



Grandparents Raising Grandchildren Trust NZ Mitre 10
Community of the year.

Tena Koutou, Talofa Lava, Kia Orana, Fakaalofa Lahi Atu, Malo e
Lelei, Bula Vinaka, Taloha Ni, Kam Na Mauri, Greetings to all!

**From the National Office: Special information:
Extra ordinary Care fund from Work and Income.**

This first funding round has happened and we were most disappointed to see the lack of applications and the ones that were incomplete. We want you to be able to access this fund, so therefore we have included 2 samples of what your application could look like. Please read carefully.

- You must be in receipt of the Unsupported Child Benefit or Orphans Benefit to apply for this fund.
- Under \$500 you need to supply 1 support letter and quote for item or payment.
- If over \$500 you need to supply 2 support letters and quote for item or payment.
- All quotes and support letters must be on a proper letterhead. A handwritten support letter with a copy of a business card is not acceptable. You can ask your local GRG Co to be a support person.
- Paint a picture of the benefit for the child concerned and the difference this will make in your application. Photos are great too.
- Each child applied for must have their own supporting letters and quotes, do not combine them.
- **You can only apply once per fiscal year.**
- You will receive a letter notifying you if successful or not and the reasons why not.
- Please keep any receipts as you may be randomly contacted to supply these and ask what difference it has made to child concerned.
- There are two categories: **Showing Promise:** IE in sports, arts, music etc.
Experiencing Difficulty: IE disability, behind in Schooling, medical/dental/optical etc.

- Minimum request is \$100 Maximum is \$2.000.
- You can request part payments, if extra funding found elsewhere.
- If your requirements are funded elsewhere you must apply there first. IE Education Department etc. If turned down by them explain why.

What will not be funded:

School stationery/uniforms

Overseas travel

Cars

Legal fees

Housing/alterations

Food

Nothing retrospectively paid before date of July 1st 2014.

What may be funded:

Showing potential.

Air fares to tournament

Sports fees/gear

Arts/music fees

Equipment/IE guitar etc

Extended courses

Experiencing difficulty.

Special equipment for disabled

Computer/tablet/I pads

Extra tuition/assessments

Orthodontic

Glasses/assessment fees

Camps/swimming lessons

Counselling

Ask you never know. Decisions about whether to award a grant are based on the needs of the child and the amount of funding available. If you apply for one of the activities in the examples, it's not guaranteed that your application will be granted.

Funding Dates:

| Application dates | When you'll find out and the grant will be paid |
|--------------------------------|--|
| 19 January – 27 February 2015 | 3 April 2015 |
| 18 May – 26 June 2015 | 31 July 2015 |
| 21 September – 30 October 2015 | 4 December 2015 |

I've filled out my form, have proof of costs and got my support letter.

Now what?

Once you've completed the form and got your documentation organised, you'll need to ring us on 0800 559 009 to make an appointment to bring it in to Work & Income. During the appointment, we'll make sure you've done everything you need for your application to be considered. We'll then send your application off for you.

Please mark your diaries for next year and keep this letter in a safe place, we will remind you again about this in our January newsletter.

Extraordinary Care Fund Grant application



Work and Income
Te Hirainga Toiorangi

A service of the Ministry of Social Development

Applicant details

S Ample

If you have received a benefit or extra financial help from us before, write your client number here if you know it.
This number can be found on your Community Services Card if you have one.

Client number

□□□□□□□□□□

Your number

1 What is your full name?

☐ Mr ☐ Mrs ☒ Ms ☐ Miss Other

First and middle names

SUE JEAN

Surname or family name

BROWN

2 What date were you born?

7-7-1959

Day Month Year

3 Where do you live?

Flat/House number Street Name

2 Nowhere St.

Suburb

Albany

Town/City

Auckland

HOW TO ANSWER Q3:

If you live in a rural area, your flat/house number could include your RAPID number, fire number, emergency services number.

