

**Ethnic Community Development Fund (ECDF)  
 PANEL DECISION MEETING MINUTES  
 Thursday 24 November 2016  
 Starting at 9am  
 DIA Manukau**

**Present**

**Chairperson:** Angela Sopp

**Members:** Ranjna Patel, Jason Sebestian, Elizabeth Youth, Vanisa Dhiru and Tayyaba Khan

**Advisor(s):** Leba Davis and Sandra Mackenzie

**Support Officer:** Sana Daurewa

**Opening mihi / karakia**

**Confidentiality**

The Panel noted the information contained in the paper entitled Confidentiality.  
 NOTED

**Funding Priorities**

The Panel noted the contents of the paper entitled Funding Priorities.

**Conflicts of Interest**

<b><i>ECDF Panel member</i></b>	<b><i>Conflict with</i></b>	<b><i>Left the room when a decision was made</i></b>
Jason Sebestian	<ul style="list-style-type: none"> <li>• A Gathering of Cultures Festival Trust</li> <li>• Hutt City Council</li> <li>• Ignite Sport Trust</li> </ul>	Left room  Left room Left room
Tayyaba Khan	<ul style="list-style-type: none"> <li>• Changemakers Refugee Forum Incorporated</li> <li>• Matu Sako New Zealand Inc</li> <li>• Methodist Mission Northern</li> <li>• New Zealand Myanmar Ethnics Council Inc.</li> <li>• New Zealand National Refugee Youth Council Inc.</li> <li>• Wellington Somali Council Inc.</li> </ul>	Left room  Left room Left room Left room  Left room
Vanisa Dhiru	<ul style="list-style-type: none"> <li>• Changemakers Refugee Forum Incorporated</li> <li>• New Zealand Indian Central Association Inc.</li> </ul>	Left room  Left room
Elizabeth Young	<ul style="list-style-type: none"> <li>• Chinese New Settlers Services Trust</li> <li>• Ethnic Council Wellington Inc.</li> <li>• Manawatu Multicultural Council Inc.</li> </ul>	Left room  Left room  Abstained from decision

	<ul style="list-style-type: none"> <li>• Nelson Multicultural Council Inc.</li> <li>• New Zealand Federation of Multicultural Councils Inc.</li> <li>• Refugees As Survivors New</li> <li>• Zealand Trust</li> <li>• Rotorua Multicultural Council Inc</li> </ul>	Left room  Left room Left room
Ranjna Patel	<ul style="list-style-type: none"> <li>• New Zealand Indian Central Associations Inc.</li> </ul>	Left room

The Committee members declared conflicts of interest and noted the contents of the paper entitled Conflicts of Interest.

**Confirmation of Amounts Allocated**

The Committee confirmed that the amounts allocated were correct, and each did not exceed the total amount requested by the applicant, or the amount requested for individual items.

Ineligible/Incomplete requests:

- #50015 Pacifica Mamas' Arts and Cultural Trust (ineligible)
- #49983 Tigray Community in New Zealand (incomplete)

**General business**

**Closing - 5.10pm**

Released under the Official Information Act 1982

**Ethnic Community Development Fund (ECDF)  
 PANEL DECISION MEETING MINUTES  
 Friday 1 December 2017  
 Starting at 9am  
 Archives Building Mangere**

**Present**

**Chairperson:** Sandra MacKenzie

**Members:** Ranjna Patel, Jason Sebestian, Nigel Hu, Vanisa Dhiru and Hirone Waretini

**Panel Coordinator:** Leba Davis

**Advisor(s):** Kavita Kurmar (OEC) and Larissa Lao (Com Ops)

**Support Officer:** Sana Daurewa

**Opening mihi / karakia**

Hirone Waretini

**Confidentiality**

The Panel noted the information contained in the paper entitled Confidentiality.  
 NOTED

**Funding Priorities**

The Panel noted the contents of the paper entitled Funding Priorities.

**Conflicts of Interest**

<b><i>ECDF Panel member</i></b>	<b><i>Conflict with</i></b>	<b><i>Left the room when a decision was made</i></b>
Jason Sebestian	<ul style="list-style-type: none"> <li>• Hutt City Council</li> <li>• Ignite Sport Trust</li> <li>• Waikato Community Broadcasting Charitable Trust</li> </ul>	Left room Left room Left room
Ranjna Patel	<ul style="list-style-type: none"> <li>• New Zealand Indian Central Association Inc.</li> <li>• Mental Health Foundation of New Zealand</li> </ul>	Left room Left room
Vanisa Dhiru	<ul style="list-style-type: none"> <li>• Changemakers Refugee Forum Incorporated</li> <li>• New Zealand Indian Central Association Inc.</li> <li>• New Zealand Federation of Multicultural Councils Inc.</li> <li>• Multicultural Council Wellington Inc</li> <li>• Tairāwhiti Multicultural Council Trust</li> <li>• Multicultural Association Hawkes Bay Inc.</li> </ul>	Left room Left room Left room Left room Left room Left room

Released under the Official Information Act 1982

	<ul style="list-style-type: none"> <li>• EKTA NZ Inc.</li> <li>• Empower Youth Trust</li> </ul>	Left room Left room
Hirone Waretini	<ul style="list-style-type: none"> <li>• .Waimakariri District Council</li> </ul>	Left room
Sandra MacKenzie	<ul style="list-style-type: none"> <li>• Islamic Womens Council of New Zealand Inc.</li> <li>• Changemakers Refugee Forum Incorporated</li> </ul>	Left room Left room

The Committee members declared conflicts of interest and noted the contents of the paper entitled Conflicts of Interest.

### Confirmation of Amounts Allocated

There was an unspent amount of \$89,868 still left to allocate after all decisions were made and tabled. To ensure that the entire ECDF budget was spent, the Panel then revisited the following groups who received top ups. There were a few declined groups who were also funded.

<i>ID #</i>	<i>Applicant Organisation</i>	<i>Amount approved</i>	<i>Top up amount</i>	<i>Revised Total \$</i>
74057	Auckland Regional Migrant Services Charitable	\$20,000	\$14,150	\$34,150
74470	Changemakers Refugee Forum Inc.	\$15,000	\$5,000	\$20,000
74592	Islamic Womens Council of New Zealand	Declined	\$10,000	\$10,000
74609	NZ Ethnic Women Inc	\$5,000	\$5,000	\$10,000
73808	Women Entrepreneurship Centre	Declined	\$20,000	\$20,000
74315	Ignite Sport Trust	Declined	\$15,000	\$15,000
74351	Diversity Counselling New Zealand	Declined	\$4,100	\$4,100
74731	Empower Youth Trust	Declined	\$10,000	\$10,000
73999	New Zealand Federation of Multicultural	\$15,000	\$10,000	\$25,000
74677	Pearl of the Islands Foundation Inc	\$5,000	\$5,000	\$10,000
74616	Indian Ink Theatre Company Ltd	Decline	\$5,000	\$5,000

The Committee confirmed that the amounts allocated were correct, and each did not exceed the total amount requested by the applicant, or the amount requested for individual items.

Ineligible/Incomplete requests:

- #74582 NZ Kurdish Community Incorporated
- #74585 New Zealand China Exchange Inc.
- #74421 The Shift Foundation
- #74627 Nelson Tasman Pasifika Community Trust

Requests withdrawn:

- #74641 Connected Media Charitable Trust
- #74726 Multicultural Council Wellington Inc.
- #73931 Pearl of the Islands Foundation Inc.
- #73936 Pearl of the Islands Foundation Inc.
- #74011 VIETNZ Community Trust
- #74010 VIETNZ Community Trust
- #74009 VIETNZ Community Trust

**General business:**

The Panel discussed and agreed on the following recommendations:

The Panel agreed for the following actions for next year's fund panel:

1. To provide a full list of application names, as an excel document, to the panel to help with assessment
2. For Lotteries funding information to be explicit in the notes from Advisors, to help with understanding what an applicant may have current or pending funding for
3. An email and/or phone reminder to panel members 48 hours before assessments close, of any outstanding application to still be assessed - to help with ensuring full information is provided timely to the ECDF team by panel members.
4. To go through the applications in the order of declines, partially approve and approve application; grouped by the fund application type of leadership, social cohesion and cultural events.

The map on page 8 of the business papers with allocations noted by region had incorrect figures ie. there were requests from the Manawatu region and it was note on the map.

**Closing karakia** – Hirone Waretini

**Meeting closed at 3.00pm**

**Ethnic Community Development Fund (ECDF)  
 PANEL DECISION MEETING MINUTES  
 Internal Affairs Manukau  
 Monday 19 November 2018  
 Starting at 9am**

**Present**

**Chairperson:** Sandra Mackenzie (Senior Services Advisor, OEC)

**Members:** Nigel Hu, Hirone Waretini, Grace Ryu, Fungai Mhlanga and Birgit Grafarend-Watungwa

**Panel Coordinator:** Leba Davis

**Advisor(s):** Wasantha Marasinghe (Com Ops), Kavita Kumar (OEC)

**Opening mihi / karakia**

Sandra Mackenzie

**Confidentiality**

The Panel noted the information contained in the paper entitled Confidentiality.  
 NOTED

**Funding Priorities**

The Panel noted the contents of the paper entitled Funding Priorities.

**Conflicts of Interest**

<b>ECDF Panel member</b>	<b>Conflict with</b>	<b>Left the room when a decision was made</b>
Grace Ryu	<ul style="list-style-type: none"> <li>• The Korean Society of Auckland Inc.</li> <li>• Asian Family Services</li> <li>• Bhartiya Samaj Charitable Trust</li> <li>• CNSST Foundation`</li> <li>• Earth Action Trust</li> <li>• Eastern Stars Band Inc.</li> <li>• Hearts &amp; minds NZ Inc.</li> <li>• The Asian Network Incorporated (TANI)</li> <li>• Waitakere Ethnic Board Inc.</li> </ul>	Left room Left room Left room Left room Left room Left room Left room Left room Left room
Fungai Mhlanga	<ul style="list-style-type: none"> <li>• New Zealand Red Cross Inc</li> <li>• Waikato Filipino Association</li> <li>• Waikato Rocks Trust</li> <li>• Hamilton Multicultural Services Trust</li> <li>• Ignite Sports</li> <li>• Shama Hamilton Ethnic Women's Centre Trust</li> <li>• Waikato Community Broadcasting Charitable Trust</li> <li>• Waikato Ethnic Family Services Trust</li> </ul>	Left room Left room Left room Left room Left room Left room Left room Left room
Hirone Waretini	<ul style="list-style-type: none"> <li>• Canterbury Nepalese Society Inc.</li> <li>• Philippines Culture and Migrant Services</li> <li>• Aoraki Multicultural Council Inc.</li> <li>• Canterbury Refugee Resettlement and Resource Centre</li> </ul>	Left room Left room Left room Left room

The Panel members declared conflicts of interest and left the room when a decision was made.

The Panel noted the contents of the paper entitled Conflicts of Interest.

### **Confirmation of Amounts Allocated**

There were 141 requests submitted for the 2018/19 funding round, 4 requests were made incomplete due to insufficient or missing supporting documents and 3 requests have been withdrawn as agreed to or requested by the group.

In the 2018/19 funding round the amount for distribution was \$520,000. The Panel considered 134 requests for funding.

2018/19 Priorities	Fully funded	Partially funded	Declined	Total
Social Cohesion	7	29	45	81
Leadership Development	1	5	7	13
Cultural events	3	30	7	40
	<b>11</b>	<b>64</b>	<b>59</b>	<b>134</b>
Social Cohesion	\$82,850	\$256,326	\$0.00	\$339,176
Leadership Development	\$25,160	\$73,200	\$0.00	\$98,360
Cultural events	\$6,464	\$76,000	\$0.00	\$82,464
	<b>\$109,974</b>	<b>\$410,026</b>	<b>\$0.00</b>	<b>\$520,000</b>

To ensure that the entire ECDF budget was spent, the Panel revisited a few groups who received top ups. The Panel gave partial funding to five groups that were initially recommended declines.

The Panel confirmed that the amounts allocated were correct, and each did not exceed the total amount requested by the applicant, or the amount requested for individual items.

Ineligible/Incomplete requests:

- Nawawi Centre Limited
- Morningside Urban Market Garden
- Riccarton High School
- Ruapotaka Marae School Incorporated

Requests withdrawn:

- Northland Indian Associated Incorporated
- The Thai Society of Canterbury Inc.
- Nilam Patel

**Closing karakia – Hirone Waretini**

**Meeting closed at 1.30pm**

## ▼ MEETING MINUTES

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### Apologies/Attendance:

Present: Sandra Lowe (Chair), Brett Grafarend-Watungwa, Nge Ho, Grace Ryu, Kumar Mather, Mastura Abd Rahman, Neelum Varma (Com Ops) and Leba Davis (Coordinator, Com Ops)

### Conflict of Interest:

COI: Grace - Community Wakere Charitable Trust, Earth Action Trust, Japanese Society of Auckland Inc, Massey Matters Inc, New Zealand, NxCrew Trust Inc, NZ Ethnic Social Services Trust, Shakti Community Council Inc, The Asian Network Incorporated (TANI), The Korean Society of Auckland Inc and The Umma Trust.

### Matters Arising:

N/A

### Correspondence Inward/Outward:

N/A

### Chair / Presiding Member Report:

### General Business:

The Chair advised the panel of the new ECDF 2019/20 budget of \$4,000,000. For this meeting an allocated amount of \$1,800,000 was budgeted.

The panel was advised of the new purpose and priorities of the ECDF fund. The fund will remain open permanently and accept requests throughout the year. Decisions will be made regularly and panel meetings held every 6 weeks.

The panel was advised that this was confidential information and can be mentioned to the public once the Minister announces it.

### Budget administration /allocation:

In this 2019/2020 funding round \$4,376,000 was budgeted. At the meeting on Wednesday 27 November 2019 the allocated budget for this round was \$1,800,000.

The total approved for this round was \$1,291,960, leaving an available amount of \$3,084,040 to be spent the end of this financial year (June 30 2020).

### Minutes

#### Comment:

The 2019/2020 Allocated amount for ECDF increased to \$4,376,000. There were 165 requests submitted, 145 requests were tabled for decisions at this meeting, 18 requests were made incomplete due to insufficient or missing supporting documents and 2 requests were withdrawn as agreed to or requested by the group.

At the meeting a total of 102 requests were approved grants, 43 requests were declined. Total amount recommended was \$1,291,960. The total amount requested in 2019/20 was 3,274,051.

#### Conflict of interest:

Grace Ryu left the room when 11 groups she had conflicts with were discussed, she returned after a recommendation was made by the panel.

#### Recommendation changes:

The panel made changes to the following recommended declined requests and recommended funding to: Christchurch Central Methodist Parish, Jaayada Soma da Canterbury Incorporated and Zom Innkuan New Zealand Incorporated.

Allocation of 145 ECDF requests for the 2019/2020 round was tabled, discussed and recommendations were made.

Meeting closed at 1.30pm



▼ MEETING MINUTES

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Apologies/Attendance:

Conflict of  
Interest:

Matters  
Arising:

Correspondence Inward/Outward:

Chair / Presiding Member  
Report:

General  
Business:

Budget administration  
/allocation:

Minutes  
Comment:

16 Dec 2019

Meeting commenced at 5.30pm

Present: Nige, Grace, Bright, Natasha, Sandra and Leba

Apologies: Mastura and Kumar

The panel briefly discussed the process of how often they will have virtual meetings. It was agreed that the next teleconference will be arranged by the Chair early in the new year (Jan 2020)

2 requests reviewed and part a funding approved

The panel had robust discussions regarding the Pear of the Islands Foundation Inc. and The Church Foundation requests. The Panel agreed to recommend part a funding towards both requests.

Pear of the Islands Foundation Inc.#135037 - \$12,500

The Church Foundation#135089 - \$100,000

Meeting finished at 6.15pm

▼ AMENDMENT OF MINUTES

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Minutes  
Amendment:

Released under the Official Information Act 1982

▼ MEETING MINUTES

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**Apologies/Attendance:**

**Conflict of Interest:**

**Matters Arising:**

**Correspondence Inward/Outward:**

**Chair / Presiding Member Report:**

**General Business:**

**Budget administration /allocation:**

**Minutes Comment:**

A v rtua meet ng for a ocat on and d str but on of the above fund as been opened.

\* A requests w go to each Pane member to rev ew and recommend

17 Apr 2019

1 request rev ewed and recommend.

Present: N ge , Grace, B rg t, Funga , Sandra and Leba.

Paneldiscussed the process of how often they will have virtual meetings. It was agreed that discussions about certain requests that require a teleconference will be arranged by the Chair. The Panel agreed to have teleconference meetings on a Tuesday or Thursday between 5.30-6pm when required.

2 May 2019

Present: Nigel, Brett, Funga, Sandra and Leba

Apologies: Grace

9 requests reviewed by Panel - 4 approved and 5 declined

A robust discussion regarding Pearl of the Islands Foundation Inc. and Christchurch Shandong Assn. and the Panel agreed to recommend partial funding towards both requests.

Pearl of the Islands Foundation Inc.#113077 - \$10,925

Christchurch Shandong Association#112692 - \$10,000

14 May 2019

Present: Nigel, Grace, Brett, Funga, Sandra and Leba

Apologies: Mastura (new panel member)

The panel had robust discussions about the Shama Hamiton Ethnic Women's Centre Trust and New Zealand EID Day Trust Board requests and agreed to recommend partial funding.

Shama Hamiton Ethnic Women's Centre Trust#114874 - \$15,000

New Zealand EID Day Trust Board #112112 - \$20,000 towards the Christchurch event only

23rd May 2019

Present: Nigel, Mastura, Funga, Sandra, Grace and Bronwyn

Apologies: Brett

The panel had robust discussions about the Linwood Islamic Charitable Trust and The Umma Trust requests and agreed to recommend to

Linwood Islamic Charitable Trust #114932 - full fund \$100,000

The Umma Trust #113233- partial fund \$24,000

11 June 2019

Present: Nigel, Mastura, Funga, Sandra, Grace, Brett and Leba

The panel had robust discussions about the Auckland Regional Migrant Services, Christchurch Resettlement Services and Federation of Islamic Associations of New Zealand requests and agreed to recommend:

Auckland Regional Migrant Services #115179 - partial fund \$28,300

Christchurch Resettlement Services#119406 - partial fund \$76,000

Federation of Islamic Associations of NZ#113264 - partial fund \$220,000

13 June 2019

Present: Nigel, Grace, Brett, Funga, Sandra and Leba

Apologies: Mastura

A teleconference held at 5.30pm and the panel had robust discussions about 4 requests before recommending the following amounts:

Islamic Women's Council #122279 - \$40,000

Canterbury Refugee Resettlement and Resource Centre#118062 - \$61,500

Manawatu Multicultural Council #116475 - \$20,000

Chinese Culture Association#114211 - \$10,000

25 June 2019

Present: Nigel, Grace, Brett, Funga, Sandra, Bronwyn and Leba

Apologies: Mastura

A teleconference held at 5.30pm and the panel discussed the following:

There are four written requests for staff to support families in Christchurch and the Panel discussed these together:

- Support for Development
- Family Help Trust
- Federation of Islamic Associations of NZ (request 123446)
- Christchurch Victims Organising Committee

Also for discussion – requests with recommendations to full fund:

- Nepa New Zealand Friendship Society
- Manawatu Former Refugee Committee
- Ta rawhiti Multicultural Council
- Aotearoa Resettled Community
- Migrant Action Trust

25 June 2019

Present: Nigel, Grace, Brett, Funga, Mastura, Sandra, Bronwyn and Leba

Teleconference held at 5.30pm and finished at 6.40pm.

