



Pūhoro Charitable Trust  
Variation Tono/Request

*Prepared for the*

***Te Puni Kōkiri***

***Cadetship Initiative***

*November 2023*

# CADETSHIP INITIATIVE FUND INTERIM VARIATION REQUEST

<b>Registered Organisation Name</b>	Pūhoro Charitable Trust	
<b>Lead Contact</b>	Kemp Reweti – Acting Manahautū CE	
<b>Contact Details</b>	<b>Landline</b>	s9(2)(g)(ii)
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## ***1. Confirmation of the revised final report date for approval***

Pūhoro requests a variation for the final report to be adjusted to ***Friday May 31<sup>st</sup>***.

### **Rationale:**

Pūhoro has been able to deliver to a high standard the cadetship initiative across the key timeframe. We have delivered our interim progress report which was accepted and provided additional information around the training being undertaken by each cadet. We have completed the Final Report but noted accordingly that there are areas we still wish to complete and request an extension of the time frame to expend funds accordingly.

Pūhoro requires additional time to be able to deliver further training sessions and course study opportunities to cadets to extend their development and growth within the organisation and fully realise the potential of the cadetship initiative. Pūhoro has already been able to establish its ability to deliver and believes it is in a good position to be able to deliver further value to cadets with this extension. We hope for a positive response to this variation from Te Puni Kōkiri.

## 2. Budget breakdown, key milestones and regular TPK and Pūhoro monitoring meetings

Cadetships Initiative Reporting on Projected Costs for Variation				
Te Puni Kōkiri Funded				
For Cadets	Training, Development and Mentoring costs	Total	Other Costs eg work clothing, footwear (as approved)	Total TPK
	Training Wānanga 4-6 December – All Cadets	\$ 25,000.00		\$ 25,000.00
	Tertiary study to be completed in 2024 by specific cadets	\$ 20,000.00		\$ 20,000.00
	First aid training for cadets (cost of course + travel) for 6 cadets \$250 each + travel	\$ 1,700.00		\$ 1,700.00
	B360 Development for wellbeing/leadership skills training session for all cadets	\$ 8,000.00		\$ 9,200.00
	Cultural Capital - Kura reo, resources	\$ 28,800.00		\$ 28,800.00
	Digital Qualifications - upskilling staff	\$ 1,000.00		\$ 1,000.00
	Licenses for Adobe \$400pp/Salesforce \$690pp + training	\$ 13,500.00		\$ 13,500.00
	Leadership sessions and further isometric testing with K3	\$ 15,000.00		\$ 15,000.00
<b>TOTAL</b>		<b>Projected spend</b>		<b>\$ 114,200.00</b>
<b>Budget</b>		\$ Actual spent to date		\$ 135,894.08
<b>Balance</b>		<b>Total</b>		<b>\$ 250,094.08</b>

## 3. Key Milestones

Pūhoro will meet monthly with Te Puni Kōkiri. These meetings will be scheduled online and will be an opportunity to further develop the relationship between our organisations and report back on monthly milestones and how they are tracking and being delivered as agreed.

### Milestones 1 - 4

#### 1) December

- a) Verbal online update scheduled and confirmed with TPK
- b) First Aid Training for Cadets is completed
- c) Completion of Training Wānanga (4-6 December)

#### 2) January - February

- a) Verbal online updates scheduled and confirmed with TPK
- b) B360 Development and Training is scheduled and commences across cadets

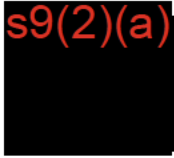
- c) Isometric testing and leadership sessions are scheduled and commence
- d) Qualifications are commenced for key cadets
- e) Cultural Capital activities are engaged in and completed by Cadets
- f) Digital qualifications are completed

**3) March - April**

- a) Verbal online updates scheduled and confirmed with TPK
- b) Digital qualifications are completed
- c) Cultural capital activities are engaged in and completed by Cadets
- d) Isometric testing and leadership sessions continue

**4) May**

- a) Verbal online update scheduled and confirmed with TPK
- b) All outstanding Training and Development sessions are progressed, completed and finalised within May by cadets
- c) Tracking and financials is updated and tracked in preparation for final report to TPK
- d) Final Invoice is sent in at the end of May

Signed:  Kemp Reweti, Acting Manahautū CE – Pūhoro Charitable Trust

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Date: 13/11/2023

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