

Application to bring forward unspent funding to another milestone

Use this form to apply to bring unspent funding from a completed milestone forward to another milestone under the Takutai Moana financial assistance scheme. Please read the notes on the second page before completing this form. Remember to sign the authorisation.

Your details

1. Name


2. Te Arawhiti application number (if related to Crown engagement funding)
*This number will start with **MAC**-or **NHNP**-*

AND/OR

3. High Court file number (if related to High Court funding)
*This number will start with **CIV**-*

Transfer request (refer to the funding matrices [here](#))

4. Relevant funding matrix

5. Completed milestone(s) funding is to be moved from  Current milestone funding is to be moved to

Sum (\$)

_____ \$ _____

_____ \$ _____

_____ \$ _____

_____ \$ _____

_____ \$ _____

6. Total amount of funding to be moved \$

Your authorisation

I authorise Te Arawhiti to bring forward unspent funds from a completed milestone to another milestone as set out above. I understand this means the unspent funds may be exhausted in carrying out work in the milestone to which they are moved. I confirm that I have planned for the use of increased funding for the relevant milestone.

Signed

Dated

Notes

Purpose

Use this form to apply to bring unspent funding forward from a completed milestone to another milestone.

Definitions

Funding matrix: Funding matrices set out the amount of funding available for each stage of an application under the Takutai Moana Act 2011 or Ngā Rohe Moana o Ngā Hapū o Ngāti Porou Act 2019. There are different funding matrices depending on the work being undertaken.

Milestones: Milestones are the stages through which an application progresses for each funding matrix. There is a set amount of funding available for each milestone.

Tasks: Tasks are activities within milestones. There is a set amount of funding for each task.

When you can use this form

You can use this form to bring forward funding from a milestone if:

- You have completed a milestone with funds remaining; and
- You progress to another milestone where you would like to use those previously unspent funds.

You can do this as soon as you progress into another milestone, or you can wait to bring forward unspent funds in case you require the funds at a later milestone.

You can bring forward the entire amount of the unspent funding, or a portion of it.

If you have unspent funds in several completed milestones you can bring forward any or all of these underspends to your current milestone.

To avoid doubt, you cannot move funding from future milestones. This is to ensure that as your application progresses you still have funding available for ongoing work.

Send

Once completed, please e-mail the form to us at: fundingtakutai@tearawhiti.govt.nz.

After you send us your form

On receipt of your completed form, we will process the application to bring forward unspent funds.

If approved, we will update your funding records to show the movement of funds and will send you a copy. This will show you the funds available for your usual reimbursement requests.

The moved funds will be accessible for any actual and reasonable costs incurred in that milestone and will not be specifically allocated to any particular task.

Before declining any application, we will contact you first to discuss the reasons why we haven't approved the application. We may request further information and may work with you to see if there are other options available.

More information

For more information you can:

- Email any questions to fundingtakutai@tearawhiti.govt.nz
- Phone **0800 866 222 option 1**
- Visit www.tearawhiti.govt.nz