



## COMMUNITY PARTNERSHIP FUND

### 4 Expression of Interest Form

#### SECTION A: ABOUT YOUR PROJECT

A1 When do you estimate your project will start and finish?

Start date: 01 / 07 / 07 Finish date: 01 / 07 / 09

A2 What is the name of your project?

WHIRINAKI INTERACTIVE

A3 What are your project's aims and key goals (up to 400 words)?

1. WHIRINAKI INTERACTIVE is a web based window onto the awe inspiring Whirinaki Rainforest - a shockingly beautiful place that accentuates the natural relationships and richness of all living things. We cannot experience it without effect ; it is a interaction with real things of majestic size, shape and scope.

2. Reflecting the name, "Interactive Whirinaki" implies a reach to gently weave fibres together to create a new fabric; one that is generous, free flowing, inclusive, plyable, expansive and resonates with nature. This journey embodies a huge system of values that the world is rarely aware of; a place, people and culture whose richness challenges our urban values.

3. This community NEEDS this project - It's about re-GROWTH at all levels and part of a deep, time-wide DEVELOPMENT programme to counter the devastation suffered over a century of colonisation and finally the loss of its economic base when native milling was stopped more than a generation ago. Members of the Ngati Whare Iwi (and other past residents who called this place home) have dispersed to all corners of the globe. This will help them reconnect with and share their taonga, turangawaewae and values with the world. Even more importantly, it will help our tamariki enjoy some of the same educational and career opportunities open to others in more affluent city communities.

This application is a key part part of our wider Kaitiakitanga program ([www.kaitiakitanga.net](http://www.kaitiakitanga.net)) that was initiated in 2004 with support from our Kura, Community, Iwi and others. This program is a bold journey towards a rich and sustainable future for all our grandchildren and beyond. It integrates the many inter-dependent projects being done by groups in our community, using the collaborative principles of our Tipu Ake Organic Leadership Model. [www.tipuake.org.nz](http://www.tipuake.org.nz) Our Village Council holds some Enterprise Culture and Skills Dev "seed funding" for this.

This application is to help us with "development funding" to help grow a new community based business entity "Whirinaki Interactive" to further progress the three key Digital Strategy related initiatives we already have well underway. (see A5):

**A4** List the main activities of your project.

- Identify rich future pathways for our children in conjunction with the Kura, Iwi and other community groups
- Integrate ICT initiatives , sharing knowledge across the community and with international networks
- Grow independent support locally, as getting external professional services etc here is too costly and slow
- Innovate to develop marketable products, tools and skills that can help us and other communities prosper
  
- Install broadband access and computers in all our main homes and other key locations in our valley
- Support growth as a connected and supportive community able to exploit the benefits of ICT technology
  
- Use this funding to grow "Whirinaki Interactive" into a robust, innovative and commercially sustainable entity.
- Train and develop key people with social, technical, managerial and marketing skills to grow capability
- Identify and exploit revenue stream opportunities that sustain and grow the natural capital of our place e.g.
  - Working with the Iwi to help them embrace and connect whanau members and networks around the world
  - As a provider to support other local projects, eg nursery , restoring Whirinaki, tourism etc
  - Capturing and cementing in place the wisdom, values and culture our ancestors passed us
  - Cross skilling with the Kura to develop capability and market unique multimedia learning resources
  - Working with Iwi, DOC and others to generate and share rich interpretation resources on Whirinaki
  - Offering people unable to physically visit Whirinaki "Cyba tours" that are accessible worldwide.
  - Profiling Te Whaiti Nui-a-Toi as a place of rich learning - Nature, Maori, Tipu Ake and Sustainability
  - Provide a marketing channel and services to support other commercial enterprises etc in the valley

**A5** How will your project contribute to at least one of the Digital Strategy objectives of Confidence, Content, and Connection (up to 400 words)? (See note at end of this form).

**1. CONTENT - To further develop the Whirinaki Rainforest Community Web Portal**

Our Whirinaki Interactive web portal ([www.whirinaki.org.nz](http://www.whirinaki.org.nz)) already makes us one of the best web represented rural communities in the world. This we have grown using our own community resources with win-win partnerships. We now need "leg up" funding to help us develop our local team and create marketable resources that will grow this into a commercially sustainable venture based on our valley's natural capital. Our Kura is a key partner in this development.

