

Tei runga i teia kapi, te au ui‘anga e tau kia ui‘ia, ea‘a te au pēpa te ka anoano‘ia, e ka ‘akape‘ea atu, no te aronga e tāmanako nei i te ‘akatupu i teta‘i charity, e te au pupu ‘oire tangata.

## Ka anoano‘ia rāi au, kia ‘akamata i teta‘i pupu ‘ōu?

Ka pou rāi te tuātau, te moni, e te au rāvenga tauturu ki roto i te putuputu‘anga. I mua ake ka ‘iki ei koe i te ‘akamata i teta‘i pupu ‘ōu, ui na mua kiā koe ‘uā‘orāi:

- ▶ E au charities āinei teta‘i te vai nei, te ka rauka iāku i te tomo ki roto? [Kimi‘ia ki roto i te Charities Register](#) te au charities e rave nei i te ‘anga‘anga mei ta‘au e tāmanako nei, kia kore e ‘aiteite.
- ▶ E au rāvenga kē atu āine teta‘i, no te rave‘anga i tāku e ‘akakoro nei? Tāmou‘ia teta‘i atu no runga i te [donor advised funds](#), e te ‘anga‘anga‘anga ta‘okota‘i ki teta‘i mou pūtē-moni, i te rave meitaki i roto i te ‘oire tangata.
- ▶ Te tano nei tāku aronga e ‘u‘uti mai nei? Ka anoano koe i teta‘i pupu tangata tūkētūkē tei mārāma: i te ‘akateretere‘anga i teta‘i pupu, te [ripōti‘anga te ka ‘inangaro‘ia](#) e te au ‘[irinaki‘anga ki runga i teta‘i charity kua rētita‘ia](#).

## Te ‘akapapa‘anga ture

Me ‘iki koe i te ‘akamata i teta‘i pupu, ka anoano‘ia koe kia ‘iki i te tū o te ‘akapapa‘anga ture, ka ‘akatupu koe. Kua ‘anga matou i teta‘i [webinar](#), no runga i te au ‘[akapapa‘anga tūkētūkē](#) e vai nei, i te tauturu iākoe i te kimikimi‘anga manako, no runga i ta‘au au ‘iki‘anga. E au rāvenga tauturu meitaki katoa te [Community Resource Kit](#) e te [Community Law Manual](#) i te tauturu iākoe i te ‘iki‘anga. Tei te Te Puni Kokiri, te ‘akakitekite‘anga no runga i te au ‘[akapapa‘anga no te au putuputu‘anga Māori](#).

## Te au papa-ture

Ka anoano‘ia koe kia tātā i teta‘i tātā‘anga papa-ture – e karanga katoa ia ana e, e constitution, me kore ra, e trust deed. Ka anoano‘ia ta‘au [tātā‘anga papa-ture](#) kia tau ki teta‘i au mea te ka ‘[inangaro‘ia kia riro mai ei charitable](#).

### ‘Akakitekite‘anga pu‘apinga:

- ▶ Ka rauka i te Charitable Trusts i te tā‘anga‘anga i te [Sample Charitable Trust Deed and Guide to its Clauses](#). E ‘akapapa‘anga teia, ka rauka iākoe i te kiriti, e te ‘akatanotano.
- ▶ Ka rauka i te au Incorporated Societies i te tā‘anga‘anga i te [Constitution Builder – e rāvenga ‘do-it-yourself’ tei runga i te ‘ātuitui roto uira](#) no te tātā‘anga, me kore ra, te ‘akatanotano‘anga ‘aka‘ōu, i te au papa-ture o ta‘au society.
- ▶ Me ka ‘inangaro koe i te donee status mei ko i te Tipātimani o te Tero, kia ‘akapāpu meitaki te au papa-ture o ta‘au putuputu‘anga i te pūte-moni e patī‘ia rate katoa‘anga, me kore ra, te ma‘ata‘anga e no te au ‘akakoro‘anga charitable i roto i Aotearoa. Kimi‘ia teta‘i atu i runga i te kupenga uira a te [Inland Revenue](#).

## Incorporation

Me 'iki koe i te incorporate i ta'au pupu (ei incorporated society, trust, me kore ra, kāmupani), ka anoano'ia koe kia pati atu ki te [Companies Office](#) i mua ake ka pati atu ei koe kia rētita'ia ei charity. Tatau'ia ta matou blog no te kimikimi i teta'i atu no runga i te incorporation.

- ▶ [Charitable Trust Register](#)
- ▶ [Incorporated Societies Register](#)
- ▶ [Companies Register](#)

E 'ōronga'ia ana te au putuputu'anga Incorporated, i teta'i New Zealand Business Number (NZBN) i muri ake i te rētita'anga ki ko i te Companies Office. Me kare koe i te incorporated, ka māmā ua te pati'anga no teta'i NZBN no ta'au putuputu'anga, e kare-e-tutaki, na runga i te [kupenga uira a te NZBN](#). Tatau'ia ta matou [blog, no runga i te au mea te ka anoano'ia te au charities kia kite, no runga i te NZBN](#).

