



Lottery Grants Board

Te Puna Tahua

LOTTO FUNDS FOR YOUR COMMUNITY

Lottery WW1 Commemorations, Environment and Heritage LEH-2016-25747

Date Request Received:

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ORGANISATION DETAILS

Organisation:	BRAID INCORPORATED
location:	RD1,
Who is the primary contact for this request?	Sandra Whitelaw
Who could sign the grant agreement if offered? Signature 1	Edith Smith
Who could sign the grant agreement if offered? Signature 2	Nick Ledgard

Organisation Details

I confirm the information in our organisation profile including email address, bank account details and GST status, has been checked and is up-to-date.

Confirmation: I confirm

▼ REQUEST DETAILS

What do you want funding for?

This is a 'citizen-science' project that aims to halt the decline in rare and endangered endemic braided river bird species by enabling stakeholders (community, iwi, recreational and commercial river users), whose interests and activities involve braided rivers, to assist in their protection.

What community need do you propose to meet?

To enable and facilitate community participation in protecting and restoring the habitats of taonga birds in braided rivers, and in so doing, to also understand and respect the mana of the water and its vital role in environmental health.

How will you address the need?

The Braided River Partnerships Project aims to help reverse the declining bird populations by engaging with stakeholders whose day-to-day activities involve the use of braided rivers. The project will have the assistance of DOC via its Braided River Technical Group to ensure current best practice and that the benefits to tarāpuka/black-

billed gull (nationally critical), tarapirohe/black-fronted tern (nationally endangered), ngutu pare/wrybill (nationally vulnerable), and turiwhatu/banded dotterel (nationally vulnerable) are maximised, and Environment Canterbury's Braided River Regional Initiative (BRRRI), which supports achieving the Targets of Canterbury Water Management Strategy.

Project name/title: Braided River Partnership Project
What is the project start date? 1/10/2015
What is the project end date? 30/9/2018

FUNDING BENEFIT LOCATION

Where will the benefit of this grant request be realised?

Location

Waimakariri District
 Waimate District
 Timaru District
 Selwyn District
 Hurunui District
 Ashburton District

NGĀ HUA/OUTCOMES

What are the expected benefits/outcomes?

The core aim is to improve the success of colony-nesting river birds protected in key sites along braided rivers in the South Island, using recreational and commercial river users to locate colonies and undertake protection work by trapping pest mammals, improving habitats, and raising awareness and support of the Project in the community through social education and advocacy.

Secondary benefits are an increased community awareness of and investment in their local natural and cultural heritage, and the importance of healthy waterways. The benefits to communities that work together to enhance and restore their local environment are well documented. See for example the WWF-New Zealand report showing the positive outcomes for people when they decide to care for and improve their environment (http://awsassets.wwfnz.panda.org/downloads/wwfnz_not_just_trees_in_the_ground.pdf).

Mahinga/activities: briefly describe your project or planned activities:

Braided rivers they are the only ecosystem to have its own set of targets in the Canterbury Water Management Strategy. One of the CWMS targets is to implement actions to correct the decline in useable braided river bird habitat. Many populations of braided river birds are at risk because of recreational activity, introduced predators and weed species, and engineering works.

The Braided River Partnerships Project aims to improve the success of colony-nesting river birds at key sites, with the assistance of DOC via its Braided River Technical Group to ensure current best practice, and Environment Canterbury's Braided River Regional Initiative (BRRRI) which supports achieving the Targets of CWMS.

Objectives

1: Identify recreational users that regularly use braided rivers and commercial operators that use rivers as part of their day-to-day business: jetboating, rafting, fishing and sightseeing tour operators, and farm stays and B&Bs in close proximity to the river

2: Empower and enable them to

- assist with braided river bird enhancement through best practice trapping programmes, habitat improvement and monitoring
- ensure sustainability by enhancing visitor experience through 'value added' components, by understanding and in turn promoting the unique nature of braided rivers, their birdlife, and the cultural significance to Maori.

The objectives will be rolled out in three stages (see below).

How do you know this is needed?

Braided rivers are rare globally, but not so in New Zealand, where Canterbury contains 59% of the country's braided river area. Their dynamic, ever-changing character has led to the development of a unique ecosystem. On the plains, away from the coast, only the braided rivers still have indigenous components largely as they were thousands of years ago.