4 How else can we contact you?

Tick the best way for us to contact you

| | | |
|--------------|---------------|-------------------------------------|
| Home phone | (09) 222-2222 | <input checked="" type="checkbox"/> |
| Mobile phone | () | <input type="checkbox"/> |
| Other phone | () | <input type="checkbox"/> |
| Email | | <input type="checkbox"/> |

5 Are you a Home for Life caregiver?

☐ No ☐ Yes

Likely to change

Extraordinary Care Fund

Grant application



Work and Income
Te Hirianga Tere

A service of the Ministry of Social Development

If you are receiving an Orphan's or Unsupported Child's Benefit for a child in your care, you can apply to the Extraordinary Care Fund for a grant of between \$100 and \$2,000 each financial year (1 July – 30 June). The Fund is designed to help you meet the additional costs of supporting a child who is:

- showing promise through high achievement in a particular area, or
- experiencing difficulties that are significantly impacting on their development.

You will need to provide proof of this to support your application.

If you need more information before you apply, you can find it online at www.workandincome.govt.nz or you can ask us.

How you apply

Once you have filled out the application form and gathered the supporting information, you need to ring us to arrange an appointment to bring your application to a Work and Income office. We will check your application and make sure you have everything you need.

You can only apply for a grant when the applications for the funding rounds are open. The dates of the funding rounds are on our website or you can ask us. Your appointment will need to be booked at least one week before the closing date of the funding round.

We will let you know the outcome approximately five weeks after applications close.

What you need to bring

Once you have filled out this application, use the checklist to tick off all the documents you need for your meeting with us. It is important that all your supporting documents are included.

Identification for you such as your Community Services Card or SuperGold Card

☐

Supporting documents from an independent person and/or a person of standing in the community that the child is either:

☐

- **showing promise**, for example a letter of support from a school principal, sports coach or music teacher, or
- **experiencing difficulties** for example a letter from a principal or Resource Teacher: Learning and Behaviour (RTLb) or a medical professional.

A second letter of support if you're applying for \$500 or more

☐

Proof of the cost that you're applying for, for example a quote or receipt. If the cost relates to something like a representative trip, this could be a letter requesting payment from an organiser.

☐

If the cost is more than \$2,000 you will need to provide evidence of your ability to pay the rest of the cost

☐

Child one

SAMPLE

Please answer the following questions about the grant you are applying for.

6 What is the child's name?

First and middle names

Nerida April

Surname or family name

BROWN

7 When was the child born?

7-7-2009

Day Month Year

8 Why are you applying for a grant for this child? Tick the box that applies

- ☐ To help with costs because the child is experiencing difficulties that significantly impact on their development.
- ☒ To help with costs because the child is showing promise through high achievement in a particular area.

9 What will the grant be used for?

Flight to NETBALL Tournament
and gear needed.

ATTACHMENT FOR Q10:

You need to provide at least one letter of support for your application.

If you are applying for \$500 or more, you need to provide at least two letters.

These letters could be from an independent person like a teacher, coach or person of standing in the community.

10 How will the grant benefit the child?

She has been chosen as a rep for her school to travel to Invercargill and must have proper shoes and extra warm clothing.

11 If successful, over what period of time will you be using the grant?

6 months

ATTACHMENT FOR Q11:

If you are applying for costs that you have already paid for, you will need to show proof of these.

12 How much money is required?

\$200

ATTACHMENT FOR Q12:

You need to provide proof of this cost.

13 Does the grant cover the full cost of the activity or item?

- ☐ No ☒ Yes

Go to question 16

14 What is the full cost of the activity or item that is needed?

\$2000—

ATTACHMENT FOR Q15:

You will need to provide evidence of your ability to pay the rest (for example a bank statement or letter showing you have received other funding)

15 How are you going to pay for the rest?

☐ It has already been paid.

The school team are fundraising and have raised \$800 per team member this has now ended

HOW TO ANSWER Q16:

Please tell us the names of the organisations you have applied to, the outcome of the applications and how much money you received.

16 Have you applied for a grant for this child from any other organisation for this purpose?

☒ No

☐ Yes

↓ Please provide details below

| |
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| |
| |
| |

If you are not applying for other children, please go to the declaration on page 7

Child two

Please answer the following questions about the grant you are applying for.

