

# Reporting requirements for Targeted Funding for Disadvantage

Organisation number

Organisation name

## Section 1: Planning and review processes

This section asks about what planning and review processes your early childhood education (ECE) service or kōhanga reo has in place for Targeted Funding for Disadvantage (Targeted Funding).

Please ensure you protect children's privacy by safely storing any documents that contain personal information.

### 1. Do you have written documentation for the following processes?

YES NO

- a. Assessing the needs and learning priorities of children from disadvantaged backgrounds
- b. Planning how to use Targeted Funding
- c. Reviewing your use of Targeted Funding

### 2. Did you consult staff, parents and whānau or the wider community on the following processes?

Staff Parent/whānau Community

- a. Assessing the needs and learning priorities of children from disadvantaged backgrounds
- b. Planning how to use Targeted Funding
- c. Reviewing your use of Targeted Funding

## Section 2: Use of Targeted Funding

This section asks about what you spent Targeted Funding on last year. You must keep a record of how you use Targeted Funding.

### 3. How much Targeted Funding did you receive last year? (this is provided on your Funding Notice)

\$

### 4. Did you pool Targeted Funding with other ECE services and/or ngā kōhanga reo that received Targeted Funding?

YES NO

If so, what percentage of your total Targeted Funding did you pool?

%

**5. What percentage of your total Targeted Funding was used for the expenses listed below?**

a. Subsidising fees		%
b. Providing food and other basic necessities for children, such as nappies		%
c. Transport for children		%
d. Hiring additional staff		%
e. Activities to engage families and whānau		%
f. Professional development expenses, such as release time		%
g. Educational resources tailored to meet the needs of children/tamariki from disadvantaged backgrounds		%
h. Other (please specify below)		%

**6. Please detail why you chose to spend Targeted Funding on the first and second highest expenses (as noted above) and what evidence you considered when making this decision.**

## Section 3: The impact of Targeted Funding

**7. Briefly describe how you consider Targeted Funding has benefited the children/tamariki from disadvantaged backgrounds in your ECE service or kōhanga reo and what evidence you have that this has occurred.**

*Parental surveys, observations of child behaviour and learning, and changes in attendance patterns are examples of evidence you could use to answer this question.*