



**ELECTORAL  
COMMISSION**  
TE KAITIAKI TAKE KŌWHIRI



**Election  
Access Fund**  
Te Tomokanga  
Pūtea Whakatapoko Pōtitanga

# **Election Access Fund**

## **Te Tomokanga — Pūtea Whakatapoko Pōtitanga**

### **Application Form**

#### **Introduction**

In 2020, the Election Access Fund Act was passed. This Act enabled the Electoral Commission to set up and run the Election Access Fund (EAF). The Fund assists disabled people who want to put themselves forward for election to Parliament. It can help with disability-related costs to do candidate activities. The Fund works alongside the costs of candidate activities that everyone has. For more information on the activities and costs for becoming a candidate, please refer to the [Electoral Commission website](#).

#### **Help with your application**

You can apply to the Fund via an online submission process at [elections.nz/getting-involved/election-access-fund/election-access-fund-online-application](https://elections.nz/getting-involved/election-access-fund/election-access-fund-online-application), or you can complete this form.

If you need help to complete this form, we can meet with you. Meetings can be done by phone, or online by Zoom or Microsoft Teams. If you would prefer to complete the form yourself, we can give you guidance if you have questions.

If you would like us to help you complete this form, please call 0800 36 76 56 or email us on [electionaccessfund@elections.govt.nz](mailto:electionaccessfund@elections.govt.nz) with the following information:

- Your preferred method of contact (Phone call, Zoom, Microsoft Teams or other).
- If you will have a support person or agent with you, and if so, their name.
- Any support or access accommodations you need during the meeting, such as NZSL interpreters, electronic documents or text-based communication.
- Cultural support needs.

#### **Preparing your application**

Before completing this form, please read all questions carefully and prepare the documents you need. Some questions are optional, and we will indicate this throughout the form. Please give us as much information as you can, as this will help us process your application faster. You will be required to send in additional documents with your application. These are outlined in the checklist in the next section.

Please make sure you read and understand all information about the Election Access Fund. This information is available online and in alternate formats here: [elections.nz/getting-involved/election-access-fund](https://elections.nz/getting-involved/election-access-fund).

You can send your completed application form and additional documents to us via email at [electionaccessfund@elections.govt.nz](mailto:electionaccessfund@elections.govt.nz)

or you can post it to:

Election Access Fund  
Electoral Commission  
PO Box 3220  
Wellington 6140

## Checklist

The following is a checklist to help you complete your application. Please read it carefully before you begin your application and take time to gather the information you need. Completing the checklist is optional, but we recommend you go through it before you submit your application.

- I have read all the information about how to apply to the Election Access Fund, available via the Electoral Commission website: [elections.nz/getting-involved/election-access-fund](https://elections.nz/getting-involved/election-access-fund)
- I meet the eligibility criteria in Section 1 of this application form.
- I have included evidence of my intention to seek selection or stand as a candidate.
- I have answered all the required questions in this application form.
- I have completed my budget, either using the provided template or by writing my own.
- I have collected supporting evidence for the items outlined in my budget.
- I have completed the legal declaration in Section 8 of this application form.

## Section 1: Rules and Eligibility for the Fund

Before you begin your application, make sure you meet the following eligibility criteria and understand the following rules. In Section 8 is the legal declaration where you can sign to declare you are eligible to apply and will use the fund appropriately.

To be eligible you must:

- be a disabled person, as described in the United Nations Convention on the Rights of Persons with Disabilities (UNCRPD).
- have a disability, access need or impairment that has lasted or will last for longer than six (6) months.
- be standing as a candidate in, or seeking selection as a candidate in a parliamentary general election or by-election
- be experiencing, or will experience, barriers to standing or seeking selection as a result of your disability or access need, which non-disabled people do not have
- meet the requirements to be a candidate under the Electoral Act 1993:
  - At least 18 years old on or before nomination day or by the day the current Parliament expires.
  - A New Zealand citizen
  - Registered as an elector, and
  - Not otherwise disqualified for registration.

## Section 2: Your Details

First Name: \_\_\_\_\_

Last Name: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Phone Number: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_

Region: \_\_\_\_\_

Postcode: \_\_\_\_\_

Country: \_\_\_\_\_

## Section 3: Communicating with Us

How would you like to be contacted about the next steps in your application?

Phone call (Please tell us the best time to contact you)

Text message

E-mail

Other

If other, please describe

## Section 4: Your Candidacy

The below questions are about you plans to stand for a political party, or as an independent candidate.

