

KUMARA VINE

VOL. 65, JUNE 2019



COMMUNITY
WAIKATO

"Thriving Communities"

Hapori Mauriora

Strengthening

through

stories



Strengthening through Stories – The Community Waikato Conference 2019

**13-14 November, Distinction Hotel,
Hamilton**

“When it comes to inspiring people to embrace a vision or change a behaviour, storytelling isn’t just better than other tools it’s the only tool that works” Steve Denning, Head of Talent, The World Bank

Community Waikato have pulled together an awesome line up of speakers for this year’s conference around the theme ‘Strengthening through stories’. Register soon to connect with like-minded people and organisations and engage with others on similar journeys.

Strengthening through stories will provide opportunities to share tools and experiences around a range of ways to strengthen our organisations by examining what has worked and what hasn’t. The focus being on real experiences rather than just theory or ideas on their own. Participants will leave the conference with practical examples and the confidence to take action.

Some of the highlights of the conference include:

- Keynote speakers: Ani Mikaere; Erinna and Chris Lane from Stop the Bus; Michael Moore; and Henare O’Keefe
- A range of local and national presenters delivering inspirational and practical workshops
- ‘What’s your story?’ This is an opportunity for you to spend time with a creative agency and build your own organisational brand story (more about this in this edition of Kumara Vine)
- Participant driven activities. Open space has been popular at previous conferences. We will once again give you the opportunity to determine the content of conference in the ‘Learning Marketplace’

This conference is for people working in the Community and Social Service Sector, and in Māori Development.

Register soon to take advantage of Early Bird Pricing and find out if you are eligible to apply for a sponsored space

**[www.communitywaikato.org.nz/
conference2019](http://www.communitywaikato.org.nz/conference2019)**



CE UPDATE

Community Waikato is very pleased to introduce Kiri Karu, who was recently employed as a second Kaiwhakarite on our team. Kiri joins Kaiwhakarite Gary Thompson to work in Māori Development, supporting our Marae and kaupapa Māori organisations. Kiri brings her passion for Māori development, excellent facilitation skills and a great sense of humour to our team. We are very excited to have Kiri on board and look forward to the contribution she will make to our team.

It certainly seems that we are coming into conference season. Community Waikato is well into the development process for our own conference in November, and we are very excited about how the conference is shaping up. You can read more about our “Strengthening through Stories” conference in this edition of the Kumara Vine. Another exciting conference opportunity is the CNA conference. Community Networks Aotearoa has partnered with the NZ Council of Christian Social Services to run a joint conference on the 27th and 28th August 2019 in Wellington. The theme this year is Tātou tātou e (all of us together): The value of relationships in building wellbeing. You can find out more and register at <https://tatoutatoue.nz/>

Community Waikato has recently submitted to the Charities Act review and we would like to thank those of you who have contributed to our

submission. Public submissions are an essential part of the democratic process. Community Waikato writes submissions on various issues that impact our community or sector. We will also support organisations and individuals to do this, so please make contact if you would like support to submit to a local territorial authority or to the Government.

And finally, Community Waikato is keen to promote the work that you do in our communities across the region. Our ‘Connect through Community Waikato’ programme that broadcasts on Free FM, is a great opportunity to share the work that your organisation is doing. The recorded show is also captured as a podcast that you can post on social media, websites and send to your databases. If you are interested in creating this content, please make contact with me holly@communitywaikato.org.nz and I will book in a recording session. And to hear about what is happening in our sector around the Waikato Region, tune into Free FM89.0 8:30 every Saturday morning.



