



MINISTRY OF FINANCE AND ECONOMIC MANAGEMENT  
GOVERNMENT OF THE COOK ISLANDS

**INDIA GRANT-IN-AID FUND  
COMPLETION REPORT**

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PROOF OF EMPLOYMENT OF FUNDS  
*Relating to the*

Agreement from: **Government of India (via CIG Development Coordination Division)**

Grant Recipient: **Mitiaro Development Planning Committee**

Project Title: **Construction of sanitation facilities of Takaue/Mangarei and Atai/Auta community centres**

Grant Amount: **NZD \$ 64,000.00**

**COMPLETION REPORT: ATTACH A COPY OF THE FINAL COMPLETION REPORT (1-2PAGES). OUTLINE THE FOLLOWING DETAILS;**

- A summary of the key tasks and outcomes achieved during the Project;

In 2008, the Mitiaro communities set to raise \$120k to renovate both the Takaue-Mangarei and Atai-Auta community centres that were first built in the 1950's. two years of fundraising raised \$80k and construction was completed on just the main building structure.

The Project is for the procurement of concrete building materials for the construction on the sanitation facilities for both the community centres.

In April 2016 Mitiaro hosted the Cook Islands Christian Church Youth Convention and prior to that, the four villages fundraised to build extra toilet facilities to accommodate the visitors (temporary facilities were also erected). When the India fund was granted the Committee decided to keep half of the materials for the proposed sites and the other half to be distributed for the CICC, Catholic and the School (as these venues will also be used to accommodate athletes for the Manea Games) in which we requested permission (prior to commencement of construction) to amend the initial proposal through the Ministry of Finance.

Proposed work schedule (16-18 weeks)

Weeks 1-2	The 2 available carpenters along with community workers start working on the Takaue/Mangarei facilities.
Weeks 3-4	Carpenters to begin work on Atai/Auta facilities. Plumber to begin on Takaue/Mangarei plumbing. Divide community workers between carpenters and plumber.
Weeks 5-6	Carpenters to begin on Catholic facilities. Plumber to begin work on Atai/Auta.
Weeks 7-8	Carpenters to move to CICC facilities. Plumber to move to Catholic.
Weeks 9-10	Carpenters to move to School. Plumber to move to CICC.
Week 11-12	Plumber to move to School
Week 11-15	Workers to spend an extra week at each facility to complete unfinished work.

- Outline any major problems/issues or lessons learned and any additional information

The last lot of construction materials were received on the 27<sup>th</sup> of April 2017. The project was delayed until June due to the machinery needed for carting sand and gravel being utilised at the renewable construction site. The only major problems encountered were:

1. The shortage of workers and some machineries due to 2 other major projects happening at the same time namely the Renewable Energy Project and the Manea Games Sports Facility upgrades. On some days the workers had to work overtime in order for us to complete the project on time.
2. Some of the plumbing materials ordered did not fit hence the reason Mitiaro Island Administration spent up to about \$800 to purchase the correct fittings.
3. Because of the shortage of workers we did not complete the proposed septic for the facilities. The new toilet facilities are temporary connected to the 'old septic'. The committee is still holding on to the materials. The work for the new septic will commence after the renewable energy project is completed.

- A summary of budgeted expenditure versus actual expenditure and an explanation for any variance;

**Schedule 2: Example Summary Budget-Expenditure Template**

Project Revenue		Budget	Expenditure	variance (NZD\$)
IGF Amount Received		\$64,000.00	64,000.00	
Own funds				
Third Party funds (if applicable)				
<b>total funds remaining (NZD\$)</b>				
INV#	Expenses	Budget	Expenditure	variance (NZD\$)
	<b>*In-kind donations through food, tools and labour</b>	\$15,000.00		
	<b>Refer to excel spreadsheet attached</b>			
<b>total funds remaining (NZD\$)</b>				

# India Grant Fund 16/17 Round

Recipient: Mitiaro Development Plan Committee

Ref#:

IGF1617-15

Total Funds received:	\$ 64,000.00
Total Funds Spent:	\$ 64,073.25
Total VAT Reimbursements	\$ 6,824.66
Cash Balance in Trust:	\$ 6,751.41

IGF1617	MDPC	MITIARO DEVELOPMENT PLAN COMMITTEE	\$ 64,000.00	\$ 64,073.25	\$ 6,824.66	\$
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Date	RECIPIENT	Description	Debit	Credit	Running Balance
01-03-17	IGF	IGF1617 - Funding Received		\$ 64,000.00	\$ 64,000.00
06-03-17	MDPC	011TSK_MDPC FRF1 - CKI STEEL LTD. Roofing materials	\$ 3,640.84		\$ 60,359.16
06-03-17	MDPC	011TSK_MDPC FRF1 - CITC BC. bthrm/elec/construc materials	\$ 41,279.41		\$ 19,079.75
06-03-17	MDPC	011TSK_MDPC FRF1 - CITC BC. VAT Reim		\$ 5,384.27	\$ 24,464.02
06-03-17	MDPC	011TSK_MDPC FRF1 - T&M Heather - concrete blocks	\$ 11,043.00		\$ 13,421.02
06-03-17	MDPC	011TSK_MDPC FRF1 - T&M Heather VAT Reim.		\$ 1,440.39	\$ 14,861.41
06-03-17	MDPC	011TSK_MDPC FRF2 - Taio Shipping for blocks	\$ 3,960.00		\$ 10,901.41
06-03-17	MDPC	011TSK_MDPC FRF3 - Tile Centre - tiles+freight	\$ 4,150.00		\$ 6,751.41

- All original receipts/invoices; (refer to MFEM Records)
- Copies of all warranties provided with goods purchased; (Refer to MFEM Records)

- Photos and/or Media coverage (includes newspaper, newsletters, online posts)

The project commenced with a prayer service held at the Community Hall where the Indian Government was acknowledged for funding the project.