**2. CONNECTION - To complete the roll out of Broadband and computers to all homes in our valley.**

Our Kura, in association with The Tuhoe Education Authority and Waikato University, pioneered ways of getting broadband access into remote places <http://www.kaitiakitanga.net/projects/6-8-1%20broadband%20-%20community%20online.htm>. Now our community wants to take the next step as a Digital Strategy role model; supporting learning by getting it and computers into all active homes in our valley. We already have local people trained to do this who have connections to external technical resources, but now need funding to help.


**3. CONFIDENCE: To grow local capability to manage, maintain, enhance and exploit ICT opportunities**

We already have people (some in training) with strategic business skills, business management, community

development, education, accounting, computer applications, microsoft network management and broadband provisioning. "Whirinaki Interactive" will use this capability to support and grow community ICT confidence, via win-win partnerships with the Kura, Village Council, Runanga, Marae, Kohanga Reo, Whanau Support and other community partners (incl DOC)

**A6** Give a brief summary of how you have established the need for your project (up to 300 words).

This need has clearly grown from what we have learnt in our journey so far, (see [www.kaitiakitanga.net](http://www.kaitiakitanga.net)) using the very organic processes we employ. These concentrate on the opportunities that we can lever by making connections between diverse groups, projects, initiatives, organisations, people and places. Using the Tipu Ake Leadership model we are piloting some radical new tools for planning, implementing, managing, evaluating and transparently reporting on such community development programs. Our need now is for funding partners that are inspired to support us in piloting the development of this very different collaborative kaupapa and tools for communities like ours.

**A7**  Attach any documentation to support your summary in A6, include only the relevant sections. Supporting information may include consultation, research, survey, evaluation, statistics, and/or needs assessment.

**A8** Are there any other initiatives operating that are delivering the same services or activities as your project aims to deliver? If yes, describe the links to your project.

No other independent initiatives are delivering the same services in our valley . Whirinaki Interactive is not an umbrella organisation that tries to engulf other activity, but rather a networking entity that allows all partners to leverage off each other for the common good.

**A9** Anticipated community benefit from the project. (See note at end of this form).

Who will benefit?	Approx how many people will benefit?	How they will benefit?
LOCAL COMMUNITY MEMBERS	250 (in most of 70 occupied homes out of 90 in Minginui, 12 in Te Whaiti and 5 Ngaputahi)	Overcoming our remoteness to participate fully in the global knowledge economy
Individuals, our tamariki and future generations of mokopuna	Many thousands in future	Open opportunities for personal development and new income generating work skills
Kura, Kohanga Reo, Marae, Runanga Whanau Support, Minginui Council and other related community groups	All local groups	Better support for local education, social, development and related local initiatives
Commercial operations in the valley, both individually and community run	Growing numbers	Ability to market products, services and knowledge around NZ and internationally. Also new tools and skills for capability development.
REMOTE COMMUNITY MEMBERS		

Iwi Members and past residents	Many thousands now and more breeding in future	Reconnection with their Turangawaewae, where-ever in the world they live. They will have the ability to participate.  Ability to help create a world wide marketing network in partnership with the community
Inspired voluntreers	Many hundreds	Able to offer specialised support services, participating for a rich personal experience
<b>RELATED NZ ORGANSATIONS</b>		
Dept of Conservation Environment BOP etc	Many thousands in these organisations	Strong partners and resources to help them preserve the fragile Whirinaki environment for all time and future generations anywhere.
Ministry of Social Development Work and Income etc		A self determined social development model that that empowers (rural) communities
Ministry of Internal Affairs, Ministry of Trade and Enterprise		A pilot digital strategy pilot for a remote rural community the enables local enterprise growth
Te Puni Kokiri Ministry of Youth Affairs etc		An example to promote the development of Maori potential in a low employment area
Non Government Agencies		New processes for community support
Ministry of Education / School communities		Custom resources for education / learning
Communities wanting to develop	Many	Sharing our Learning - Our networks are already embracing many of these groups, both locally and internationally
Other Maori Communities		
Indigenous Communities worldwide		
Business Leadership Organisations Sustainability Promoting Organisations		<a href="http://www.tipuake.org.nz">www.tipuake.org.nz</a>  <a href="http://www.kaitiakitanga.net">www.kaitiakitanga.net</a>
<b>THE WORLD COMMUNITY</b>	Millions of people around the world. New visitors to our websites are now 300-400 per day)	Able to experience and interact with the richness of Whirinaki and its culture either in person or on-line.