The pane had robust discussions and made recommendations on the following groups:

South and Murtuqura Council Incorporated

Waikato Muslim Association Incorporated

Diversity Counselling New Zealand

Support for Development (SFD)

The Canterbury Resource Foundation

Voice Arts Trust

Social Equity and Wellbeing Network

Church of Christ (New Zealand) Incorporated

Family Help Trust

The Canterbury Communications Trust

CN International Culture & Art Exchange Association

Church of Christ (New Zealand) Incorporated

Federation of Islamic Associations of New Zealand Incorporated

Aotearoa Resettled Community Coalition Incorporated

EKTA NZ INCORPORATED

Wellington Jewish Community Centre

University of Canterbury Students Association Incorporated

Institutes of Change New Zealand

budget administration/a location:

As per the opening date of this meeting the Panel has 1 million dollars to distribute.

Agenda Comment:

Additiona one-off ECDF 2019/20 round part curricular aims to strengthen ethnic communities affected by the

Church of Christ terror attacks. There is no closing date for this fund and will remain open until the total amount of \$1

million has been allocated.

Out of Scope

Released under the Official Information Act 1982

Released under the Official Information Act 1982

AGENDA & MINUTES

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▼ MEETING AGENDA

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Apologies/Attendance:

Conflict of Interest:

Matters Arising:

**Correspondence Inward/Outward:**

**Chair/Presiding Member Report:**

**General  
Business:**

16 Jan 2020 - Te eonference he d at 5.30pm - 6pm

Present: Natasha Nayaran, N ge Ho, B rg t, Grace Ryu, Mastura Abd Rahaman and Leba Dav s

Apo og es: Kumar Mather

2 requests rev ewed by Pane - 2 approved

A robust d scuss on regard ng The Chr stchurch Foundat on and and the Pane agreed to recommend the fo ow ng:

The Chr stchurch Foundat on#135089 - \$100,000

26 Feb 2020 - 2pm to 4.45pm

Face to Face meet ng he d at DIA off ce n We ngton

Present: Natasha Nayaran (Cha r), N ge Ho, Grace Ryu, Kumar Mather, Mastura Abd Rahman, and Leba Dav s  
(Coord ator)

Apo og es: B rg t Grafarend-Watungwa

Conf ct of nterest:

Grace Ryu eft the room when 3 groups she had conf cts w th were d scussed, she returned after a  
recommendat on was made by the pane .

- M grant Act on Trusts

- NZ Ethn c Soc a Serv ces

- Wa takere Ind an Assoc at on

The externa pane he d a face to face meet ng at the DIA off ce n We ngton where they he d robust d scuss ons  
and 24 requests were recommended:

Soma Educat on and Deve opment Trust #135031 - \$50,000.00

Nepa ese Cu tura Centre, New Zea and Incorporated #135103 - \$17,825.00

A Noor Char tab e Trust #135249 - \$32,000.00

Auck and Tam Assoc at on #135286 - \$23,000.00

EKTA NZ INCORPORATED #135316 - \$0

NZ Ethn c Soc a Serv ces Trust #135321 - \$37,000.00

M grant Act on Trust #135492 - \$0

New Zea and Zo Commun ty Inc #135493 - \$0

Is am c Womens Counc Of New Zea and Incorporated #135608 - \$95,000.00

Auck and Counc #135756 - \$30,000.00

Mus m Assoc at on Canterbury Incorporated #135902 - \$35,000.00

Mus m Assoc at on Canterbury Incorporated #135904 - \$0

Mus m Assoc at on Canterbury Incorporated #135905 - \$0

Mus m Assoc at on Canterbury Incorporated #135906 - \$25,000.00

Mus m Assoc at on Canterbury Incorporated #135908 - \$111,800.00

Wa takere Ind an Assoc at on #135956 - \$47,000.00

A Together Mu t -Cu ture Soc ety-C ub of NZ Incorporated #136049 - \$0

Tam Soc ety Wa kato Inc #136122 - \$25,175.00

Ind an Assoc at on (Manukau) New Zea and Incorporated #136124 - \$0

The Canterbury Res ence Foundat on #136181 - \$0

New Zea and Mus m Assoc at on #136217 - \$20,000.00

Hast ngs D str ct Counc #136340 - \$23,000.00

Tauranga Sunr se Trust #136360 - \$0

Hakatere Mu t Cu tura Counc Inc. #135078 - \$5,000

F na dec s ons were approved by Caro ne Br dge and (OEC D rector). Noted be ow are requests w th amounts  
changed:

2020-135031 Soma Educat on and Deve opment Trust -Fund \$147,596.00

2020-135078 Hakatere Mu t Cu tura Counc Inc. - Fund \$20,000.00

2020-135286 Auck and Tam Assoc at on - Part a y Fund \$19,316.00

2020-135905 Mus m Assoc at on Canterbury Incorporated - Fund \$90,880.00

March 25 2020:

Present: Natasha Nayaran (Cha r), N ge Ho, B rg t, Grace Ryu, Mastura Abd Rahaman, Kumar Mather and Leba  
Dav s (Coord ator)

The external panel held a virtual meeting where they discussed 17 ECDF requests - however given the nature of COVID-19 and the uncertainty surrounding the pandemic it was decided that a further 17 requests would be decided. It was agreed that an OEC regional managers would contact each group from the regions to carry out decisions to customers.

It was suggested by OEC that the external panel would be put on hold until further notice and any future ECDF requests submitted would be reviewed by internal senior members from OEC who would make recommendations during COVID-19. This was agreed by all members of the external panel.

Meeting closed.

**budget administration/allocation:**

**Agenda  
Comment:**

## ▼ MEETING MINUTES

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**Apologies/Attendance:**

**Conflict of  
Interest:**

**Matters  
Arising:**

**Correspondence Inward/Outward:**

**Chair / Presiding Member  
Report:**

**General  
Business:**

**Budget administration  
/allocation:**

**Minutes  
Comment:**

Out of Scope

Released under the Official Information Act 1982

**Apologies/Attendance:**

Conf ct of Interest for the fo ow ng Pane members n th s add tona fund ng round:

**Conflict of Interest:**

**Matters Arising:**

**Correspondence Inward/Outward:**

**Chair/Presiding Member Report:**

**General Business:**

16 Jan 2020

Face to Face meet ng he d at DIA off ce n We ngton

Present: Shane Wh tfe d (Cha r), Funga Mh anga, V cky L ster, Deborah Lam and Leba Dav s

Apo og es: Dan e Gamboa

3 requests rev ewed by the Pane - a 3 requests approved.

The nterna pane he d a face to face meet ng at the DIA off ce n We ngton where they d scussed and recommended the fo ow ng ECDF requests:

A manar Trust#135205 - \$6,940

We ngton Tam Soc ety#135232 - \$2,211

New Zea and Char tab e Assoc at on Incorporated#135267 - \$10,000

26 Feb 2020:

Present: Shane Wh tfe d (Cha r), Funga Mh anga, V cky L ster, Dan e Gamboa, and Leba Dav s

Apo og es: Deborah Lam

The nterna pane he d a te econference where they d scussed and recommended the fo ow ng ECDF requests:

Afr can Mus m Assoc at on of Aoteroa New Zea and (AMAAN) Incorporated)#135195 - \$7,500

New Zea and Zo Commun ty Inc#135493 - \$0

Foundat on Aga nst Is amophob a and Rac sm#135520 - \$10,000

Wa kato Mu t cu tura Counc Incorporated#135691 - \$4,165

Wa takere Ethn c Board Inc.#135740 - \$7,000 (not to ncude governance expenses)

Mu t cu tura Assoc at on Hawkes Bay Inc#135903 - \$1,600

Amnesty Internat ona Aotearoa New Zea and#135962 - \$10,000

Menta Hea th Foundat on of New Zea and#136413 - \$9,000

Seed the Change | He Kākano Hāpa #136480 - \$9,000

Pak stan Assoc at on of New Zea and (PANZ)#136663 - \$4,500

F na dec s ons were made by Caro ne Br dge and (OEC D rector). Noted be ow are requests w th amounts changed:

Afr can Mus m Assoc at on of Aoteroa New Zea and (AMAAN) Incorporated)#135195 - \$9,500

Foundat on Aga nst Is amophob a and Rac sm#135520 - \$9,400

Wa takere Ethn c Board Inc.#135740 - \$9,800

Menta Hea th Foundat on of New Zea and#136413 - \$10,000

Seed the Change | He Kākano Hāpa #136480 - \$10,000

March 25 2020:

Present: Shane Wh tfe d (Cha r), Funga Mh anga, V cky L ster, Dan e Gamboa, Deborah Lam and Leba Dav s

The nterna pane he d a vrtua meet ng (dur ng the nat onw de ock down) where they d scussed and recommended 10 ECDF requests w th requests of \$10k and under.

#136120-SISTER CITIES NEW ZEALAND INCORPORATED \$10,000.00

#136611-New Zea and Ch nese Assoc at on Auck and Incorporated \$10,000.00

#136894-PAKISTANI ASSOCIATION OF CANTERBURY NEW ZEALAND INCORPORATED (2292730) \$8,100.00

#136908-PAKISTANI ASSOCIATION OF CANTERBURY NEW ZEALAND INCORPORATED (2292730) \$9,100.00

#136912-PAKISTANI ASSOCIATION OF CANTERBURY NEW ZEALAND INCORPORATED (2292730) \$4,820.00

#136921-'NAAD' CHARITABLE TRUST (NZ) \$9,643.00

#136429-New Zea and Ch nese Hube Assoc at on \$5,250.00

#137415-EKTA NZ INCORPORATED \$9,560.00



#137536-EKTA NZ INCORPORATED \$3,800.00

#137878-Pak stan Assoc at on of New Zea and (PANZ) \$3,500.00

The interna pane he d a vrtua meet ng where they d scussed the 10 ECDF requests - however g ven the nature of COVID-19 and the uncerta nty surround ng the pandem c t was dec ded that a 10 requests wou d be dec ned. It was ater agreed by OEC sen or staff that an OEC reg ona managers wou d contact each group from the r reg ons to car fy dec ne dec s ons to customers.

Th s dec s on was agreed by a pane members and meet ng c osed.

May 6 2020:

New pane dur ng COVID-19:

Present: Nand ta Mathur (Cha r), Natasha Narayan, Shane Wh tf e d, V cky L ster, Funga Mh anga, Deborah Lam, Joe Grace (Com Ops Manager) and Leba Dav s (Coord nator)

The frst vrtua meet ng he d w th the new interna pane members dur ng ock down. New COVID-19 ECDF pr ort es are now n p ace. Project proposa s requested by organ sat ons w be assessed on the a gnment to the new purpose and pr ort es.

Purpose:

New Zea and commun t es are we com ng and nc us ve, and ethn c commun t es connect and take part n soc ety.

Pr ort es:

The rea gned pr ort es of the Fund are:

a ternat ve means for ethn c commun t es to stay soc a y connected; and  
commu ty emp oyment n t at ves; and  
commu ty res ence and recovery

The pane made recommendat ons to 9 ECDF requests w th 2 requests be ng put on ho d unt further nformat on was sort by the groups.

Roopa Aur Aap Char tab e Trust -\$5,966.00 - pane \$0.00 Dec ne

The Canterbury Res ence Foundat on-\$7,000.00 - pane \$3,500.00 Part a y Fund

UNITED AFGHAN ASSOCIATION OF CANTERBURY INCORPORATED-\$33,500.00 - pane \$33,500.00 Fund

M grant Careers Support Trus-\$18,200.00 - pane \$18,200.00 Fund

Auck and Cambod an Youth and Recreat on Trust-\$19,956.00 - pane \$17,400.00 Part a y Fund

M grant Act on Trust-\$121,233.00 - pane \$40,411.00 Part a y Fund

Japan Kaur Educat on Trust-\$40,073.00 - pane \$9,600.00 Part a y Fund

Mu t cu tura Assoc at on Hawkes Bay Inc-\$15,000.00 - pane put on ho d no dec s on recommended

F na dec s ons were approved by Caro ne Br dge and (OEC D rector). Noted be ow request w th amounts changed:

#140123 Roopa Aur Aap Char tab e Trust -\$5,966.00 fu y funded

May 20 2020:

Present:

The interna pane he d a vrtua meet ng dur ng ockdown and he d robust d scuss ons and 17 requests, and 2 requests from the ast pane meet ng that were put on ho d:

#139430 North and Ind an Assoc at on Incorporated \$10,000.00 - pane \$7,000.00

#142031 Non-Res dent Nepa Assoc at on (NRNANZ) Incorporated \$80,800.00 - pane \$50,000.00

#141264 Gr ef Support and Educat on Char tab e Trust \$11,005.00 - pane \$11,005.00

#141409 Ch nese Cu ture Assoc at on (NZ) Incorporated \$30,000.00 - pane \$30,000.00

#140816 Baskets of B ess ng \$30,000.00 - pane \$30,000.00

#141165 Age Concern Auck and \$15,636.00 - pane \$11,856.00

#140904 The Umma Trust \$93,020.00 - pane \$76,420.00

#140405 Orb360 Foundat on Trust \$70,000.00 - pane \$60,000.00

#142324 New Zea and Love Dance Ass. Inc. \$7,200.00 - pane \$5,000.00

#140204 South and Mu t cu tura Counc Incorporated \$266,368.00 - pane \$121,699.00

#140648 MIGRANT CONNECTIONS TARANAKI (MCT) CHARITABLE TRUST \$45,000.00 - pane \$15,000.00

#142153 Auck and Refugee Counc Incorporated \$5,000.00 - pane \$5,000.00

#138204 Nga Tangata M crof nance \$660,000.00 - pane Dec ne

#140694 Burund an Assoc at on n New Zea and Incorporated \$9,500.00 - pane Dec ne

#139480 Mu t cu tura Whangare Incorporated \$501,867.00- pane \$85,866.00

The MULTICULTURAL LEARNING AND SUPPORT SERVICES INCORPORATED wh ch was put on ho d at the ast pane meet ng was tab ed and recommended \$29,261.00

The panel discussed and agreed at this meeting they have agreed that they will not fund the following – transactions on services costs, any request for food parcels/distribution of necessities for social workers as there are other departments/organizations that are already providing these services. Groups to be notified and referred to these different sources.

June 3 2020

Present via zoom: Nandita Mathur (Chair), Shane Whetford, Natasha Narayan, Funga Mhanga, Vicki Lester, Deborah Lam, Joe Grace (Com Ops Manager) and Leba Davs (Coordinator)

At this meeting 21 ECDF requests were tabled, with results below:

49687-M grantee Aotearoa New Zealand Incorporated \$45,200.00  
136827-The As an Network Incorporated (TANI) \$128,082.00  
138708-Waikato Ethnic Family Services Trust- panel rec. \$35,500.00  
139733-English Language Partners New Zealand Trust - panel rec. \$28,500.00  
140780-Inspiring Stories Trust \$20,000.00  
141334-Equity Matters Limited Decne. panel rec. \$15,000  
141530-NZ Ethnic Social Services Trust \$11,424.00  
141734-New Zealand and Nepal Society Incorporated recommend to fund but due to the not funding food costs the panel recommended a Decne  
141751-WAIKATO REFUGEE FORUM INCORPORATED- panel rec. \$60,600.00  
141979-Auckland and Refugee Council Incorporated \$60,000.00  
142859-Kw-Sr Lankan Charitable Trust \$11,400.00  
143233-Birkdale Beach Haven Community Project Incorporated \$36,350.00  
143299-Indian Association (Manukau) New Zealand Incorporated \$32,400.00  
143665-Waikato Hispano Latino Cultural Trust \$9,210.00  
143731-Margborough Migrant Centre Incorporated Decne  
143904-Haguey Community Co-ops Decne  
144329-Deg Togh Fateh Sikh Society Incorporated- panel rec. \$18,433.00  
144516-New Zealand Federation of Murtucura Councils Incorporated (no recommendation given, on hold)  
145185-Auckland Regional Migrant Services Charitable Trust - panel rec. \$67,320.00  
145410-Wellington Progressive Jewish Congregation Incorporated \$9,619.00  
147454-THE RELIGIOUS DIVERSITY CENTRE IN AOTEAROA NEW ZEALAND TRUST-Decne, panel rec. \$80,000.00

Final decisions were approved by Anusha Guer (OEC Director). Noted no recommendation amounts were changed.

18 June 2020 - Zoom meeting from 11am - 12pm

Present via zoom: Nandita Mathur (Chair), Shane Whetford, Natasha Narayan, Funga Mhanga, Vicki Lester, Deborah Lam, Ayokun Oyawa (OEC), Joe Grace (Com Ops Manager) and Leba Davs (Coordinator)

The Internal panel held a zoom meeting where they held robust discussions and tabled 19 requests with recommendations. 4 requests that were pending from the last meeting was also tabled with a final decision made at this meeting.

Changemakers Resettlement Forum Incorporated#147538 \$48,259.00  
Bhartiya Samaj Charitable Trust#147579 \$10,930.00  
As an Family Services#137631 \$94,000.00  
Tauranga Regional Murtucura Council Incorporated#143236 \$46,800.00  
Murtucura Whangarei Incorporated#147644 \$60,655.00  
Murtucura Whangarei Incorporated#147493 \$48,000.00  
As an Family Services#143066 \$10,000.00  
Waikato Muslim Association Incorporated#143322 \$90,220.00  
WaterSafe Auckland Inc#145120 \$6,400  
Spreydon Youth Community Trust \$15,372.00  
PAKISTANI ASSOCIATION OF CANTERBURY NEW ZEALAND INCORPORATED (2292730)#147650 \$7,000.00  
M Tuakiri #141397 \$11,600.00  
Khadja Charitable Trust#140369 \$10,000.00  
HARBOUR SPORT TRUST#135554 \$39,260.00  
Independent Living Service Trust#147573 \$25,000.00  
The Refugee Orientation Centre Trust#136335 \$16,250.00  
WAIKATO COMMUNITY BROADCASTING CHARITABLE TRUST#141805 \$1,820.00  
New Settlers Family And Community Trust#147543 \$46,000.00 for six months. OEC advisor to work with the group.  
Soma Education and Development Trust#139743 - Decne

Anusha Gu er (OEC D rector) - approved recommendat on amounts from the pane .

F na dec s ons for the 4 pend ng requests from prev ous meet ngs:

New Zea and Federat on Of Mu t cu tura Counc s Incorporated awarded \$70,131 (pane recommended a dec ne)

Mar borough M grant Centre Incorporated#143731- dec ned

New Zea and Nepa Soc ety Incorporated#141734 - dec ned

Mu t cu tura Assoc at on Hawkes Bay Inc#138648 - w thdrawn (conf rmat on approved by OEC manager).

F na ECDF pane meet ng for pane member V cky L sters.

Meet ng c osed at 12pm.

**budget administration/allocation:**

**Agenda**

**Comment:**

## ▼ MEETING MINUTES

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**Apologies/Attendance:**

**Conflict of Interest:**

**Matters Arising:**

**Correspondence Inward/Outward:**

**Chair / Presiding Member Report:**

**General Business:**

**Budget administration /allocation:**

**Minutes Comment:**

Out of Scope

Released under the Official Information Act 1982

**ECDF Panel meeting, Wednesday 19 August 2020**  
**1.30pm – 2.30pm**

The Internal Panel held a virtual meeting where 24 ECDF requests were tabled.

**Present:** Joanna Arnold (Chair) Nandita Mathur, Natasha Narayan, Deborah Lam, Fungai Mhlanga, Ayokunle Oyawale, Joe Grace (Com Ops Manager), Daniel Rosenbaum (Coordinator), Mona Contractor, Enatha Musabe and Leba Davis

**Apologies:** Shane Whitfield

**Confirmation of Minutes from last Meeting:**

Panel agreed that meeting minutes will be provided at upcoming monthly meetings.

**Matters arising from the Minutes of the last Meeting:**

No matters arising from last meeting.

**Incoming / outgoing correspondence:**

Panel discussed and agreed that future correspondence will be saved in cohesion and linked shared on the monthly meeting agenda.

**Confirmation of declaration of conflicts of interest:**

No Panel conflicts regarding the 24 requests tabled at this meeting.

**Summary of funding available and recommendations:**

The Panel notes that each quarter is subsequently allocated \$1,058,000 as stated in the ECDF policy.

The Panel suggested having clear policy guideline on how repeat requests from organisations will be considered.

