

# TERTIARY EDUCATION GRANT FUND POLICY | KAUPAPA TAUTOKO MĀTAURANGA

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## 1. INTRODUCTION

The purpose of this policy is to outline the operational framework, funding criteria, and process for Te Kotahitanga o Te Arawa Waka Fisheries Trust ('TKOTA') Tertiary Education Grant Fund ('the fund'). The fund is designed to further the strategic goals of the trust; foster sustainable fishing and aquaculture practices; drive Māori economic growth and resilience; lead in taiao kaitiakitanga; and develop capacity in Te Arawa tangata.

## 2. CRITERIA:

To be eligible for the grant, applicants must:

- (1) Be a registered member of TKOTA if 18 years and older; or, have a parent who is a registered member of TKOTA if under the age of 18 years.
  - a. Exceptional circumstances will be considered on a case-by-case basis and at the discretion of the decision-maker.
- (2) Be accepted into an eligible full-time equivalent NZQA approved tertiary education program at a New Zealand University, Whare Wānanga, Polytechnic or Technical Institute.
  - a. Preference will be given to applicants studying:
    - Marine Sciences, Aquaculture & Fisheries, Ecology, Biodiversity, Biosecurity or other Environmental Sciences.
    - Law and Governance.
    - Business, Commerce and Management.
    - Māori and Indigenous Studies.
    - Technology and Innovation.Other areas will be considered and ranked against areas of preference.
- (3) Reside in New Zealand for the duration of study.
- (4) Provide the following documentation:
  - a. Complete online application within funding open application period,
  - b. Confirmation of acceptance of enrolment, and
  - c. Confirmation of fees, transport and accommodation costs, and/or study materials.
- (5) Consent to the use of full name, study details and if required, a photograph, for marketing/communication use by TKOTA/Te Arawa Fisheries Group (e.g. social media platforms, pānui, annual report or other platofrms).

## 3. FUNDING SCOPE AND COVERAGE

The grant fund is discretionary in nature and will only be dispensed in years where funds are available. Funding in one year does not guarantee funding will be available the following or consecutive years.

The amount of funding awarded will vary depending on:

- Total funds available for the funding period.
- Number of applicants.
- Individual financial needs and circumstances.
- Alignment of study with TKOTA's strategic goals and values.

Funds may contribute toward the following study-related expenses:

- Course fees or tuition costs,
- Textbooks and study materials, and/or
- Transportation costs related to study (e.g. public transport, fuel if commuting long distance etc).

Funds will not cover

- Living expenses (e.g. rent, food, vehicle running costs etc.).
- Retrospective costs incurred in previous years.

#### **4. FUNDING PERIOD, ASSESSMENT, PAYMENT AND ACCOUNTABILITY**

The process for applying for funding includes:

- (1) Application:** Applications are open from 1 May and close 31 July each year funds are available. Online applications will only be accepted.
- (2) Review and Consideration:** TKOTA will review applications and assess suitability. Applications will be processed between 1-14 August.
- (3) Notification:** Applicants will be notified of the outcome of their application between 15-21 August. Successful applicants must verify their bank account details before payment will be made (statement or screenshot of online banking showing account name, account number and bank logo).
- (4) Funding:** Successful applicants will receive the full agreed funding directly into their verified nominated bank account by the last Thursday of August.
- (5) Accountability:** Receipts may be required to provide proof of expenditure or confirm continued enrolment in the program. Applicants may be asked to submit a brief report on how the funding helped their studies for marketing purposes. Failure to meet these requirements may affect future funding eligibility.

#### **5. GENERAL TERMS**

- **Criteria:** The fund is not intended to provide financial assistance for:
  - Companies, groups or entities.
  - Individuals who have completed study prior to applications opening or will complete their study before August of the funding year.
- **Financial Contribution:** The maximum financial contribution available in a financial year for a single application is \$5,000NZD (gross). Successful applicants may receive anything up to the maximum financial contribution. If funds are not claimed, they will not 'roll over' into any subsequent financial years, nor will they be held passed the final payment date for an applicant. Payments will not be made if bank account verification is not provided.
- **General:**

- Successful applicants should attend the Annual General Meeting for the relevant year the funds were provided.
- Unclaimed/Unrequested funds not allocated will remain property of TKOTA and distributed or absorbed into the business as needs require.

## 6. REVIEW AND UPDATE:

This policy will be reviewed as required to ensure its relevance and effectiveness in supporting the strategic objectives of TKOTA and the needs of Te Arawa iwi members. Any amendments to the policy require Trust Board approval.

Version	Date Effective	Approved By	Amendment
1.0	30 April 2026	Trust Board	Initial Policy