# **Māori Trades and Training Fund**

## Expression of Interest Form

This Expression of Interest (EOI) form should be completed by organisations who want to develop a Māori Trades and Training Fund (MTTF) funding proposal. It will enable officials administering the fund to advise potential applicants about the alignment of their proposed activity with MTTF criteria and objectives.

Please answer the questions below in relation to your proposed activity. We will be in touch after reviewing your EOI, and if the proposal appears to align with MTTF objectives you will be invited to submit a formal application.

#### About the Māori Trades and Training Fund

The Fund is a government initiative administered by the Ministry of Social Development (**“MSD”/the Ministry**).

The Fund is flexible, contestable and grant-based. It is designed to encourage Māori entities to try different approaches to engaging and retaining Māori in employment-focused training opportunities. It is not limited to specific regions, sectors or occupations.

The overall objectives of the fund are to support Māori entities to:

* Provide tailored, community-led projects which take a partnership and investment approach with the Crown;
* Deliver initiatives developed by Māori, for Māori. There is a strong emphasis on delivering support in settings that are relevant and applicable to Māori;
* Provide projects with paid, employment-based training opportunities;
* Address labour market barriers by delivering wrap-around support services such as pastoral care and providing pathways to sustainable employment;
* Deliver group-based approaches that involve Māori entities employing participants and playing a coordination function with one or more employers;
* Develop projects that are related to in-demand skills and/or will develop skills likely to be in demand over time, rather than just for an immediate project.

#### Submitting Your EOI

Please send your completed EOI form to [MTTFund@msd.govt.nz](mailto:MTTFund@msd.govt.nz). No review or assessment of this EOI can be undertaken if you have not completed and signed the declarations at the end of the EOI form.

## Expression of Interest

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| --- | --- | --- |
| **1** | **What is the name of your project proposal?** |  |
| **2** | **Legal name of your organisation:**  **Trading name** *[if different]:* |  |
| **3** | **Legal status** | Choose an item. |
| **4** | **Relevant identifying number(s)**  *[e.g. Company registration number, NZBN, etc.]* |  |
| **5** | **Māori Organisation Type** | Choose an item. |
| **6** | **GST Number** |  |
| **7** | **Physical address**  *[Please include postal address if different]* |  |
| 8 | Please provide a key contact person for this EOI. This person will receive all communications from the Ministry in relation to this application: | |
| Name: |  |
| Position title: |  |
| Email: |  |
| Mobile number: |  |

**Proposal Summary**

|  |  |
| --- | --- |
| **What Region/District(s) will the proposal support?** | |
|  | |
| **What employment opportunities are you connected to that you want to pathway local Māori into?** *Please note any particular industries, employers, etc.**Please specify if you will be the employer.* | |
|  | |
| **Who is the target group for this proposal and how are you connected to them?** *Please note any characteristics (e.g. age, gender, iwi affiliation, those facing particular barriers to employment or progression from entry-level roles, etc.).* | |
|  | |
| **How many people are you looking to support with your proposal, and over what period of time?** | |
|  | |
| **Please provide a brief description of the proposed activities (including pastoral care, specific training and qualifications, employment placement, etc.).** *i.e. how will the proposal support the target group (identified above) to pathway into the above stated employment opportunities?* | |
|  | |
| **How does the proposal incorporate mātauranga Māori/kaupapa Māori, or Māori learning styles, and how does this support sustained employment outcomes for the target group?** | |
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| **What experience do you have delivering similar programmes?** | |
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| **What is the total amount of MTTF funding you are seeking?** | |
|  | |
| **Please provide a break-down of this funding below** | |
| *E.g. HR COSTS (2 FTE to deliver training and pastoral care)* | *$125,000* |
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## Declarations

|  |  |
| --- | --- |
| 1. Is the applicant receiving a wage subsidy or other similar support from any other source for the same participant(s) that this funding will be used for? | Yes:  No: |
| 1. Has the applicant, or the contracting entity, ever been insolvent or subject to an insolvency action, administration or other legal proceedings? | Yes:  No: |
| 1. Has any individual in the Project Team (including members of the applicant’s leadership team, directors, partners, trustees, or any other key project members) ever been insolvent, subject to an insolvency action, administration or other legal proceedings, or actively involved in any organisation which has? | Yes:  No: |
| 1. Has any individual in the Project Team (including members of the applicant’s leadership team, directors, partners, or trustees, or any other key project members) ever been adjudged bankrupt or is an undischarged bankrupt? | Yes:  No: |
| 1. Has any individual in the Project Team (including members of the applicant’s leadership team, directors, partners, or trustees, or any other key project members) ever been under investigation for, or convicted of, any criminal offence? | Yes:  No: |
| 1. Are there any actual, potential or perceived conflicts of interest that the applicant or any of the key personnel have in relation to this project (including, for instance, any contractors that are family members or business partners that will deliver the project)?   <https://www.oag.govt.nz/2007/conflicts-public-entities> | Yes:  No: |

If you answered ‘Yes’ to any question above, please provide a description below:

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By completing the details below, the applicant makes the following declarations about their EOI for MTTF funding for the project (“application”):

I have read, understand and agree to the Terms and Conditions of applying for MTTF funding which are attached as Appendix 1;

The statements in the application are true and the information provided is complete and correct, and there have been no misleading statements or omissions of any relevant facts nor any misrepresentations made;

I have secured all appropriate authorisations to submit the application, to make the statements and to provide the information in the application;

I have obtained the permission of each member of the project team to provide the information contained in this application and those individuals are aware of, and agree to the Terms and Conditions of applying for MTTF funding which are attached as Appendix 1;

I consent to this EOI being publicly released if funding is approved. I have highlighted any commercially sensitive and / or personal information.