**Request Schedules:**

One request withdrawn #149617- United Sri Lanka Association (USLA) Incorporated.

At this meeting a total of 24 requests were recommended, 13 requests granted and 11 requests declined. Total amount recommended was \$239,011.00.

The panel made changes to the following requests:

ID#	Organisation	Project	Advisor Recommendation	Panel Recommendation	CE Decision
149003	Doina-Community of Romanian Aucklanders Inc.	Activities for the Romanian Community in Auckland	\$7,900	\$9,900	\$9,900
152480	Leukaemia & Blood Cancer New Zealand	Education Resources for Ethnic Communities	\$16,704	\$0.00	\$0.00
148815	The Community Waikato Trust	Community Waikato Ethnic Development Pilot Programme	\$41,000	\$35,000	\$35,000

15299 1	Wellington Access Broadcasting Society Inc.	Voice of Aroha	\$6,200	\$18,080	\$12,080
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Organisations that require follow ups:

ID #	Organisation	Project	Recommended	Follow up
151529	Auckland somali Community Association Incorporated	Food Security for Vulnerable Somali Families	\$0.00	Fungai to follow up with the group and refer to other food distribution agencies
152921	Southland Filipino Society Incorporated	Filipino Community Centre of Southland	\$0.00	Mona and Deb to follow up with the group
152441	Spirit of Rangatahi Charitable Trust	Preparing for our Future Together: Cultivating an Inclusive Response for Student Leaders (Pilot)	\$0.00	Enatha and Tash will be meeting with this group to discuss both declined requests
150020	The India New Zealand Business Council Inc.	Business Mentorship – COVID Response Support	\$0.00	Budget unclear; Advisor to work with the group

Any other business:

1. The Panel suggested that publication projects requested from organisations should clearly show the reasons and requirements of the publication materials and show evidence of deliverables and distributions.
2. The Panel agreed NOT to fund requests for food distributions and translation services costs, unless there is evidence that the group has explored and exhausted other available services.

**ECDF Panel meeting, Tuesday 22 September 2020**  
**1.30pm – 3.30pm**

The Internal Panel held a virtual meeting where 44 ECDF requests were tabled.

**Present:** Joanna Arnold (Chair) Nandita Mathur, Shane Whitfield, Deborah Lam, Fungai Mhlanga, Ayokunle Oyawale, Joe Grace (Com Ops Manager),

ECDF Coordinator: Daniel Rosenbaum

ECDF Advisors: Enatha Musabe and Leba Davis

**Apologies:** Natasha Narayan and Mona Contractor

**Confirmation of Minutes from last Meeting:**

Panel confirmed minutes from last meeting on 19 August 2020.

NOTED

**Matters arising from the Minutes of the last Meeting:**

No matters arising from last meeting.

NOTED

**Incoming / outgoing correspondence:**

No correspondences was tabled at this meeting

NOTED

**Confirmation of declaration of conflicts of interest:**

There were no Panel conflicts noted regarding the 44 requests tabled at this meeting.

Daniel Rosenbaum, ECDF Coordinator declared a conflict and left the room at 2.45pm whilst a funding decision was being made about Wellington Jewish Community Centre and returned at 2.48pm

**Summary of funding available and recommendations:**

The Panel notes total available for distribution at this meeting is \$431,328.00

Suggestions from panel:

- Have clear policy guidelines on how repeat requests from the same organisations will be considered
- Identify organisations that have received multiple funding from ECDF. Advisors to note in report comment when assessing requests

NOTED

### Request Schedules:

At this meeting a total of 44 requests were recommended, 30 requests granted and 13 requests declined with 1 request withdrawn. The total amount awarded at this meeting was \$472,334.00.

Changes were made to the following requests:

Organisation	Project	Advisor Recommendation	Panel Recommendation	Director's Final Decision
Mangere East Afterschool Care, Community Education, and Study Support Trust	Our stories Our narratives	\$40,000	\$0.00	\$0.00
Pinoy CARES Canterbury	South Island Filipino Associations and Groups (SIFAG) Leadership Forum-One Community Towards Unity and Recovery	\$26,200	\$0.00	\$0.00
Chinese Conservation Education Trust (CCET)	Education materials for Chinese communities: NZ history and natural heritage	\$20,000	\$0.00	\$0.00
Chinese Association of North Shore City	Sport and Culture Activities after Covid19	\$10,000	\$5,000	\$10,000
'NAAD' Charitable Trust (NZ)	Baithak NZ cultural hub	\$10,000	\$5,000	\$10,000
Communities Action Trust (CATNZ)	Wellington Diwali Festival of Lights 2020	\$15,000	\$5,000	\$10,000
Pinoy CARES Canterbury	Maraming Salamat (Thank you Very Much) NZ – A Night of Tribute and Thanksgiving (Filipino community Covid19 recovery event)	\$16,000	\$5,000	\$10,000
Spirit of Rangatahi Charitable Trust	Preparing for our Future Together: Cultivating an Inclusive Response for Student Leaders (Pilot)	\$0.00	\$0.00	\$10,000

### Any other business:

1. The Panel discussed the amounts of funds allocated and the amount of funds budgeted for this meeting. The amount allocated reflects the level of funding available for distribution
2. The Panel agreed to cap events to \$5,000. ECDF advisor to comment on numbers that would benefit from events if recommending over \$5,000
3. Conservation and environment projects are lower priorities for this Panel

Meeting closed at 3.05pm

**ECDF Panel meeting, Tuesday 22 October 2020**  
**3.15pm – 4.30pm**

The reconvened External Panel held a face to face meeting at 45 Pipitea St, Wellington, where 27 ECDF requests were tabled.

**Present:** Joanna Arnold (Chair/OEC), Nigel Ho, Brigit Grafarend-Watungwa, Kumar Mather, Grace Ryu

ECDF Coordinator: Daniel Rosenbaum

ECDF Advisors: Enatha Musabe, Mona Contractor and Leba Davis (joined meeting via zoom)

OEC Senior Advisor, Ayokunle Oyawale

**Apologies:** Mastura Abd Rahman

**Confirmation of Minutes from last Meeting:**

Panel notes minutes from the Internal Panel's final meeting on 22 September 2020.

NOTED

**Matters arising from the Minutes of the last Meeting:**

The internal OEC Panel has previously requested a document be created recording the Panel's decision-making principles. This will be made an available resource at meetings to inform future decision-making and maintain funding consistency.

NOTED

**Incoming / outgoing correspondence and Media:**

Media articles noting ECDF published by Asia Media Centre, Otago Daily Times and Sunlive links were tabled at this meeting.

NOTED

**Confirmation of declaration of conflicts of interest:**

The following conflicts were declared from:

- Brigit Grafarend-Watungwa and Grace Ryu left the room at 3.27pm whilst a funding recommendation was being made about English Language Partners and returned at 3.33pm.
- Daniel Rosenbaum, ECDF Coordinator declared a conflict and left the room at 4.06pm whilst a funding decision was being made about Wellington Jewish Community Centre and returned at 4.07pm

**Summary of funding available and recommendations:**

The Panel notes total amount available for distribution at this meeting is \$315,332.	
Total amount available for distribution at this meeting	\$315,332 (1/3) of Q2 balance: \$945,998
Total amount requested at this Panel meeting	\$1,509,388
Total amount recommended by Advisors	\$316,448
Difference	\$1,192,940
Number of requests (excluding expired requests)	27
Number of requests recommended for funding	19

NOTED



**Request Schedules:**

At this meeting a total of 27 requests were recommended, 21 requests granted and 7 requests declined. The total amount awarded at this meeting was \$287,416.

Changes were made to the following requests:

Organisation	Advisor Recommendation	Panel Recommendation	Director's Final Decision
Serenity Foundation	\$10,000	\$0.00	\$10,000
Multicultural Learning and Support Services Inc.	\$30,000	\$30,000	\$20,000
Embracing Diversity Inc.	\$10,000	\$10,000	\$6,638
Ignite Sport Trust	\$30,000	\$30,000	\$10,000

**Media reports:**

The Panel nominated two applicants of this Panel meeting as a potential media story once the projects are completed:

- Women Entrepreneurship Centre \$47,200 towards their Digital Ecosystem for SME's among Ethnic Communities project
- Same Same but Black - \$5,000 - Same Same but Black presents. ICONS! project

**Any other business:**

1. The Panel supports translations costs for projects
2. Multiyear funding is not supported by the panel at this time

**Date of the next meeting:**

Next meeting 25 November 2020, commencing at 1pm

Meeting closed at 4.30pm

**ECDF Panel meeting, Wednesday 25 November 2020**  
**1.00pm – 2.30pm**

The External Panel held a virtual meeting where 28 ECDF requests were considered.

**Present:** Joanna Arnold (Chair/OEC), Grace Ryu, Birgit Grafarend-Watungwa, Nigel Ho, Mastura Abd Rahman, Kumar Mather, Ayokunle Oyawale (OEC), Daniel Rosenbaum (Coordinator), Mona Contractor, Enatha Musabe and Leba Davis

**Apologies:** Joe Grace (Manager, Hapi Hapori)

**Confirmation of Minutes from last Meeting:**

Panel notes the minutes from the last meeting on 22 October 2020.

NOTED

**Matters arising from the Minutes of the last Meeting:**

No matters arising from last meeting.

**Incoming / outgoing correspondence:**

No media or correspondence from last meeting.

**Confirmation of declaration of conflicts of interest:**

No Panel conflicts regarding the requests tabled at this meeting.

**Summary of funding available and recommendations:**

- The total amount available for distribution at this meeting - \$334,291
- Total amount requested at this Panel meeting - \$911,837
- Total amount recommended by Advisors - \$353,211

The Panel notes the summary of funding available.

**Request Schedules:**

At this meeting a total of 28 requests were recommended, 25 requests granted, and 5 requests declined. Total amount approved was \$270,141.

The OEC Director made no changes to the panel's recommendations.

**Any other business:**

Updates from OEC:

1. Over the next couple of months, OEC will be handing over ECDF funding processes to Hapai Hapori to administer
2. Panel members to complete and send their signed FIN63B claim forms to the ECDF coordinator to process

**Date of the next meeting:**

Next zoom meeting on Wednesday 16 December 2020, commencing at 3.30pm

**Meeting closed at 2.30pm**

**ECDF Panel meeting, Wednesday 16 December 2020**  
**3.30pm – 5.00pm**

The External Panel held a virtual zoom meeting, where 27 ECDF requests were tabled.

**Present:** Joanna Arnold (Chair/OEC), Nigel Ho, Brigit Grafarend-Watungwa, Kumar Mather, Grace Ryu, Mastura Abd Rahman, Kudakwashe Tuwe (OEC Regional Manager) and Macey Liang (OEC)

**ECDF Coordinator:** Daniel Rosenbaum

**ECDF Advisors:** Enatha Musabe, Mona Contractor and Leba Davis

**Apologies:** Joe Grace (Manager, Hapai Hapori/Com Ops)

**Confirmation of Minutes from last Meeting:**

Panel notes minutes from last meeting on 25 November 2020.

NOTED

**Matters arising from the Minutes of the last Meeting:**

Panel note no matters arising from minutes of the last meeting.

NOTED

**Incoming / outgoing correspondence:**

Panel noted correspondences web links from:

- The New Zealand Times – advertising ECDF workshop for the Korean Community in Auckland
- Age Concern Auckland – Acknowledgment of ECDF support

NOTED

**Confirmation of declaration of conflicts of interest:**

The following conflicts were declared from:

- Brigit Grafarend-Watungwa and Grace Ryu who were transferred to a virtual waiting room at 3.41pm whilst a funding recommendation was being made about English Language Partners requests#160779 & 160587 and both returned at 3.43pm.
- Daniel Rosenbaum, ECDF Coordinator declared a conflict and left the room at 3.43pm whilst a funding decision was being made about New Zealand Jewish Council and returned at 3.43pm

NOTED

**Summary of funding available and recommendations:**

<b>The Panel notes total amount available for distribution at this meeting is \$398,441</b>	
Total amount available for distribution at this meeting	\$398,441 of remaining Q2 balance: \$398,441
Total amount requested at this Panel meeting	\$995,697
Total amount recommended by Advisors	\$247,903
Total amount awarded	\$230,251
Number of requests (excluding expired requests)	27
Number of requests recommended for funding	22

NOTED

**Request Schedules:**

At this meeting a total of 27 requests were recommended, 22 requests granted, and 5 requests declined. The total amount awarded at this meeting was \$230,251

Changes were made to the following requests:

Organisation	Advisor Recommendation	Panel Recommendation	Director's Final Decision
Katikati Community Resource Centre	\$0.00	No consensus	\$5,000
Sports Waitakere Trust	\$20,000	No consensus	\$20,000

**Media reports:**

The Panel nominated two groups at this Panel meeting to provide a media story for publicity once the projects are completed:

- 

**Any other business:**

- Panel discussed and agreed to consider increasing the \$5k capping for 'events' if there is evidence from the advisor's assessments on how big the impact is and how many participants attend. This will indicate how much % of the event ECDF will support.
- DIA to come up with guidelines around what information is required for events going forward

**Date of the next meeting:**

Next meeting 27 January 2021, commencing at 1pm

Meeting closed at 4.40pm

Released under the Official Information Act 1982

**ECDF Panel meeting, Wednesday 27 January 2021  
1.00pm – 2.15pm**

The External Panel held a virtual zoom meeting, where 29 ECDF requests were tabled.

**Present:** Joanna Arnold (Chair/OEC), Natasha Narayanan (OEC), Nigel Ho, Brigit Grafarend-Watungwa, Kumar Mather, Grace Ryu, Mastura Abd Rahman, Kudakwashe Tuwe (OEC Regional Manager) and Macey Liang (OEC)

ECDF Coordinator: Daniel Rosenbaum

ECDF Advisors: Enatha Musabe, Mona Contractor and Leba Davis

**Apologies:** Joe Grace (Manager, Hapai Hapori/Com Ops)

**Confirmation of Minutes from last Meeting:**

Panel notes minutes from last meeting on 16 December 2020.

NOTED

**Matters arising from the Minutes of the last Meeting:**

Panel note no matters arising from minutes of the last meeting.

NOTED

**Incoming / outgoing correspondence:**

No correspondence received

NOTED

**Confirmation of declaration of conflicts of interest at this meeting:**

The following conflicts were declared from:

Panel member	Organisation
Birgit Grafarend-Watungwa	<ul style="list-style-type: none"><li>English Language Partners</li><li>African Community Wellington Council Inc.</li></ul>
Grace Sook Ryu	<ul style="list-style-type: none"><li>English Language Partners</li><li>Bhutanese Society New Zealand Inc.</li><li>Refugees as Survivors New Zealand Trust</li></ul>

- Brigit Grafarend-Watungwa was transferred to a virtual waiting room at 1.20pm whilst a funding recommendation was being made about English Language Partners requests#162340 & 159042 and African Community Wellington Council Inc #162783
- Grace Ryu was transferred to a virtual waiting room at 1.22pm whilst a funding recommendation was being made about English Language Partners requests#162340 & #159042, Bhutanese Society New Zealand Incorporated #161458 and Refugees as Survivors New Zealand Trust #162838

NOTED

**Summary of funding available and recommendations:**

The Panel notes total amount available for distribution at this meeting is \$398,441	
Total amount available for distribution at this meeting	\$341,697
Total amount requested at this Panel meeting	\$1,100,391
Total amount recommended by Advisors	\$383,590
Total amount awarded	\$363,591
Number of requests (excluding expired requests)	29
Number of requests recommended for funding	27

NOTED

**Request Schedules:**

At this meeting a total of 29 requests were recommended. Final decisions: 27 requests awarded grants, and 2 requests were declined.

Changes were made to the following requests:

Organisation	Advisor's Recommendation	Panel Recommendation	Director's Final Decision
Lebanity Enterprise NZ Charitable Trust	\$10,000	\$10,000	\$21,000
Aotearoa Resettled Community Coalition Inc	\$30,000	\$0.00	\$0.00
Aotearoa/New Zealand Association of Supervised Contact Services Inc	\$6,000	\$0.00	\$0.00

**Media reports:**

The Panel nominated 4 groups at this Panel meeting to provide a media story for publicity once the projects are completed:

- Lebanonity Enterprise NZ Charitable Trust: Two projects; Lebanese Arabic Language and Mosaic Art Project
- Nelson-Whakatu Muslim Association Inc – Building a pathway for Muslim community in the outdoors
- Pakistan and Friends Hawkes Bay Association Inc – Educational e-initiatives for Pakistan and Friends Association Children
- Zimbabweans in Canterbury Inc – Thriving Communities

**Any other business:**

- ECDF Panel Principles guide draft presented to Panel. Multiple day events to be considered and noted in the draft. \$5k cap will be replaced by the new guidelines as of next panel meeting

**Date of the next meeting:**

Next meeting 24 February 2021 by zoom, commencing at 1pm – 3pm

Meeting closed at 1.56pm

## EDCF Panel meeting, Wednesday 24 January 2021

### Welcome and Apologies

The external Panel held a virtual zoom meeting, where EDCF requests were tabled.

#### Present:

##### ECDF Panel Members

Natasha Narayanan (OEC)

Nigel Ho

Kumar Mather

Grace Ryu

Macey Liang (OEC)

##### DIA Staff

Daniel Rosenbaum – Panel Coordinator

Linda Waasdorp – Funding Administrator

Connor Taumoepeau – Funding Administrator observing at meeting

#### Apologies:

Brigit Grafarend-Watungwa

Mastura Abd Rahman

#### Confirmation of Minutes of the last Meeting:

Panel notes minutes from last meeting on 27 January 2021.

NOTED

#### Matters arising from the Minutes of the last meeting

It was agreed to discuss the Guide for Language Programmes and Projects when requests were discussed.

Ethnic Communities Digital Inclusion Fund that will run parallel to ECDF was supposed to open on 24 February 2021 with applications closing on 28 April 2021. The new fund was based on a digital blue print strategy for New Zealand. Access applications would be excluded from the fund eg applications for internet connections.

#### Incoming /outgoing correspondence:

Date	Source/Link	Description
14 February 2021	<a href="https://www.odt.co.nz/the-star/community%E2%80%98heart%E2%80%99-newroles">https://www.odt.co.nz/the-star/community%E2%80%98heart%E2%80%99-newroles</a>	The Star media piece introducing Office of Ethnic Communities Diversity and Engagement advisors Lina Lastra (left) and Ana Mapusua for Otago and Southland

24 February 2021	Ethnic Communities Digital Inclusion Fund	A new Fund of \$200,000 opens later this month to ensure ethnic communities can use digital technology to take part in Aotearoa New Zealand society
5 February 2021	Refugees As Survivors New Zealand Trust	<p>“We are delighted to receive your email approving our application for the Refugees As Survivors New Zealand Trust Community Pillars Programme (R-ECDF-2021162838) of \$20,000.00. We really appreciate your support for the Community Pillars - mental health destigmatisation programme for refugee background communities, particularly at this time when COVID 19 is impacting on so many vulnerable families in our community. Have a good Waitangi weekend Best wishes”</p>
9 February 2021	Zimbabweans in Canterbury incorporated	<p>“On behalf of Zimbabweans in Canterbury incorporated, I am writing to express my sincere gratitude to the Panels' Ethnic Community Development fund outcomes. I was thrilled to learn of the decision to fully fund our request and I am deeply appreciative of the support to enable us to achieve our goals. Kind regards”</p>



12 February 2021	Drowning Prevention Auckland	<p>“Thank you for supporting our application for funding which will help us establish a WeChat communication platform for Asian people in New eland from which we can share our key messages and education to prevent further drownings in this ethnic groups. [sic]</p> <p>We are elated, particularly in these challenging times, to have the support of the Ethnic Communities Development Fund for our shared alignment and supporting the ethnic community of Auckland to be safer in, on and around different aquatic environments.</p> <p>Together, we can make a meaningful difference and work towards the reduction of the drowning toll for Asian communities in Auckland</p> <p>Again, many thanks for your support. We look forward to sharing the results of this initiative with you in due course.”</p>
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NOTED

**Confirmation of declaration of conflicts of interest at this meeting:**

Panel Member	Organisation
Grace Sook Ryu	English Language Partners New Zealand Trust The Korean Society of Auckland Incorporated

- Grace Sook Ryu was transferred to a virtual waiting room whilst a funding recommendation was made about English Language Partners New Zealand Trust request#163521 & 163640 and The Korean Society of Auckland Incorporated # 155127
- Bigit Grafarend-Watungwa was transferred to the virtual waiting room whilst a funding recommendation was made about English Language Partners New Zealand Trust request#163521 & 163640

NOTED

**Summary of funding available and recommendations:**

NOTED

**Request Schedules:**

At this meeting a total of 21 requests were recommended. Final decisions: 18 requests were awarded grants, and 2 requests were declined.

