tonu tūreiti. Kia kaha ki te tuku moata mai. Ko te tikanga, ka pupuritia ngā tonu tōmuri, mō te kōwhiringa o muri atu ka tirohia ai.

## Can you apply for funding more than once a year?

Normally each community group is only eligible to receive one donation per calendar year. However, groups which apply for the Significant Capital Projects Fund (in round 2 only) may also apply for a different purpose through the general donation rounds. Donations must be spent for the purpose(s) for which it was donated. Ideally you should have spent the previous year's donation before applying again.

If your first application is not successful, then you can apply for a contribution to a different purpose in later funding rounds. We strongly encourage you to phone one of our Donations Advisors if your application is unsuccessful. They will be able to offer guidance and advice.

## Does Trust Waikato give multi-year donations?

Yes. Trust Waikato will invite applications for multi-year donation commitments (two to three years) in any of the three general donation rounds. Invited organisations must meet additional criteria outlined in our Donations Policy.

## What if your organisation receives Government funding?

Trust Waikato won't fund projects which are Government's responsibility.

The Trust will carefully consider applications from organisations significantly funded by government, to assess the wider community involvement.

## Why are some applications declined?

Unfortunately Trust Waikato's donation budget is never big enough to meet all requests. We will explain to your organisation the reason(s) why your application has been declined. The most common reasons for decline are:

### *Incomplete applications*

Applicants have not supplied all that is requested on the form including:

- financial statements
- chairperson's report (or report on previous year's activities)
- latest bank statements and a printed bank deposit slip or bank verified account details
- accountability for any previous donations.

### *Late applications*

We cannot receive applications after the closing date. Make sure you get them in early. Generally, late applications will be held for the following donation round.

## *Te rārangi rawa*

He pūtea anō kei ētehi rōpū e tārewa tonu ana te whāinga.

## *Ehara i te whāinga tōmua*

Ko tā mātou he arotake i te kau whai painga nui atu ai te hapori ā mātou rawa i te mutungakore reira tērā pea ko ētehi tonono ki tā mātou titiro he whāinga tōmuri kē atu i ētehi.

## *Taihoa pea e kōkiri*

Ko ngā kaupapa taihoa pea te tīmata i roto i te tekau mā rua marama.

## *Kei waho o te kaupapahere*

E tukua ana te pūtea e ai ki te Donations Policy o Te Puna o Waikato. Hei tauira, kāore Te Puna o Waikato e tuku pūtea ki ngā mea e ai ki tāna titiro nā te Kāwanatanga kē te kawenga. Ko tā mātou Donations Policy kei [www.trustwaikato.co.nz](http://www.trustwaikato.co.nz).

## **Me aha ki te rerekē te kaupapa?**

Ko tā mātou me whakapau te pūtea āwhina ki te kaupapa i tonono. Tūpono ana he uaua kē, korero mai ki a mātou mō mua noa atu o te whakapaunga o ngā moni.

## **Ka pēhea te kawenga pūrongotanga?**

Ko tā mātou whakaritenga me tuhi pūrongo e ngā rōpū mō tā rātou tonono pūtea mutunga mō mua noa o te tonono pūtea anō. Ka rua ngā huarahi e ea ai tēnei whakaritenga:

1. Mēnā e tonono ana tō rōpū i tētehi pūtea anō, ka taea e koe te whakakī i te pātai kawenga pūrongotanga ki te pepatono, te tāpiri rānei i tētehi rāpopotonga i tō whakamahinga i te pūtea, me ngā hua i puta mō te hapori.
2. Mēnā, nāwai rā kāore tō rōpū e tonono pūtea, me tuku mai tētehi pūrongo. Tuhia mai tētehi rāpopotonga i ngā hua i puta mai i te kaupapa mō te hapori. Tukuna mai hoki he kape o ngā rī hīti, me tētehi kape o te pūrongo tahua ā-tau.

### *Level of reserves*

Organisations have significant untagged funds in their accounts.

### *Low priority*

We assess applications with a view to giving money where the most community benefit will be derived.

### *Unlikely to proceed*

Projects or programmes that are unlikely to go ahead within the next twelve months.

### *Outside policy*

The Trust allocates donations according to its Donations Policy. For example, the Trust does not donate to things it sees as the responsibility of government. Read our Donations Policy at [www.trustwaikato.co.nz](http://www.trustwaikato.co.nz).

## **What happens if you have a change in purpose?**

We do expect donations to be used for the purpose applied for. If this becomes difficult for some unforeseen reason, please talk to us about it before the funds have been spent.

## **What about accountability?**

If you have received a Trust Waikato donation, then you will need to provide an accountability report. The report is due either within 12 months of receiving a donation or when your group makes a subsequent application – whichever comes first.

There are two ways to do this:

1. If your organisation is applying for another donation, fill out the accountability question on the new application form. State the amount received, how it was spent, and what the benefit or impact was for the community.
2. If your organisation is not applying for another donation for some time, you will need to send us a report within 12 months of receiving your donation. Include a project summary describing how the money was spent and the impact the donation had on the community. Please provide a copy of your most recent annual financial statements.



# HOW TO APPLY ME PĒWHEA TE TONO

## Me pēwhea te tono?

Me whakakī e koe tētehi pepatono mō te kotahi-tauka tukuna mai ai ki Te Puna O Waikato. Ka toru ngā rauna tuku pūtea ia tau, e katia ana hei te 17 o Pēpuere, te 16 o Hūne, me te 22 o Hepetema. Kotahi te kōwhiringa tā Pūtea Tautoko I Te Kaupapa Haupū, e katia ana a te Paraire te 16 o Hune 2017.