Holly Snape

We also write a fortnightly article called ‘Community Spotlight’ that features in either the local newspaper Hamilton News, or the Waikato supplement of the NZ Herald. If you want to submit an article idea to raise profile of your organization, a cause, project, issue or event, contact kim@communitywaikato.org.nz



UPCOMING FUNDING ROUNDS

Community Waikato administer the Len Reynolds Trust Funding. Applications open soon for the following funding round

Community Based Education

Opens 9:00 am 1 July 2019, closes 5:00 pm 9 August 2019

- (a) If people have access to education opportunities, they can then better their lives and enhance the lives of their families.
- (b) Mainstream education is not for everyone. There needs to be more opportunities for education outside of those mainstream education so every person has the ability to thrive.
- (c) More varied educational pathways are necessary to recognise the skills and knowledge that come from both formal education/training as well as practical life experience to build a vibrant community.
- (d) Reduce unemployment levels and income inequality. Training opportunities need to be provided for future employment, finding jobs and preparing for future challenges. Young people need to be supported to grow their potential to contribute to the community.

GOALS

- To extend the options for education beyond mainstream options.
- To reduce unemployment levels and income inequality.
- To increase training opportunities for young people and people in areas of deprivation.

Find out if you are eligible and Apply at www.communitywaikato.org.nz/Funding



A PROUD ACHIEVEMENT

Seventeen Black Ferns from around the country were honoured on 18 May 2019 at a special capping ceremony in Christchurch. We are excited to share that our very own Community Waikato Board Chair, Lenadeen Simpson was one of the seventeen who was honoured with the Cap. Lenadeen is also the Community Advisor: Community Operations – SDO.

Lenadeen Simpson
 Position: **Second Five**
 Province: **Canterbury/ Waikato**
 Club: **University of Canterbury**
 Tests: **8**
 Test Points: **15**
 Captain: **1994 – 1996**



Debut: New Zealand V Australia (Sydney – 2 September 1994)
A Black Ferns Test debut is a tremendous occasion, not just for the player who runs onto the field, but for their family, friends and for those teammates, coaches and administrators who have watched and supported their development.



WHERE ELSE TO GET HELP:

- **1737, Need to talk?** Free call or text 1737 any time for support from a trained counsellor
- **What's Up** – 0800 942 8787 (for 5–18 year olds). Phone counselling is available Monday to Friday, midday–11pm and weekends, 3pm–11pm. Online chat is available 7pm–10pm daily.
- **Anxiety New Zealand** - 0800 ANXIETY (0800 269 4389)
- **Supporting Families in Mental Illness** - 0800 732 825
- **Lifeline** – 0800 543 354
- **Suicide Crisis Helpline** – 0508 828 865 (0508 TAUTOKO)
- **Healthline** – 0800 611 116
- **Youthline** – 0800 376 633 or free text 234 or email talk@youthline.co.nz
- **Depression Helpline** – 0800 111 757 or www.depression.org.nz
- **Kidslines** – 0800 54 37 54 (aimed at children up to 14 years of age; 4 pm to 6 pm weekdays)
- **Rural Support Trust** – 0800 787 254
- **Alcohol Drug Helpline** – 0800 787 797 or free text 8691
- **Samaritans** – 0800 726 666 (for callers from the Lower North Island, Christchurch and West Coast) or 0800 211 211 (for callers from all other regions)
- **Casper** – 0508 227737 (Community Action on Suicide Prevention Education and Research)
- **The Lowdown** – www.thelowdown.co.nz or free text 5626 or email team@thelowdown.co.nz



RIDERS AGAINST TEENAGE SUICIDE

New Zealand has a high rate of suicide compared to other countries. In 2018 the New Zealand suicide rate was recorded as the highest it has been since records began (Source: Ministry of Justice).

Aotearoa R.A.T.S (Riders Against Teenage Suicide) are a group of bikers formed to take a collective approach to tackle the issue of suicide within our whānau, our aiga, our families, our communities, our regions - our country. They believe that the unity of everyone will strengthen the combat against suicide. This group of bikers are passionate about raising Suicide Awareness and being proactive within our communities in the hope that together we can help people with suicide ideation and/or those who are effected by the suicide ripple effect.

Dion Wairepo, is the Chairperson for Aotearoa R.A.T.S - Central Waikato/BOP. He is passionate and motivated to keep people alive, and talking to people when they are going through a tough time.

“We are trying our best to go out and help save lives. We use our bikes to raise awareness. We also go to the person who has been affected by this horrible dark time” says Dion.