ECDF discussed applications from Councils where the involvement of ethnic communities in projects was unclear. Applications needed to detail which ethnic communities they were engaging with. Some more structure was required round these applications.

**ACTION:** Daniel Rosenbaum and Natasha Narayanan to advise ECDF on how Council applications can be more structured around the involvement of ethnic communities.

**Media Reports:**

The Panel nominated 2 groups at this Panel meeting to provide a media story for publicity once the projects are completed:

- Parents Connect Group
- Support for Development

**Any other business:**

**April Meeting OEC and ECDF**

It was proposed that there would be a face to face meeting on 4 May 2021 in Wellington between OEC and ECDF.

**New Ministry of Ethnic Communities (MEC)**

The second anniversary of the Christchurch mosque was on 31 March 2021.

The new MEC would be part of DIA and would have a mini dependency on DIA. MEC would continue to have a relationship with Community Operations. On 22 April 2021 there would be a mini celebration to recognise the past 20 years of OEC work with ethnic communities.

There would be celebrations to celebrate the establishment of OEC and the closure of current offices.

**Agenda Items 31 March 2021 Meeting**

- Guide: ECDF Panel Principles
- Structure of Council Applications
- Language Programs and Projects

**Date of the next meeting:**

Next meeting 31 March 2021 by zoom, commencing at 1pm-3pm.

**Meeting closed at 2.07pm**

Released under the Official Information Act 1982

## EDCF Panel meeting, Wednesday 31 March 2021

### Welcome and Apologies

The external Panel held a virtual zoom meeting, where 40 EDCF requests were tabled.

#### Present:

Natasha Narayanan (OEC), Nigel Ho, Kumar Mather, Grace Ryu, Macey Liang (OEC), Brigit Grafarend-Watungwa, and Mastura Abd Rahman

ECDF Coordinator: Daniel Rosenbaum

ECDF Advisors: Enatha Musabe, Mona Contractor

Funding Administrator: Linda Waasdorp

#### Apologies:

Leba Davis (ECDF Advisor) and Joe Grace (Manager, Hapori/Com Ops)

#### Confirmation of Minutes of the last Meeting:

Panel noted minutes from last meeting on 24 February 2021 with the below amendments:

Page 1 EDCF Panel meeting, Wednesday 21 January 2021 change to EDCF Panel meeting, Wednesday 24 February 2021.

Page 1, Confirmation of Minutes from last meeting change the date from 16 December 2020 to 27 January 2021.

NOTED

#### Matters arising from the Minutes of the last meeting

Daniel Rosenbaum and Natasha Narayanan to advise Panel on how Council applications can be more structured around the involvement of ethnic communities at the 26 May 2021 meeting.

Ethnic Communities Digital Inclusion Fund opens a week before the EDCF scheduled 26 May 2021 meeting.

#### Incoming /outgoing correspondence:

Inwards correspondence have been NOTED

#### Confirmation of declaration of conflicts of interest at this meeting:

Panel Member	Organisation
Grace Sook Ryu	Earth Action Trust (EAT)
Daniel Rosenbaum	NZ Jewish Council Incorporated (NZJC)
Enatha Musabe	New Zealand Federation of Multicultural Councils Incorporated (MCI)

- Grace Sook Ryu was transferred to a virtual waiting room whilst a funding recommendation was made about EAT
- Daniel Rosenbaum left the meeting room whilst a funding recommendation was made about NZJC
- Enatha Musabe left the meeting room whilst a funding recommendation was made about MCI

NOTED

**Summary of funding available and recommendations:**

The Panel notes total amount available for distribution at this meeting is	
Total amount available for distribution at this meeting	\$553,463
Total amount requested at this panel meeting	\$1,148,115
Total amount recommended by Advisors	\$504,370
Recommended by Panel	\$342,400
Total amount awarded	\$483,046
Number of requests (excluding expired requests)	40
Number of requests recommended for funding	36

NOTED

**Request Schedules:**

At this meeting a total of 40 requests were recommended. Final decisions: 39 requests were awarded grants, and 1 request was declined.

The Panel discussed applications from Councils where the involvement of ethnic communities in projects was unclear. Applications needed to detail which ethnic communities they were engaging with. Some more structure was required round these applications.

**ACTION:** Daniel Rosenbaum and Natasha Narayan to advise ECDF on how Council applications can be more structured around the involvement of ethnic communities.

**Media Reports:**

The Panel nominated 1 group at this Panel meeting to provide a media story for publicity once the projects are completed:

- Timaru Filipino Society Incorporated Marching Band

**Any other business:**

**April Meeting OEC and ECDF**

It was proposed that there would be a face to face meeting on 26 May 2021 in Wellington between OEC and ECDF.

**Agenda Items 31 March 2021 Meeting**

- Guide: ECDF Panel Principles
- Structure of Council Applications

**Date of the next meeting:**

Next meeting 26 May 2021, commencing at 1pm.

**Meeting closed at 2.30pm**

Released under the Official Information Act 1982

## EDCF Panel meeting, Monday 3 May 2021

### Welcome and Apologies

The external Panel held a virtual zoom meeting, where 41 EDCF requests were tabled.

**Present:** Natasha Narayanan (OEC), Macey Liang (OEC), Kumar Mather, Grace Sook Ryu, Macey Liang (OEC), Brigit Grafarend-Watungwa, and Mastura Abd Rahman

ECDF Coordinator: Daniel Rosenbaum

ECDF Advisors: Enatha Musabe, Mona Contractor, Leba Davis

Funding Administrator: Linda Waasdorp

### Apologies:

Nigel Ho panel member and Joe Grace (Manager, Hapori/Com Ops)

### Confirmation of Minutes of the last Meeting:

Panel noted minutes from last meeting on 31 March 2021.

NOTED

### Matters arising from the Minutes of the last meeting

Proposed Guide to considering funding towards language-based projects and programs.

Proposed Guide to considering requests submitted by Local Authorities.

Panel members noted updates on matters from the last meeting .

### Incoming /outgoing correspondence:

Date	Source/Link	Description
12 April 2021	Citizens Advice Bureau Napier	Thank you letter

NOTED

### Confirmation of declaration of conflicts of interest at this meeting:

Panel Member	Organisation
Brigit Grafarend-Watungwa	English Language Partners New Zealand Trust Korean Community Wellness Society
Grace Sook Ryu	English Language Partners New Zealand Trust Korean Community Wellness Society
	Asian Network Incorporated

- Brigit Grafarend-Watungwa was transferred to a virtual waiting room whilst a funding recommendation was made about English Language Partners New Zealand Trust and the Korean Community Wellness Society were discussed.
- Grace Sook Ryu was transferred to a virtual waiting room whilst a funding recommendation was made about English Language Partners New Zealand Trust and the Korean Community Wellness Society were discussed.

NOTED

**Summary of funding available and recommendations:**

The Panel notes total amount available for distribution at this meeting is	
Total amount available for distribution at this meeting	\$340,139
Total amount requested at this panel meeting	\$2,096,184
Total amount recommended by Advisors	\$486,957
Total amount awarded	\$434,795
Number of requests (excluding expired requests)	41
Number of requests recommended for funding	35

NOTED

**Request Schedules:**

At this meeting a total of 41 requests were recommended. Final decisions: 35 requests were awarded grants, and 6 requests were declined.

**Media Reports:**

The Panel nominated 2 groups at this Panel meeting to provide a media story for publicity once the projects are completed:

- Lady Khadija Charitable Trust
- Re-Creators Charitable Trust

**Any other business:**

**Guide: ECDF Panel Principles**

Panel members were asked to consider the paper and suggest any changes at its next meeting on 22 May 2021. The Guide would then be finalised after all comments had been included.



**Date of the next meeting:**

Next meeting 22 May 2021, commencing at 1pm. The Department was introducing a new financial system on 1 July 2021. There would be a black out period between 1-13 July 2021 where no grants could be paid. The earlier meeting date would ensure that awarded grants would be paid out before 1 July 2021.

Face to face meeting of the Panel and OEC 26 May 2021.

**New Panel Members**

Natasha explained that an expressions of interest process was been run to appoint 3 new panel members. Nigel and Brigit's membership on the panel was expiring.

**Meeting closed at 4.15pm**

Released under the Official Information Act 1982

**EDCF Panel meeting, held at Department of Internal Affairs, Level 11, Room 11.05, 45 Pipitea Street, Wellington on Wednesday, 26 May 2021 commencing at 1.00pm**

### **Welcome and Apologies**

The external panel meet with staff from the Office of Ethnic Communities for lunch at 12.00pm on level 12, 45 Pipitea Street.

The external Panel meeting commenced at 1.00pm, where 46 EDCF requests were tabled.

**Present:** Natasha Narayanan (OEC), , Kumar Mather, Grace Sook Ryu, Brigit Grafarend-Watungwa, Mastura Abd Rahman and Nigel Ho

ECDF Coordinator: Daniel Rosenbaum

ECDF Advisors: Mona Contractor, Leba Davis (by zoom) and Nita Selena

Funding Administrator: Linda Waasdorp

### **Apologies:**

Macey Liang (OEC)

### **Confirmation of Minutes of the last Meeting:**

Panel noted minutes from last meeting on 28 April 2021.

NOTED

### **Matters arising from the Minutes of the last meeting**

There were no matters arising from the minutes.

NOTED

### **Incoming /outgoing correspondence:**

There was no incoming or outgoing correspondence.

NOTED

### **Confirmation of declaration of conflicts of interest at this meeting:**

There were no declared conflicts of interest.

NOTED

### **Media Reports:**

The Panel nominated 1 group at this Panel meeting to provide a media story for publicity once the projects are completed:

- Southern Wellbeing Trust

**Any other business:**

**New Ministry of Ethnic Affairs**

Natasha gave an update on the new Ministry of Ethnic Communities. The appointment process for the CEO position was underway and it was hoped to make an appointment by 1 July 2021. The order of Council to establish the new Ministry had been signed. A cabinet paper on the role and functions of the new Ministry would be prepared by 1 June 2021.

The new Ministry would sit in DIA with DIA providing the basic office requirements. A professional company had been employed to complete the branding logo process for the new Ministry.

On 24 June there would be a closing event for the current structure and then on 1 July the new Ministry would be launched. Retiring panel members Brigit, Grace and Nigel would be sent letters but would do their last panel meeting in June 2021. Ninety one expressions of interest had been received for the new panel members.

Kumar thanked Brigit, Grace and Nigel for their wisdom, knowledge and in depth analysis of requests.

**Future Efficiencies**

Joe, Daniel and Community Advisers to look at how ethnic groups can access funding from some of the bigger funders.

**Date of the next meeting:**

Next meeting 22 June 2021, commencing at 1pm.

**Meeting closed at 4.15pm**

**EDCF Panel meeting, Tuesday 22 June 2021**

**Welcome and Apologies**

The external Panel held a virtual zoom meeting where 51 EDCF requests were tabled.

**Present:** Natasha Narayanan (OEC), , Kumar Mather, Grace Sook Ryu, Birgit Grafarend-Watungwa, Mastura Abd Rahman and Nigel Ho

ECDF Coordinator: Daniel Rosenbaum

ECDF Advisors: Mona Contractor, Leba Davis (by zoom) and Nita Selena

Funding Administrator: Linda Waasdorp

**Apologies:**

Macey Liang (OEC)

**Confirmation of Minutes of the last Meeting:**

Panel noted minutes from last meeting on 26 May 2021.

NOTED

**Matters arising from the Minutes of the last meeting**

There were no matters arising from the minutes.

NOTED

**Incoming /outgoing correspondence:**

There was no incoming or outgoing correspondence.

NOTED

**Confirmation of declaration of conflicts of interest at this meeting:**

Panel Member	Organisation
Grace Sook Ryu	Asian Family Services Grief Support and Education Charitable Trust

- Grace Sook Ryu was transferred to a virtual waiting room whilst a funding recommendation was made about the Asian Family Services request #169689 and Grief Support and Education Charitable Trust request #172073

NOTED

**Summary of funding available and recommendations:**

The Panel notes total amount available for distribution at this meeting is	
Total amount available for distribution at this meeting	\$193,656
Total amount requested at this panel meeting	\$1,982,083
Total amount recommended by Advisors	\$420,526
Total amount awarded	
Number of requests (excluding expired requests)	51
Number of requests recommended for funding	32

NOTED

**Request Schedules:**

At this meeting a total of 51 requests were recommended. Final decisions: 32 requests were awarded grants, 23 requests were declined, and 5 requests transferred to the next panel meeting.

Changes were made to the following requests:

Organisation	Advisor's Recommendation	Panel Recommendation	Director's Final Decision
Deutsch in Christchurch	\$5,000	\$5,800	
Taranaki Environmental Education Trust	\$14,350	\$0.00	
Southland Multicultural Trust	\$12,600	\$0.00	
Multicultural Association Hawkes Bay Inc	\$12,380	\$6,000	Anusha Guler to decide
North Shore Islamic Association	\$13,750	\$6,000	
Citizens Advice Bureau Queenstown	\$31,160		Run past Shane Whitfield
Viva la Vida Events Ltd	\$3,910		Next meeting
Canterbury Somali Association Incorporated			Next meeting
The Refugee Orientation Centre Trust			Next meeting

Priority One Western Bay of Plenty Inc			Next meeting
Phillipstown Community Centre Charitable Trust	\$30,262		Next meeting

Anusha to make final funding decisions on the applications at this meeting as there was currently an overspend.

**Media Reports:**

Natasha and Daniel to look at grants for media reports.

**Any other business:**

**Office for Seniors**

Natasha to discuss with the Office for Seniors the transfer of \$200,000 to them in the new financial year for allocation to senior citizens.

**Office of Ethnic Communities**

Natasha explained one of the roles of the new Ministry for Ethnic Communities would be to develop a new communication plan that would become effective in July 2021 . The plan would indicate how to involve Regional Managers in decisions and how to get important decisions and information back into government.

**New Panel Members**

Birgit, Nigel and Grace were attending their last panel meeting. Natasha thanked them for their valuable insights and contributions to EDCF. Ways of keeping in contact with these 3 members would be investigated through the nomination service.

Natasha reported 92 expressions of interest for panel membership had been received.

Next meeting Wednesday 28 July 2021, commencing at 1pm.

**Meeting closed at 3.15pm**

## EDCF Panel meeting, Tuesday 28 July 2021

### Welcome and Apologies

The external Panel held a virtual zoom meeting where 71 EDCF requests were tabled.

Daniel explained there were 63 in this round and 8 were considered at the 22 June 2021 meeting. At the June 2021 meeting there was pressure on funds and all applications could not be funded. The requests on the schedule in yellow were the requests funded at the June meeting and agreed to be Anusha Guler.

**Present:** Natasha Narayanan (OEC), , Macey Liang (OEC), Kumar Mather, Mastura Abd Rahman, Michelle Huang, Prabha Ravi, Cashias Gumbo and Luke Quin

ECDF Coordinator: Daniel Rosenbaum

ECDF Advisors: Mona Contractor, Leba Davis and Nita Selena

Funding Administrator: Linda Waasdorp

Natasha welcomed the new panel members Michelle, Prabha, Cashias and Luke to the meeting. panel members introduced themselves.

### Confirmation of Minutes of the last Meeting:

Correction of Kumar Mather and Natasha Narayan name required.

Panel noted minutes from last meeting on 22 June 2021.

NOTED

### Matters arising from the Minutes of the last meeting

There were no matters arising from the minutes.

NOTED

### Incoming /outgoing correspondence:

There was no incoming or outgoing correspondence.

NOTED

### Confirmation of declaration of conflicts of interest at this meeting:

Panel Member	Organisation
Prabha Ravi	United Sri Lanka Association (USLA) Incorporated Shivam Dance Academy, NZ
Michelle Huang	Multiethnic Young Leaders NZ

Mastura Abd Rahman	Singapore Club (Auckland) Incorporated Pakistan Association of New Zealand (PANZ)
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- Prabha Ravi was transferred to a virtual waiting room whilst a funding recommendation was made about the United Sri Lanka Association (USLA) Incorporated request #179573 and Shivam Dance Academy, NZ request # 180129.
- Michelle Huang was transferred to a virtual waiting room whilst a funding recommendation was made about the Multiethnic Young Leaders NZ request # 169308 and 179317 .
- Mastura Abd Rahman was transferred to a virtual waiting room whilst a funding recommendation was made about the Singapore Club (Auckland) Incorporated request # 178124 and Pakistan Association of New Zealand (PANZ) request # 179114.
- 

Total amount available for distribution at this meeting	\$369,333
Total amount requested at this panel meeting	\$1,108,000
Total amount recommended by Advisors	\$928,300
Total amount awarded	
Number of requests (excluding expired requests)	71
Number of requests recommended for funding	

NOTED

#### Request Schedules:

At this meeting a total of 71 requests were recommended. Final decisions: 49 requests were awarded grants and 21 requests were declined. 1 request was held.

Changes were made to the following requests:

Organisation	Advisor's Recommendation	Panel Recommendation	Director's Final Decision
Football for the Community Development Trust	\$3,750	\$3,750	\$0
K-Festival Incorporated	\$10,000	\$10,000	\$5,000
Migrant Action Trust	\$52,636	\$52,636	\$0
Multicultural Whangareit Inc	\$9,840	\$9,840	\$0
NZ Red Cross	\$30,275	\$30,275	\$0
Phillipstown Community Centre Charitable Trust	\$30,262	\$24,978	0



Priority One Western Bay of Plenty	\$44,000	\$22,000	\$0
Auckland Malayali Hindu Samjam	\$6,000	\$6,000	\$5,000
Korean Positive Aging	\$17,300	\$6,000	\$0
Lotus Womens Group Inc	\$3,500	\$3,500	\$5,000
Pakistan Association of New Zealand #179114	\$5,250	\$5,000	\$0
Pakistan Association of New Zealand #179086	\$14,500	\$14,500	\$0

Daniel and Natasha would look at the recommendations before presenting them to Anusha to confirm the final funding decisions.

**Media Reports:**

Natasha and Daniel to look at grants for media reports.

**Any other business:**

**CAP on Number of Requests**

Natasha pointed out that the number of requests received each month started increasing 4 months ago. The increasing number of requests were affecting Ethnic Community Advisor and committee member time.

Committee members were asked to think about whether the number of requests needed to be capped each month.

**ACTION**

To include on the next meeting agenda.

**GCMS**

New members were asked how they were finding the new system.

Prabha reported she had trouble changing her awarded amounts in GCMS and recording her conflicts of interest.

Daniel suggested members could put any comments on conflicts of interest they wanted to make into the comments box. Members could check the handbook when they were unsure whether they should record a conflict of interest.

Members requested that requests go into GCMS for review as soon as the assessments had been completed.

Next meeting 25 August 2021, commencing at 1pm.

**Meeting closed at 3.30pm**

Released under the Official Information Act 1982

## EDCF Panel meeting, Wednesday 25 August 2021

### Welcome and Apologies

The EDCF Panel held a virtual zoom meeting where 64 EDCF requests were tabled.

**Present:** Natasha Narayan (MEC), Macey Liang (MEC), Kumar Mather, Mastura Abd Rahman, Michelle Huang, Prabha Ravi, Cashias Gumbo and Luke Quin

EDCF Coordinator: Daniel Rosenbaum

EDCF Advisors: Mona Contractor, Leba Davis and Nita Selena

Funding Administrator: Linda Waasdorp

### Confirmation of Minutes of the last Meeting:

Panel noted minutes from last meeting on 28 July 2021.