17 What is the child's name?

First and middle names

| |
|--|
| |
|--|

Surname or family name

| |
|--|
| |
|--|

18 When was the child born?

| | | |
|-----|-------|------|
| — | — | — |
| Day | Month | Year |

19 Why are you applying for a grant for this child? Tick the box that applies

☐ To help with costs because the child is experiencing difficulties that significantly impact on their development.

☐ To help with costs because the child is showing promise through high achievement in a particular area.

20 What will the grant be used for?

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ATTACHMENT FOR Q21:

21

You need to provide at least one letter of support for your application.

If you are applying for \$500 or more, you need to provide at least two letters.

These letters could be from an independent person like a teacher, coach or person of standing in the community.

How will the grant benefit the child?

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| |

ATTACHMENT FOR Q22:

22

If you are applying for costs that you have already paid for, you will need to show proof of these.

If successful, over what period of time will you be using the grant?

| |
|--|
| |
| |
| |

ATTACHMENT FOR Q23:

23

You need to provide proof of this cost.

How much money is required?

| |
|----|
| \$ |
|----|

24

Does the grant cover the full cost of the activity or item?

☐

No

☐

Yes

[Go to question 27](#)

25

What is the full cost of the activity or item that is needed?

| |
|----|
| \$ |
|----|

ATTACHMENT FOR Q26:

26

You will need to provide evidence of your ability to pay the rest (for example a bank statement or letter showing you have received other funding).

How are you going to pay for the rest?

☐

It has already been paid.

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HOW TO ANSWER Q27:

27

Please tell us the names of the organisations you have applied to, the outcome of the applications and how much money you received.

Have you applied for a grant for this child from any other organisation for this purpose?

☐

No

☐

Yes



[Please provide details below](#)

| |
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| |
| |

[If you are not applying for other children, please go to the declaration on page 7](#)

Child three

Please answer the following questions about the grant you are applying for.

28 What is the child's name?

First and middle names

Surname or family name

29 When was the child born?

Day Month Year

30 Why are you applying for a grant for this child? Tick the box that applies

- ☐ To help with costs because the child is experiencing difficulties that significantly impact on their development.
- ☐ To help with costs because the child is showing promise through high achievement in a particular area.

31 What will the grant be used for?

ATTACHMENT FOR Q32

You need to provide at least one letter of support for your application.

If you are applying for \$500 or more, you need to provide at least two letters.

These letters could be from an independent person like a teacher, coach or person of standing in the community.

32 How will the grant benefit the child?

33 If successful, over what period of time will you be using the grant?

ATTACHMENT FOR Q33

If you are applying for costs that you have already paid for, you will need to show proof of these.

ATTACHMENT FOR Q34

You need to provide proof of this cost.

34 How much money is required?

 \$

35 Does the grant cover the full cost of the activity or item?

- ☐ No ☐ Yes

[Go to question 38](#)

36

What is the full cost of the activity or item that is needed?

\$

ATTACHMENT FOR Q37:

You will need to provide evidence of your ability to pay the rest (for example a bank statement or letter showing you have received other funding).

37

How are you going to pay for the rest?

☐

It has already been paid.

| |
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HOW TO ANSWER Q38

Please tell us the names of the organisations you have applied to, the outcome of the applications and how much money you received.

38

Have you applied for a grant for this child from any other organisation for this purpose?

☐

No

☐

Yes



Please provide details below

| |
|--|
| |
| |
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Declaration

☐

I will use all of the funds received only for the purpose described in this application and will notify Work and Income if the funds are no longer needed.

☐

I have completed all of the questions in this application.

☐

The information I have provided is true and complete.

Your name (print)

SUE BROWN

Your signature

Date

17-1-2015

Day

Month

Year

SAMPLE

Support letter (1)
must be on letterhead
and supply 2 if requests
over \$500

*Te Taitoko i nga Mātua Tāpuna, me nga Mōkōpuna. Te Ao wai rano, ariari, a wari ake nei.
Supporting grandparents and grandchildren. Our past, present and future.*

Support Group Wellington

Co-ordinator Wellington

Cecilee Donovan

Mock up.

To whom it may concern

I write in support of Sue Brown's application for the Extra ordinary Care fund. Sue's granddaughter Nerida has excelled in netball at her local college and has been chosen to represent her school at the nationals in Invercargill. She is a very talented player and this sport has seen her grow in self-esteem and confidence. She has the potential to go a long way in this chosen field.