The most obvious component of these native ecosystems is the birds, many populations of which are at risk because of recreational activity, introduced predators and weed species, and engineering works in the rivers. These taonga species include, amongst others, the tarāpuka/black-billed gull (nationally critical), tarapirohe/black-fronted tern (nationally endangered), ngutu pare/wrybill (nationally vulnerable), and turiwhatu/banded dotterel (nationally vulnerable). Unless action is taken soon to reverse these trends, the next stop for some species could well be extinction.

In recognition of their importance and value, braided rivers are the only ecosystem in the ten broadly targeted areas to have its own set of targets in the Canterbury Water Management Strategy (CWMS <http://ecan.govt.nz/get-involved/canterburywater/targets/Pages/targets-summary.aspx>). One of the CWMS targets under 'Natural Character of Braided Rivers' is to implement actions to correct the decline in useable braided river bird habitat. Many of these braided river birds are rare and endangered taonga species, which form a fundamental part of the cultural identity and heritage of Ngāi Tahu.

Braided rivers are also recognised as a special place in its own right in the draft Canterbury Conservation Management Strategy 2014-2024 (CCMS), which is expected to be adopted by December 2015. BRaid's aims to 'protect, enhance, and restore braided rivers' are referred to in this document on page 22.

How will you achieve it?

Stage 1

Contact known and identify additional recreational and commercial river operators. The initial focus will be on the Canterbury braided rivers where jetboating, rafting, fishing and sightseeing tours are operating, and farm stays and B&Bs in close proximity to the river, and community groups that have expressed or may be interested in conservation projects. The first part of this stage will be to develop a database of potentially interested parties, through:

- District Councils community development teams
- Tourism New Zealand
- NZ Professional Fishing Guides Association
- NZ Canoe Federation
- Jetboating New Zealand
- Regional and local tourism organisations including
 - o Hurunui Tourism
 - o Mid-Canterbury Tourism

We will simultaneously develop a 'BRaid branding' marketing and education strategy to engage the community and recreational and commercial river users with the tools to:

- Enhance visitor experiences to the area through 'value added' components that promote what the community and/or tour operator(s) is/are doing to protect and restore braided river bird habitats. This will be tailored to suit the type and scale of buy-in, featuring
 - o The unique nature of braided rivers and their birdlife
 - o Their cultural value and significance to local iwi
 - o The value of healthy waterways
- Help ensure the conservation outcome by protecting and enhancing one of the environmental assets (bird life) on which (where applicable) their businesses depend upon/are an important feature of their community
- Gain 'green' credentials through BRaid's branding, with different levels of membership according to clearly defined measurable outcomes based on their level of participation (see Field Inputs Stage 2C).

Stage 2

Empower and enable targeted end-users and allies to assist with braided river bird enhancement through trapping programmes, habitat improvement, which might involve island creation, monitoring and public awareness and buy-in through marketing and education strategies.

2.1 Short introductory meetings at client bases to sell the message and get initial buy-in

2.2 Follow up during the season by field visits to locate birds/nesting sites, and setting the scene for Stage 2.3 by introducing in situ, participants to the birds and their breeding sites in their respective areas of operations

2.3 Field Inputs: Trapping and habitat improvement, awareness and monitoring programmes undertaken through the development of four modules with the assistance and expertise of supporting organisations and DOC via its Braided River Technical Group. The programmes in and around breeding sites will assist through:

- Habitat improvement (weed control, island creation) in and around breeding sites
- Predator trapping at breeding sites
- Minimising human disturbance through signage and controlling access
- Monitoring results

2.4 Awareness and buy-in to support Stage 2.1-2.3 through the 'BRaid branding' marketing and education strategy:

- Implementation and promotion of BRaid branding amongst participating organisations. Part of this will include providing marketing and educational materials for organisations and communities to make available to local river users, schools, visitors, and tourists:
 - o Information about birds and braided rivers as rare and iconic New Zealand ecosystems and cultural significance to Māori (see attached example of Waipara River Mouth signage designed by the applicant in consultation with Ngai Tahu).
 - o Sponsorship/donation material to contribute to the sustainability of the Project: 'How you can help' sponsorship/donation opportunities. For example:
 - Your donation of \$5 will buy bait for one trap for one month
 - Your donation of \$65 will buy one DOC 200 trap
 - Articles and stories in magazines, press releases
 - Social media campaigns

Using an adaptive management approach, a key component of Stage 2 will be to refine strategies and develop 'off-the shelf' training and education modules that can be packaged to suit the varying locations, bird types, predator guilds, and levels of buy-in from different organisations/communities.