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Development Cook Islands  
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Grant Boost for Mitiaro

The Mitiaro Development Plan Committee has successfully secured financial assistances in the form of a grant by the Government of India for the purchase and supply of concrete building materials for the construction of sanitation facilities for both the Takaue-Mangarei and Atai-Auta community centres in Mitiaro.

In 2008, the Mitiaro communities set to raise \$120k to renovate both the Takaue-Mangarei and Atai-Auta community centres that were first built in the 1950's. Two years of fundraising raised \$80k and construction was completed on just the main building structure.

Both Community centres serve as an accommodation venue during large events such as the CICC youth conventions, The Manea Games and other village functions. Both centres are designated cyclone evacuation facilities as well as supplying purified drinking water to the community.

The Mitiaro Development Plan Committee have successfully completed construction of the sanitation facilities on both community centres, they would like to thank the Government of India for providing financial assistance and to the Mitiaro Community for the support that they have given throughout the duration of this project, Meitaki.

The India Grant Fund (IGF) was first announced at the 2006 Pacific Islands Forum and made available to each Pacific island countries including the Cook Islands.

It is administered by the Ministry of Finance and Economic Management (MFEM) and funded by the Indian government under their Grant-in Aid Programme. A total of about \$272,000 (US\$200,000) is available for the Cook Islands to access.

For the 2016/17 IGF round, 16 projects were submitted by the Cook Islands government and subsequently funding was approved by the government of India.

The small grants are aimed at supporting grassroots communities ranging from registered Cook Island Civil Society Organisations as well as from the Pa Enua and island administrations.

These projects focus on areas that support, promote and/or develop social, economic and/or cultural development and sustainability.

For more enquiries please write to: [development@cookislands.gov.ck](mailto:development@cookislands.gov.ck)

# Grant a boost for Mitiaro

FINANCIAL assistance from the government of India has allowed the construction of sanitation facilities on Mitiaro. The Mitiaro Development Plan Committee has successfully secured financial assistance in the form of a grant by the government of India for the purchase and supply of concrete building materials for the construction of sanitation facilities for both the Takau-Mangarei and Atai-Aua community centres in Mitiaro.

In 2008, the Mitiaro communities set to raise \$120k to renovate both the Takau-Mangarei and Atai-Aua community centres that were first built in the 1950's. Two years of fundraising raised \$80k and construction was completed on just the main building structure.

Both Community centres serve as an accommodation venue during large events such as the CICC youth conventions, The Manea Games and other village functions.

Both centres are designated cyclone evacuation facilities as well as supplying purified drinking water to the community.

The Mitiaro Development Plan Committee have successfully completed construction of the sanitation facilities on both community centres, they would like to thank the Government of India for providing financial assistance and to the Mitiaro Community for the support that they



Workers constructing sanitation facility in Mitiaro.

have given throughout the duration of this project, Meitaki.

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Release

## SEND COMPLETED APPLICATION TO:

Development Coordination Division  
C/o Mercedes Tongia or Melinda Pierre  
Ministry of Finance and Economic Management  
Po Box 120, Rarotonga  
Email: [mercedes.tongia@cookislands.gov.ck](mailto:mercedes.tongia@cookislands.gov.ck)  
Email: [melinda.pierre@cookislands.gov.ck](mailto:melinda.pierre@cookislands.gov.ck)

RECIPIENT NAME: MITIARO DEVELOPMENT PLANNING COMMITTEE (MAKARA MURARE)

RECIPIENT SIGNATURE:

A handwritten signature in black ink on a light-colored background.

DATE: 04/02/18



Schedule 3: Checklist for Project Completion to be completed by DCD-MFEM staff.

<b>Project title</b>	<b>Improve the sanitation facilities of Takaue/Mangarei and Atai/Auta community centres</b>
<b>Funding Amount Received</b>	<b>NZD \$64,000.00</b>
<b>Total Amount Disbursed</b>	<b>NZD \$64,073.25</b>
<b>Amount Returned to Donor</b> <i>(if applicable)</i>	<b>NZD \$6751.41</b>
<b>Proof of Employment of funds:</b>	
- Completed detailed Final completion report	YES / NO
- Budget-Expenditure Report and Original invoices	YES / NO
- Project photos	YES / NO
- Proof of Donor acknowledgement	YES / NO
<b>FINAL PROJECT INSPECTION:</b>	
- Final inspection of completed project on site by donor agent <i>(if possible)</i>	YES / NO –
- Agent is convinced of the successful completion of the project	YES / NO –