**A10** List the main potential risks for your project.

Funders may not be able to work with our organic growth methods, mindsets and transparent reporting

Our ability to learn, adapt and enhance our program by leveraging on other opportunities may be constrained.

Local politics and boundary disputes - We will counter this using Tipu Ake communication tools and behaviours

Development funding may not continue to nurture the project right into the commercially sustainable phase.

This community venture may take longer to become self sustaining as a result of members needing time to grow and apply the necessary commercial capability and infrastructure services .

We may lose access to some of our external voluntary support.

External parties, commercial operations or "the system" may take over and lock out local self determination.

**A11** Will your project require any resource consents? **No**

**A12** Using the table below provide an estimated project budget. (See sample tables in the notes section at end of this form).

If your organisation is GST registered, all figures should be GST exclusive. If your organisation is not GST registered, please use the actual costs to your organisation. All figures should be rounded to the nearest dollar.

#### Estimated Project Budget

Main projects cost	Cost \$ (A)	Contributions (B)	CPF funding request (C)
<b>EST COST WHIRINAKI INTERACTIVE</b>			
Org establishment costs ( ECSD fund)	10,000	10,000	
PC network ( Admin1, Edit1, Media1 )	12,000		12,000
Media MM (Video / digital camera etc)	8,000		8,000
Software costs (Office, web, multim)	5,000		5,000
Handover Support / Training - (AUT students and others on site in hols)	5,000		5,000
<b>OP COST WHIRINAKI INTERACTIVE (over the year 1 development period largely getting people up to speed )</b>			
Rent and premises (cost via Ming VC)	6,000	0	6,000
Admin services (pt via Ming / WS)	12,000	0	12,000
Office Expenses (power, stat, ISP etc)	6,000	0	6,000
Commercial Leadership wages (p time)	24,000	0	24,000
Operational Wages (top up/WINZ train)	48,000	24,000	24,000
Learning and Dev Cost	12,000	0	12,000
Kura / student project contribs (in kind)	20,000	20,000	0
Community volunteer contribs (in kind) (for example Kaumatua)	12,000	12,000	0

Consultant /ext volunteer contrib (kind)	40,000	40,000	0
Tertiary student projects etc (in kind)	20,000	20,000	
Accomm /travel for stud volunteers etc	10,000	0	10,000
Plus expected revenue input (yr 1) (eg video sales already initiated)		5000	-5000
<b>OP COST WHIRINAKI INTERACTIVE</b> (over the year 2 development period move to be self supporting - revenue)			
Rent and premises (cost via Ming VC)	6,000	0	6,000
Admin services (pt via Ming / WS)	12,000	0	12,000
Office Expenses (power stat etc)	10,000	0	10,000
Commercial Leadership wages (p time)	24,000	0	24,000
Operational Wages (top up/WINZ train)	48,000	24,000	24,000
Learning and Dev Cost ( courses etc)	12,000	0	12,000
Kura / student project contribs (kind)	20,000	20,000	0
Community volunteer contribs (in kind) (for example , Kaumatua)	12,000	12,000	0
Consultant /ext volunteer contrib ( kind)	40,000	40,000	0
Tertiary student projects etc (in kind)	20,000	20,000	0
Accomm / travel for stud volunteers etc	10,000	0	10,000
Plus expected revenue ( yr 2)		50,000	-50,000
eg. DVD and related sales, On line web sales / koha School resources DOC resources Television contracts Websites for other communities Training / support of other groups  Supply Refurbished PCs Community PC maint service Training other communities			
Other spin offs eg Marae retreats, Nursery, Businesses, Info Centre etc add to the benefits of this project.			
<b>BROADBAND TO OTHER HOMES</b> Connect homes (\$600 equipment)			