Yours sincerely



17/1/2015.

For full details of all Local Support Groups please visit the website - www.grg.org.nz

GRANDPARENTS RAISING GRANDCHILDREN TRUST NEW ZEALAND
National Trust Head Office Address: PO Box 34-892, Birkenhead 0746, Auckland
Tel: 09 480 6530 / 0800 472 637; Fax 09 480 6572 Email: office@grg.org.nz



SAMPLE

①



Mock up.

Thornby College

125 Lincoln St, Thornby

15 January 2015

Dear Panel

It is with great pleasure that I support Nerida Brown and her grandmother in her application for funding from the Extra-ordinary Care fund.

Nerida is a dedicated player in our A grade netball team, we have watched her train hard and move up through the ranks over several years. She is an enthusiastic player and was chosen as the captain for this year. Her team have made it through the North Island finals and are travelling to Invercargill for the Nationals.

The team have worked very hard at fundraising and have funds to contribute towards costs, but there is still a shortfall of \$1200 which the parents have to fund.

Should you require any further information please call me on 027 11111111

Yours sincerely

A handwritten signature in black ink, appearing to read 'Jane Doe'.

Jane Doe

Principal.



SAMPLE.
Mock up.

①

Rebel Sports

Shop 5

Westgate Mall

Quote only

Mikey Netball shoes



Thornby College

\$200.00

\$200.00
+ \$1,000.00.

1200.00

Invoice Nationals Invercargill 2015

Flights 800.00

Accommodation 500.00

Tournament Fee's 200.00

Bus fares 200.00

Presentation dinner 100.00

Credit funds raised 800.00

Balance to pay 1000.00

Extraordinary Care Fund Grant application



Work and Income
Te Whiriwhiri

A service of the Ministry of Social Development

Applicant details

If you have received a benefit or extra financial help from us before, write your client number here if you know it. This number can be found on your Community Services Card if you have one.

Client number

□ □ □ □ □ □ □ □ □ □

← your number.

1

What is your full name?

☐ Mr ☒ Mrs ☐ Ms ☐ Miss ☐ Other

First and middle names

JANE JUNE JONES

Surname or family name

JONES

2

What date were you born?

07-07-1949
Day Month Year

3

Where do you live?

Flat/House number Street Name

2 NOWHERE ST.

Suburb

Glenfield.

Town/City

AUCKLAND

4

How else can we contact you?

Tick the best way for us to contact you

| | | |
|--------------|---------------|-------------------------------------|
| Home phone | (09) 111 1111 | <input checked="" type="checkbox"/> |
| Mobile phone | () | <input type="checkbox"/> |
| Other phone | () | <input type="checkbox"/> |
| Email | jane@gmail.co | <input type="checkbox"/> |

5

Are you a Home for Life caregiver?

☐ No ☐ Yes

This will probably change and ask were child/ren under C4E.

Extraordinary Care Fund Grant application



Work and Income
Te Hiraanga Iangata

A service of the Ministry of Social Development

If you are receiving an Orphan's or Unsupported Child's Benefit for a child in your care, you can apply to the Extraordinary Care Fund for a grant of between \$100 and \$2,000 each financial year (1 July – 30 June). The Fund is designed to help you meet the additional costs of supporting a child who is:

- showing promise through high achievement in a particular area, or
- experiencing difficulties that are significantly impacting on their development.

You will need to provide proof of this to support your application.

If you need more information before you apply, you can find it online at www.workandincome.govt.nz or you can ask us.

How you apply

Once you have filled out the application form and gathered the supporting information, you need to ring us to arrange an appointment to bring your application to a Work and Income office. We will check your application and make sure you have everything you need.

You can only apply for a grant when the applications for the funding rounds are open. The dates of the funding rounds are on our website or you can ask us. Your appointment will need to be booked at least one week before the closing date of the funding round.

We will let you know the outcome approximately five weeks after applications close.

What you need to bring

Once you have filled out this application, use the checklist to tick off all the documents you need for your meeting with us. It is important that all your supporting documents are included.