Ka anoano katoa koe i teta'i numero no ko i te Inland Revenue. Ka kite koe i [teta'i atu no runga i te rāvenga i runga i ta ratou kupenga uira](#). No te aronga te 'inangaro nei i te 'akatupu i teta'i simple community group, teia 'akakitekite'anga. Me e ma'ata ta'au significant resources, e te 'irinaki nei koe i te 'oko potonga 'enua, me kore ra, i te 'ōronga 'anga'anga, te tāmanako atu nei matou, kia komakoma atu koe ki teta'i rōia.

Me oti ana ta'au tātā'anga papa-ture, e kua inangaro koe i te incorporation, ka rauka i reira iākoe i te 'iki me ka 'inangaro rāi koe i te pati, kia rētita'ia e charity, na roto i te 'ākara'anga i te au kapi [benefits and obligations of being registered](#) e te [preparing to register](#).

## Te au rāvenga tauturu pu'apinga

### ▶ Community Resource Kit

E rāvenga tauturu pakari te [Community Resource Kit](#) no ko mai i te [CommunityNet Aotearoa](#). E arataki'anga teia no te 'akatupu'anga, e te 'akateretere'anga i te au pupu 'oire tangata i roto i Aotearoa. Kua 'akapapa'ia no te 'oire tangata, aronga tauturu, e te au pupu iwi/Māori, e ka pu'apinga no ta'au pupu 'aka'aere, aronga 'anga'anga, e te aronga tauturu. Tei roto i teia: Getting Started, Planning, Organisational Structures, Governance, Policies, Meetings, Financial Management, Record Keeping, Raising Funds, Employment, e te Communications.

### ▶ NZ Navigator

E rāvenga vāito'anga na'au 'uā'orāi te [NZ Navigator](#) tei 'anga'ia i runga i te 'ātuitui roro uira, no te au pupu 'oire tangata, e kare e tutaki. Ka rauka iākoe i te tā'anga'anga i te vāito i te mātūtū, e te paruparu o ta'au pupu na roto i teta'i au tu'anga tūkētūkē e iva – direction, governance, leadership, people, administration, finances, communication, evaluation, e te relationships. Me oti iākoe teta'i vāito'anga, ka tukuna'ia atu teta'i ripōti mātūtū rava atu, na roto i te mēre uira, no runga i to matou manako, e te au rāvenga tauturu (pērā katoa, teta'i action plan), i te tauturu iākoe i te 'akatupu'anga i ta'au pupu.

## Teta‘i atu au rāvenga tauturu pu‘apinga

- ▶ Ko te [CommunityNet Aotearoa](#) te online hub ma‘atama‘ata rava atu i roto i Aotearoa, e tei a ratou teta‘i atu rāvenga tauturu māmā ua atu, tei ‘akapapa‘ia, ei ‘akamātūtū‘anga i te au pupu, e te au ‘oire tangata.
- ▶ E ma‘ani ana te [Community Law New Zealand](#) i te [The Community Toolkit](#) – e rāvenga tauturu no te ture. Kua ‘akakoro‘ia teia, no te aronga te parāni nei i te ‘akatupe i teta‘i pupu ‘ōu (me kore ra, te ‘ingangaro nei i te ‘akapapa ‘aka‘ōu) e tei a ratou te au ‘akakitekite‘anga no runga i te legal powers and obligations.
- ▶ Te ‘ōronga nei te [Sport New Zealand Ihi Aotearoa](#) i te au rāvenga tauturu pu‘apinga rava atu no runga i te ‘akateretere‘anga, i te tauturu iākoe i te ‘akateretere‘anga i ta‘au pupu. Te ‘ōronga nei ratou i tetai [governance course tutaki-kore](#), tei runga i te ‘ātuitui roro uira kia pakari atu to‘ou kite no runga i te ‘akateretere‘anga. Me te ‘ingangaro ra koe, i teta‘i mea poto ake, ‘ākara‘ia te [Governance Lite information](#).
- ▶ Tei runga i te [SocialLink](#) teta‘ia au rāvenga tauturu pu‘apinga rava atu, te ka rauka iākoe i te kiriti. Te tamarumaruru nei teia, i te au tumu manako mei te [strategic planning](#), [financial management](#), [governance](#) e te [health and safety](#).
- ▶ Te ‘ōronga nei [The Wheelhouse](#) i te ‘akakitekite‘anga, te turu‘anga, te arataki‘anga, e te terēni‘anga, kia ‘autu te au pupu.
- ▶ Te ‘ōronga nei te [Creative New Zealand](#) i te au toolkits, workshops, webinars, e te terēni‘anga pu‘apinga no te au pupu pouroa, māri ra, e tāto‘u ana ki runga i te arts.
- ▶ Te ‘ōronga nei te [Institute of Directors Not-for-Profit Hub](#) i teta‘i ko‘u rāvenga tauturu, articles, e te au arataki‘anga no te not-for-profit groups.



### Te anoano tauturu ra rāi?

Tātuātau‘ia teta‘i [one-on-one clinic](#) e ka rauka iākoe i te komakoma mai kia matou na runga i te terepōni me kore ra i te vitiō (Zoom).



### ‘Ārāvei mai ia matou

Terepōni: 0508 CHARITIES (0508 242 748)  
Mēre uiral: [info@charities.govt.nz](mailto:info@charities.govt.nz)