Minginui Homes 20	12,000	0	12,000
Te Whaiti Homes 5	3,000	0	3,000
Marae and Organisations 5	3,000	0	3,000
Installation Labour (volunteers paid by recipients using local currency)	5,000	5,000	0
<b>Get BROADBAND to NGAPUTAHI area</b>			
Repeater site equipment	15,000	0	15,000
Local distribution cable	2,000	0	2,000
Connect 5 Homes (\$600 each)	3,000	0	3,000
Installation Labour (volunteer/ cont)	5,000	2,500	2,500
<b>REFURBISH COMPUTERS for Homes</b>			
Donated old computers etc 30	15,000	15,000	0
Install new motherboards and open source software etc	6,000		6,000
Refurbish them (volunteers working on this as a training programme)	4,000	4,000	0
<b>ESTABLISH SUPPORT SERVICES ( To remove reliance on ext suppliers)</b>			
Train Network / Computer technicians	5,000	0	5000
Train User Trainers / Mentors	10,000	0	10,000
<b>PROVIDE ICT TRAINING for users ( Local support courses / mentoring)</b>			
Mentoring and support (by above or school students at home etc)	10,000	10,000	0
<b>PROJECT MANAGEMENT EVALUATION AND REPORTING (Provided transparently on the website as is the Kaitiaitanga Program protocol)</b>	4,000		4,000
Evaluation for funding requests over \$5000			
<b>Total costs</b>	<b>566,000</b>	<b>333,500</b>	<b>232500</b>

Check Total A = Total B + Total C

Check Total C is less than or equal to Total B

### Contributions

Contributors	Type of contribution	Dollar equivalent	Date of confirmation
Applicant Community (volunteer lab)	Community members Kaumatua etc info Member labour	24,000 21,500	Dec 06
	Kura and Kohanga Students Teacher support	30,000 10,000	Dec 06
Strategic Exper	Ext consultants coordination / tech services and initial Project Management	60,000	Confirmed 1/1/06
External Volunteers	Volunteer services	20,000	To be recruited later
Tertiary Student Projects	Services in kind	40,000	Continue each semester at AUT for IT work etc
WINZ and other	Training /allowances	48,000	To be negotiated as training dev allowances
Corporate	Old PC's + support	15,000+	yet to advertise for this
<b>Total contributions</b>		<b>Total B</b>	

## SECTION B: THE PEOPLE

**B1** What role(s) will your organisation take in your project?

The Whirinaki Interactive Development OHU

This will be a group of volunteers representing all the major organisations in the valley with other external partners (listed hereunder) working together with the aim of establishing this community capability. It will operate using Tipu Ake protocols to provide project governance. By the end of this development period as well as having many people making use of ICT technology, we expect that Whirinaki Interactive would have established itself as a commercially sustainable entity.

### PARTICIPATING PARTIES

Minginui Village Council:

The root contract party, receiving the funding, providing the operating premises in the old forestry / DOC compound (being restored by the community using ECSD funding), providing the administrative support services and employing people as required.

This to be managed as a separate project with its own budget at least over the development stage until Whirinaki Interactive is fully established in its own right. The council manages its accounts using MYOB and meets all the funder capability as per the checklist.

#### The Whanau Support Group

Whose members have access to most of the community capacity and other groups. They support the Council and community to make this happen.

#### Te Kura Toitu o Te Whaiti Nui-a-Toi

Our school and students will participate in a win-win capacity as appropriate, by assisting with research and producing resources as part of curriculum work

#### The Tuhoe Education Authority Broadband Project

The provide the local technical support for broadband rollout as the supplier of all hardware and software required for implementation.

#### The Ngati Whare Kaumatua, Runanga and Marae Committees

Providing guidance and appropriate information associated with the iwi. Some of this may be open to the public and other sections accessible only by registered members of the iwi. This is likely to be at the later stages of this project.

#### Strategic Expertise Ltd, Auckland

(Operated by Project Management / Technology Consultant, Peter Goldsbury an ex community member and providing voluntary service in kind, to help establish the funding and project management protocols. Connecting with other external support resources including tertiary student teams.

Being initially responsible for interfacing with the fund, but this activity will progressively be migrated to local community members as they build skills and confidence as the project advances

#### WHIRINAKI INTERACTIVE ESTABLISHMENT OPERATIONS

The new entity that will grow out of this with the following personel being key to its establishment. The exact form of this eg whether a community trust, company or subgroup/division of another organisation will be decided over the duration of the project.