It was corrected that Mastura did not have a conflict with the Pakistani Association of NZ (PANZ) and asked for this conflict to be removed from the minutes.

NOTED

### Matters arising from the Minutes of the last meeting

There were no matters arising from the minutes.

NOTED

### Incoming /outgoing correspondence:

There was no incoming or outgoing correspondence.

NOTED

### Confirmation of declaration of conflicts of interest at this meeting:

Panel Member	Organisation
Daniel Rosenbaum	Zionist Federation of New Zealand
Prabha Ravi	Arasan New Zealand CAT New Zealand
Luke Quin	NZ China Friendship Society – Tauranga – request # 179707 and 184467

- Prabha Ravi was transferred to a virtual waiting room whilst a funding recommendation was made about the Arasan New Zealand request 169915 and 181111.

Total amount available for distribution at this meeting	\$291,910
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Total amount requested at this panel meeting	\$1,955,207
Total amount recommended by Advisors	\$612,560
Total amount recommended by Panel	\$374,790
Number of requests (excluding expired requests)	64
Number of requests recommended for funding	43

NOTED

**Request Schedules:**

At this meeting a total of 43 requests were recommended.

Final decisions: 38 requests were awarded grants and 26 requests were declined.

**Media Reports:**

Natasha and Daniel to look at grants for media reports.

**Any other business:**

**CAP on Number of Requests**

Natasha reported the decisions of the July meeting were recorded in a separate memo. In order to fund applications from the June and July panel meeting \$150,000 had to be taken off the August meeting. There was only \$70,000 left for allocation at the September and October meetings.

Going forward it was agreed that with requests where the advisor and panel agreed with the recommendation would only be discussed if there was time at the end of the meeting.

**ACTION**

It was agreed to try the above to see if the decision making was quicker when there were a number of applications to consider.

The panel found it helpful receiving the applications one week in advance as long as this did not cause workload issues for the ECDF Advisors.

Advisors were to advise Natasha when they had workload concerns.

**ECDF Guidelines**

The maximum amount to be allocated for an event was discussed.

**ACTION:**

Daniel to update the ECDF Guidelines with \$500 per event.

The requesting of wages was discussed. Panel members were finding it difficult to distinguish whether the wages were an operating or project cost.

**ACTION**

Natasha and Daniel to discuss this with appropriate staff in Community Operations.

Natasha and Daniel to investigate how Council funding should be defined.

**Funding Decisions**

Who made funding decisions and final results reports were discussed.

**ACTION**

Advisors in their reports to include whether the internal OEC panel or ECDF made the decisions on previous applications.

Daniel to include applicant results reports with the meeting papers.

Next meeting 29 September 2021, commencing at 1pm. An in person meeting for September had been discussed but with the community outbreak of COVID 19 a face to face meeting would be looked at for October or November 2021.

**Meeting closed at 3.30pm**

Released under the Official Information Act 1982

## **EDCF Panel meeting, Wednesday 7 October 2021**

### **Welcome and Apologies**

The external Panel held a virtual zoom meeting where 62 EDCF requests were tabled.

**Present:** Gabrielle Pa'u (MEC – Senior Advisor Business Operations and Support), Kumar Mather, Mastura Abd Rahman, Michelle Huang, Cashias Gumbo and Luke Quin

ECDF Coordinator: Daniel Rosenbaum

ECDF Advisors: Mona Contractor, Leba Davis and Nita Selena

Funding Administrator: Linda Waasdorp

### **Apologies:**

Prabha Ravi

Macey Liang (MEC)

Daniel explained he would be chairing the meeting. The position Natasha Narayan had held with MEC had been disestablished and Joanna Arnold would take over looking after the two teams in MEC.

Macey Liang had left MEC and her position had been taken over by Gabrielle Pa'u.

### **Confirmation of Minutes of the last Meeting:**

The Panel confirmed the minutes from last meeting on 25 August 2021.

NOTED

### **Matters arising from the Minutes of the last meeting**

#### **Guidelines for definitions of business as usual and operational vs project, program and activities – particularly with regards to wages.**

The guidelines work was on hold due to MEC staff turnover.

#### **Results Reports for Repeat Projects**

ECDF Advisors would provide relevant results reports in the "reviewer's documents" field of the assessments.

#### **Funding Decisions**

The Advisors to include in assessments whether former funding had been approved by the internal OEC Panel or ECDF Advisors.

NOTED

#### **Incoming /outgoing correspondence:**

There was no incoming or outgoing correspondence.

NOTED

**Confirmation of declaration of conflicts of interest at this meeting:**

<b>Request</b>	<b>Panel member declaring</b>	<b>Management of COI:</b>
2021-178310	Prabha Ravi	Not present for discussion or recommendation
2022-185334	Cashias Gumbo	Not present for discussion or recommendation
2022-186173	Prabha Ravi	Not present for discussion or recommendation
2022-186187	Prabha Ravi	Not present for discussion or recommendation
2022-186510	Luke Qin	Not present for discussion or recommendation
2022-186624	Prabha Ravi	Not present for discussion or recommendation
2022-186644	Luke Qin	Not present for discussion or recommendation
2022-186660	Prabha Ravi	Not present for discussion or recommendation
2022-186661	Prabha Ravi	Not present for discussion or recommendation
2022-186765	Prabha Ravi	Not considered a potential, perceived, real COI. May stay for the discussion and recommendation

NOTED

**Summary of funding available and recommendations:**

Total amount available for distribution at this meeting	\$291,910
Total amount requested at this panel meeting	\$2,634,177
Number of requests (excluding expired requests)	62
Total amount recommended by Advisors	\$495,379
Number of requests recommended for funding	\$423,499
Total amount awarded	\$478,205
Number of grants awarded	21

NOTED

It was noted that the request from the ANCOP NZ Charitable Trust and Musika Filipinas Aotearoa had been withdrawn.

**Media Reports:**

Daniel to look at grants for media reports.

**Any other business:**

**Funded Events that were unable to take place due to COVID**

Daniel explained that MEC was addressing the COVID issue. Only one event for November/December had been approved. This event could be rescheduled through an extension or variation request as long as the rescheduled event had the same outcome.

**Date Next Meetings**

Daniel explained that Prabha could no longer meet on a Wednesday.

The following zoom meeting dates commencing at 1.00pm were agreed to:

28 October

25 November

16 December

An in person meeting for would be looked at for January or February 2022.

**Meeting closed at 2.30pm**

Released under the Official Information Act 1982



**EDCF Panel meeting, Thursday 28 October 2021**

**Welcome and Apologies**

The external Panel held a virtual zoom meeting where 27 EDCF requests were tabled.

**Present:**

- Gabrielle Pa’u (MEC – Senior Advisor Business Operations and Support),
- Kumar Mather
- Mastura Abd Rahman (from 2.00pm)
- Prabha Ravi
- Michelle Huang
- Cashias Gumbo
- Luke Qin

ECDF Coordinator: Daniel Rosenbaum  
 ECDF Advisors: Leba Davis, Nita Selena and Matthew Higham  
 Funding Administrator: Linda Waasdorp

**Apologies:**

- Moana Contractor (ECDF Advisor)
- Jo Arnold (MEC)

Members were welcomed to the meeting.

**Confirmation of Minutes of the last Meeting:**

The Panel confirmed the minutes from last meeting on 7 October 2021.

NOTED

**Matters arising from the Minutes of the last meeting**

**Schedule of Requests**

Daniel had added a project summary column into the spreadsheet.

NOTED

**Incoming /outgoing correspondence:**

There was no incoming or outgoing correspondence.

NOTED

**Confirmation of declaration of conflicts of interest at this meeting:**

Request	Panel member declaring	Management of COI:
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2021-187603	Prabha Ravi	Not present for discussion or recommendation
2022-186658	Prabha Ravi	Not present for discussion or recommendation
2022-186658	Prabha Ravi	Not present for discussion or recommendation
2022-188021	Luke Qin	Not present for discussion or recommendation

NOTED

**Summary of funding available and recommendations:**

Total amount available for distribution at this meeting	\$340,869
Total amount requested at this panel meeting	\$997,889
Number of requests (excluding 14 expired requests)	27
Total amount recommended by Advisors	\$227,185
Number of requests recommended for funding by advisors	26
Number of requests recommended for funding by Panel	17
Total amount recommended by Panel	\$183,085

NOTED

**Request Schedules:**

At this meeting a total of 27 requests were recommended. Final decisions: requests were awarded grants and requests were declined.

**Changes were made to the following requests:**

Organisation	Advisor's Recommendation	Panel Recommendation	Director's Final Decision


It was noted that 14 requests had been withdrawn.

**Media Reports:**

Daniel to look at grants for media reports.

**Any other business:**

**MOH and MEC COVID 19 Fund**

Nita informed the Trust that a new fund of \$1 million would be announced on 28 October 2021 to assist with the uptake of vaccinations in ethnic communities. The fund would operate as a high trust model with no reporting.

**Date Next Meetings**

The following zoom meeting dates commencing at 1.00pm were reconfirmed:

25 November

16 December

An in person meeting for would be looked at for January or February 2022.

**Meeting closed at 2.30pm**

Released under the Official Information Act 1982

## EDCF Panel meeting, Thursday 25 November 2021

### Welcome and Apologies

The external Panel held a virtual zoom meeting where **Present:** Kumar Mather, Mastura Abd Rahman, Michelle Huang, Cashias Gumbo, Luke Qin and Prabha Ravi (left the meeting at 1.30pm and re-joined the meeting at 2pm)

Gabrielle Pa'u: (MEC Senior Advisor Business Operations and Support)

Joanne Arnold: Manager

ECDF Coordinator: Daniel Rosenbaum

ECDF Advisors: Mona Contractor, Leba Davis, Matthew Higham

Funding Administrator: Linda Waasdorp

### Apologies:

Nita Selena

### Confirmation of Minutes of the last Meeting:

Panel noted minutes from last meeting on 7 October 2021.

NOTED

### Matters arising from the Minutes of the last meeting

NOTED

### Incoming /outgoing correspondence:

There was no incoming or outgoing correspondence.

NOTED

### Confirmation of declaration of conflicts of interest at this meeting:

Request	Panel member declaring	Management of COI:
2022-189010	Mastura Abd Rahman	Not present for discussion or recommendation
2022-188906	Luke Qin	Not present for discussion or recommendation
2022-186962	Luke Qin	Not present for discussion or recommendation
2022-187189	Luke Qin	Not present for discussion or recommendation
2022-188206	Prabha Ravi	Not present for discussion or recommendation



**Any other business:**

**Media Reports**

Daniel explained that Natasha and Macey had requested that this item be taken off the agenda. If the panel wanted to recommend a group for publicity a recommendation could be forwarded to the Ministry of Ethnic Communities.

Daniel would take media reports off future agendas.

**ECDF Logo**

The panel enquired whether there was a logo for ECDF. Jo explained that MEC did not have the capacity to develop a logo at this stage but this would be added to the list of things to be raised with Anusha Guler.

**Date Next Meetings**

The following zoom meeting dates commencing at 1.00pm were agreed to:

16 December 2021

27 January 2022

An in person meeting for would be looked at for January or February 2022.

**Meeting closed at 2.30pm**

Released under the Official Information Act 1982

## EDCF Panel meeting, Thursday 16 December 2021

### Welcome and Apologies

The external Panel held a virtual zoom meeting.

**Present:** Kumar Mather, Mastura Abd Rahman, Michelle Huang, Cashias Gumbo, Luke Qin and Prabha Ravi (was out of meeting 1.40-2.05)

Gabrielle Pa'u: (MEC Senior Advisor Business Operations and Support)

Joanne Arnold: Manager

ECDF Coordinator: Daniel Rosenbaum

ECDF Advisors: Mona Contractor, Nita Selena, Matthew Higham

Funding Administrator: Linda Waasdorp

### Apologies:

Leba Davis ECDF Advisor

Gabrielle welcomed everyone to the meeting and opened the meeting with a karakia.

### Confirmation of Minutes of the last Meeting:

Panel noted minutes from last meeting on 25 November 2021.

NOTED

### Matters arising from the Minutes of the last meeting

MEC to prepare guidance on regarding its policy on Business as Usual and Operational costs.

NOTED

### Incoming /outgoing correspondence:

There was no incoming or outgoing correspondence.

NOTED

### Confirmation of declaration of conflicts of interest at this meeting:

Request Organisation	Individual declaring	Position
R-ECDF-2022-189038 Ignite Sport Trust	Gabrielle Pa'u: A close relative is member of the Ignite Sport Board of Trustees.	MEC staff: no contribution to discussion or decision.
R-ECDF-2022-192601 New Zealand National Refugee Youth Council Incorporated	Gabrielle Pa'u: Friends with the NZNRYCI President – Wellington.	MEC staff: no contribution to discussion or decision.

R-ECDF-2022-188862 Wellington Jewish Community Centre	Daniel Rosenbaum	ECDF Coordinator: no contribution to discussion or decision.
R-ECDF-2022-187315 The Upper Hutt Multicultural Council Incorporated	Prabha Ravi: Knows the applicants.	Panel Member: Put in zoom waiting room for discussion and recommendation.
R-ECDF-2022-187250 Hutt Multicultural Council Incorporated	Prabhi Rave: A current member of the HMC executive committee.	Panel Member
R-ECDF-2022-187250	Luke Qin: Former committee member.	Panel Member
R-ECDF-2022-188905 New Zealand China Friendship Society Incorporated	Luke Qin: Formerly served on the national executive.	Panel Member
R-ECDF-2022-187315 The Upper Hutt Multicultural Council Incorporated	Luke Qin: Previously worked with key members of the Upper Hutt Multicultural Council during service for the Hutt Multicultural Council.	Panel Member

NOTED

**Summary of funding available and recommendations:**

Total amount available for distribution at this meeting	\$468,838
Total amount requested at this panel meeting	\$973,985
Total amount recommended by Advisors	\$375,880
Total amount awarded	
Number of requests (excluding expired requests)	27
Number of withdrawn requests	3
Number of requests recommended for funding	25

NOTED

**Request Schedules:**

At this meeting a total of 27 requests were recommended. Final decisions: 25 requests were recommended for funding and 2 requests were recommended for decline.

Changes were made to the following requests:



Organisation	Advisor's Recommendation	Panel Recommendation	Director's Final Decision
Federation of New Zealand Netherlands Societies Incorporated	\$ 30,000.00	\$ 12,000.00	\$ 30,000.00
New Zealand China Friendship Society Incorporated	\$ 13,500.00	\$ -	\$ 13,500.00
NZ Middlemore Sangam Incorporated	\$ 6,750.00	\$ -	\$ 6,750.00

It was noted that 3 requests had been withdrawn.

**Any other business:**

**Panel Assessment Guidelines**

Gabrielle explained that MEC were still working on a new definition for the ECDF panel. In the meantime the panel would consider applications on a case by case basis. MEC hoped to work on this issue over the next three months.

The panel requested MEC to develop a guideline on how to assess multiyear requests.

It was agreed that any changes Anusha Guler makes to the panel recommendations would in future be recorded in the minutes. Daniel to include this on the January agenda.

The panel thanked the departmental and MEC for their work and wished them a safe holiday session.

**Date Next Meetings**

It was agreed the next meeting would be held on 27 January 2022 commencing at 1.00pm.

**Meeting closed at 2.30pm**

**EDCF Panel meeting, Thursday 27 January 2022**

**Welcome and Apologies**

The external Panel held a virtual zoom meeting.

**Present:** Kumar Mather, Mastura Abd Rahman, Michelle Huang, Cashias Gumbo, Luke Qin and Prabha Ravi

**Ministry of Ethnic Communities**

Gabrielle Pa'u: (MEC Senior Advisor Business Operations and Support)

**Department of Internal Affairs**

ECDF Coordinator: Daniel Rosenbaum

ECDF Advisors: Mona Contractor, Nita Selena, Leba Davis and Matthew Higham

Funding Administrator: Linda Waasdorp

**Apologies:**

Joanne Arnold: Manager

Gabrielle welcomed everyone to the meeting and opened the meeting with a karakia.

**Confirmation of Minutes of the last Meeting:**

Panel noted minutes from last meeting on 16 December 2021.

NOTED

**Matters arising from the Minutes of the last meeting**

NOTED

**Incoming /outgoing correspondence:**

There was no incoming or outgoing correspondence.

NOTED

**Confirmation of declaration of conflicts of interest at this meeting:**

Request Organisation	Individual declaring	Position
R-ECDF-2022-193080 Aotearoa New Zealand Federation of Tamil Sangam Inc (ANTS)	Prabha Ravi	Panel Member
R-ECDF-2022-193063 Hawkes Bay Indian Cultural Centre (Hawkesbayicc)	Prabha Ravi	Panel Member

R-ECDF-2022-192124 Sri Lankin Dance Academy Incorporated	Prabha Ravi	Panel Member
R-ECDF-2022-193609 Wellington Tamil Society	Prabha Ravi	Panel Member

NOTED

**Summary of funding available and recommendations:**

Total amount available for distribution at this meeting	\$366,310
Total amount requested at this panel meeting	\$986,265
Total amount recommended by Advisors	\$313,314
Total amount awarded	
Number of requests (excluding expired requests)	35
Number of withdrawn requests	1
Number of requests recommended for funding	26

NOTED

**Request Schedules:**

At this meeting a total of 26 requests were recommended. Final decisions: requests were awarded grants and requests were declined.

Changes were made to the following requests:

Organisation	Advisor's Recommendation	Panel Recommendation	Director's Final Decision
Diversity Counselling New Zealand	\$25,000.00	\$ -	\$36,140.00
Khadija Leadership Network Trust	\$15,000.00	\$5,000.00	\$15,000.00

It was noted that 1 request had been withdrawn.

**Any other business:**

### **Panel Priorities**

The Panel questioned the funds governance training priority. It was agreed there needed to be more transparency round this priority as ethnic minority groups were requiring governance support.

The Panel was informed that they were still funding events. Advisors were checking with applicants to ensure that they had a plan in place if the event did not take place.

### **Panel Comments on Applications**

Panel members were informed that their application comments were going to Anusha Guler when she was making final decisions on amounts to be awarded to applications.

### **Date Next Meetings**

It was agreed the next meeting would be held on 24 February 2022 commencing at 1.00pm.

**Meeting closed at 2.30pm**

Released under the Official Information Act 1982

## **EDCF Panel meeting, Thursday 24 February 2022**

### **Welcome and Apologies**

The external Panel held a virtual zoom meeting.

**Present:** Kumar Mather, Michelle Huang, Cashias Gumbo, Luke Qin and Prabha Ravi

### **Department of Internal Affairs**

ECDF Coordinator: Daniel Rosenbaum

ECDF Advisors: Mona Contractor, Nita Selena, Leba Davis and Matthew Higham

Funding Administrator: Linda Waasdorp

### **Apologies:**

#### **Panel**

Mastura Abd Rahman

#### **Ministry of Ethnic Communities**

Joanne Arnold: Manager

Gabrielle Pa'u: (MEC Senior Advisor Business Operations and Support)

Daniel welcomed everyone to the meeting and opened the meeting with a karakia.

Daniel explained that Anusha had been seconded to a new role and that Richard Foy was replacing her.

**Action:** Daniel to arrange for Richard to come to the March panel meeting to introduce himself to the Panel.

### **Confirmation of Minutes of the last Meeting:**

Panel noted minutes from last meeting on 27 January 2022.

The request recommendations that had been changed by Anusha were circulated with the minutes. Anusha had changed the recommendation on these requests to the Advisor recommendation.

**Action:** The panel requested that the Advisor recommendations for the changed requests be circulated to members email. Daniel to action.

NOTED

### **Matters arising from the Minutes of the last meeting**

NOTED

**Incoming /outgoing correspondence:**

There was no incoming or outgoing correspondence.