E taea ana e koe tētahi koha te tono ā ipurangi ki [www.trustwaikato.co.nz](http://www.trustwaikato.co.nz).

## Me pēwhea te tono ā ipurangi?

Ka taea te hōtaka ipurangi mai i tō mātou pae tukutuku. E toru noa ngā ūpane ngāwari ki te whakaoti i te tukanga.

### 1. Me rēhita ā-ipurangi

Me tīmata ki te whakakī i te pepatono ā-ipurangi. Pātuhitia mai te ingoa o tō rōpū hei ingoa rorohiko. Ka tae mai ana tō tono rēhita ka whakaūtia tō ingoa me tō kupu muna, kātahi ka whakapūmautia ō mōhiohio. Kia kotahi te rā mahi hei whakaea i tenei hātepe, ka whakapā atu ki a koe.

### 2. Whakamātau āheitanga

Ki te whakapūmautia ō mōhiohio, ka haere tika ai koe ki te whakamātaunga i tō tau pai ki te uru mai. Mā reira koe e pātaitia ētehi pātai hei āwhina i tō āhei ki te tono pūtea āwhina..

### 3. Whakaoti pepatono

Mahia katoatia te pepatono ā-ipurangi, whakautua katoatia ngā pātai. He whakamārama anō kei reira kia tika ai tō whakamōhio mai i ngā mōhiohio ka taea ai te arotake i tō tono. Ka mutu ana tō tono me tuku ā-ipurangi, me ngā tāpiritanga kua tīkietia.

## He rauemi tautoko anō?

Kei tō mātou pae tukutuku ētehi mōhiohio anō mō Te Puna, te tuku tono, me te hononga ki *The Grant Seekers Guide*. Ka taea hoki e koe te whakapā mai ki ā mātou Kaitohutohu tono pūtea āwhina, waea utukore 0800 436 628.



## How can your organisation apply?

You will need to complete a single-year donation application and submit it to Trust Waikato. There are three funding rounds each year closing on February 17, June 16 and September 22, 2017. The Significant Capital Projects Fund has one funding round closing on Friday 16 June 2017.

You can apply for a donation online at [www.trustwaikato.co.nz](http://www.trustwaikato.co.nz).

## How do you apply online?

You can access the online system from the home page of our website. There are three easy steps to completing the process.

### 1. Register online

Begin by completing the registration form online. Please enter your organisation name as your username ID. On receipt of your registration request we will confirm your username and password and activate your account. Please allow up to one business day for this process to be completed and to receive your notification.

### 2. Eligibility check

Once you have activated your account with us, you can answer some questions to help you determine whether or not you are eligible to apply for a donation.

### 3. Complete application

Work your way through the online application form, answering all questions as you go. There are lots of helpful tips along the way to ensure that you provide us with the information we need to assess your application. Once your application is complete you must submit it online, together with your uploaded attachments.

## Need help?

Our website [www.trustwaikato.co.nz](http://www.trustwaikato.co.nz) has information about the Trust, making an application and a link to *The Grant Seekers Guide*. You can also contact our Donations Advisors, freephone 0800 436 628.





## Trust Waikato

TE PUNA O WAIKATO

The Waikato Community Trust (Inc), 2 London Street, PO Box 391, Hamilton 3240  
Tel 07 838 2660, Fax 07 838 2661, Freephone 0800 436 628, Email [twinfo@trustwaikato.co.nz](mailto:twinfo@trustwaikato.co.nz)  
[www.trustwaikato.co.nz](http://www.trustwaikato.co.nz)

**invest** wisely, **donate** effectively  
**Me whakatupu pai ngā rawa, kia pai ake te tohatoha**

# **FUNDING ROUNDS IN 2017**

## **NGĀ RAUNA TUKU PŪTEA O TE 2017**

**The 2017 dates are:**

**Ko ēnei ngā wā tuku pūtea o te 2017:**

**Apply by Friday 17 February 2017  
for a donation in early May 2017**

Tuku tonu mā te Paraire 17 o Pēpuere 2017 mō  
te pūtea āwhina i ngā rā tōmua o Mei 2017



**Apply by Friday 16 June 2017 for a  
donation in early September 2017**

Tuku tonu mā te Paraire 16 o Hūne 2017 mō te  
pūtea āwhina i ngā rā tōmua o Hepetema 2017



**Apply by Friday 22 September 2017  
for a donation in mid December 2017**

Tuku tonu mā te Paraire 22 o Hepetema 2017 mō te  
pūtea āwhina i ngā rā tōmua o Tīhema 2017

**Apply for a donation online!**  
Tono pūtea āwhina mā te ipurangi!

**[www.trustwaikato.co.nz](http://www.trustwaikato.co.nz)**

## Need to talk to a Donations Advisor?

E hiahia ana koe ki te whakapā mai ki tētahi Pouhere Pūtea?

**You can contact us on freephone 0800 436 628**

Whakapā mai ki te waea koreutu rānei 0800 436 628



**Tarita Templeton**

Donations Advisor / Pouhere Pūtea

Email / Imēra: tarita@trustwaikato.co.nz

**Rongo Kirkwood**

Donations Advisor / Pouhere Pūtea

Email / Imēra: rongo@trustwaikato.co.nz

**Apply for a donation online!**

Tono pūtea āwhina mā te ipurangi!

**[www.trustwaikato.co.nz](http://www.trustwaikato.co.nz)**