

# Commemorative Fund

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# Policy

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## 1. Purpose of the Policy

- 1.1 This Policy provides guidance on the administration of the Commemorative Fund and establishes specific eligibility criteria and application requirements that provide clarity and certainty for Veterans' Affairs staff, **veterans** and the community.

## 2. Purpose of the Fund

- 2.1 The Commemorative Fund supports 2016 Budget Package: Vote Defence Force. It has two aims.
- 2.2 It provides financial support to veterans wishing to revisit their place of **Qualifying Operational Service (QOS)**, or to attend overseas commemorations related to their QOS (a Commemorative Travel Contribution from the Commemorative Fund).
- 2.3 It also provides financial support to New Zealand based projects which commemorate the service of New Zealand military personnel (a Commemorative Project Contribution from the Commemorative Fund).

## 3. Parameters of the Fund

- 3.1 This Policy applies only to applications made between 1 March 2018 and 1 June 2021 for travel between 1 March 2018 and 1 June 2021.

### Commemorative Travel Contribution

- 3.2 Funding is provided to assist with veterans' travel costs to:
  - a. Attend overseas commemorations that are related to their QOS or
  - b. Return to their place of QOS.
- 3.3 The level of funding provided to each veteran is based on:
  - a. a lifetime maximum of \$2,500.00 for veterans who had not yet reached the previous maximum of \$2,000.00 before 1 July 2016,
  - b. international airfares, domestic connections, accommodation, travel insurance, and organised tour fees.
- 3.4 Veterans who reached the previous funding maximum before 1 July 2016 are ineligible for further funding.

### Commemorative Project Contribution

- 3.5 Funding is provided to assist with costs for New Zealand based veterans and community groups planning New Zealand based projects to commemorate the QOS of New Zealand veterans.
- 3.6 The level of funding provided to projects is based on:

- a. a maximum of \$5,000.00 per project,
  - b. associated costs less any other financial contributions already made to the project,
  - c. associated costs estimated based on quotes, with Veterans' Affairs providing funding prior to costs being incurred.
- 3.7 It is intended that Veterans' Affairs is a last call contributor: all costs beyond the amount Veterans' Affairs grants must be covered by other contributors before a grant is paid. Applications should be made before a project's completion.
- 3.8 Funded projects are limited to the following:
- a. reunion events for veterans of New Zealand Defence Force units, historical or present, that commemorate QOS,
  - b. plaques, cenotaphs and other memorials that commemorate the QOS of New Zealand veteran, and are open, free, and accessible to the general public,
  - c. publications that commemorate the QOS of New Zealand veterans,
  - d. education programmes, open to New Zealand students, that commemorate the QOS of New Zealand veterans,
  - e. support for the Invictus team in the form of travel, accommodation and equipment costs, and any fees associated with games participation.
- 3.9 In the case of reunions which meet criteria in 3.8-a., funding is provided on the basis of \$10.00 per veteran in attendance to a maximum of \$5,000.00.

## 4. Eligibility Requirements

### Travel

- 4.1 Eligibility is determined by the veteran having completed QOS, see the [List of Qualifying Service](#).
- 4.2 The veteran's intended travel must either include travel to the area of operations related to their QOS, or overseas travel to an official commemorative event related to their QOS.
- a. The specificity of this is limited to the country level, not regional or provincial level. For example, a veteran who served in Phuoc Tuy province, Viet Nam, does not need to return to Phuoc Tuy province to be eligible; they simply need to be travelling to Viet Nam.
  - b. Further, travel does not need to be to the original country, it can be to the successor state. QOS to Rhodesia qualifies for travel to Zimbabwe. QOS to Yugoslavia qualifies for travel to Croatia, or any of the Balkan states that were a part of Yugoslavia at the time of QOS.

### Project

- 4.3 Projects which meet the criteria set out in section 3.8 are required to have a high chance of successful completion. In order to establish this, the project should have local backing.