Dion says that the problem in New Zealand is that people need to speak up more.

“Before bad thoughts come into your mind, whenever you’re feeling too much pressure - just talk” says Dion.

“There is always someone who will be there. If in doubt of what to do please get a hold of us at Aotearoa R.A.T.S Central. Message and someone will answer,” says Dion.

“Due to the high rate of suicide every year in NZ, we need to let people know there is someone out there to talk to, and yes we are bikers, but bikers with a cause to help people, just like all the other bikers who jump on this kaupapa.”

Aotearoa R.A.T.S place emphasis on how it’s so important for people to talk with someone on how they are feeling.

“If there are people who want to know more on this, I can come and have a talk about the awareness, get a group session going, knowledge is power, says Dion”

“It’s not ok to feel on your own without support, but it is ok to reach out and talk about how you’re feeling, talk about the thoughts. If people need help, talk to a person who rides a bike and I’m sure in our community of bikers someone will know someone who can help out” says Dion.

For more information or advice contact Aotearoa R.A.T.S – Central on Facebook <https://www.facebook.com/pg/centralrats/posts/>

WHAT'S YOUR STORY?

CALL FOR APPLICATIONS

THE OPPORTUNITY

As part of this year's Community Waikato Conference (13-14 November), we are offering a special opportunity to work with the team at Curative to tell the story of your community.

This will be a valuable and fun learning and making experience that will see you **learn how to produce a short video telling the story of your organisation.**

Within the process you will:

- Explore and articulate the purpose for your organisation
- Understand who your audience is and how to reach them
- Clarify the tone of voice and feel for your organisation
- Craft your story
- Learn how to use tools that will help you tell your story
- And, establish a plan for sharing videos with your community

Places are very limited. Successful applicants can have up to four people from your organisation participate.

If you'd like to be involved in this unique opportunity, please send a completed entry form to kim@communitywaikato.org.nz by

Wednesday 31 July.

Successful applicants will be informed by **Tuesday 13 August.**

WE IMAGINE WHAT IT COULD BE THEN MAKE IT SO



ABOUT CURATIVE

Curative is a creative agency, working to inspire positive social change. They spend their days working with the change-makers and the brave to help change the narrative of some of our most complex social issues.

Their work includes shaping the way that issues are presented, helping people understand what perpetuates harm, and empowering people to take their own actions for change.

They love the challenge of finding unique and engaging ways to tell the stories of amazing changemakers. And they know how to create brands that stand out, and how to get people behind a cause.

Find out more at www.curative.co.nz

Please note:

- The Community Waikato conference, 'Strengthening through Stories' is on 13-14 November 2019 at the Distinction Hotel, Hamilton
- To be eligible to enter you must be a community organisation/ community group/ marae/ or Maori Development organisation working within the region that Community Waikato serves
- If your application is successful, the cost of food is covered for participants in the 'What's your story?' event at conference (lunches and dinner), but accommodation is not included
- Participants in the 'What's your story?' event will attend the conference whakatau (welcome) on Day 1 of conference. The 'What's your story?' event will be introduced early in the programme on Day 1, and then you will leave with Curative to participate in an intensive workshop. Participants in this event will not take part in the rest of the conference programme
- Participants must be able to commit to the full 2 days (13-14 November)
- Participants will be asked to share their experience, and showcase the videos they produce on the last day of conference
- By participating, you agree that Community Waikato is able to use your videos produced at the 'What's your story?' event, on the Community Waikato social media pages and website
- The value of this opportunity is \$7,500 per group



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WAIKATO
"Thriving Communities"
Hapori Māori

curative.

WHAT'S YOUR STORY?

APPLICATION FORM

Please send this entry form to kim@communitywaikato.org.nz by **Wednesday 31 July**. Successful applicants will be informed by **Tuesday 13 August**.

