

OTAMA MARERE TRUST HUIA TAPSELL SCHOLARSHIP POLICY

1. Decision by Trustees

All final funding decisions are made by the Trustees of the Otama Marere Trust and under the powers of the trust order for the Trust the decision to make a grant is discretionary.

2. Grant Guideline

- 2.1. You must be a direct descendant of an owner in Otama Marere Trust.
- 2.2. \$1000 to be awarded annually to one winning recipient
- 2.3. Students that apply must be enrolled in their first or consecutive years of postgrad students, or be in the 4th or consecutive year of study towards one degree. For example dentistry
- 2.4. The winning applicant will still be eligible for the education grant also.
- 2.5. There will be a written component in the application asking applicants to address certain criteria (current and future intended goals and contributions)
- 2.6. The winner will be chosen based on academic merit and the demonstration of current and intended future goals and contributions
- 2.7. Allocations of grants are entirely at the Trustee's discretion. No reasons will be given if applicants are declined. Grants are considered on a case by case basis.

3. Grant Forms

- 3.1. Grants will not be approved unless the application is on an Otama Marere Trust Huia Tapsell Post Graduate Scholarship Grant application form and includes:
 - 3.1.1. the applicant's name and contact details;
 - 3.1.2. Details of the Study and what contribution to costs the applicant is making;
 - 3.1.3. Proof of study
 - 3.1.4. the applicant's bank account details
 - 3.1.5. A birth certificate (or certificates as the case may be) from the applicant showing their relationship to the owner in Otama Marere Trust.
 - 3.1.6. A written statement outlining the goals and aspirations of the applicant.
 - 3.1.7. If forms are submitted with incomplete information, the applicant will be contacted and must submit additional information within the timeframe specified or will be declined.

4. Reasons

4.1. Grant applicants may or may not be provided with reasons for Otama Marere Trustees decision if the Trustees decide to decline a grant application.

5. Payment

5.1. Payment may be made to a parent or guardian if the applicant does not have a personal bank account.

6. Record Keeping

6.1. The following records shall be kept in a database format by the Trustees;

6.1.1. The date the grant application was received;

6.1.2. The name and contact details of the grant applicant;

6.1.3. The purpose of the grant;

6.1.4. The amount of the grant.

6.2. The grant application and all supporting information will be retained by Otama Marere Trust if the application is successful.

7. GST

7.1. When a grant recipient is GST registered, a grant will only be made for the GST exclusive component.

8. Conflict of Interest

8.1. As this trust will often include decisions to be made by the trustees in relation to closely related family members, trustees must declare this relationship in the decision but this does not restrict them from participating in the decision discussion.