Identification for you such as your Community Services Card or SuperGold Card

☐

Supporting documents from an independent person and/or a person of standing in the community that the child is either:

☐

- **showing promise**, for example a letter of support from a school principal, sports coach or music teacher, or
- **experiencing difficulties** for example, a letter from a principal or Resource Teacher: Learning and Behaviour (RTLb) or a medical professional.

A second letter of support if you're applying for \$500 or more

☐

Proof of the cost that you're applying for, for example a quote or receipt. If the cost relates to something like a representative trip, this could be a letter requesting payment from an organiser.

☐

If the cost is more than \$2,000 you will need to provide evidence of your ability to pay the rest of the cost.

☐

Child one

Please answer the following questions about the grant you are applying for.

Sample

6 What is the child's name?

First and middle names

JOHNNY JIM

Surname or family name

THOMAS

7 When was the child born?

07 - 07 - 1998

Day Month Year

8 Why are you applying for a grant for this child? Tick the box that applies

- ☒ To help with costs because the child is experiencing difficulties that significantly impact on their development.
- ☐ To help with costs because the child is showing promise through high achievement in a particular area.

9 What will the grant be used for?

To purchase an iPad.

ATTACHMENT FOR Q10:

You need to provide at least one letter of support for your application.

If you are applying for \$500 or more, you need to provide at least two letters.

These letters could be from an independent person like a teacher, coach or person of standing in the community.

10 How will the grant benefit the child?

He is behind in his schooling due to parents never sending him to school for over 5 years.

ATTACHMENT FOR Q11:

If you are applying for costs that you have already paid for, you will need to show proof of these.

11 If successful, over what period of time will you be using the grant?

All his remaining school years

ATTACHMENT FOR Q12:

You need to provide proof of this cost.

12 How much money is required?

\$750.00

13 Does the grant cover the full cost of the activity or item?

- ☐ No ☒ Yes

Go to question 16

14 What is the full cost of the activity or item that is needed?

\$ 750.00

ATTACHMENT FOR Q15:

You will need to provide evidence of your ability to pay the rest (for example a bank statement or letter showing you have received other funding).

15 How are you going to pay for the rest?

☐ It has already been paid.

HOW TO ANSWER Q16:

Please tell us the names of the organisations you have applied to, the outcome of the applications and how much money you received.

16 Have you applied for a grant for this child from any other organisation for this purpose?



Please provide details below

If you are not applying for other children, please go to the declaration on page 7

Child two

Please answer the following questions about the grant you are applying for.

17 What is the child's name?

First and middle names

JANUARY MAY

Surname or family name

THOMAS

18 When was the child born?

7 - 7 - 2009
Day Month Year

19 Why are you applying for a grant for this child? Tick the box that applies

☒ To help with costs because the child is experiencing difficulties that significantly impact on their development.

☐ To help with costs because the child is showing promise through high achievement in a particular area.

20 What will the grant be used for?

DISABLED RIDING School fees

ATTACHMENT FOR Q21

21

You need to provide at least one letter of support for your application.

If you are applying for \$500 or more, you need to provide at least two letters.

These letters could be from an independent person like a teacher, coach or person of standing in the community.

How will the grant benefit the child?

SHE IS VERY disabled and I have been struggling to pay for disabled riding which she loves, I cannot continue to pay for this.

ATTACHMENT FOR Q22

22

If you are applying for costs that you have already paid for, you will need to show proof of these.

If successful, over what period of time will you be using the grant?

1 year

ATTACHMENT FOR Q23

23

You need to provide proof of this cost.

How much money is required?

\$1,100 —

24

Does the grant cover the full cost of the activity or item?

☐

No

☒

Yes

Go to question 27

25

What is the full cost of the activity or item that is needed?

\$

ATTACHMENT FOR Q26

26

You will need to provide evidence of your ability to pay the rest (for example a bank statement or letter showing you have received other funding).

How are you going to pay for the rest?

☐

It has already been paid.

HOW TO ANSWER Q27

27

Please tell us the names of the organisations you have applied to, the outcome of the applications and how much money you received.

Have you applied for a grant for this child from any other organisation for this purpose?

☒

No

☐

Yes

Please provide details below

If you are not applying for other children, please go to the declaration on page 7

Child three

Please answer the following questions about the grant you are applying for.

