



24 September 2015

Peter Handford
Te Aitanga A Hauiti Centre of Excellence Trust
9(2)(a)

Tēnā koe Peter

Uawanui A Ruamatua - Healthy River - Healthy People - Invite to Stage II

Thank you for your application to the Te Mana o Te Wai fund. We appreciate the amount of work involved in preparing an application and thank you for your patience in waiting for a decision.

I am pleased to inform you that you are now invited to proceed to Stage II of the funding process. The maximum funding available is up to \$502,635 over the duration of the project (note that the project is expected to be completed over a maximum timeframe of **two years** from the date the deed of funding is signed).

Please note that conditions of funding have been identified during the assessment process. For your application these are:

- i. Confirmation of funding contribution from Te Whare Hauora o Te Aitanga a Hauiti before project commencement;*
- ii. Health and safety plan for the project to be developed and provided in Milestone 1.*

During Stage II, you will be required to complete and submit a project plan and project budget to the Ministry for the Environment. You must develop these using templates which will be provided shortly. The project plan must demonstrate how you will deliver your project in sufficient detail to support the deed of funding. Funding is not guaranteed until your project plan and associated budget has been accepted by the Ministry.

To support you in the development of your project plan, representatives from the Ministry's Remediation Projects team are available to meet with you. This will be an opportunity for you to discuss your project plan in detail and ask any questions about the next steps. Please contact Allison Bockstruck on (04) 439 7546 to arrange a suitable date and time to meet.

If your project plan is approved, a funding deed will be developed for signature by the Ministry and your organisation. Please note, expenses incurred before the deed is signed by both parties, are not eligible for reimbursement.

Please note:

- **The project plan and funding deed must be agreed by both parties no later than 1 March 2016, after which the offer of funding may expire.**
- **Expenses incurred before the deed is signed by both parties are not eligible for reimbursement.**

- **The Minister for the Environment will announce all approved projects. Please ensure that you do not release details of your project in relation to TMOTW funding before this announcement.**

Next steps

The table below illustrates the next steps required from you to proceed to Stage II.

Step No.		Key dates
1	<p>Confirm that you intend to proceed with Stage II of the application process.</p> <p>Please read the enclosed <i>Confirmation of intent to proceed</i> form to ensure that you are able to satisfy all the points on the declaration.</p> <p>Should you choose to proceed, complete and sign the confirmation form and email it back to tmotw@mfe.govt.nz.</p> <p>If you choose not to proceed please let us know.</p>	30 September 2015
2	<p>Stage II meeting</p> <p>The meeting will be an opportunity to talk through your project plan and ask any questions about the funding process.</p> <p>A draft project plan and deed of funding will be emailed to you shortly before the meeting. Note that some of the sections will be pre-populated for you based on the information from your application form.</p> <p>We recommend that you undertake a legal review of the deed of funding to confirm your acceptance of all the clauses.</p> <p>You will also be sent the Guide for Funding Recipients – please read this thoroughly as it is a primary source of information for all stages of your project from Stage II onwards.</p>	Commencing from 5 October 2015
3	<p>Commence drafting your project plan</p> <p>We recommend that you commence drafting your project plan after the Stage II meeting. Applicants must complete the first draft of the project plan within 4 weeks of the Stage II meeting.</p> <p>Funding approval is dependent on the development of a satisfactory project plan. The project plan is in turn used to create the funding deed.</p>	November 2015
4	<p>Finalise project plan and funding deed</p> <p>The project plan and funding deed must be agreed and signed by both parties no later than 1 March 2016. After this date, the offer of funding may be withdrawn.</p>	1 March 2016

Contact Allison Bockstruck from the Ministry's Remediation Projects team on (04) 439 7546 or tmotw@mfe.govt.nz if you have any queries at this stage.

Please note that this letter does not constitute a binding agreement.

Yours sincerely



Annabelle Ellis
Acting Manager, Remediation Projects



Te Mana o Te Wai Fund - Confirmation of intent to proceed

Your application to the Te Mana o Te Wai Fund has been approved to proceed to Stage II (project planning). Use this form to confirm your organisation's intent to proceed to the project planning phase of your application.

Email this completed form to tmotw@mfe.govt.nz, or post it to Te Mana o Te Wai Fund, Remediation Team, Ministry for the Environment, PO Box 10362, Wellington, 6143.

Project details

Organisation name	Te Aitanga A Hauiti Centre of Excellence Trust
Project name	Uawanui A Ruamatua – Healthy River – Healthy People

Declaration

As a duly authorised representative of the organisation above:

- I intend to proceed with the project planning phase of the Te Mana o Te Wai funding process.
- I accept all of the funding conditions outlined within the 'invite to Stage II' letter.
- I understand and agree that the Ministry for the Environment will undertake due diligence, credit and reference checks on the organisation.
- I understand that due diligence findings may result in additional conditions of funding.
- I understand that I must complete the project plan and sign a funding deed by 1 March 2016 after which the offer of funding may expire.
- I understand that the Ministry for the Environment does not pay for any costs incurred before the funding deed is signed.
- I understand that the Ministry for the Environment makes payments in arrears, after the satisfactory completion of each milestone.
- I agree not to release details of the project in relation to funding before the Minister's announcement.

Name

VICTOR WALKER

Position

CHAIR PERSON

Signature

by typing your name in the space provided you are electronically signing this confirmation form

Date

29.09.2015