The applicant warrants they have no actual, potential or perceived conflict of interest (except any already declared in the application) in submitting the application, or entering into a contract to carry out the project. Where a conflict of interest arises during the application or assessment process, the applicant will report it immediately to the Ministry of Social Development; and

I understand that the falsification of information, supplying misleading information, or the suppression of material information in this application, may result in the application being eliminated from the assessment process, and may be grounds for termination of any contract awarded as a result of this application process.

The applicant consents to the Ministry of Social Development undertaking due diligence including any third party checks as may be required to fully assess the application.

|  |  |
| --- | --- |
| **Full name:** | |
| **Title / position:** | |
| **Signature / eSignature:** | **Date:** |

## Appendix 1 - Terms and Conditions of this EOI

##### General

The terms and conditions are non-negotiable and do not require a response. Each applicant that submits an Expression of Interest (EOI) for Ministry of Social Development (MSD) funding has confirmed by submitting this EOI that these terms and conditions are accepted without reservation or variation.

The Māori Trades and Training Fund (MTTF) is a government initiative which is administered by MSD.

##### Reliance by MSD

MSD may rely upon all statements made by any applicant in an EOI and in correspondence or negotiations with MSD or its representatives.

Each applicant must ensure all information provided to MSD is accurate. MSD is under no obligation to check any EOI for errors, omissions, or inaccuracies. Each applicant will notify MSD promptly upon becoming aware of any errors, omissions, or inaccuracies in its EOI or in any additional information provided by the applicant.

##### Ownership and Intellectual Property

Ownership of the intellectual property rights in an EOI does not pass to MSD. However, in submitting an EOI, each applicant grants MSD a non-exclusive, transferable, perpetual licence to use and disclose the EOI for the purpose of assessing and decision making related to the MTTF EOI and any application process, where applicable. Any hard copy EOI or documentation supplied by you to MSD may not be returned to you.

By submitting an EOI, each applicant warrants that the provision of that information to MSD, and the use of it for the evaluation of the EOI and for any resulting discussions, will not breach any third-party intellectual property rights.

##### Confidentiality

MSD is bound by the Official Information Act 1982 (‘OIA’), the Privacy Act 2020, parliamentary and constitutional convention and any other obligations imposed by law. While MSD intends to treat information in EOIs as confidential to ensure fairness for applicants during the assessment and decision-making process, the information can be requested by third parties and MSD must provide that information if required by law. If MSD receives an OIA request that relates to information in this EOI, where possible, MSD will consult with you and may ask you to confirm whether the information is considered by you to be confidential or still commercially sensitive, and if so, to explain why.

MSD may disclose any EOI, and any related documents or information provided by the applicant, to any person who is directly involved in the MTTF assessment process on its behalf including officers, employees, consultants, contractors and professional advisors of MSD or of any government agency. The disclosed information will only be used for the purpose of participating in the MTTF EOI and assessment process, which may include carrying out due diligence.

In the interests of public transparency, if an EOI (or subsequent application) is approved for funding, the EOI (and any related documents) may be published by MSD. Commercially sensitive and personal information will be redacted by reference to the provisions of the Official Information Act 1982.

##### Limitation of Advice

Any advice given by MSD, any other government agency, their officers, employees, advisers or other representatives about the content of your EOI does not commit the decision maker (it may be Senior Officials or Ministers depending on the level of funding requested, and the nature of the project) to make a decision about your EOI.

##### No Contractual Obligations Created

No contract or other legal obligations arise between MSD and any applicant out of, or in relation to, the EOI and assessment process.

##### No Process Contract

The MTTF EOI and assessment process does not legally oblige or otherwise commit MSD to proceed with that process or to assess any particular applicant’s EOI, or application, or enter into any negotiations or contractual arrangements with any applicant. For the avoidance of doubt, this EOI and assessment process does not give rise to a process contract.

##### Costs and Expenses

MSD is not responsible for any costs or expenses incurred by you in the preparation of an EOI or subsequent application.

##### Exclusion of Liability

Neither MSD or any other government agency, nor their officers, employees, advisers or other representatives will be liable (in contract or tort, including negligence, or otherwise) for any direct or indirect damage, expense, loss or cost (including legal costs) incurred or suffered by any applicant, its affiliates or other person in connection with this EOI and assessment process, including without limitation:

1. the assessment process
2. the preparation of any EOI or application
3. any investigations of or by any applicant
4. concluding any contract
5. the acceptance or rejection of any EOI, or
6. any information given or not given to any applicant(s).

By participating in this EOI and assessment process, each applicant waives any rights that it may have to make any claim against MSD. To the extent that legal relations between MSD and any applicant cannot be excluded as a matter of law, the liability of MSD is limited to $1.

Nothing contained or implied in or arising out of the MTTF documentation or any other communications to any applicant shall be construed as legal, financial, or other advice of any kind.

##### Inducements

You must not directly or indirectly provide any form of inducement or reward to any officer, employee, advisor, or other representative of MSD or any other government agency in connection with this EOI and assessment process.

##### Governing Law and Jurisdiction

The MTTF EOI and assessment process will be construed according to, and governed by, New Zealand law and you agree to submit to the exclusive jurisdiction of New Zealand courts in any dispute concerning your EOI.

##### Public Statements

MSD and any other government agency, or any relevant Minister, may make public in whole or in part this EOI form including the following information:

* the name of the applicant(s)
* the EOI title
* a high-level description of the proposed project/activity
* the total amount of funding and the period of time for which funding has been approved
* the region and/or sector to which the project relates

MSD asks applicants not to release any media statement or other information relating to the submission or approval of any EOI to any public medium without prior agreement of MSD.