1. The Commercial Leadership person(s) - Part time and able to connect with all local and external opportunities
2. The administrative support services - a person in Minginui Council able to handle all the administration and financial management work on a part time basis.
3. The Operational personel which over the development project period will be largely school leavers and younger trainees, some will roll though on route to other careers.
4. Other people (mainly local) contracted to provide specific services eg training
- 5 Strategic Expertise Ltd providing initial assistance with the funding application, setting up its management reporting then supporting the rapid migration of this function to others in the community. Also arranging external external consulting and networking links outside the valley including coordinating tertiary student teams that assist with website enhancements. ( Peter Goldsbury, Strategic Expertise Ltd, 20 Hastings Parade, Devonport 09 4454454, email [pgoldsbury@stratex.co.nz](mailto:pgoldsbury@stratex.co.nz) , [www.projectmanagement.co.nz](http://www.projectmanagement.co.nz))
- 6 Other external volunteers who can assist with capability development.

**B2** Tell us about your partner(s). (See note at end of this form).

Partners	Have they been contacted?	How will they be involved or what are their roles?	Have they confirmed their involvement?
Tuhoe Education Broadband rollout team	Yes	Liaison and support	Yes
Te Kura Toitu o Te Whaiti Nui-a-Toi	Yes	Liaison and support for learning and development	Yes
Minginui Whanau Support Gp	Yes	Access to specialised resources	Yes
Ngati Whare Runanga /Iwi	Yes	Resources and Time on a Win-win basis	No

**B3** For funding requests over \$5000 – how will your project be managed?

Type here

**B4**  Community Support:  
Attach any letters of support you have for your project.

**B5** Does your project link with any local, regional, national, or sectoral plans (Eg. Long Term Council Community Plan, Iwi Development Plan, etc)? **Yes**

If yes, which ones?

Te Runanga o Ngati Whare Trust - Strategic Plans

Tuhoe Education Authority - Broadband Rollout Strategy and Rural Education Philosophy

The Kura Toitu - plans to extend to higher levels of secondary education. Some of the external external volunteer resources involved in this project will help them grow the capability to do this

## SECTION C: INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) TECHNICAL DETAILS

**C1** Outline how the ICT proposed for your project will be fit-for-purpose, appropriate for the need, and accessible.

The objective is to provide a robust platform over which real community learning and growth can take place.

**C2** How do you know the ICT proposed for your project will perform, and how will it be tested?

Broadband is already operating and we have ongoing support for its enhancement via AUT Student Teams and other volunteers

## SECTION D: SUSTAINABILITY

**D1** How do you plan to fund the ongoing maintenance and operational costs once funding from the Community Partnership Fund (CPF) has ceased? (See note at end of this form).

By revenue positive projects and income streams that will be progressively nurtured over the funded

development period

**D2** Do you have a plan to share your project outcomes and learning with other organisations, communities, and individuals? (See note at end of this form).

**Yes**

**D3** For funding requests over \$5000 only – do you think there is scope to: (See note at end of this form).

(a) scale your project up or down? **Yes**

If yes, how?

**Yes, we will be continually looking at technology options particularly around the local wireless network level to try to increase performance at reduced costs. That learning may well influence scaling choices open to other similar communities.**

**Our evaluation process works on quarterly rolling budgets with review prior to decisionmaking for the next quarter.**

(b) replicate your project into other communities and/or organisations? **Yes**

If yes, how?

**Via web and offering learning support services, training courses etc.**

## **ATTACHMENTS**

Please attach the following to your EOI Form:

**Yes** EOI Eligibility Checklist (2);

**Yes** Applicant Registration Form (3);

**Yes** Evidence of your organisation's legal entity status (for funding requests over \$5000);

**Yes** Description or diagram of your organisation's governance and management structure;

**Yes** Any supporting information showing need for your project (A7); and

**Yes** Any letters of support (B4).

## **APPLICANT DECLARATION** (See note at end of this form).

On behalf of **Minginui Village Council AND Minginui Whanau Support Group**, we the undersigned declare the following:

1. We have authority to commit our organisation to this application.
2. The organisation we represent acknowledges and agrees that the Department of Internal Affairs may disclose to or obtain from any other government department or agency, private person or organisation, any information about the organisation we represent for the purpose of gaining or providing information related to the funding of the applicant.
3. The Department of Internal Affairs will be advised of any significant change to our finances between the date of this EOI and the

date of the decision-making.