NOTED

**Confirmation of declaration of conflicts of interest at this meeting:**

Request Organisation	Individual declaring	Position
R-ECDF-2022-193708 Wellington Mutamizh Sangam	Prabha Ravi	Panel Member
R-ECDF-2022-194234 Stepping Stone Trust	Mona Contractor	Department of Internal Affairs

NOTED

**Summary of funding available and recommendations:**

Total amount available for distribution at this meeting	\$397,238
Total amount requested at this panel meeting	\$939,793
Total amount recommended by Advisors	\$261,032
Number of requests (excluding expired requests)	30
Number of withdrawn requests	1
Number of requests recommended for funding	24
Total amount awarded	24

NOTED

**Request Schedules:**

At this meeting a total of 24 requests were recommended.

Final decisions: 24 requests were awarded grants and 5 requests were declined.

Changes were made to the following requests:

Organisation	Advisor's Recommendation	Panel Recommendation	Director's Final Decision

It was noted that 2 requests had been withdrawn.

**Any other business:**

**Top to Grants**

The Panel discussed top ups to groups that had been partially funded for a project. It was agreed the panel could not award further grants to projects that they had already funded. It was agreed that in future when the Panel was considering the amount of funding to be awarded the funded amount awarded would need to be enough for the project to proceed.

**Date Next Meetings**

It was agreed the next meeting would be held on 31 March 2022 commencing at 9.30am.

Daniel closed the meeting with a karakia

**Meeting closed at 2.30pm**

Released under the Official Information Act 1982

**EDCF Panel meeting, Thursday 31 March 2022**

**Welcome and Apologies**

The external Panel held a virtual zoom meeting.

**Present:** Kumar Mather, Michelle Huang, Cashias Gumbo, Luke Qin (till 11.00am), Prabha Ravi and Mastura Abd Rahman

**Department of Internal Affairs**

ECDF Coordinator: Daniel Rosenbaum

ECDF Advisors: Mona Contractor, Nita Selena and Leba Davis

Funding Administrator: Linda Waasdorp

**Apologies:**

ECDF Advisor: Matthew Higham

**Ministry of Ethnic Communities**

Gabrielle Pa'u: (MEC Senior Advisor Business Operations and Support)

Gabrielle welcomed everyone to the meeting and opened the meeting with a karakia.

**Confirmation of Minutes of the last Meeting:**

Panel noted minutes from last meeting on 24 February 2022.

NOTED

**Matters arising from the Minutes of the last meeting**

NOTED

**Incoming /outgoing correspondence:**

There was no incoming or outgoing correspondence.

NOTED

**Confirmation of declaration of conflicts of interest at this meeting:**

Request Organisation	Individual declaring	Position
R-ECDF-2022-188037 Ardour Charitable Trust	Mastura Abd Rahman	Panel Member



R-ECDF-2022- 195334 Buddha Light International Association (South Island)	Michelle Huang	Panel Member
R-ECDF-2022-194254 Embracing Diversity Incorporated	Cashias Gumbo	Department of Internal Affairs
R-ECDF-2022-195240 NZ Chinese Association (Nelson Branch)	Cashias Gumbo	Panel Member
R-ECDF-2022-196-062 Zayed College	Mastura Abd Rahman	Panel Member

NOTED

**Summary of funding available and recommendations:**

Total amount available for distribution at this meeting	\$509,905
Total amount requested at this panel meeting	\$1,014,672
Total amount recommended by Advisors	\$361,691
Number of requests (excluding expired requests)	34
Number of withdrawn requests	2
Number of requests recommended for funding	24
Total amount recommended	\$352,274

NOTED

No Changes were made by MEC to the Panel's recommendations.

**Any other business:**

**Guide: ECDF Panel Principles**

Members had been sent a copy of the Guide: ECDF Panel Principles.

**Attendance Richard Foy at Panel Meeting**

Gabrielle advised the panel that Richard Foy would be attending the April meeting to introduce himself and to talk about his vision.

### **Internal Review ECDF**

Gabrielle explained an internal review on the efficiency and effectiveness of ECDF was in progress. The review recommendations are expected to be finalised in June 2022.

### **Date Next Meetings**

It was agreed the next meeting would be held on 28 April 2022 commencing at 1.00pm.

Gabrielle closed the meeting with a karakia.

**Meeting closed at 2.30pm**

Released under the Official Information Act 1982

## **EDCF Panel meeting, Thursday 28 April 2022**

### **Welcome and Apologies**

The external Panel held a virtual zoom meeting.

### **Present:**

#### **Panel members**

Kumar Mather, Michelle Huang, Cashias Gumbo, Luke Qin and Mastura Abd Rahman

#### **Department of Internal Affairs**

ECDF Coordinator: Daniel Rosenbaum

ECDF Advisors: Mona Contractor, Nita Selena and Leba Davis

Funding Administrator: Linda Waasdorp

### **Apologies:**

#### **Panel member:**

Prabha Ravi

#### **ECDF Advisor:**

Matthew Higham

Gabrielle welcomed everyone to the meeting and opened the meeting with a karakia.

### **Confirmation of Minutes of the last Meeting:**

Panel noted minutes from last meeting on 31 March 2022.

NOTED

### **Matters arising from the Minutes of the last meeting**

NOTED

### **Incoming /outgoing correspondence:**

There was no incoming or outgoing correspondence.

NOTED

**Confirmation of declaration of conflicts of interest at this meeting:**

<b>Request organisation</b>	<b>Individual declaring</b>	<b>Comment</b>	<b>Action</b>
Kapiti Coast Multicultural Council Inc	Prabha Ravi	I know Amelia and met her in two or three occasions.	Provided apologies to this meeting
National Spiritual Assembly of Bahai's of New Zealand	Michelle Huang	I am familiar with Tamsin and Multiethnic Young Leaders is one of the stakeholders/partners of the Race Unity Speech Awards and Hui.	Will not partake in review or decision
Eyeview Ethnic trust	Mastura AbdRahman	Just to state that our business unit at the ministry of education made a contribution to the 3rd edition of magazine.	Will not partake in review or decision
University of Canterbury African Society Incorporated	Cashias Gumbo	I am a member of this organization as an advisor to the organization.	Will not partake in review or decision
NZ Pan African Broadcasting Corporation Charitable Trust	Cashias Gumbo	I know Ketina and Ben who are the trustees of this organization. I have also been part of many of their events as a guest.	Will not partake in review or decision.

NOTED

**Summary of funding available and recommendations:**

<b>Total amount available for distribution at this meeting</b>	<b>\$421,153</b>
<b>Number of requests (excluding expired and withdrawn requests)</b>	<b>45</b>
<b>Total amount requested at this Panel meeting</b>	<b>\$2,070,768</b>
<b>Number of withdrawn requests</b>	<b>0</b>

<b>Number of requests recommended by advisors</b>	<b>45</b>
<b>Total of advisor recommendations</b>	<b>\$560,481</b>
<b>Total amount available for distribution at this meeting</b>	<b>\$421,153</b>

NOTED

**Request Schedules:**

At this meeting a total of 36 requests were recommended.

Final decisions: 39 requests were awarded grants and 6 requests were declined.

Changes were made to the following requests:

Organisation	Advisor's Recommendation	Panel Recommendation	Director's Final Decision
Federation of Islamic Associations of New Zealand	Decline	Decline	Fund \$113,290

**Any other business:**

**Guide: ECDF Panel Principles**

**Internal Review ECDF**

**Date Next Meetings**

It was agreed the next meeting would be held on 26 May 2022 commencing at 1.00pm.

Gabrielle closed the meeting with a karakia.

**Meeting closed at 2.35pm**

## **EDCF Panel meeting, Thursday 26 May 2022**

### **Welcome and Apologies**

The external Panel held a virtual zoom meeting.

#### **Present:**

##### **ECDF External Panel**

Kumar Mather

Michelle Huang

Cashias Gumbo

Luke Qin

Prabha Ravi

Mastura Abd Rahman

##### **Department of Internal Affairs**

ECDF Coordinator: Daniel Rosenbaum

ECDF Advisors: Mona Contractor, Nita Selena and Leba Davis

Funding Administrator: Linda Waasdorp

#### **Apologies:**

##### **Ministry for Ethnic Communities**

Gabrielle Pa'u

Daniel welcomed everyone to the meeting and opened the meeting with a karakia.

Daniel explained Jo Arnold has moved to the Department of Internal Affairs and Gabrielle Pa'u was acting in place of Jo.

#### **Confirmation of Minutes of the last Meeting:**

Panel noted minutes from last meeting on 27 April 2022.

NOTED

#### **Matters arising from the Minutes of the last meeting**

NOTED

#### **Incoming /outgoing correspondence:**

There was no incoming or outgoing correspondence.

NOTED

**Confirmation of declaration of conflicts of interest at this meeting:**

Request Organisation	Individual declaring	Position
R-ECDF-2022-196089 New Zealand Chinese Association – Nelson Branch Incorporated	Luke Qin	Panel Member
Mekar Bhuana Aotearoa	Prabha Ravi	Panel member

NOTED

**Summary of funding available and recommendations:**

Total amount available for distribution at this meeting	\$294,844
Total amount requested at this panel meeting	\$1,386,808
Total amount recommended by Advisors	\$341,114
Total amount awarded	34
Number of requests (excluding expired requests)	37
Number of withdrawn requests	2
Number of requests recommended for funding	31

NOTED

**Request Schedules:**

At this meeting a total of requests were recommended.

Final decisions: 34 requests were awarded grants and 3 requests were declined.

**Changes were made to the following requests:**

Organisation	Advisor's Recommendation	Panel Recommendation	Director's Final Decision
15th March Whanau Trust	\$10,938	Decline	\$10,938 Prepayment report added for information requested around budget
i te ahiahi ltd	\$10,000	undecided	\$10,000

Islamic Council of New Zealand	\$30,000	\$15,000	\$30,000 Agreed with advisor's recommendation
Multicultural Whangarei Incorporated	\$24,363.00	\$24,363.00	\$72,201 Multiyear funding for all three years

It was noted that 2 requests had been withdrawn.

**Any other business:**

**Internal Review ECDF**

The Panel requested that the ECDF review include consideration of new approaches to funding events and ringfencing allocations for differing project types.

The panel would receive an update from MEC on the internal review on the efficiency and effectiveness of ECDF at the June meeting.

**FIANZ Application considered at the 31 March 2022 ECDF meeting**

The Panel expressed concern over MEC's decision to fund the request by FIANZ that was discussed at the April meeting. The Panel requested an explanation of why MEC had changed the recommendation of the advisor and Panel to a partially fund.

**Expert Advice on ECDF Applications**

The Panel suggested seeking expert advice from agencies for specific projects such as film and radio eg Creative NZ as well as guidelines for evaluating the advice received.

**Date Next Meetings**

It was agreed the next meeting would be held on 23 June 2022 commencing at 1.00pm. Mastura Abd Rahman indicated she would be unable to attend the meeting.

Daniel closed the meeting with a karakia.

**Meeting closed at 2.30pm**



## **EDCF Panel meeting, Thursday 23 June 2022**

### **Welcome and Apologies**

The external Panel held a virtual zoom meeting.

**Present:** Kumar Mather, Michelle Huang, Cashias Gumbo, Luke Qin, and Prabha Ravi

### **Department of Internal Affairs**

ECDF Advisors: Leba Davis (Acting ECDF Coordinator)

Funding Administrator: Linda Waasdorp

### **Ministry of Ethnic Communities**

Gabrielle Pa'u

### **Apologies:**

ECDF Coordinator: Daniel Rosenbaum

ECDF Advisors: Mona Contractor and Nita Selena

Leba welcomed everyone to the meeting and Gabrielle opened the meeting with a karakia.

### **Confirmation of Minutes of the last Meeting:**

Panel noted minutes from last meeting on 26 May 2022.

NOTED

### **Matters arising from the Minutes of the last meeting**

#### **1. FIANZ Application considered at the 31 March 2022 ECDF Meeting**

The decision not to fund the application by the Panel and advisors was unclear as it aligned with the Fund parameters. The panel requested that Richard Foy the Deputy Director General of the Office of Ethnic Communities be asked to explain why the Panel decision had been changed.

Gabrielle agreed to ask for further information on the FIANZ decision.

Gabrielle explained the Ministry's Deputy Director General had the appointed authority to make the final decision on whether applications were funded. The Ministry would look at making the decision-making process clearer on their website.

The Panel agreed to provide feedback on the decision making process in the feedback survey Panel members had received.

The Panel requested that the comments sheet for the FIANZ application be emailed to them again. It was agreed that Daniel would email the Panel the comments section.

## 2. Expert Advice on ECDF Applications

Gabrielle confirmed that this would be included as part of the alignment project.

### Incoming /outgoing correspondence:

There was no incoming or outgoing correspondence.

NOTED

### Confirmation of declaration of conflicts of interest at this meeting:

Request Organisation	Individual declaring	Position
R-ECDF-2022-201373 Adhikaar Aotearoa	Michelle Huang	Panel Member
R-ECDF-2022-206887 Arasan New Zealand	Prabha Ravi	Panel Member

NOTED

### Summary of funding available and recommendations:

Total amount available for distribution at this meeting	\$202,753
Total amount requested at this panel meeting	\$1,976,126
Total amount recommended by Advisors	\$404,374
Number of requests recommended for funding by the Panel	29
Number of requests (excluding expired requests)	37
Number of withdrawn requests	0
Total amount awarded	\$202,753

NOTED

### Request Schedules:

At this meeting a total of 29 requests were recommended. Final decisions: 21 requests were awarded grants and 16 requests were declined.

Changes were made to the following requests:

Organisation	Advisor's Recommendation	Panel Recommendation	Director's Final Decision
Indian Social & Cultural Club (CHCH) Incorporated	\$5,000	\$5,000	\$0 Oversubscription
Inspiring Stories Trust	\$12,000	\$12,000	\$0 Oversubscription
New Zealand Chinese Language Week Charitable Trust	\$35,000.00	\$35,000.00	\$0 Oversubscription
New Zealand Islamic Cultural Trust	\$20,000.00	\$20,000.00	\$0 Oversubscription
Non-Resident Nepali Association (NRNANZ) Incorporated	\$19,000.00	\$19,000.00	\$0 Oversubscription
Northland Indian Association Incorporated	\$20,000.00	\$20,000.00	\$0 Oversubscription
Pakistan Association of New Plymouth Incorporated	\$ 4,000.00	\$ 4,000.00	\$0 Oversubscription
Pakistan Association of New Plymouth Incorporated	\$10,000.00	\$10,000.00	\$0 Oversubscription
Pakistan Association of New Zealand (PANZ)	\$17,500.00	\$17,500.00	\$0 Oversubscription
Rising Community Support Waitakere Trust	\$20,000.00	\$20,000.00	\$0 Oversubscription
THE ĀKINA FOUNDATION	\$30,000	\$30,000	\$0 Oversubscription
Waikato Ethnic Family Services Trust	\$20,000.00	\$20,000.00	\$20,769 Remaining allocation balance added to grant

**Any other business:**

**Thank you, Leaving Panel Members.**

Kumar, Mastura and Prabha were thanked for their courtesy, advice and perspective.

Panel members requested that the Ministry consider giving the retiring members a farewell function that all the Panel could attend.

Gabrielle explained that the recruitment process for the appointment of replacement members had been delayed one or two months.

**Date Next Meetings**

It was agreed the next meeting would be held on 28 July 2022 commencing at 1.00pm.

Gabrielle closed the meeting with a karakia.

**Meeting closed at 2.45pm**

Released under the Official Information Act 1982

## **EDCF Panel meeting, Thursday 28 July 2022**

### **Welcome and Apologies**

The external Panel held a virtual zoom meeting.

**Present:** Luke Qin, Prabha Ravi and Michelle Huang from 1.20pm

ECDF Coordinator: Daniel Rosenbaum

### **Department of Internal Affairs**

ECDF Advisors: Leba Davis and Mona Contractor

Funding Administrator: Linda Waasdorp

### **Apologies:**

Panel member: Cashias Gumbo

### **Department of Internal Affairs**

Matthew Higham

### **Ministry of Ethnic Communities**

Gabrielle Pa'u: (MEC Senior Advisor Business Operations and Support)

Daniel welcomed everyone to the meeting and opened the meeting with a karakia.

### **Confirmation of Minutes of the last Meeting:**

Panel noted minutes from last meeting on 23 June 2022.

NOTED

### **Matters arising from the Minutes of the last meeting**

#### **1. FIANZ Application considered at the 31 March 2022 ECDF Meeting**

The Panel expressed concern that they had not received an explanation on MEC's decision to fund the request by FIANZ that was discussed at the April meeting. Daniel agreed to follow this up with Richard Foy and Gabrielle Pa'u.

#### **2. Equipment Purchases**

The Panel requested clarification and guidance on equipment purchases including musical instruments, sports and costumes.

#### **3. Applicant Funding**

The Panel requested a copy of applicant funding over the last 24 months that included the project name and amount funded.

NOTED

### **Incoming /outgoing correspondence:**

There was no incoming or outgoing correspondence.

NOTED

**Confirmation of declaration of conflicts of interest at this meeting:**

Request Organisation	Individual declaring	Position
R-ECDF-2022-207856 & R-ECDF-2022-209346 New Zealand Federation of Multicultural Councils Incorporated	Luke Qin Prabha Ravi	Panel Member
R-ECDF-2022-202653 Hui E! Community Aotearoa	Prabha Ravi	Panel Member
R-ECDF-2022-201373 Adhikaar Aotearoa	Michelle Huang	Panel Member
R-ECDF-2022-209362 Hindu Council of New Zealand Incorporated	Michelle Huang Prabha Ravi	Panel Member
R-ECDF-2022-208053 University of Canterbury African Society Incorporated	Cashias Gumbo	Panel Member

NOTED

**Summary of funding available and recommendations:**

Total amount available for distribution at this meeting	\$349,443
Total amount requested at this panel meeting	\$1,193,050
Total amount recommended by Advisors	\$517,111
Total amount awarded	\$429,911
Number of requests (excluding expired requests)	54
Number of requests recommended for funding	46
Number of requests funded	48

NOTED

**Request Schedules:**

At this meeting a total of requests were recommended. Final decisions: requests were awarded grants and requests were declined.

Changes were made to the following requests:

Organisation	Advisor's Recommendation	Panel Recommendation	Director's Final Decision
Aotearoa Latin American Community Incorporated	\$20,000	Undecided due to contribution requested towards musical instruments	Partially award \$30,000
#207856 - New Zealand Federation Of Multicultural Councils Incorporated	\$0	\$0	\$6,250 - recognise importance of event and has participated in and saw good attendance from ethnic communities
#209346 New Zealand Federation Of Multicultural Councils Incorporated	\$0	\$0	\$8,000 – aligns with MEC strategic priorities
New Zealand National Refugee Association Incorporated	\$25,000	\$25,000	\$30,000 – matching MEC's contribution

**Any other business:**

There was no other business.

**Date Next Meetings**

It was agreed the next meeting would be held on Friday 26 August 2022 commencing at 1.00pm.

Daniel closed the meeting with a karakia.

**Meeting closed at 2.30pm**

## **ECDF Panel meeting, Friday 26 August 2022**

### **Welcome and Apologies**

The external Panel held a virtual zoom meeting.

**Present:** Luke Qin, Cashias Gumbo, Prabha Ravi and Michelle Huang  
ECDF Coordinator: Daniel Rosenbaum

### **Department of Internal Affairs**

ECDF Advisors: Leba Davis and Moana Contractor  
Funding Administrator: Linda Waasdorp

### **Apologies:**

#### **Ministry of Ethnic Communities**

Gabrielle Pa'u: (Lead MEC Graduate Programme)

Daniel welcomed everyone to the meeting and opened the meeting with the MEC karakia.

Daniel explained MEC had undergone a restructuring and Gabrielle was now in a new position. Nita Selena was no longer an ECDF Advisor and was now working for the Department as an Advisor Strategic Programmes and Advice. Nita would be replaced temporarily for four months.

The Panel congratulated Luke on his appointment as a White Ribbon Ambassador.