Stage 3

Consolidate activities; refine strategies to enable practical implementation of plans in a cost-effective manner so that partnerships are sustainable in the long term, expand programme to other rivers.

How will you show you have achieved it?

Stage 1 outputs

Database developed, marketing and education material developed, preliminary meetings identified levels of engagement, some parties taking on elements of Stage 2.

Stage 2 outputs

Marketing and education modules in place; effectiveness monitored through the level of engagement and active participation of operators using three key benchmarks based on Department of Conservation TAG best practices:

1. Degree of habitat improvement
2. Extent of predator trapping
3. Monitoring results (bird counts)

The first two benchmarks measure the degree of engagement while monitoring will measure the success of the Programme's aim. In many instances, establishing bird types, locations, numbers and productivity will serve as the monitoring baseline in the first year.

Stage 3 outputs

Measure of people involvement and activities including ongoing monitoring, increased bird numbers and productivity, with off-the-shelf 'best practice' modules and processes in place.

How do you know the community supports your project? (e.g. What community consultation has taken place and is the project supported by local hapu and iwi?)

This project was conceived and designed because BRaid has been approached by river users (either directly or through its members and the Department of Conservation) including Jetboating NZ (some 3,000 members nationwide) and community groups and individuals expressing a strong interest in becoming involved in conservation projects.

BRaid (<http://braid.org.nz/about-braid/>) itself was formed as a direct result of the successful processes used by the Ashley Rakahuri Rivercare Group (<http://braid.org.nz/conservation/get-involved/ashley-rakahuri/>) to engage the community and commercial river users, including jet boat operators, gravel extractors, and the Combined 4WD Club, in helping to protect and restore braided river bird habitats. The result has been increased fledgling success and overall bird numbers, and much greater community awareness and pride in the special nature of the Ashley Rakahuri. This was highlighted again this week (front page local news: <http://issuu.com/the.star/docs/915239tn?e=1420315/15031458>). The group are now entirely self-funded.

This project supports elements of the Te Rūnanga o Kaikōura Environmental Management Plan 2007, Mahaanui Iwi Management Plan 2013, and Iwi Management Plan of the Kati Huitapa 1992, Arowhenua. Some of our members and newsletter subscribers are runanga, and we have formally contacted Te Rūnanga o Kaikōura, Te Ngāi Tūāhuriri Rūnanga, Te Rūnanga o Arowhenua, Te Rūnanga o Waihao, and Te Taumutu Rūnanga, and invited them to comment on this project proposal. We have received a reply from the Natural Resources Programme Advisor for Taumutu rūnanga asking us to keep them updated, and suggesting we also work through the Zone Committees. (We are running a workshop specifically for the Zone Committee members and biodiversity stakeholders in November). We will continue to engage with runanga and Ngai Tahu, seeking their knowledge and advice in developing educational and marketing material (see for example signage designed by BRaid's manager in place at the Waipara River mouth: http://braid.org.nz/wp-content/uploads/2015/05/waipara_rivermouth.jpg) to promote the ecological and cultural significance of birds on each of the rivers.

What community participation/collaboration will be involved?

By design, this project seeks to collaborate with:

- Local Iwi to identify and promote the cultural value and significance of birds and rivers
- Commercial river users so that they recognise that protecting river bird sites is integral to the sustainability of their organisations, resulting in the improved success of colony nesting river birds protected in key sites. Self-funding is built into the project plan to ensure financial sustainability
- The community and land owners outside of Crown Lands (braided river bird nesting areas are generally on unoccupied Crown Lands), so they become invested in the wellbeing of their unique rivers and river birds. The benefits to communities that work together to enhance and restore their local environment are well documented (see above reference).

Upon completion of the Project, BRaid, which is almost entirely a volunteer organisation, will continue to provide support through appropriate mechanisms. A fundamental component of this is ongoing collaboration with ECan's BRRRI and DOC's TAG so that 'best practices' for those engaged in the project are up-to-date and responsive to changing circumstances. The TAG also benefits through established collaborative 'citizen science' monitoring and field observations, collectively leading to the overall success and sustainability of the Project.

