



NGĀI TAHU

Puna Pakihi

Stay Up Grant Application Guide

APPLY NOW ON TE KOPA ORA



puna.pakihi@ngaitahu.iwi.nz



[paetukutuku - website](#)

Funding Purpose

Te Take o te Pūtea

Puna Pakihi is here to support your business journey.

The purpose of this funding is to support Ngāi Tahu whānau in building long-term business capabilities and growth

It is not for covering regular operational costs but rather investments that directly increase income, customer base, net profit or improve efficiencies.

Funding cannot be used to cover regular operational or personal expenses. This includes costs that are ongoing, disposable and not directly tied to measurable business growth.

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Funding Coverage

Ngā mea ka utua

Supported – Tautokona

- ✓ Business capability development – e.g. strategic planning
- ✓ Training and Upskilling – e.g. upskilling in a new beauty treatment, procurement training
- ✓ Professional business mentoring or coaching
- ✓ Systems or tools – e.g. software, automation tools
- ✓ Marketing strategy development – does not include execution costs
- ✓ Business capability development – e.g. strategic planning
- ✓ Specialty Equipment – e.g. commercial appliances, landscaping tools, automotive diagnostic equipment

Not Supported – Kāore e tautokona

- ✗ Salaries or wages
- ✗ Rent, utilities, bills or routine business expenses
- ✗ Vehicle purchase, repairs or petrol
- ✗ Computers, laptops or mobile devices
- ✗ Raw materials or stock
- ✗ Marketing *execution* (e.g. Facebook ads, flyers)
- ✗ Personal debt repayments
- ✗ Retrospective costs (spending already incurred)

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Grant Requirements

Ngā Momo Pūtea Tautoko me ngā Paearu

Limits



- Whānau members can apply for 1 grant every 12 months
- Whānau members can receive a maximum of 2 Kickstart Grants
- Whānau members can receive a maximum of 2 Stay Up Grants per business
- Whānau members can receive a maximum of 2 Growth Grants per business

Eligibility



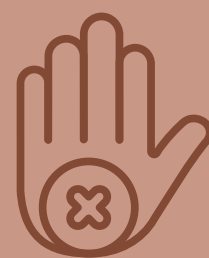
- Ngāi Tahu Registered
- 18+ years old
- Pakihi must be registered and trading
- Reporting and receipts from previous grants must be received and approved

Ngāi Tahu Ownership



- At least 50% Ngāi Tahu ownership
- This 50% must be sole ownership - co-owned entities where ownership is split and not fully controlled by the applicant won't be accepted

Ineligibility



- Charitable Trusts
- Businesses that are not yet trading

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Grant Types & Criteria

Ngā Momo Pūtea me Ngā Paearu

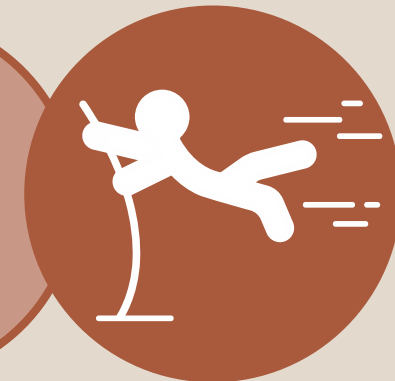
Kickstart Grant - Te Pūtea Whakaaraara

- First year in business
- Registered NZ Business Number
- Business is already operational



Stay Up 1 Grant - Te Pūtea Tautoko Tuatahi

- Over 12 months in business
- Registered NZ Business Number
- Revenue is less than \$120k



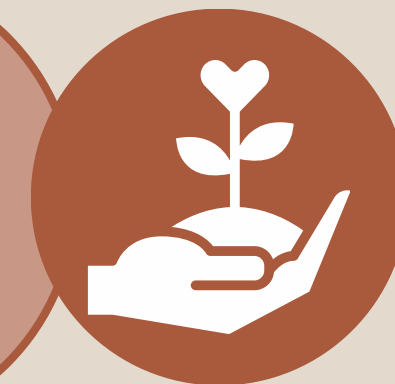
Stay Up 2 Grant - Te Pūtea Tautoko Tuarua

- Over 12 months in business
- Revenue is between \$60k-\$120k
- GST Registered



Growth 1 Grant - Te Pūtea Whakatipu Tuatahi

- Over 12 months in business
- Registered NZ Business Number
- Revenue is at least 120k
- GST Registered



Growth 2 Grant - Te Pūtea Whakatipu Tuarua

- Over 12 months in business
- Registered NZ Business Number
- Revenue is at least 120k
- GST Registered



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Stay Up Grant Information

Ngā Pārongo mō te Pūtea Tautoko



Robust Business Plan Guide

A business plan is more than a document; it is a path to success. Even if things change along the way it gives you a strong foundation and keeps you focused on your pakihi journey.

This can help you to:

- Clarify your vision
- Set goals and track progress
- Prepare for challenges
- Build confidence



Check out our robust business plan template on our website

The below elements are key sections to include in your plan.

Executive Summary

Your elevator pitch, a brief summary of your pakihi; the kind of description you could give to someone in the time it takes to ride an elevator.

Business Details

- Name - legal and trading
- Location
- Structure
- Mission
- Vision

Goals/Objective

- Short term and long term
- Financial, social, cultural and environmental outcomes

Market Analysis

- Who your target market is
- What problem are you solving
- SWOT Analysis - Strengths/Weaknesses/Opportunities/Threats
- Trends and gaps in the market

Marketing/Sales Plan

Promotion, pricing and sales strategy

Operations Plan

- Daily operations,
- Key suppliers and partners
- Facilities and equipment

Tikanga

Māori and/or Ngāi Tahu values embedded in your pakihi and how they are honoured.

Team/Management (Optional)

- Team Roles and experience
- Any gaps and strategies to manage this

Appendices (Optional)

Optional - any other supporting documents

Stay Up Grant Information

Ngā Pārongo mō te Pūtea Tautoko

The Stay Up Grant is designed to support Ngāi Tahu whānau whose businesses have been operating for more than 12 months to help pakihi build capability, improve systems, or strengthen their foundation so they can continue to grow. All Stay Up Grants are \$5k.

Financial Forecast



Applicants need to show a 12-month plan of what you expect your income and expenses to be each month for the next year.

This doesn't have to be exact, but it should be a realistic estimate based on the details in your business plan.



Check out our financial forecast templates on our website

Proof of Ngāi Tahu Ownership



This can be an extract from the NZBN website or NZ Companies Register. We at least need an NZ Business number to confirm ownership lies with the Ngāi Tahu whānau member

Quotes



Applicants must provide at least one formal quote for planned purchases, training or services to ensure costs are realistic and linked to grant purpose.

Allowed:

- Official quotes from supplier or service provider
- Quote should clearly show:
 - Supplier/business name and contact details
 - Date of the quote
 - Cost

Not Allowed:

- Handwritten or informal estimates
- Screenshots of online banking or banking app
- Screenshots of shopping carts, online ads or listings
- Quotes older than 3 months

Proof of ID



Acceptable forms of ID:

- Driver's Licence
- NZ Passport
- 18+ or Kiwi Access Card

Bank Verification



This must be a bank statement or verification including the following:

- Business name or whānau member name
- Bank name and logo
- No screenshots of online banking or a banking app will be accepted.

GST Registration



- GST Number must be provided
- This can be an extract from IRD website

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Stay Up Grant Checklist



Robust Business Plan

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Financial Forecast

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Previous 12 months financials

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Proof of Ngāi Tahu Ownership

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Bank Verification

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Proof of ID

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Quotes

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Proof of GST Registration

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