Name	
Community Org/ Group/ Marae	
Address	
Email	
Phone Number	
Website	
If successful, can you commit to fully participating over both days of conference (13-14 November)?	
Tell us a bit about what your organisation does (200 words max)	

Tell us a bit about your community – who do you work with and why? (200 words max)	
Tell us why you'd like to be part of the 'What's your story' opportunity. What would it mean for you and your organisation/ group? (200 words max)	

Please send this entry form to kim@communitywaikato.org.nz by **Wednesday 31 July**. Successful applicants will be informed by **Tuesday 13 August**.

PUTTING YOUR BEST FOOT FORWARD

By Sally Ridley and Anne Douglas

In an environment where the demand for funds is 4 to 5 times greater than the amount of funding available it is essential that organisations make the best applications they can to attract support for their work.

Sally and Anne are key figures in Community Waikato's funding space and in this article they share some of their thoughts about what is important when it comes to applying for funding.

Having worked through a number of funding applications over the years Sally Ridley, Donations Manager for the Tindall Foundation and Len Reynolds Trust offers the following thoughts.

“ Firstly, read carefully through what your funder is asking for. There will be many similarities between funders but there will also be specific things that individual funders require. It is your job to ensure your funding application meets their requirements and it is in your best interests to show how you meet those requirements. ”

Make sure to only provide what they ask for. Do not be tempted to add in a lot of extra information, letters and references and handy bits of paper that you feel have some relevance to your application. Your funder has carefully thought out what they want to read and know about your organisation. Keep in mind that while this is one application for you, the funder or assessor is reading their way through multiple applications. The extra information will probably be ignored, or at worst it may give the impression that the applicant is unable to follow instructions, and could even create a sense that the organisation is not well run. Remember if they want to know more they will come back to you and ask.

Do not leave it until the last few days before the due date to get your application in. Most funding rounds are open for four to six weeks, and the dates for the rounds are usually advertised well in advance so you can be prepared and get your applications in early. This allows the funder time to get back to you if they notice any errors or believe that additional information will help your application. It also gives you plenty of time to call your



funder and ask questions or get other support. There simply isn't time for the funder to give this support or attention to detail to applications that come in during the last few days before the fund closes.

Accurate financial information and knowledge of your organisations finances is critical. As well as presenting an accurate financial picture of your organisation, you are demonstrating sound fiduciary management – this is very important when you are trying to convince someone to give you money.

If the application requires you to indicate where you are intending to go for other sources of funds for your project or operational costs, do so. This is the information they require to make a decision on your application. Only provide the information that the funder has asked for, including financial information that has not been asked will not help create a good impression for the funder.

If your funder asks for an Annual Performance Report and specifies it must be in the format of the new reporting standards this is what must be provided for you to be eligible. If instead you choose to provide your financial information in a different format your application will more than likely be automatically declined.

Always indicate your tagged funds and explain any large amounts of money in the bank. You may be saving for a building, have an endowment or it may represent three or six months operating costs for your organisation. That's ok, just don't leave it up to your funder to try to work out what it may be for. Having untagged funds in the bank may suggest to your funder that you don't need financial support, and their money can be better used by organisations that do."

Anne Douglas, Community Waikato's Administration Manager echoes the importance of providing good financial information. "A well thought out, comprehensive budget for the areas of work that you are seeking funding for is a key component of a good funding application."

A budget is a summary of projected costs and revenue for an organisation over a time period, usually your financial year.



Why should you prepare an annual budget?

- A budget is a control mechanism used to monitor or control either under or over spending.
- It ensures that you have enough projected revenue to cover projected expenditure.
- Budgets provide a picture of what you can afford, where the gaps in funding are and it allows you to plan for what you are actually able to do in a given year.
- Budgets provide a financial monitoring tool for a board of an organisation to ensure it remains solvent and financially viable. It also helps to ensure you can make sound financial decisions and maintain fiscal control.
- Budgets need to be prepared before your new financial year begins and approved by your board.
- Budgets need to be realistic.

How to prepare a budget

Expenses

- Estimate your expenses for the coming financial year. You will have real figures for some expenses such as salaries and rent but will need to estimate other expenses such as telephone, electricity and fuel expenses so will need to calculate an average monthly cost. The previous year's financial statements will have actual figures to guide you.
- Be sure to add a contingency or miscellaneous figure as there will always be expenses you cannot anticipate and it is important to make allowances for these.
- Ensure you allow for any new projects or initiatives you would like to undertake.