- 4.4 Reunions do not require local backing provided they meet the criteria in section 3.8-a and 5.11.
- 4.5 For all other projects, the backing should be from local or regional council, businesses, schools, universities, libraries, non-government organisations, government or local Iwi.
- 4.6 Where the project's total costs are below \$5,000.00, local backing can be non-financial. Where costs do exceed \$5,000.00, Veterans' Affairs requires that all costs in excess of \$5,000.00 are covered by other contributors.

## **5. Application Requirements**

### **Commemorative Travel Contribution**

- 5.1 Veterans must complete the application form provided by Veterans' Affairs on the Veterans' Affairs website ([www.veteransaffairs.mil.nz](http://www.veteransaffairs.mil.nz)). This must be signed by the veteran, or a legal representative/guardian of the veteran.
- 5.2 Veterans must provide, with their application, evidence of destination of travel, such as destination specific itineraries, airline ticket receipts or equivalent evidence.
- 5.3 Veterans are required to provide evidence of a financial commitment to travel. This could include paying all or part of the cost, placing a deposit, or an equivalent financial commitment to travel.
- 5.4 If a veteran is unable to pay before a contribution is made, there is provision to pay directly to their travel agent.
- 5.5 Veterans must provide bank account details before payment can be made.

### **Commemorative Project Contribution**

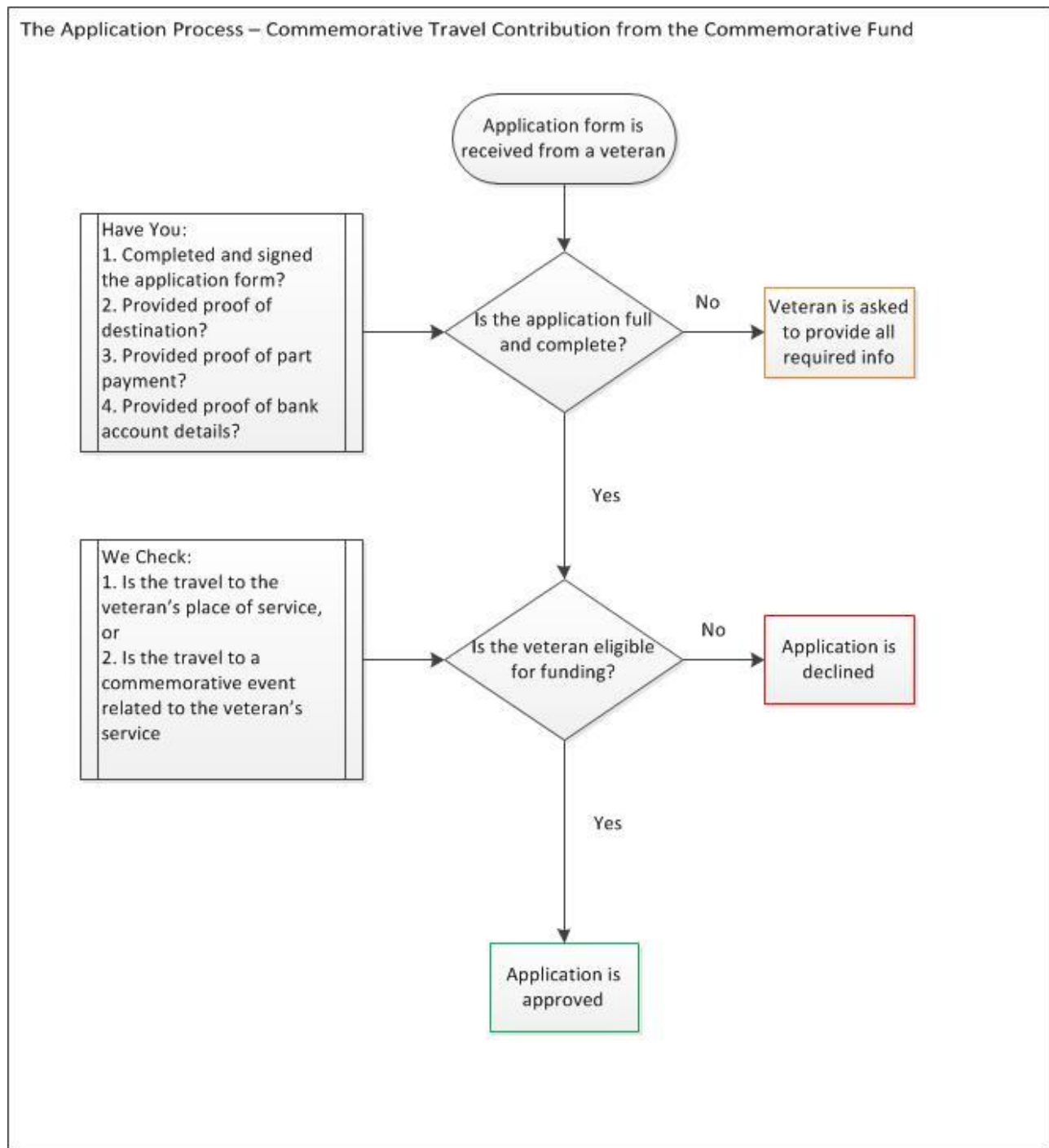
- 5.6 Applicants must complete the form provided by Veterans' Affairs on the Veterans' Affairs website ([www.veteransaffairs.mil.nz](http://www.veteransaffairs.mil.nz)). This must be signed by the nominated point of contact of the veteran/community group.
- 5.7 Applicants must provide evidence of costs associated with the project. This may be in the form of budgets, invoices, receipts and other supporting documents.
- 5.8 Applicants must provide evidence of local backing, including any pre-existing financial backing. This can be in the form of written or oral communication from the relevant backer.
- 5.9 Any additional financial backing obtained after the application process has begun and before the project is completed must be disclosed to Veteran's Affairs.
- 5.10 Failure to disclose all costs and current financial backing may result in the application for funding being declined.
- 5.11 Applicants for reunion funding must provide the names and service numbers of those veterans who attended the event.

