

Marae Development Fund 2026/27 application form

Please fill out this application form if you wish to apply to the Marae Development Fund. Completed applications and supporting documentation can be:

- emailed to: communitydevelopment@mstn.govt.nz
- posted to Masterton District Council, PO Box 444, Masterton 5840
- hand delivered to our Customer Service Centre, Waiata House, 27 Lincoln Road, Masterton.

Please complete all sections of the application form that apply. Please do not bind your application. The closing date for applications is 4pm on Friday 29 May 2026.

Before you start

Please read the Marae Development Fund Criteria on the Council website (www.mstn.govt.nz) to help you complete this form.

Please attach the following supporting documents:

Documentation confirming legal status of entity (e.g. Proof of incorporation under Te Ture Whenua Māori Act 1993/Māori Land Act 1993 or other document)

Documentation verifying your insurance (see section C)

Any relevant quotes or estimates to substantiate project costs

Latest annual accounts which have been presented at the Marae AGM and signed by the Chairperson and Treasurer

Bank verified account details (for the account to which any grant will be paid)

Copy of marae meeting resolution approving this application for funding.

Other documents you may need to include:

Evidence of your marae earthquake assessment if required (see section C)

A copy of your marae maintenance plan if you have one (see section C)

Copies of any permits/consents for your project (see section D)

A copy of your marae vision/long term plan if applicable (see section D)

For projects with a total project cost over \$35,000:

A copy of your feasibility study and/or capital works plan if available (see section D)

A copy of your Long-Term Marae Development Strategy if available (see section D)

06 370 6300

161 Queen Street

PO Box 444, Masterton 5840

communitydevelopment@mstn.govt.nz



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DISTRICT COUNCIL

For aesthetic and new development projects:

Evidence of land ownership status (see section D)

- if you own the land – Certificate of Title
- if you lease the land – Completed Lease Agreement
- other – please attach a copy of the agreement between your organisation and the landowner and/or a copy of the Māori Land Order if Māori land and/or a copy of the Gazette notice for Crown land.

A. Organisation details

Full legal name of organisation:

Marae name:

Postal address:

Phone (day):

Phone (after hours):

Email:

Website:

Is your organisation GST registered?	Yes	No
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Have you received a Masterton District Council/Te Kaunihera ā-rohe o Whakaoriori Marae Development Fund Grant before?	Yes	No
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Do you wish to present your funding application to the Assessment Group in person?	Yes	No
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If you tick yes, you will be contacted and advised of the meeting date, venue and time. You will have approximately seven minutes to speak and three minutes for any questions from the Assessment Group.

B. Contact details

Who is your group's main contact for this funding application? We will contact this person if we require any further information.

Name:

Position in organisation:

Phone (day):

Phone (after hours):

Email:

C. Marae information

Name of organisation:

Legal name (if different):

(Note: Please use this name if applying for Council funding).

Marae name (if different):

Marae physical address:

Postal address:

Charity number

(or other evidence of the legal status of your organisation):

Executive:

Committee members:

Reservation trustees:

Please feel free to attach copies of or list web-links for any other information that you feel will help Masterton District Council/Te Kaunihera ā-rohe o Whakaoriori to better understand your marae/hapū (e.g. background information, history, plans, key projects, maps, photos etc). Complete on separate paper if necessary.

Is the marae insured?	Yes	No
If yes, please include evidence of this with your application.		
Has the marae been earthquake assessed (if this is required)?	Yes	No
If yes, please include evidence of this with your application.		
Do you have a maintenance plan for the marae?	Yes	No
If yes, please include a copy of this with your application.		

D. Project information

Which of the Marae Development Fund Criteria does your project fit? Please refer to the Fund Criteria for more detail about these areas. (Tick all that apply)

Protection/restoration of the marae and/or taonga

External works

Health and safety works

Hygiene related work

Interior structural work

Aesthetic and new development projects

What is the key driver and/or identified need for your project? (e.g. health and safety; building regulations etc). Please attach documented proof of the need if this is available.