How does your request align with the purpose or priorities of this fund?

The project aims to preserve and protect one of New Zealand's iconic natural environments by enhancing the capability of communities to protect and restore the habitats of braided river birds. By design, the project promotes community participation and inclusion, and seeks to fulfil the aspirations of Maori to protect taonga species and enhance respect for the mauri of water.

FUNDING BENEFIT ETHNICITY

Please select the ethnic groups or communities which will benefit from your activities or project.

Ethnicity

All

Other Ethnicity:

FINANCIAL INFORMATION

What is the total cost of the project? \$120,160.70

What is the total grant you are requesting? \$77,630.40

If you are GST registered this amount should be exclusive of GST. If you are not GST registered this amount should be inclusive of GST.

percentage of project cost %	64.605482491
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PARTNERSHIP FUNDING

How much partnership funding has been secured for this project? \$42,303.30

partnership funding %	35.205603829
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Partnership funding and amount requested should not exceed 100% of the total cost of the project


Partnership funding + requested amount as % of project cost:	99.81108632
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Is your request for a plan or report? no

PROJECT RELATIONSHIPS

Please provide contact details for the organisations, agencies or bodies who are involved in collaborating with your organisation on this project?

Project Collaborators


 **Collaborator Type:** Agency
Collaborator Name: Department of Conservation

Contact Name: Dr Richard Maloney

Contact Details

Phone: 64 (3) 371 3776, VPN 5476 **Email:** rmaloney@doc.govt.nz

Address: Co-ordinator, Braided River Technical Advice Group , Technical Advisor - Natural Heritage Systems Development Department of Conservation, 70 Moorhouse Ave Private Bag 4715, Christchurch Mail Centre Christchurch 8140, New Zealand


 **Collaborator Type:** Agency
Collaborator Name: Environment Canterbury

Contact Name: Dr Johanna Abbott, Team Leader, Biodiversity

Contact Details

Phone: 03 365 3828 **Email:** johanna.abbott@ecan.govt.nz

Address: PO Box 345 Christchurch 8140

 **Collaborator Type:** Organisation
Collaborator Name: Ashley Rakahuri RiverCare Group Inc

Contact Name: Joan Miles

Contact Details

Phone: 027 218 444 **Email:** k-jmiles@scorch.co.nz

Address: 905 MtThomas Road Rangiora RD 1, 7471

 **Collaborator Type:** Organisation
Collaborator Name: Jet Boating NZ

Contact Name: Rob Gerard

Contact Details

Phone: 03 357 1447 **Email:** robg@xtra.co.nz

Address:

Give details of any projects or services being provided which are similar to your project:

BRaid is an umbrella organisation. There are no other similar organisations other than BRaid member organisations that engage recreational and commercial river users iwi, and communities to protect, enhance, and

restore braided river bird habitats. BRaid member and affiliate organisations include: Ashburton Forest & Bird, and community-led groups Ashley-Rakahuri Rivercare Group, Waiiau Rivercare Group, Lower Waitaki River Management Society, and Orari River Protection Group, all of whom will be engaged in varying degrees appropriate to each river, in this project.

The Upper Waitaki is managed through the Department of Conservation's Project River Recovery, however this is not aimed at engaging river users/community groups, but instead supports BRaid's role in this regard.

ECan undertake some weed-clearing programmes in some sections of the rivers (contracted by LINZ). Again, they support BRaid's role in this project.

DOC are also running trapping programmes in some rivers such as the Clarence, and they wish to involve local communities (Hanmer Springs in this instance) via BRaid.

PROJECT RESOURCES AND REQUIREMENTS

Have you secured resource consent for the project? Not Applicable

Have you secured building consent for the project? Not Applicable

Does your organisation own the land the project will be on? No

Will your organisation own the facility/site once the project has been completed? Not Applicable

Tell us about how your organisation will manage the facility, outlining how to fund the ongoing maintenance and running costs for the project:

Not applicable to this application.

Who is, or will be, responsible for managing this project?

Project Lead Name: Sandra 'Sonny' Whitelaw

Project Lead Email: manager@braid.org.nz

Project Lead Phone: 0

Project Lead Qualifications:

Twenty years as owner/manger of the largest inbound tourism company in Vanuatu, Sonny specialised in organising and managing international conferences, special interest tours, and as a member of the Vanuatu Board of Tourism, helping to develop eco-tourism projects throughout the islands. In the 1990s Sonny was contracted under a 5-year European Union-funded sustainable development project to identify and manage micro-funded rural community initiatives, and to design and managed web-based marketing strategies to promote Vanuatu internationally as a tourism destination.