*Do you plan to stand for a political party?*

**Yes**, I plan to stand for a political party.

**No**, I do not plan to stand for a political party.

*If you plan to stand for a political party, have you notified your party of your intentions?*

**Yes**, I have notified my party of my intention to stand. (Please include a copy of your email or letter to the party secretary stating that you are seeking selection.)

**No**, I have not notified my party of my intention to stand.

Please note: To continue with your application, you need to notify your party and provide us with a copy of your email or letter.

*Do you plan to stand as an independent candidate?*

**Yes**, I plan to stand as an independent candidate. (Please include a copy of your public announcement stating that you are standing as a candidate.)

**No**, I do not plan to stand as an independent candidate.

The following questions are optional.

They help us get to know more about you and provide context for your application. The information will not impact the outcome of your application in any way:

*Have you been involved with politics or civic engagement before?*

**No**, I'm new to politics and/or civic engagement.

**Yes**, I've been involved in politics at a national level.

**Yes**, I've been involved in politics for my region or in local government.

Other

If Other, please describe.

Tell us about your experience with politics or civic engagement.

A large, empty rectangular box with a thin black border, intended for the user to write their response to the prompt above.

## Section 5: Your Support Requirements

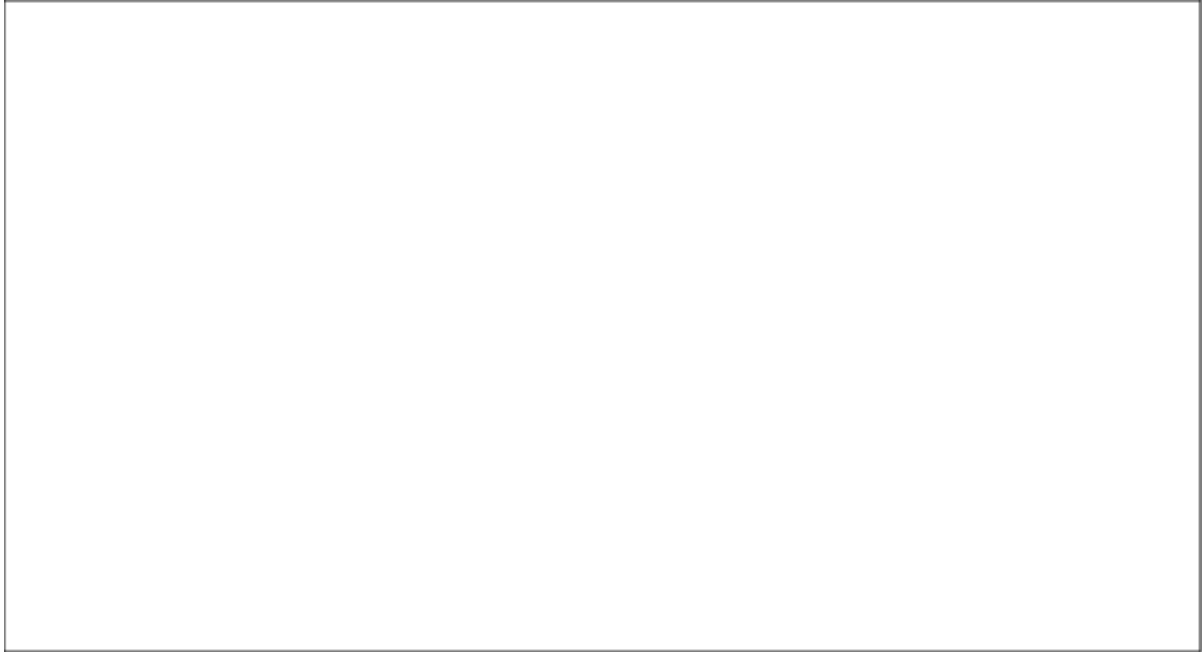
This section asks you to tell us in your own way about the disability-related support you need. You can also tell us why having this support is important for you during your candidacy. This is important because it helps us get to know more about you and your unique support needs. Please tell us as much as you feel comfortable to share.

The Fund can help with costs for disability-related support to do the activities required to stand as a political candidate. The Fund does not support the costs of activities that should be covered by political parties, if you belong to a party. Examples include the party having information in formats that can be read by screen readers, and disability training for your party colleagues.