Please provide a brief summary of your project. You should include what you are going to do, why it is important, and who the project will benefit: (Please attach additional pages if necessary)

Intended project start date?

Intended project finish date?

Have you obtained all the relevant consents for your project? (e.g. building/resource consents/permits).	Yes	No
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If yes, please submit copies of the consents. If no, please explain:

Is this project part of a larger scale and/or longer-term development plan or strategy?	Yes	No
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If yes, and you have not submitted your marae vision to MDC already, please submit details of your longer-term marae vision.

For projects greater than \$35,000 only

Do you have a completed feasibility study and/or capital works plan for the project?	Yes	No
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If yes, please include a copy of this with your application.

Do you have a Long-Term Marae Development Strategy?	Yes	No
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If yes, and you have not submitted this to MDC already, please include a copy with your application.

Who is the project manager?

Please note: We may require further information about the project manager's skills and experience.

Please provide a brief outline of any consultation you have undertaken with the wider marae community regarding this project (e.g. who with, how many participants, general feedback)

For aesthetic and new development projects only

What is the ownership status of the land that the marae/facility will be on?

Please supply evidence of ownership, lease arrangements or other as appropriate – see checklist at the beginning of this application form.

Please provide a brief outline of any consultation you have undertaken with the wider marae community regarding this project (e.g. who with, how many participants, general feedback).

E. Project financial details

Please tell us about the project costs and your organisations contribution.

Please note: Applicants should demonstrate a contribution towards the total project costs. Any 'in-kind' donations of materials/labour can be included as part of the marae contribution. Evidence of funds available and/or in-kind donations to contribute should be submitted with the application.

Project costs		Income	
Details (e.g. wages, materials, equipment, travel, other)	Amount	Details (including from organisational income, fees, grants, reserves and sponsorships)	Amount
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
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	\$		\$
	\$		\$
	\$		\$
Total cost of project	\$	Your organisation's contribution	\$
Amount you are requesting from Masterton District Council			\$

Please list and note the value of any in-kind contributions.

[illegible]

What specifically will the funding requested from the Marae Development Fund be spent on? Please complete the itemised budget below for the funding requested (e.g. wages, materials, equipment, travel).

[illegible]

Other funding and grants information

What funding have you applied for or already received for this project from other organisations or another council?

Please include any confirmed sources of funding for this project (include any grants approved, donations, subscriptions, loans, debentures or fundraising) and any other funding applications you have submitted that you are waiting to hear the outcome of.

Funder	Amount requested	Result date/ expected decision date	Amount granted (leave blank if awaiting decision)
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$

If your group does not receive the full amount requested, how will your group make up the difference or what will happen to your project?

(Please attach additional pages, if necessary).

F. Privacy Statement, declaration and consent

Privacy Statement

In submitting this form, I agree to my details being used for the purposes stated on this form. The data will only be accessed by necessary Council staff. I understand my data will be held securely. I have a right to change or access my data. I understand that when this data is no longer required for this purpose, official Council procedure will be followed to dispose of my data. If I want to ask for a copy of my data, or to have it corrected, I can contact privacy@mstn.govt.nz. Please see the Masterton District Council Privacy Policy for further information.

Declaration and consent

This application must be signed by the Chair of your organisation and at least one other trustee. If the named contact on the first page of this application is not one of these two signatories, then s/he must also sign the application.

- We hereby declare that to the best of our knowledge the information supplied here on behalf of our organisation is correct.
- We attach a copy of the resolution of our organisation approving this application.
- We consent to the Masterton District Council collecting the personal contact details provided above, retaining and using these details for the purpose of administering this grant.
- We undertake that we have obtained the consent of the other contact person to provide these details.
- We acknowledge your right to have access to this information. This consent is given in accordance with the Privacy Act 2020.
- We consent to our organisation name, a summary of our project and the grant amount being made publicly available in a report to the Council.

Name

Position in organisation

Date

Phone (day)

Signature

Phone (after hours)

Name

Position in organisation

Date

Phone (day)

Signature

Phone (after hours)

Contact person's signature (if different from above signatories):

Name:

Signature:

Date:

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