28 What is the child's name?

First and middle names

Surname or family name

29 When was the child born?

- - - - -
Day Month Year

30 Why are you applying for a grant for this child? Tick the box that applies

- ☐ To help with costs because the child is **experiencing difficulties** that significantly impact on their development.
- ☐ To help with costs because the child is **showing promise** through high achievement in a particular area.

31 What will the grant be used for?

ATTACHMENT FOR Q32

You need to provide at least one letter of support for your application.

If you are applying for \$500 or more, you need to provide at least two letters.

These letters could be from an independent person like a teacher, coach or person of standing in the community.

32 How will the grant benefit the child?

33 If successful, over what period of time will you be using the grant?

ATTACHMENT FOR Q33

If you are applying for costs that you have already paid for, you will need to show proof of these.

ATTACHMENT FOR Q34

You need to provide proof of this cost.

34 How much money is required?

\$

35 Does the grant cover the full cost of the activity or item?

- ☐ No ☐ Yes

[Go to question 38](#)

36 What is the full cost of the activity or item that is needed?

\$1,100.00

ATTACHMENT FOR Q37:
You will need to provide evidence of your ability to pay the rest (for example a bank statement or letter showing you have received other funding)

37 How are you going to pay for the rest?

☐ It has already been paid.

| |
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HOW TO ANSWER Q38:
Please tell us the names of the organisations you have applied to, the outcome of the applications and how much money you received.

38 Have you applied for a grant for this child from any other organisation for this purpose?

☒ No

☐ Yes

Please provide details below

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|--|
| |
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Declaration

☒ I will use all of the funds received only for the purpose described in this application and will notify Work and Income if the funds are no longer needed.

☐ I have completed all of the questions in this application.

☐ The information I have provided is true and complete.

Your name (print)

JANE JONES

Your signature



Date

17-1-2015
Day Month Year

Sample



Bromley High School

Crn Blake & Johns St

Bromley

17 January 2015

Re Johnny Thomas

Johnny is a student at our school and due to non-attendance at school for over 5 years when in the care of his parents he is well behind the national standard.

He is getting extra support at school and is in a special class. It would greatly assist if he could have an I pad at home to assist him with his homework. We are moving into a world of technology and this would also assist him greatly.

Sincerely

Jane Doe

Senco

Sample 2.

Mock up



St Aidens Church

Onewera Rd. Glenfield.

Sample 2.
Mock up.

17 January 2015

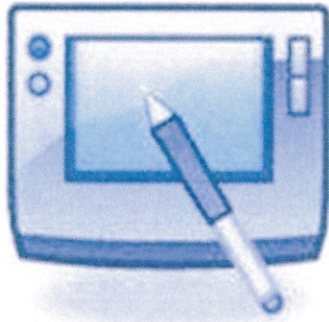
To whom it may concern

Johnny Thoms and his grandparents have been members of our parish for many years, over this time we have got to know this family very well. Johnny struggles with the written word and reading, therefore I fully support this application for the Extra ordinary Care Fund to assist him, he is a lovely young man.

Sincerely

Rev Peter Smith

027 999 9999



Sample 2
Mock up.

17/1/15

Dick Smyth

Westgate Mall Glenfield. Auckland

Quote only:

I pad model A25730

\$750.00

Sample 2
Mock up



Riding for the Disabled

Ranwick Park

Albany

09 444 4444

17 January 2015

January May Thomas has been attending twice weekly our programme, which she thrived from, but very sadly her grandmother is no longer in a position to afford this any longer. For January's enjoyment and pleasure we fully support her application to this ECF.

Attendance 2 weekly from February 2015 – February 2016

\$1,100.00

If you require further information please do not hesitate to contact me.

Park Manager

Joan Mills.

Sample 2.
Mock up.



Albany Medical Centre

123 Albany Rd Auckland

17 January 2015

To whom it may concern,

January May Thoms DOB 7/7/2009

January Thoms and her grandmother Jane Thoms have been patients of this practice since 2010 when January came into the care of her grandmother. January is a severely disabled delightful child; she needs assistance with all personal care which her grandmother capably supplies.

Dr Helen Wants