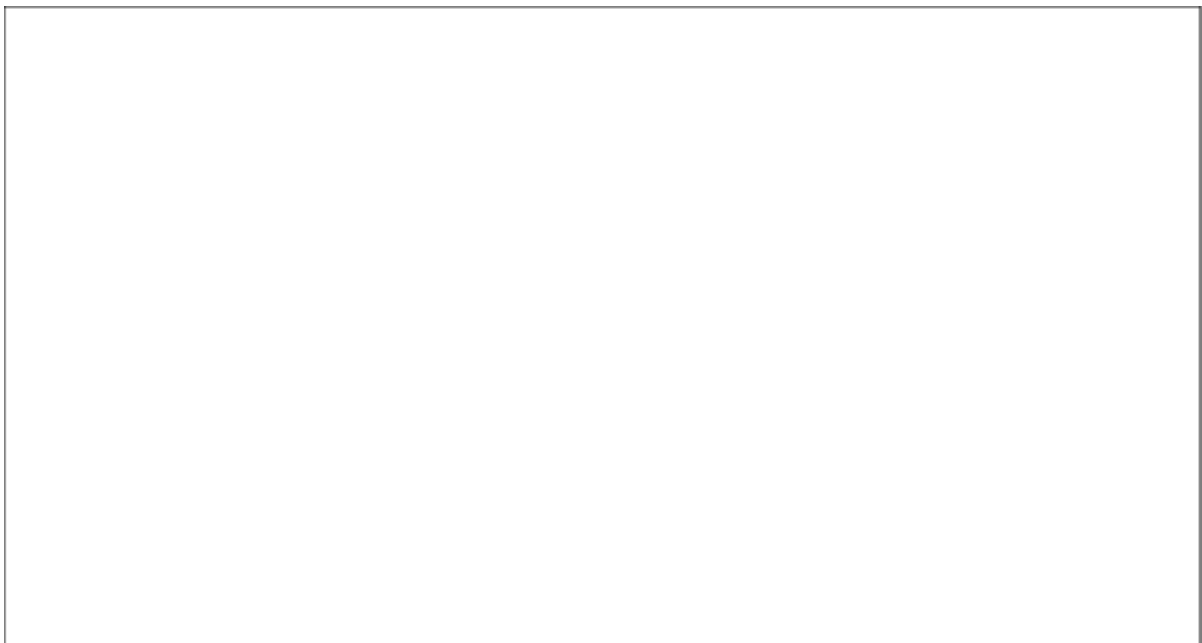
The Fund does not cover disability-related costs covered by other sources of funding, such as ACC or individualised funding.

Please ask a member of our team if you would like advice to complete this section.

Please tell us about the support you are applying for. For example: I am unable to drive due to my impairment. I am seeking assistance with transport to get to and from meetings (the next section of this application form asks for items and costs).



Please tell us how having this support would impact your candidacy activities. For example: Having support to locate accessible venues and accommodation means I can travel with confidence, knowing that when I arrive, my access needs are met and I can safely navigate around the venue during events.



Is there anything else you would like us to know about your disability and/or support needs? For example, other considerations such as whanau or family support you have available, equipment you already have, or services you use that work for you.

## Section 6: Budget

You need to submit a budget as part of your application. The budget outlines the costs of specific equipment and services you are applying for.

There is a separate budget template we recommend you complete. This can be downloaded from the Electoral Commission website via this link [elections.nz/getting-involved/election-access-fund/how-to-apply-to-the-election-access-fund/application-resources](https://elections.nz/getting-involved/election-access-fund/how-to-apply-to-the-election-access-fund/application-resources).

You can also submit your own budget, which must contain the following information for each item you apply for:

### For equipment

- Name of the Item
- Description (what is the item used for?)
- Quantity (How many of these items do you need?)
- Price (Including GST)
- Total cost of equipment including GST

### For services or support assistants:

- Name or type of service or support
- Description (How will you use this service or support?)
- Hourly Rate (if applicable) or cost
- Total Cost of Service(s) including GST

Total cost you are applying for including GST

## Section 7: Evidence for Services, Equipment and Support

It is your responsibility to contact equipment suppliers and service providers for the equipment and support you need. We have a list of suppliers in New Zealand by region and can send this to you on request.

Please note: All quotes and estimates you get should include GST.