- a. Reunions can only be funded retrospectively.

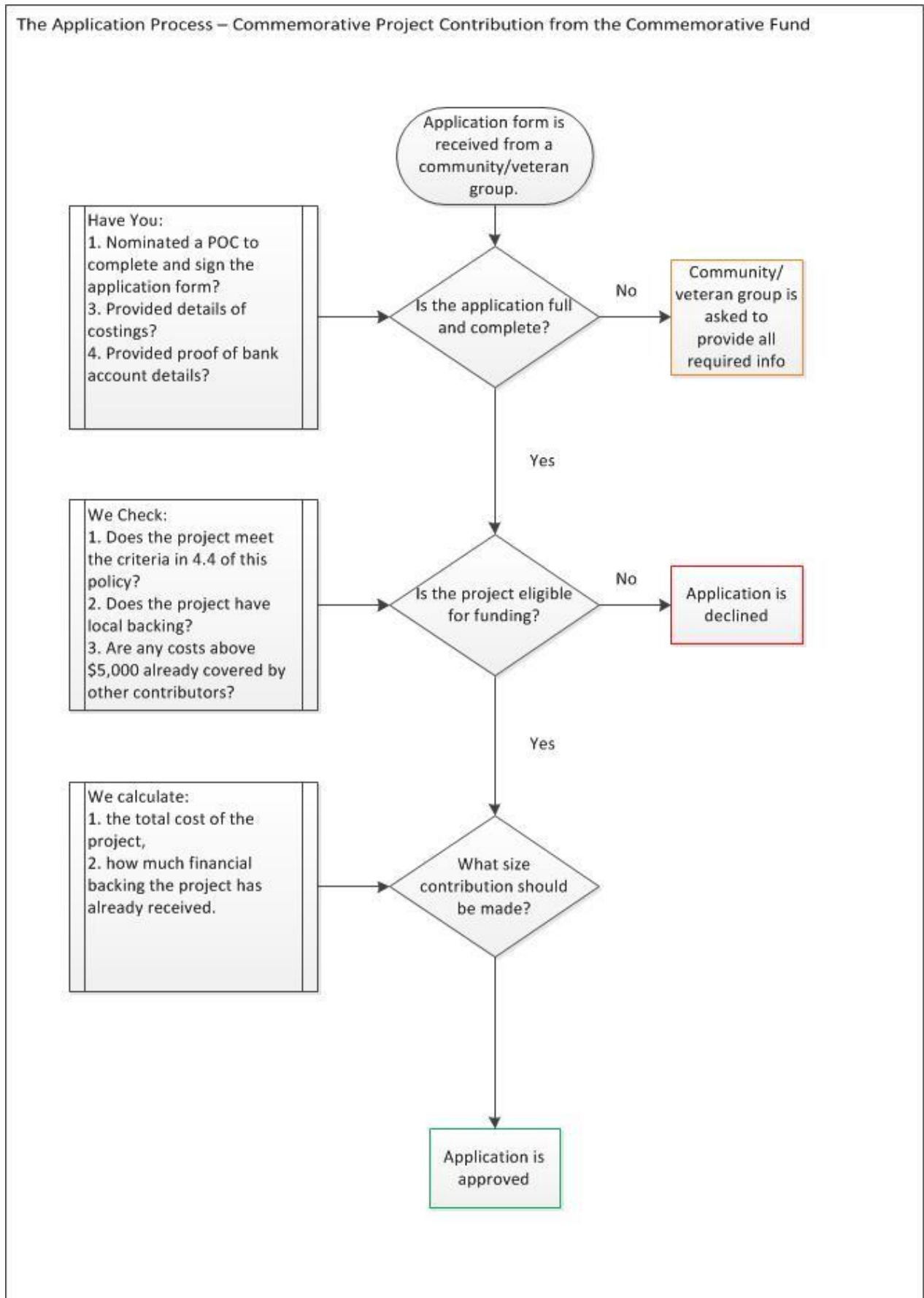
## **6. Decision Reviews**

- 6.1 If the veteran/applicant disagrees with a decision concerning eligibility for a commemorative travel contribution or a commemorative project contribution, they may request that the manager of the initial decision maker reviews the decision.
- 6.2 If the manager of the decision maker reviews the decision, then the outcome of the review will be considered the final decision and no further request for review will be accepted.

# Appendix 1: Entitlement to a Commemorative Travel Contribution from the Commemorative Fund



## Appendix 2: Entitlement to a Commemorative Project Contribution from the Commemorative Fund





## Glossary

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### **member of the armed forces** *[Section 7 of the Veterans' Support Act]*

Means a person who is or has been a member of the New Zealand armed force raised by the Governor-General on behalf of the Sovereign,—

- (a) whether in New Zealand or elsewhere; and
- (b) whether before or after the passing of this Act.

### **qualifying operational service** *Section 8 of the Veterans' Support Act 2014*

Means—

- (a) service on any deployment treated as a war or emergency for the purposes of the War Pensions Act 1954; or
- (b) service on any deployment declared to be operational service under section 9.

### **qualifying routine service** *[Section 8 of the Veterans' Support Act 2014]*

Means service in the armed forces before 1 April 1974 that is not qualifying operational service.

### **qualifying service** *[Section 8 of the Veterans' Support Act 2014]*

Means—

- (a) qualifying operational service; or
- (b) qualifying routine service.

### **veteran** *Section 7 of the Veterans' Support Act 2014*

Means—

- (a) a member of the armed forces who took part in qualifying operational service at the direction of the New Zealand Government; or
- (aa) a member of the armed forces who took part in qualifying routine service before 1 April 1974; or
- (b) a person—
  - (i) who has been:
    - (A) appointed as an employee of the Defence Force under section 61A of the Defence Act 1990; or
    - (B) seconded to the Defence Force with the permission of the Chief of Defence Force; and
  - (ii) who took part in qualifying operational service at the direction of the New Zealand Government; or
- (c) a person who, immediately before the commencement of Part 3 of this Act, is eligible for a pension under the following provisions of the War Pensions Act 1954:
  - (i) section 19 (but only if the person was a member of the forces):
  - (ii) section 55 or 56:
  - (iii) Parts 4 and 5.