Having previously worked closely with the Research and Rescue arm of Sea World (Gold Coast) to change Vanuatu's laws to protect marine mammals, upon moving to Australia in 2000, Sonny was contracted by organisations including the NSW Fauna and Marine Parks Association, Queensland Wildlife Parks Association, and Fish n Ships Marine Education to design and promote environmental education across all sectors.

In 2012 in New Zealand, Sonny was recruited by the Hurunui District Council to complete the final 9-months of a DIA funded community development project. In that time, she designed and conducted a social survey across the district to determine the social impacts of the earthquakes (<http://www.hurunui.govt.nz/assets/Documents/Community-Development/Earthquake-Report.pdf>, (includes stakeholder engagement strategies and limitations), and subsequently worked with communities to create community-led development plans and facilitate community-led projects.

Re-contracted by the Hurunui District Council as the Biodiversity Advisor under DOC funding, she worked collaboratively with DOC, Lincoln University and Hurunui College to design and manage the Nina Valley Ecoblitz. Attended by 22 schools from Canterbury, West Coast and Nelson/Marlborough schools, the Project won the 2014

Green Ribbon Award for Education and Communication and Paramount Green Ribbon Award 2014. She then worked with schools to develop biodiversity monitoring programmes through NatureWatchNZ, and, using her background as an award-winning writer, designed and managed a book project to empower and engage young people in conservation. In 7 months, over 120 local children contributed to the 248-page A4 full colour (print and digital) book, Celebrating Biodiversity in the Hurunui District: www.hurunui.govt.nz/services/biodiversity/moko-s-book.

Sonny has a BA in Geography and Anthropology (1979), an MA in Coastal Management and Climate Change (1981), an MA in Communications (2005), and Graduate Diploma in Sustainable Management (2011).

▼ SUPPORTING DOCUMENTATION

Refer to Community Matters

Required Documents:

- Project budget
- Project Plan and timeline
- Quotes, contracts and/or quantity surveyor reports
- Partnership funding: evidence of one third funds secured or raised - not required for feasibility study, conservation plan or specialist report requests
- 2 Letters of support for your project

Required for some projects depending on the nature of your project

- Detailed job descriptions for any project related salaries identified in the budget
- Professional independent endorsement of the project, appropriate to the sector (for capital works projects in museums and art galleries and major restoration projects)
- Resource consent approval - where required for capital works projects
- Landownership: evidence of project support from legal owner and proof of ongoing access for general public for capital works projects
- Concept drawings or floor plans - for capital works projects
- Resource consent approval - where required for capital works projects

Required for large projects (total project cost over \$250,000)

- A completed feasibility study
- Any specialist or conservation reports, restoration plans or collection policies - check website for requirements

Required for feasibility study, conservation plan or specialist report requests:

- A detailed requirements brief

Required for historical projects

- Chapter outline
- Main sources

Required for book publication projects

- Synopsis of proposed book
- One chapter of draft text or manuscript
- Confirmation of the proposed selling price of the book

Additional Supporting Documentation

- Any additional supporting documents you believe provide critical information to support your request

SUPPORTING DOCUMENTATION
BRaid audited statement FYE 2015.pdf

SUPPORTING DOCUMENTATION

Financial Statement: year-to-date or performance (LEH)

Added by Daniel Rosenbaum at 9:49 AM on 9 September 2015

BRaid_REVISED_budget2.docx

Budget (LEH)

Added by Daniel Rosenbaum at 4:18 PM on 2 September 2015

BRaid Financial Statement.pdf

Financial Statement: year-to-date or performance (LEH)

Added by Daniel Rosenbaum at 4:18 PM on 2 September 2015

BRaid_trapping_workshops.pdf

Supporting Document; additional

Added by Daniel Rosenbaum at 2:29 PM on 2 September 2015

BRaid_time.xlsx

Project plan and timeline (LEH)

Added by Daniel Rosenbaum at 2:28 PM on 2 September 2015

BRaid_REVISED_budget.docx

Budget (LEH)