Income

- Use last year's income as a base for estimating your projection for the next financial year – estimate conservatively.
- List all actual figures or estimates of what is expected from funding sources, this should include confirmed money or those that have regularly funded you in the past

Create a budget document

- An excel spreadsheet is a tool that can assist you to put all your income and expenditure figures together and as you adjust figures on this it will automatically amend your surplus or deficit figure.
- Compare your estimated total income to your estimated total expenditure. If your projected income and expenses are equal then your budget is balanced.

Monitoring your organisations budget

As an organisation moves through the year the annual budget will be the monitoring tool that is used to check the actual revenue and expenditure compared with your budget figures. Most accounting software has a budget management tool where you are able to input projected budget figures. With this tool reports can be run on how the actual spending is tracking against your budget figures. This is called a Budget/Actual comparison report. This will show how the actual income and expenses are tracking against the various items in the budget.

This information is utilised by staff & boards to monitor the organisations financial situation from one month to the next and is useful data when making other financial decisions moving through your financial year.

Anne & Sally are available to assist you with your work around funding, finances and budgets and if you need support please make contact through our website.



PROFESSIONAL LEARNING WORKSHOPS

JUNE-AUGUST 2019

Running a Community Organisation

19 June, 9.30am to 4.00pm, Community Waikato, \$75 community organisations

This workshop is designed especially for new managers to cover the practical basics of running a community organisation be it a Charitable Trust or Incorporated Society. This workshop will be facilitated by Community Waikato Advisors.



Funding Workshops

FUNDING 2019
WORKSHOPS

Come to FREE workshops by local community funders. Topics include: funding tips, planning and preparation, what makes a successful application, budgeting, accountability, and alternative income sources.

Leadership in Practice Masterclass

3,4,& 5 July, Community Waikato, \$350 + GST

in this Leadership in Practice Masterclass you will learn how to:

1. Become an effective leader in today's world
2. Understand and positively influence your workplace culture
3. Create highly effective teams
4. Maximise employee engagement
5. Enhance your strategic thinking and organisation



Thriving in Diverse Teams

9 July, 9.30am to 12.30pm, Community Waikato, \$70 community

Our relationships with colleagues determine to a great extent how we feel about our jobs and ourselves. Good relationships are the foundation for happiness and success on a personal and team level. People usually get along well with some and not so well with others. It can be challenging to navigate an increasing cultural diversity on top of personality differences. Help your team members by learning to lead the way in successfully connecting and collaborating with diverse team members.



Resolving Differences and Preventing Conflict

23 July, 9.30am to 12.30pm, Community Waikato, \$70 community

When two or more people come together they potentially have differences and conflicts. We often don't even know why we feel good or bad about something or someone. People with different personalities, goals and needs can learn how to work out their differences in constructive ways. Consequently, they will be less stressed, frustrated and distracted from what really matters to them. This workshop will provide highly effective tools to gain confidence in resolving differences and preventing conflict.



Kickstart your Marketing

21 August, 10.00am to 1.30pm, Community Waikato, \$70 community

Marketing is just as important for the community sector as it is for any other type of organisation. Marketing enables you to build awareness of an issue and to gain support from the public for your cause. A marketing plan is a roadmap that outlines how your marketing initiatives are going to reach your target audience and improve the success of your organisation. This workshop takes you through some of the basics of marketing and how to go about developing a marketing plan with measurable actions. We will also discuss some practical ways to use some of the more common marketing channels more effectively.



Making Facebook work for you

22 August, 9.30am to 12.30pm, Community Waikato, \$70 community

Have you created an organisational Facebook page and are wondering "What Next?" Do you want tips on how to use Facebook more effectively to maintain relationships, and engage your communities? This workshop could be just what you are looking for.



**COMMUNITY
WAIKATO**

"Thriving Communities"
Hapori Mauriora

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Find out more and register at
communitywaikato.org.nz/training