### Equipment and Technology

Please include two (2) recent quotes from suppliers if possible, for all the equipment and technology included in your budget in the previous section. These quotes must be valid within three (3) months of submitting this application. Describe which quote you feel best meets your support needs and why.

### Services

For services, please include any supporting documents you may have, for example an invoice from previous use of the service.

For each item, please add details as follows:

- Item 1 Name
- Quote 1 (total cost and service provider)
- Quote 2 (total cost and service provider)
- Preferred quote
- Reasons for preference
- Please attach the quotes

Please include any other documents, letters or reports you feel are relevant to your application.



## Section 8: Declaration

I declare that:

- I am applying to the Election Access Fund as a person with a disability, being a long-term (lasting or expected to last 6 months or more) physical, mental, intellectual or sensory impairment which, in interaction with various barriers may hinder my full and effective participation in society on an equal basis with others.
- I am seeking to be a candidate, or to be selected as a candidate, in a parliamentary general election or by-election and I face barriers to doing so, as a consequence of my disability, and which non-disabled individuals do not face.
- I understand that I must not seek funding from the Election Access Fund for specific costs already funded by another government agency
- I am or will be 18 on or before nominations day (if known) or by 12 November 2023 (the day the current Parliament expires)
- The information I have provided is true and correct to the best of my knowledge.
- I understand that I may be asked for further information to support my application if necessary.
- I understand that this application will be reviewed by the Applications Panel with my name and any political party names removed.
- I understand that submitting this application does not guarantee that part or all of the funding I have applied for will be approved.

Name:

Signature:

Date:

Please note: Please sign electronically or by hand. We cannot accept typed signatures or digital certificates. If you are signing this as part of your online application, you will need to upload it at the end of your application process.

## Resources

In this section, you will find links to further information and other resources we hope you will find helpful when planning and preparing your application.

### Paying People who Support You (Support Assistants)

The Ministry of Health has guidance on how much to pay the people who provide you with disability-related support to do candidacy activities. In this section you will find basic guidance on minimum wage rates. You can find more detail in the Support Workers (Pay Equity) Settlements Act 2017. Please make sure your budget for paying support assistants aligns with the following guidelines:

### Minimum Wage Guidance for Support Assistants

Pay band 1 July 2022 to 31 December 2023

- L0 (less than 3 years service or no relevant qualification): \$22.49 per hour
- L2 (3 or more years but less than 8 years, or level 2 qualification): \$24.06 per hour
- L3 (8 or more years but less than 12 years, or level 3 qualification): \$26.16 per hour
- L4a (12 years or more if subclause 2 applies, or Level 4 qualification): \$27.20 per hour
- L4b (12 years or more if subclause 2 does not apply, or level 4 qualification): \$28.25 per hour

### Accommodation for Support Assistants

The following guidelines are recommended when planning accommodation for your support assistant. You can only apply for accommodation for a support assistant from the Fund. Your own accommodation costs need to be paid from your own budget.

- Accommodation should average approximately \$160 per night.

### Guidelines for Meals for Support Assistants

The following are recommended guidelines for meals for your support assistant. You can only pay for meals for your support assistant from the Fund. Your own meal costs must be paid from your own budget.

- Breakfast: \$20
- Lunch: \$15
- Dinner: \$30
- Sundry: \$20

### Travel and Transport

You must estimate the approximate cost of travel, including taxis, public transport and flights as part of your budget. These costs must be actual and reasonable. If you are standing for a political party, contact them for advice on how best to estimate these costs.

### Taxis

For regular destinations, such as from home to a party meeting place, you can contact the taxi company you prefer to get a quote for the approximate fare amount. You can then include it in your budget. You will have to estimate the approximate amount for other taxi trips.

## Vehicle Mileage

If your support assistant will be driving you in their own vehicle as part of your candidacy activities, you must estimate the mileage and/or fuel costs and include them in your budget.

The following guidelines from IRD (Inland Revenue Department) outline mileage costs for the 2022 financial year. Check the IRD website for more information.

### **Tier 1**

A combination of fixed and running costs; under 14,000 kilometres for business travel for the year.

- Petrol or Diesel: 83 cents per kilometre
- Petrol Hybrid: 83 cents per kilometre
- Electric: 83 cents per kilometre

### **Tier 2**

Running costs only; more than 14,000 kilometres for business travel for the year.

- Petrol or Diesel: 31 cents per kilometre
- Petrol Hybrid: 18 cents per kilometre
- Electric: 10 cents per kilometre