Added by Daniel Rosenbaum at 2:28 PM on 2 September 2015

BRaid_quotes.pdf

Quotes, contracts and/or quantity surveyor reports (LEH)

Added by Daniel Rosenbaum at 2:28 PM on 2 September 2015

BRaid_generalworkshop.pdf

Supporting Document; additional

Added by Daniel Rosenbaum at 2:28 PM on 2 September 2015

BRaid_DOC_funding notification letter.pdf

Partnership Funding: Evidence of funds secured or raised (LEH)

Added by Daniel Rosenbaum at 2:28 PM on 2 September 2015

BRaid_bankdepositslip.pdf

Supporting Document; additional

Added by Daniel Rosenbaum at 2:28 PM on 2 September 2015

BRAID_whitelaw_QUOTE.doc

Quotes, contracts and/or quantity surveyor reports (LEH)

Added by Sandra Whitelaw at 5:42 PM on 30 August 2015

SUPPORTING DOCUMENTATION
<p>BRaid budget.doc</p> <p>Budget (LEH) Added by Sandra Whitelaw at 5:17 PM on 30 August 2015</p>
<p>DIA Letter Registration as a Charitable Entity.docx</p> <p>Supporting Document; additional Added by Sandra Whitelaw at 5:15 PM on 30 August 2015</p>
<p>Certificate of Incorporation.pdf</p> <p>Supporting Document; additional Added by Sandra Whitelaw at 5:15 PM on 30 August 2015</p>
<p>DOC support letter.pdf</p> <p>Professional Independent endorsement of project (LEH) Added by Sandra Whitelaw at 4:00 PM on 30 August 2015</p>
<p>Braided River Partnerships Project.docx</p> <p>Evidence of Consent from the Intern (CIP) Added by Sandra Whitelaw at 4:00 PM on 30 August 2015</p>
<p>waipara_rivermouth.jpg</p> <p>Supporting Document; additional Added by Sandra Whitelaw at 3:36 PM on 30 August 2015</p>
<p>Support from Waiiau Rivercare.pdf</p> <p>Letter of Support (LEH) Added by Sandra Whitelaw at 3:09 PM on 30 August 2015</p>
<p>support from jetboat.pdf</p> <p>Letter of Support (LEH) Added by Sandra Whitelaw at 3:09 PM on 30 August 2015</p>
<p>BRaid Accounts2014audited.pdf</p> <p>Financial Statement: year-to-date or performance (LEH) Added by Sandra Whitelaw at 3:06 PM on 30 August 2015</p>
<p>support from LINZ.pdf</p> <p>Landownership: evidence of project support (LEH) Added by Sandra Whitelaw at 3:04 PM on 30 August 2015</p>
<p>ARRG_support.docx</p> <p>Letter of Support (LEH)</p>

SUPPORTING DOCUMENTATION

Added by Sandra Whitelaw at 3:03 PM on 30 August 2015

DOC support letter.pdf

Evidence of local, regional, or district council support (LEH)

Added by Sandra Whitelaw at 2:55 PM on 30 August 2015

ECan support letter.pdf

Evidence of local, regional, or district council support (LEH)

Added by Sandra Whitelaw at 2:55 PM on 30 August 2015

NOTIFICATION OF DECISION

Decision: Partially Fund

Grant Awarded: \$72,150.00

Decision Reason: It was noted that The Committee considered aspects of the request aligned well with Lottery Grants Board outcomes and this Committee's natural heritage priorities and funding criteria.

Date notified: 17 December 2015

AGREEMENT DETAILS

Grant Offered On: 8/12/2015

Grant Offer Accepted & Approved on: 13/1/2016

GRANT AGREEMENT



Lottery Grants Board

Te Puna Tahua

LOTTO FUNDS FOR YOUR COMMUNITY

The New Zealand Lottery Grants Board, acting by and through the Department of Internal Affairs, has agreed to contribute a Lottery WWI Commemorations, Environment and Heritage grant of **\$72,150.00** to Braid Incorporated to support you to achieve the outcomes described in your request.

Each party warrants it has the authority to enter into this agreement and that all the information provided is true, complete and accurate.

Each party warrants it will fulfil its obligations as set out in this agreement.

Each party warrants it will attempt to resolve any dispute or difference amicably and in good faith, through dialogue in the first instance, or another form of dispute resolution.