### **Confirmation of Minutes of the last Meeting:**

Panel noted minutes from last meeting on 28 July 2022.

NOTED

### **Matters arising from the Minutes of the last meeting**

#### **1. FIANZ Application considered at the 31 March 2022 ECDF Meeting**

MEC had been contacted several times for an explanation of MEC's decision to fund the FIANZ request. To date no response had been received. Daniel agreed to follow up again.

#### **2. Equipment Purchases**

Cultural projects and activities can be supported. Funds can be spent on musical instruments and costumes brought in NZ. In special cases overseas purchases of these items can be supported but there is the problem of the GST component if they are funded.

#### **3. Applicant Funding**

The panel had received a copy of applicant funding over the last 24 months that included the project name and the amount funded.

NOTED

### **Confirmation of declaration of conflicts of interest at this meeting:**



Request Organisation	Individual declaring	Position
R-ECDF-2022-202866 Wellington Punjabi Women Association	Prabha Ravi	Panel Member
R-ECDF-2022-205312 Arasan New Zealand	Prabhi Ravi	Panel Member
R-ECDF-2023-212026 Manawaka Ao	Prabhi Ravi	Panel Member
R-ECDF-2023-215031 Nz Pan African Broadcasting Corporation Charitable Trust	Cashias Gumbo	Panel Member
R-ECDF-2023-210224 Diversity High Tea	Cashias Gumbo	Panel Member
R-ECDF-2022-199422 National Islamic Youth Association Incorporated	Michelle Huang	Panel Member
R-ECDF-2023-210224 Nz International Students Association (NZISA)	Michelle Huang	Panel Member

NOTED

#### Summary of funding available and recommendations

Total available for distribution at this meeting	\$345,433
Total amount requested at this panel meeting	\$1,562,568
Total amount recommended by Advisors	\$610,907
Total amount recommended by Panel	\$486,523
Total amount awarded	\$486,523
Number of requests (excluding expired requests)	59
Number of requests recommended for funding by advisors	54
Number of requests recommended for funding by Panel	49
Number of requests funded	49

NOTED

**Any other business:**

**Funding applications from City Councils**

It was agreed that the size of the Council was important. Smaller Councils often do not have funding for events. Council salaries could not be funded.

**Funding for film and similar media production projects**

The panel agreed to request guidance from MEC on whether the panel could fund these projects or whether they should be referred to NZ On Air, MEC or other funders.

**Appointment new Panel Members**

Once the alignment process had been agreed to decisions would be made on the appointment of new panel members.

**Date Next Meetings**

It was agreed the next meeting would be held on Friday 30 September 2022 commencing at 1.00pm.

Daniel closed the meeting with a karakia.

**Meeting closed at 2.30pm.**

Released under the Official Information Act 1982

## **ECDF Panel meeting, Friday 7 October 2022**

### **Welcome and Apologies**

The external Panel held a virtual zoom meeting.

### **Present:**

#### **ECDF Panel**

Luke Qin, Cashias Gumbo and Prabha Ravi

### **Department of Internal Affairs**

ECDF Coordinator: Daniel Rosenbaum

ECDF Advisors: Leba Davis, Moana Contractor and Dylan Walker

Funding Administrator: Linda Waasdorp

### **Apologies:**

**Panel Member:** Michelle Huang

**ECDF Advisor:** Matthew Higham

#### **Ministry of Ethnic Communities**

Gabrielle Paú: (Lead MEC Graduate Programme)

Fleur Murray, DCE - System Capability and Programmes

Daniel welcomed everyone to the meeting and opened the meeting with the MEC karakia.

Daniel welcomed Dylan to the meeting. Dylan would act as an ECDF advisor for four months.

Daniel explained MEC had undergone a restructuring and Gabrielle was now in a new position.

### **Confirmation of Minutes of the last Meeting:**

Panel noted minutes from last meeting on 26 August 2022.

NOTED

### **Matters arising from the Minutes of the last meeting**

#### **1. FIANZ Application considered at the 31 March 2022 ECDF Meeting**

MEC had been contacted several times for an explanation of MEC's decision to fund the FIANZ request. To date no response had been received. Daniel agreed to follow up again with Richard Foy who was currently on leave.

#### **2. Funding for film and similar media production projects**

To date MEC had not provided advice to the panel on whether they could fund these projects. Prabha reported she had talked to some film makers who had indicated funding was difficult to obtain from Creative NZ and NZ On Air as their funding went to mainly mainstream films. Daniel Rosenbaum added that the Ministry of Culture and Heritage previously had a relevant Fun as part of their COVID response but it no longer funded films and creative plays.

### 3.Appointment New Panel Members

A paper had gone to the Minister the structure of MEC. The Minister had some questions on what was proposed and after the new direction had been agreed to new Panel members would be appointed.

NOTED

#### Confirmation of declaration of conflicts of interest at this meeting:

Request Organisation	Individual declaring	Position
R-ECDF-2022-202258 Auckland Tamil Association	Prabha Ravi	Panel Member
R-ECDF-2023-215153 Nigerian Canterbury Association of New Zealand Incorporated	Cashias Gumbo	Panel Member
R-ECDF-2023-216470 Wellington Punjabi Women Association	Prabha Ravi	Panel Member
R-ECDF-2023-217426 Communities Action Trust (CATNZ)	Prabha Ravi	Panel Member
R-ECDF-2023-215120 Wellington Indian Association Incorporated	Prabha Ravi	Panel Member
R-ECDF-2023-216541 NZ Pan African Broadcasting Corporation Charitable Trust	Cashias Gumbo	Panel Member
R-ECDF-2023- 215522 Wellington Access Broadcasting Society Incorporated	Michelle Huang	Panel Member

NOTED

#### Summary of funding available and recommendations

Total available for distribution at this meeting	\$102,884
Total amount requested at this panel meeting	\$1,882,953
Total amount recommended by Advisors	\$393,890
Total amount awarded	\$300,741
Number of requests (excluding expired requests)	50
Number of requests recommended for funding	51
Number of requests funded	30

NOTED

**Request Schedules:**

At this meeting a total of 59 requests were recommended.

Final decisions: 30 requests were awarded grants and 18 requests were declined and 2 were held for the next meeting.

Organisation	Advisor's Recommendation	Panel Recommendation	Director's Final Decision
Mangere East Afterschool Care, Community Education, and Study Support Trust	\$15,000	TBD	\$0 - Other request better aligned with the purpose and priorities of the Fund. ECDF was pleased to fund this previously but is not likely to continue supporting it in the future
Namasankeerthanam	\$3,475	\$3,475	\$5,000 - considered as an event and insufficient reason provided to fund less. Unclear why catering costs were reduced in recommendation to \$15 per person
BEST NZ FOOTBALL COMPANY LIMITED	\$ 6,600.00	\$ 6,600.00	\$0 - preference for this to be seen as a community led project and significant pressure on funding
Pearl of the Islands Foundation Incorporated	\$ -	\$5,760.00	\$ - limited reach and large expense on travel

Shama Ethnic Women's Trust	\$35,000.00	TBC	\$35,000.00
WELLINGTON INDIAN ASSOCIATION INCORPORATED	\$ -	TBD	A discussion was had regarding the large scale nature of the event and influence in wellington .vs. the Association's ability to self fund the project if needed to.

**Any other business:**

**Date Next Meetings**

It was agreed the next meeting would be held on Thursday 27 October 2022 commencing at 1.30pm.

Daniel closed the meeting with a karakia.

**Meeting closed at 2.30pm.**

Released under the Official Information Act 1982

## **ECDF Panel meeting, Friday 26 October 2022**

### **Welcome and Apologies**

The external Panel held a virtual zoom meeting.

**Present:** Luke Qin, Cashias Gumbo and Prabha Ravi  
ECDF Coordinator: Daniel Rosenbaum

### **Department of Internal Affairs**

ECDF Advisors: Leba Davis, Moana Contractor and Dylan Walker  
Funding Administrator: Linda Waasdorp

### **Ministry of Ethnic Communities**

Brent Matthews: Policy Advisor Management and Reporting

### **Apologies:**

**Panel Member:** Michelle Huang

**ECDF Advisor:** Matthew Higham

### **Ministry of Ethnic Communities**

Fleur Murray: DCE – System Capability and Programmes

Daniel welcomed everyone to the meeting and opened the meeting with the MEC karakia.

Daniel welcomed Brent to the meeting. Brent was leading the realignment programme at the Ministry of Ethnic Communities.

Fleur Murray, DCE would introduce herself at the next Panel meeting in November 2022

### **Confirmation of Minutes of the last Meeting:**

The following amendments were made to the 7 October 2022 minutes:

Page 1, number 2 the heading to be changed to “Funding sources for creating film and similar media production projects”.

Page 2 under confirmation of declaration of conflicts of interest at this meeting remove the conflict recorded for Prabha Ravi for the Nigerian Canterbury Association of New Zealand Incorporated.

Page three Daniel to look at sentence on realignment.

Panel noted the minutes with the above changes from last meeting on 7 October 2022.

NOTED

### **Matters arising from the Minutes of the last meeting**

#### **1. FIANZ Application considered at the 31 March 2022 ECDF Meeting**

To date no response had been received.

#### **2. Funding for radio productions and podcasts**

The Panel agreed to request from MEC advice on the funding of podcasts and radio productions.

### 3. Large organisations requesting funding on behalf of other groups for regular celebrations

A discussion took place on applications from larger groups who applied for funding for celebrations on behalf of smaller groups who were also putting in requests for funding for the same celebration eg Chinese New Year.

The Panel were reminded that the fund operated on a high trust model and the only requirement for funding was a budget. The question was raised on whether larger applications on behalf of other groups required further information with their application. It was suggested that requests over \$1 million or multi year funding may need a higher level of documentation for example could demonstrate more robust planning. MEC advice to be sought on this matter.

### 4. Organisations with large cash reserves

The Panel agreed to request from MEC advice on funding organisations that had significant cash reserves.

NOTED

#### Confirmation of declaration of conflicts of interest at this meeting:

Request Organisation	Individual declaring	Position
R-ECDF-2023-218317 New Zealand Charitable Association Incorporated	Luke Qin	Panel Member
R-ECDF-2023-17865 Sun Gum Saan Ltd	Luke Qin	Panel Member
R-ECDF-2023-218110 Chinese Association of North Shore City	Luke Qin	Panel Member
R-ECDF-2023-215522 Wellington Access Broadcasting Society Incorporated	Michelle Huang	Panel Member

NOTED

#### Summary of funding available and recommendations

Total available for distribution at this meeting	\$330,681
Total amount requested at this panel meeting	\$916,810
Total amount recommended by Advisors	\$304,142
Total amount awarded	\$258,620



Number of requests (excluding expired requests)	42
Number of requests recommended for funding	30
Number of requests awarded funding	31

NOTED

**Request Schedules:**

At the Panel meeting a total of 30 requests were recommended for funding.

At the Decision meeting 31 requests were awarded grants and 11 requests were declined

Organisation	Advisor's Recommendation	Panel Recommendation	Director's Final Decision
Porchester Islamic Trust	\$15,000.00	TBD	\$15,000
Wellington Access Broadcasting Society Incorporated	\$19,440.00	TBD	\$19,440.00
Santa Parade Reloaded Trust 2020	\$20,000	\$5,000 - discussion about what the demand by the noted communities actually was. The advisor made contact but received no information	\$0 - insufficient information as to the benefit to ethnic communities outlined in the request.
Mangere East Afterschool Care, Community Education, and Study Support Trust	\$10,000	TBD	\$5,000 - having considered the request with a rescoped budget, \$5,000 is awarded. Please note that support on this occasion does not guarantee future funding.
Sikh Aware	\$5,000	\$5,000	\$0 – not considered a priority

**Any other business:**

**Date Next Meetings**

It was agreed the next meeting would be held on Friday 25 November 2022 commencing at 1.00pm.

Requests received up to 15 November would be considered at the December meeting.

Requests received between 16 November to 31 December would be considered at the January meeting.

Daniel closed the meeting with a karakia.

**Meeting closed at 2.30pm.**

Released under the Official Information Act 1982

## **ECDF Panel meeting, Friday 25 November 2022**

### **Welcome and Apologies**

The external Panel held a virtual zoom meeting.

**Present:** Luke Qin, Michelle Huang and Prabha Ravi  
ECDF Coordinator: Daniel Rosenbaum

### **Department of Internal Affairs**

ECDF Advisors: Leba Davis (from 1.15pm), Moana Contractor  
Funding Administrator: Linda Waasdorp

### **Ministry of Ethnic Communities**

Brent Matthews: Principal Advisor

### **Apologies:**

**Panel Member:** Cashias Gumbo

**ECDF Advisor:** Dylan Walker  
Matthew Higham

### **Ministry of Ethnic Communities**

Fleur Murray (Deputy Chief Executive)

Daniel welcomed everyone to the meeting and opened the meeting with the MEC karakia.

### **Confirmation of Minutes of the last Meeting:**

Panel noted minutes from last meeting on 27 October 2022.

NOTED

### **Matters arising from the Minutes of the last meeting**

#### **1. FIANZ Application considered at the 31 March 2022 ECDF Meeting**

The Panel had been updated on the reason for MEC's decision on the FIANZ application by email.

#### **2. Policy or guidance regarding assessment criteria for applicants with significant cash reserves.**

The Panel agreed this would apply to organisations who had been working for more than 12 months who had reserves in the bank.

#### **3. Guidance for similar events by different organisations in the same area or region over a fixed period of time, Eid, Diwali, Chinese New Year.**

There was not a reason to decline similar cultural events by multiple organisations in the same area or region. These should be considered on their respective merits.

#### **4. Guidance on requests for capability and development by umbrella organisations, when a branch or underlying organisation also requests similar funding.**

Will need to be considered on respective merit with Advisors seeking clarifications from the applicant.

NOTED

**Confirmation of declaration of conflicts of interest at this meeting:**

Request Organisation	Individual declaring	Position
R-ECDF-2022-217843 Canterbury African Communities	Cashias Gumbo	Panel Member
R-ECDF-2023-218706 Uganda Community of New Zealand	Prabha Ravi	Panel Member
R-ECDF-2023-218666 Wellington Punjabi Women Association	Prabha Ravi	Panel Member
R-ECDF-2023-218998 Adhikaar Aotearoa	Michelle Huang	Panel Member

NOTED

**Summary of funding available and recommendations**

Total available for distribution at this meeting	\$330,681
Total amount requested at this panel meeting	\$1,610,182
Total amount recommended by Advisors	\$467,449
Total amount awarded	\$440,962
Number of requests (excluding expired requests)	43
Number of requests recommended for funding	36
Number of requests funded	37

NOTED

**Request Schedules:**

At this meeting a total of 36 requests were recommended by the Panel.

Final decisions: 37 requests were awarded grants and 6 requests were declined

Organisation	Advisor's Recommendation	Panel Recommendation	Director's Final Decision
Light of All Nations Hope Ministries Trust	\$5,000	\$5,000	\$0 – insufficient information as to ethnic community benefit and funding recommended less than 10% requested to deliver project.
Waikato Arab Social Club	\$10,000	TBD	\$10,000
Wellington Punjabi Women Association	\$5,000	NA – this event request was missed out of the Panel's review due to system error	\$5,000

**Any other business:**

**1: Media and film Requests**

Media requests would need to align with the fund priorities.

**2: Event Funding**

It was agreed that the Panel would look at adjusting event funding next year to take in the effect of inflation.

Luke and Michelle announced they both had new jobs. The panel congratulated them on their new appointments.

**Date Next Meetings**

It was agreed the next meeting would be held on Thursday 15 December 2022 commencing at 11.00am.

Daniel closed the meeting with a karakia.

**Meeting closed at 2.30pm.**

## **ECDF Panel meeting, Friday 15 December 2022**

### **Welcome and Apologies**

The external Panel held a virtual zoom meeting.

### **Present:**

**Panel members:** Luke Qin, Michelle Huang and Cashias Gumbo

**ECDF Coordinator:** Daniel Rosenbaum

### **Department of Internal Affairs**

ECDF Advisors: Leba Davis, Moana Contractor and Dylan Walker

Funding Administrator: Linda Waasdorp

### **Apologies:**

**Panel Member:** Prabha Ravi

**ECDF Advisor:** Matthew Higham

### **Ministry for Ethnic Communities**

Fleur Murray (Deputy Chief Executive)

Brent Matthews (Principal Advisor)

Daniel welcomed everyone to the meeting and opened the meeting with the MEC karakia.

### **Confirmation of Minutes of the last Meeting:**

Panel noted minutes from last meeting on 26 November 2022.

NOTED

### **Matters arising from the Minutes of the last meeting**

#### **1. Panel Guidelines**

It was noted that panel members had been emailed the new panel guidelines and principles.

#### **2. Travel Requests**

The Panel agreed they needed to decide on a travel threshold for the guide.

#### **3. Well Resources Requests**

The panel agreed they required a guideline on how to determine whether an organisation was well-resourced.

NOTED

**Confirmation of declaration of conflicts of interest at this meeting:**

Request Organisation	Individual declaring	Position
R-ECDF-2023-221872 Asia Pacific Indian Ladies Assoc (APILA)	Prabha Ravi – The panel agreed that this application was not considered a formal conflict of interest.	Panel Member

NOTED

**Summary of funding available and recommendations**

Total available for distribution at this meeting	\$336,031
Total amount requested at this panel meeting	\$1,193,670
Total amount recommended by Advisors	\$466,428
Total amount awarded	\$270,588
Number of requests (excluding expired requests)	50
Number of requests recommended for funding	39
Number of requests funded	32

NOTED

**Request Schedules:**

At this meeting a total of 50 requests were recommended.

Final decisions: 32 requests were awarded grants and 18 requests were declined

Organisation	Advisor's Recommendation	Panel Recommendation	Director's Final Decision
Delta Community Support Trust	\$23,220.00	NA	\$0 - Consideration of whether this is BAU and different to funding ethnic language classes. Panel decided to leave this to MEC.
Diversity Counselling New Zealand	\$0	TBD	Held for next meeting for further information
Dunedin Tamil Society Incorporated	\$35,000	TBD	HELD – pending budget for January meeting

Eritrean Community in Wellington New Zealand Incorporated	\$12,500.00	\$12,500	Held for this meeting.
IndianNZ Association of Christchurch Inc.	\$ 8,500.00	\$0	HELD - discussion around the number of grants awarded to the group towards activities already and that not all projects can be supported. On hold until further information provided - purpose and outcomes and which groups currently working with
SHAGER ETHIOPIAN ENTERTAINMENT NZ (SEENZ) INCORPORATED	\$ 15,000.00	TBD	\$0 - MEC to provide guidance on childcare programs and school programmes.
SHOBSONU LIMITED	\$ 10,000.00	TBD	\$0 - discussion around the reach of the project, the number of people benefiting. Some discussion about funding the venue only.

**Any other business:**

**Date Next Meetings**

It was agreed the next meeting would be held on Friday 3 February 2023 commencing at 1.00pm.

Daniel closed the meeting with a karakia.

**Meeting closed at 12.30pm.**



## **ECDF Panel meeting, Friday 3rd February 2023**

### **Welcome and Apologies**

The external Panel held a virtual zoom meeting.

### **Present:**

**Panel members:** Luke Qin, Michelle Huang and Cashias Gumbo, Prabha Ravi

**ECDF Coordinator:** Daniel Rosenbaum

### **Department of Internal Affairs**

ECDF Advisors: Leba Davis, Dylan Walker

Funding Administrator: Kaitlyn Johnston

### **Ministry for Ethnic Communities**

Brent Matthews (Principal Advisor)

### **Apologies:**

**Funding Administrator:** Linda Waasdorp

**ECDF Advisors:** Matthew Higham, Mona Contractor

Daniel welcomed everyone to the meeting and opened the meeting with the MEC karakia.

### **Confirmation of Minutes of the last Meeting:**

Panel noted minutes from last meeting on 15th December 2022.

NOTED

### **Matters arising from the Minutes of the last meeting**

No matters arising from previous meeting.