4. We will not receive a salary or any other pecuniary gain from the proceeds of any grant money arising from this application.
5. The details we have given in all sections of this application are true and correct to the best of our knowledge, and reasonable evidence has been provided to support our application.

Name       First name     Last name  
Position     (Andy Blick Manager - Mingingui Village Council  
Phone        07 366 3900     home 07 366 3912  
Signature  

Name       First name     Last name  
Position     Clark Mason - Whanau Support Group - Mingingui  
Phone        07 366 3040     Maureen R 07 366 3021  
Signature  

**Please print this form, sign and send as per the Instructions Sheet.**

## NOTES

### A5 Digital Strategy Objectives

- Confidence** – aim to increase the skills, confidence and security in the use of Information and Communication Technology (ICT);
- Content** – aim to increase the availability and access to information and content that is important to people’s daily lives, organisational or business activities, or cultural identity; and
- Connection** – aim to develop or improve connection between individuals, organisations, and communities through the use of ICT.

### A9 Community

Community means more than the geographic community and includes traditional associations such as whanau and hapu, ethnicity or occupation, and communities of interest or practice. A community may be virtual or physical and found locally, regionally, or nationally. People who may benefit from your project could include individuals and groups within target communities and other related organisations.

### A12 Estimated Project Budget (Example)

Main projects cost	Cost \$ (A)	Contributions (B)	CPF funding request (C)
Hardware	10,000	10,000	0
Software development	10,000	6000	4000
Salaries	15,000	5000	10,000
Lease	4000	4000	0
Training workshops	3500	1000	2500
Travel	2000	0	2000
Evaluation	2000	0	2000
<b>Total costs</b>	<b>Total A \$46,500</b>	<b>Total B \$26,000</b>	<b>Total C \$20,500</b>

Check Total A = Total B + Total C

Check Total C is less than or equal to Total B

### Contributions (Example)

Contributors	Type of contribution	Dollar equivalent	Date of confirmation
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Applicant	Salaries	5000	Confirmed
Partner name	Software development, training staff	7000	Confirmed
Partner name	Hardware	10,000	February 2007
Funder name	Funding for lease	4000	January 2007
<b>Total contributions</b>		<b>Total B \$26,000</b>	

### **'In-kind' Contributions**

To value 'in-kind contributions please use the actual hourly rate or estimate an equivalent rate.

Contributions can be cash or 'in kind'. 'In-kind' refers to other types of donations, voluntary labour on the project, or provision or equipment, materials or venue required for the project.

The total contribution for the project will be equal to or exceed the amount requested from the Community Partnership Fund (CPF).

The contribution and CPF funding must be equal to the total project cost. Contributions are required to be confirmed at the Comprehensive Application stage.

### **Date of Confirmation**

Expected date of outcome of funding application, or estimated date of confirmation from partner(s).

## **B2 Partners**

Partner(s) can be individuals, community, private and/or public sector organisations, or key interest groups. They can be iwi and/or Maori organisations or other ethnic or cultural organisations. Partner(s) are independent but agree to co-operate to achieve a common goal, such as the project you are initiating. Partner(s) take an 'active' role in the project and will be involved in the planning, decision-making and/or implementation of the project. Partner(s) also contribute cash or 'in-kind'.

Organisations/individuals providing grants or other funding are not considered partners unless they are undertaking an 'active role' and there is an agreement outlining the 'partnership'. Partner(s) support is required to be confirmed at the Comprehensive Application stage.

## **SECTION D: SUSTAINABILITY**

This refers to the long-term sustainability of the project. The CPF is intended as 'seed' funding, the sustainability of the project after the funding period needs to be accounted for.

**D1** Ongoing initiatives must have a plan for how the initiative will be sustained in normal operations and/or be integrated into the community after the CPF funding ceases.

**D2&3** Sustainability also refers to the long-term benefits to be achieved by each project, how key lessons can be shared across New Zealand, and the ability of the project to be scaled or replicated.

## **SECTION F: APPLICANT DECLARATION**

The Applicant Declaration must be signed by at least two people who are 18 years of age or over with authority to sign on behalf of the organisation.

Signatories cannot be related, cannot be partners, and cannot live at the same address.

They must have a daytime contact telephone number and be contactable during normal business hours.

If the application or grant relates to a salary for the person preparing the documentation, this person cannot be a signatory and must get other appropriate people with authority to sign on behalf of the organisation.