

# A Funding Proposal Template

*A templated document to support whānau and hāpori to seek funding with guidance for outlining project goals, kaupapa rationale, budgets, and impact outcomes*

This template is designed to assist tangata whenua applying for funding to support kaupapa Māori-based climate adaptation projects. The template provides an opportunity to draft a clear purpose with strategic alignment, alignment with kaupapa Māori values, a structure for project planning, and monitoring. It is intended to present your kaupapa clearly, professionally, and with cultural integrity.

## Section 1: Kaupapa and Lead Group Details

- Kaupapa Name:
- Lead Roopū / Organisation:
- Primary Contact Person(s):
- Rohe / Hapū / Marae Affiliation:
- Geographic Area of Delivery (include whenua, awa, moana, marae, etc.):
- Project Duration (include start and end dates, using maramataka or Gregorian months):

## Section 2: Purpose and Strategic Alignment

- What is the kaupapa aiming to achieve?
- Why is it needed in your rohe or hapori?
- Who are the primary beneficiaries of the adaptation plan?
- How does this kaupapa align with local, regional, or national climate adaptation goals?

## Section 3: Kaupapa Māori Foundations

- Guiding values and tikanga:
- Mātauranga Māori that informs the kaupapa:
- Pūrākau, whakataukī, or kōrero tuku iho that informs mahi

## Section 4: Project Plan Summary

- Summarise project plan here and attach full version as an appendix.

### 4.1 Key Activities and Timeline

- List activities with timing, leads, and relevant tikanga.

### 4.2 Team Roles and Responsibilities

- Provide names, roles, and affiliations for all confirmed team members.

### 4.3 Budget Summary

- Summarise budget by category (a detailed version should be attached with quotes if possible).

### 4.4 Monitoring and Tikanga-Based Accountability

- Describe how you will track progress and ensure cultural and community accountability.

## Section 5: Expected Outcomes and Deliverables

- What tangible outcomes will this kaupapa deliver?
- What are the long-term benefits or deliverables expected?
- How will it continue to uplift tangata whenua and protect the taiao?



## Section 6: Required Supporting Documents

- At times, funding applications will require the following documents:
  - ✓ Full Project Plan (with timeline, budget, team roles)
  - ✓ Letters of support (e.g. marae, hapū, iwi, partners)
  - ✓ Bank verification (proof of a verified bank account in the name of the applicant group)
  - ✓ Evidence of legal entity or charitable status (if applicable)
  - ✓ Quotes or estimates for key expenses
  - ✓ Maps, visuals, photos, or diagrams (if relevant)
  - ✓ CVs or bios of key personnel