The term of this agreement is from **8 December 2015** to **7 December 2018**

The Department of Internal Affairs will pay the grant as set out in the payments schedule in this agreement.

1. We confirm that the grant is still required and that the grant will be used for the agreed purpose.
2. We agree to keep financial records that demonstrate how the grant was spent for seven years after the end of the agreement term.
3. We agree to participate in a timely manner in any monitoring activities the Department of Internal Affairs, acting on behalf of New Zealand Lottery Grants Board, may undertake related to this grant, its purpose and its outcomes.
4. We agree to provide reports by the dates specified in the report schedule to this agreement, including reporting on how the grant was spent in relation to the budget presented in our request.
5. We understand that the Department of Internal Affairs, acting on behalf of the New Zealand Lottery Grants Board, is subject to the Official Information Act and may be required to release information unless there is good reason to withhold the information.
6. We understand that we may request a variation to the purpose, term or conditions of this agreement, and the Department of Internal Affairs, acting on behalf of the New Zealand Lottery Grants Board, may approve a variation agreement.
7. If the grant is not used for the agreed purpose, the Department of Internal Affairs will recover the grant in part or in full on behalf of the New Zealand Lottery Grants Board and may advise other government agencies and funders of this issue.
8. We understand and agree that the Department of Internal Affairs may, acting on behalf of the New Zealand Lottery Grants Board, terminate this agreement immediately if we:
 - a. fail to fulfil any obligations set out in this agreement or its schedules, and fail to respond to, address or remedy any issues identified by the Department of Internal Affairs within 30 days of electronic notice being sent, or
 - b. provide or have provided misleading or inaccurate information for this agreement or the request, or
 - c. become insolvent, bankrupt or subject to any form of insolvency action or administration.
9. We understand and agree that if this agreement expires or is terminated, Braid Incorporated must continue to fulfil its obligations and comply with any reporting or audit requirements.
10. We agree that the Department of Internal Affairs, acting on behalf of the New Zealand Lottery Grants Board, has our approval to publish that the grant has been made to Braid Incorporated for this purpose.
11. We agree that Lotto New Zealand may publish our organisation's name, the grant and grant purpose on the Lotto New Zealand website.

Excluded Costs

- The Department of Internal Affairs **does not** agree to fund travel, food, accommodation, vehicle and mileage expenses, advertising and printing costs. and specifically excludes the use of the grant to pay for or contribute towards this proposed item of expenditure.
- We agree not to use any portion of the grant provided by Department of Internal Affairs for the excluded cost/s listed above and understand that if we do so, clause 7 of this agreement will apply.

Reporting and Payments

- We agree to provide the following reports:

REPORTING SCHEDULE

Report Due By	Report Type
8/6/2017	Ara Poutama Milestone 1 Report
7/12/2018	Otinga Kōrero Final Results Report

Ara Poutama Milestone Reports

- We agree to provide a report that compares the original project budget and plan with actual project income/expenditure and progress to date This report is due on or before the date listed in the reporting schedule above.

- The Department of Internal Affairs will pay the grant as set out in the following payment table, within 15 working days of satisfactory completion of this agreement or any reporting requirements listed above.

PAYMENTS SCHEDULE

Scheduled Date	Payment
8/12/2015	\$72,150.00

- Payment of any grant instalments will not be made until any associated reporting requirements are met in full, unless a variation to this requirement is negotiated and specified in an online variation to this agreement by both parties.

OTINGA KŌRERO/RESULTS REPORT SAMPLE

At the end of the term of this agreement, you will need to complete a results report that includes the following questions and requirements.

What happened?

Who participated or benefited?

What was achieved?

What other community benefits or outcomes were achieved?

Is there anything else you would like to tell us?

Please upload an income and expenditure statement which reports what happened against the budget presented with your request. The Lottery Grants Board grant and any other grants or income should be clearly stated in the summary, along with all the expenses incurred.

How did you use the grant?

Did you use the entire grant?

How much is your refund?

Is there anything else we need to know about the financial statement in relation to the budget?

SIGNED AGREEMENT

I, Edith Smith, confirm that we understand and accept the terms and conditions for this grant agreement.

I, Nick Ledgard , confirm that we understand and accept the terms and conditions for this grant agreement

I Joe Grace confirm these terms and conditions on behalf of the Department of Internal Affairs.