NOTED

**Confirmation of declaration of conflicts of interest at this meeting:**

Request Organisation	Individual declaring	Position
R-ECDF-2020-135283 Auckland Tamil Association	Prabha Ravi	Panel Member
R-ECDF-2023-223944 NZ Federation of Multicultural Councils Incorporated	Prabha Ravi	Panel Member
R-ECDF-2023-224870 Wellington Punjabi Women Association	Prabha Ravi	Panel Member
R-ECDF-2023-223944 NZ Federation of Multicultural Councils Incorporated	Luke Qin	Panel Member

NOTED

**Summary of funding available and recommendations**

Total available for distribution at this meeting	\$335,271
Total amount requested at this panel meeting	\$1,650,434
Total amount recommended by Advisors	\$558,855
Total amount awarded	\$549,744
Number of requests (excluding expired requests)	64
Number of requests recommended for funding	46
Number of requests funded	55

NOTED

**Request Schedules:**

Organisation	Advisor's Recommendation	Panel Recommendation	Director's Final Decision
Pamanlahi Cultural Group	\$ 5,237.00	\$5,000.00	5,237 – fully support
Seed the Change   He Kākano Hāpai	\$25,000.00	\$ -	\$25,000 - contribution confirmed by email on 14 Feb
Whau ACE Adult and Community Education Centre	\$25,000.00	\$ -	\$25,000 - funding on this occasion does not guarantee future support
Auckland Tamil Association	\$24,750.00		\$24,750 - considered and confirmed by email
IndianNZ Association of Christchurch Inc.	\$ 8,500.00	NA	\$8,500 – agree with advisor
Canterbury Tigray Incorporated	\$ 4,800.00	NA	\$4,800 – agree with advisor

PAKISTAN ASSOCIATION OF OTAGO INCORPORATED	\$ 5,000.00		5000 – agree with advisor
New Zealand Federation Of Multicultural Councils Incorporated	\$ -	\$ -	25000 - this one took a while to consider - while the request had the potential to align with the Ethnic Communities Development Fund's priorities and funding criteria the Ministry for Ethnic Communities has chosen to prioritise other requests at this time. The group also received a Lottery Community grant of \$200,000 in October 2022. On that basis we can support to the partial amount of \$25k
UP Foundation	\$ -	\$ -	\$9,600 – considered a current priority by the Ministry
Al Murtaza Association (NZ) Incorporated	\$ -		\$5,000 - exclude eiddi cash gift, gifts,

**Any other business:**

- **Future ECDF Panellists .**

Daniel informed the committee that MEC had still not finalized the decisions on the future members of the panel.

**Date Next Meetings**

It was agreed the next meeting would be held on Thursday 2<sup>nd</sup> March commencing at 1.00pm.

Daniel closed the meeting with a karakia.

**Meeting closed at 2.30pm.**

## ECDF Panel meeting, Thursday 2 March 2023

### Welcome and Apologies

The external Panel held a virtual zoom meeting.

### Present:

**Panel:** Luke Qin, Prabha Ravi, Michelle Huang from 1.15pm, and Cashias Gumbo

### Department of Internal Affairs

ECDF Coordinator: Daniel Rosenbaum

ECDF Advisors: Moana Contractor and Dylan Walker

Funding Administrator: Linda Waasdorp

### Apologies:

ECDF Advisors: Leba Davis

Matthew Higham

### Ministry of Ethnic Communities

Fleur Murray (Deputy Chief Executive)

Brent Matthews (Principal Advisor)

Daniel welcomed everyone to the meeting and opened the meeting with the MEC karakia.

Daniel informed the Panel that Fleur Murray, Office of Ethnic Communities was coordinating the Ministry's response to the cyclone and floods and was unable to attend today's meeting.

### Confirmation of Minutes of the last Meeting:

Panel noted minutes from last meeting on 3 February 2023.

NOTED

### Matters arising from the Minutes of the last meeting

There were no matters arising

NOTED

### Confirmation of declaration of conflicts of interest at this meeting:

Request Organisation	Individual declaring	Position
R-ECDF-2023-225021 Open Collective NZ	Michelle Huang	Panel Member
R-ECDF-2023-225977 Leadership New Zealand Trust Board	Prabha Ravi	Panel Member
R-ECDF-2023-225977 Leadership New Zealand Trust Board	Michelle Huang	Panel Member

R-ECDF-2023-225990 Community Patrols of New Zealand Charitable Trust	Luke Qin	Panel Member
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NOTED

### Summary of funding available and recommendations

Total available for distribution at this meeting	\$91,243
Total amount requested at this panel meeting	\$1,883,034
Total amount recommended by Advisors	\$487,263
Total amount awarded	\$418,263
Number of requests (excluding expired requests)	54
Number of requests recommended for funding	43
Number of requests funded	40

NOTED

Final decisions: 40 requests were awarded grants and 14 requests were declined

Organisation	Advisor's Recommendation	Panel Recommendation	Director's Final Decision
Community Patrols of New Zealand Charitable Trust	\$30,000	\$30,000	\$0 - The Ministry believes this project would be better served by a discussion with New Zealand Police.
Dunedin City Council	\$25,000	\$25,000	\$0 – MEC prioritises its support to community-led projects
Holy Cow Media Ltd	\$10,000	NA	\$0 – invite to reapply with further information of reach (where it will be shown) and whether any income is planned for the project
New Zealand Nepal Society Incorporated	\$30,000	\$30,000	\$15,000 – in line with other request supported this round

**Any other business:**

**GCMS**

Panel members enquired why they could not see the other panel members comments in GCMS.

**Action:**

Daniel agreed to contact IT.

**GCMS**

Panel members did not have the issue to log in as applicants, only as committee members.

**Action**

Daniel advised that browsers often save cookies that automatically select the option previously selected. Daniel to help panel members delete browser cookies.

**Panel Meeting with MEC**

Daniel explained that Fleur Murray from MEC would like to meet the Panel to update them on the MEC response to the cyclone and floods and the new guidelines.

**Action:**

Daniel to arrange a meeting on Monday 6 March 2023 at 1.00pm or Friday 11 March 2023 at 1.00pm and then get back to the Panel on the meeting date and time.

**Date Next Meetings**

It was agreed the next meeting would be held on Wednesday 29 March 2023 commencing at 2.00pm.

Daniel closed the meeting with the MEC karakia.

**Meeting closed at 2.15pm.**

## **ECDF Panel meeting, Thursday 29 March 2023**

### **Welcome and Apologies**

The external Panel held a virtual zoom meeting.

**Present:** Michelle Huang, Cashias Gumbo and Prabha Ravi  
ECDF Coordinator: Daniel Rosenbaum (left at 2.25pm)

### **Department of Internal Affairs**

ECDF Advisors: Moana Contractor, Leba Davis and Matthew Higham  
Funding Administrator: Linda Waasdorp

### **Apologies:**

#### **Panel Member**

Luke Qin

### **Ministry of Ethnic Communities**

Brent Matthews (Principal Advisor)

Daniel welcomed everyone to the meeting and opened the meeting with the MEC karakia.

Daniel welcomed Matthew Higham to the meeting. Matthew had replaced Dylan Walker who was now working on other funds.

### **Confirmation of Minutes of the last Meeting:**

The following amendments was made to the minutes of the Committee meeting of 2 March 2023:

Include Prabha Ravi and Luke Qin as attendees.

Remove the Open Collective from the list of conflicts.

Panel noted minutes from the last meeting on 2 March 2023 with the above amendments.

NOTED

### **Matters arising from the Minutes of the last meeting**

The meeting with Fleur Murray, Deputy Chief Executive, MEC had taken place.

The problem Prabha had with the customer login option in GCMS had been resolved.

NOTED

### **Confirmation of declaration of conflicts of interest at this meeting:**

Request Organisation	Individual declaring	Position
R-ECDF-2023-22639 Buddha Light International Association (South Island) NZ	Michelle Huang	Panel Member
R-ECDF-2023-226406 New Zealand Federation of Multicultural Councils Inc	Luke Qin	Panel Member
R-ECDF-2023-227637 Pearl of Islands Incorporated	Michelle Huang	Panel Member
R-ECDF-2023-225852 Tauranga Regional Multicultural Council Incorporated	Luke Qin	Panel Member
R-ECDF-2023-216793 University of Canterbury African Society Incorporated	Cashias Gumbo	Panel Member

NOTED

**Summary of funding available and recommendations**

Total available for distribution at this meeting	\$89,993
Total amount requested at this panel meeting	\$1,883,034
Total amount recommended by Advisors	\$344,585
Total amount awarded	
Number of requests (excluding expired requests)	42
Number of requests recommended for funding	35
Number of requests funded	

NOTED

**Request Schedules:**

At this meeting a total of 42 requests were recommended. Final decisions: requests were awarded grants and requests were declined

Organisation	Advisor's Recommendation	Panel Recommendation	Director's Final Decision

**Any other business:**



**Funding for Remainder 23/24 Financial Year**

Panel members enquired whether MEC would draw down on next years funding if there was not enough funds to allocate this year.

Daniel explained that MEC would make this decision

**Large Organisation Funding**

The Panel requested clarification from MEC on funding for large organisations.

Daniel agreed to request this information from MEC.

**Date Next Meetings**

The date of the next meeting was not confirmed. It was agreed that Daniel would email some possible dates to panel members

Leba chaired the meeting after Daniel left and closed the meeting with the MEC karakia.

**Meeting closed at 2.30pm.**

Released under the Official Information Act 1982

## ECDF Panel meeting, Friday 28 April 2023

### Welcome and Apologies

The external Panel held a virtual zoom meeting.

### Present:

**Panel:** Luke Qin, Prabha Ravi, Michelle Huang and Cashias Gumbo.

### Department of Internal Affairs

ECDF Coordinator: Leba Davis

ECDF Advisors: Matthew Higham and Thura Oo

### Apologies:

#### Department of Internal Affairs

Jenny Steadman (Senior Advisor, Acting Manager National Funds)

#### Ministry of Ethnic Communities

Brent Matthews (Director)

Leba welcomed everyone to the meeting and opened the meeting with the MEC karakia.

Leba introduced Thura Oo to the Panel as an advisor joining DIA to assist with the Fund until handover to MEC.

### Confirmation of Minutes of the last Meeting:

Panel noted minutes from the previous meeting in March.

NOTED

### Matters arising from the Minutes of the last meeting

There were no matters arising

NOTED

### Confirmation of declaration of conflicts of interest at this meeting:

Request Organisation	Individual declaring	Position
Dunedin Tamil Society	Prabha Ravi	Panel Member
CNSST Foundation	Luke Qin	Panel Member
Mekar Bhuana Aotearoa	Prabha Ravi	Panel Member
Wellington Punjabi Women	Prabha Ravi	Panel Member
New Zealand Indian Central Association Inc	Prabha Ravi	Panel Member
Pakista Association of Wellington New Zealand	Prabha Ravi	Panel Member

NZ Pan African Broadcasting Corporation Charitable Trust	Cashias Gumbo	Panel Member
New Zealand Chinese Language Week Charitable Trust	Luke Qin	Panel Member
Tairawhiti Multicultural Council Inc	Luke Qin	Panel Member
Wellington Mutamizh Sangam	Prabha Ravi	Panel Member
Arasan New Zealand	Prabha Ravi	Panel Member
Aotearoa New Zealand Federation of Tamil Sangam Inc	Prabha Ravi	Panel Member

NOTED

#### Summary of funding available and recommendations

Total available for distribution at this meeting	\$239,313
Total amount requested at this panel meeting	\$2,482,373
Total amount recommended by Advisors	\$448,737
Total amount awarded	\$699,177
Number of requests (excluding expired requests)	61
Number of requests recommended for funding	40
Number of requests funded	41

NOTED

Final decisions: 41 requests were awarded grants and 20 requests were declined

Organisation	Advisor's Recommendation	Panel Recommendation	Director's Final Decision
Everyone an Artist Trust	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
Dunedin Tamil Society Incorporated	\$ 35,000.00	\$ 20,000.00	\$ 20,000.00
New Zealand Arab Association	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
CNSST Foundation	\$ 20,000.00	Decline	Decline
Hutt Valley Trust	\$ 5,000.00	Decline	Decline
Euphoria Entertainment Incorporated	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
Mano Amiga	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00

Sikh Aware	Decline	Decline	Decline
Napier City Council	\$ 5,000.00	Decline	Decline
New Zealand Chinese Language Week Charitable Trust	\$ 20,000.00	\$15,000 over three years	\$90,000 over three years
Philippine Helpline Trust	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
The Kiwi Kit Community Trust	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00
BIG SONG N DANCE LIMITED	\$ 13,375.00	\$ 13,375.00	\$ 13,375.00
Aoteroa New Zealand Federation of Tamil Sangam Inc (ANTS)	\$ 45,000.00	\$ 20,000.00	\$ 20,000.00
Sri Lanka Friendship Society, Waikato Inc.	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
Fiji Girmit Foundation NZ	\$ 25,000.00	Decline	Decline
Fiji Girmit Foundation NZ	\$ 25,000.00	Decline	Decline
Fiji Girmit Foundation NZ	\$ 20,000.00	Decline	Decline
Fiji Girmit Foundation NZ	\$ 12,000.00	Decline	Decline
Arasan New Zealand	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
North Shore Budget Service	\$ 19,760.00	Decline	Decline
Latinos for New Zealand	Decline	Decline	Decline
Wellington Mutamizh Sangam	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
United Filipinos in Mid Canterbury	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
Fiji Girmit Foundation NZ	Decline	Decline	Decline
Aotearoa Ethnic Communities Trust NZ	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
Hindu Swayamsevak Sangh NZ Inc	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
Christchurch Kerala Association	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
Ardour Charitable Trust	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
Al-Ameen Islamic Development New Zealand	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00

WIA Hindi Language and Cultural School	Decline	Decline	Decline
Champ Nation Youth Academy Incorporated	Decline	Decline	Decline
North Shore Islamic Association	\$ 5,000.00	\$ 2,500.00	\$ 2,500.00
Social Wealth	Decline	Decline	Decline
SRI LANKAN SOCIETY OF NEW ZEALAND INCORPORATED	Decline	Decline	Decline
TAIRAWHITI MULTICULTURAL COUNCIL INCORPORATED	\$ 5,250.00	\$ 5,250.00	\$ 5,250.00
Bhartiya Samaj Queenstown Incorporated	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
Ignite Sport Trust	Decline	\$ 10,000.00	\$ 10,000.00
North Shore Islamic Association	\$ 5,000.00	\$ 2,500.00	\$ 2,500.00
New Zealand Indian Central Association Incorporated	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
Scenic drive Marae	\$ 5,000.00	Decline	Decline
Almanar Trust	\$ 5,000.00	Decline	Decline
Riwayat-E-Punjab Folk & Culture Club Incorporated	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
South East Kirikiriroa Community Association Inc	Decline	Decline	Decline
NZ Pan African Broadcasting Corporation Charitable Trust	\$ 10,000.00	\$ 8,000.00	\$ 8,000.00
Nepal New Zealand Friendship Society of Canterbury Incorporated	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
Bangladesh Association New Zealand Incorporated	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
Pakistan Association of Wellington New Zealand (PAW NZ)	\$ 8,050.00	\$ 8,050.00	\$ 8,050.00
PAKISTAN ASSOCIATION OF OTAGO INCORPORATED	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00

Acorn Autism Charitable Trust	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
The Women's Helping Hand Trust NZ	\$ 30,000.00		\$ 30,000.00
WELLBEING CHARITABLE TRUST BOARD	Decline	Decline	\$ 1,535.00
Kaipātiki Project Incorporated	\$ 4,335.00	Decline	Decline
PAKISTAN AND FRIENDS HAWKES BAY ASSOCIATION INCORPORATED	\$ 4,967.00	\$ 4,967.00	\$ 4,967.00
South African New Zealand Immigrant Support Group (SANZI SG)	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
South African New Zealand Immigrant Support Group (SANZI SG)	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00
Wellington Punjabi Women Association	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
SRI LANKAN SOCIETY OF NEW ZEALAND INCORPORATED	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
Mekar Bhuana Aotearoa	Decline	Decline	Decline
Kashmiri Association of New Zealand (KANZ)	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
Islamic Womens Council Of New Zealand Incorporated	\$ 30,000.00	Decline	\$ 280,000.00

**Any other business:**

**Panel Guidance**

The Panel suggested that more commentary on previous grants, particularly in the previous 24 months, would be beneficial when assessing.

Cashias proposed that some clarity from DIA & MEC would be beneficial regarding whether security & cleaning costs can be funded as part of event applications.

Luke suggested that Panel guidance from DIA & MEC would be beneficial regarding organisations holding regular events. This would provide clarity for the Panel when making recommendations for multiple events a year, or repeat events, particularly relating to organisations in healthy financial positions.

**Date Next Meetings**

It was agreed the next meeting would be held on Friday 26 May 2023 commencing at 10:30am.

Leba closed the meeting with the MEC karakia.

**Meeting closed.**

Released under the Official Information Act 1982

## ECDF Panel meeting minutes, Friday 21 June 2023

### Welcome and Apologies

The external Panel held a virtual zoom meeting.

#### Present:

##### Panel:

Luke Qin, Michelle Huang

##### Department of Internal Affairs:

Acting Manager National Funds: Jenny Steadman

ECDF Coordinator: Leba Davis

ECDF Advisors: Thura Oo, Mona Contractor

##### Ministry of Ethnic Communities:

Brent Matthews (Director strategy, Funding and Reporting))

Lucy Beeler (Funding and Reporting Lead)

#### Apologies:

Panel: Cashias Gumbo, Prabha Ravi

Department of Internal Affairs: Matthew Higham

Leba welcomed everyone to the meeting and opened the meeting with the MEC karakia.

Leba introduced Jenny Steadman to the Panel. Jenny was Acting for Joe Grace while he was on leave.

#### Confirmation of Minutes of the last Meeting:

Panel noted minutes from the previous meeting in April 2023.

NOTED

#### Matters arising from the Minutes of the last meeting

There were no matters arising.

NOTED

#### Confirmation of declaration of conflicts of interest at this meeting:

Request Organisation	Individual declaring	Position
Wellington Punjabi Women Association	Prabha Ravi	Panel Member
Waikato Multicultural Council Incorporated	Luke Qin	Panel Member



Multicultural Council of Rangitikei/Wanganui Incorporated	Luke Qin Prabha Ravi	Panel Members
Manawatu Multicultural Council Incorporated	Luke Qin	Panel Member
New Zealand Federation of Multicultural Councils Incorporated	Luke Qin Prabha Ravi	Panel Members
Roopa Aur Aap Charitable Trust	Prabha Ravi	Panel Member
Asian Family Services	Luke Qin Prabha Ravi	Panel Members
Mekar Bhuana Aotearoa	Prabha Ravi	Panel Member

NOTED

### Summary of funding available and recommendations

Total available for distribution at this meeting	\$78,762
Total amount requested at this panel meeting	\$1,214,071
Total amount recommended by Advisors	\$375,763
Total amount awarded	\$78,762
Number of requests (excluding expired requests)	52
Number of requests recommended for funding	48
Number of requests funded	12

NOTED

### Request schedule

The Panel recommended a total of 33 requests. 12 out of 52 requests were awarded grants.

The amount of funding for requests recommended by Panel exceeded the amount of available funding for the financial year ending 30 June 2023. It was decided that the remaining requests recommended by the Panel at its July 2023 meeting would be considered at the decision maker meeting for July 2023.

### Any other business

MEC had been given a copy of the panel questions from the April meeting, to be tabled at the July 2023 meeting.

## **Change to the Ministry of Ethnic Communities**

Leba thanked the panel and wished them well.

Lucy indicated she was looking forward to working with the panel members.

Brent acknowledged that the expertise and mana of the current Department of Internal Affairs advisors was not lost as they would still be available to advise the Ministry.

### **Date Next Meetings**

The Ministry of Ethnic Communities would let the panel members know the date of the next meeting.

Meeting closed at 2.30pm.

Released under the Official Information Act 1982