



Dear Victoria University of Wellington Clubs Funding Panel,

I am writing to you on behalf of the Victoria University of Wellington Tramping Club. We are requesting a sum of \$3,000 to aid in the partial funding of an outdoor first aid course (20 participants).

About the Club

Victoria University of Wellington Tramping Club (VUWTC) was formed in 1921. Today our club has almost 400 members, including roughly 300 student members. Through club trips our members build resilience and confidence, and make meaningful connections with others. The club offers a range of trips from day walks to overnights and even week-long trips, as well as offering outdoor skills courses and climbing adventures. These trips accommodate a wide range of skill levels and desires.

Why the Club Requires the Funding

Outdoor First Aid course

In 2023, we sent 10 members on an outdoor first aid course, and in 2024 sent 17 members on a similar course. These were very successful, and we would like to do another outdoor first aid course this year. Having as many members as possible with first aid skills is important because it increases the chances of someone being there who can help if something goes wrong.

As members with first aid training leave the club over time, it is also important to constantly renew our pool of people with first aid knowledge. There are numerous possible benefits to student members: they may benefit directly by going on the course (in 2023, 5/10 attendees were students of Victoria University; in 2024, 13/17 attendees were students of Victoria University); they may benefit by hearing about the course from the people who went on it (previous course attendees gave presentations to club members); and they may benefit if they become injured on a club trip and are helped by someone with first aid training. There can be many people on VUWTC trips: our biggest annual trip has up to 120 attendees.

Explanation of course cost

A quick explanation of the proposed course cost is useful. Last year the provider Triple One Care offered VUWTC an Outdoor First Aid course for up to 20 people at a flat rate of \$3,085.00. For such group prices, inquiries must be made to the provider. You can also book separately and pay an individual course cost per person, with the following link providing an example (\$239 pp in this case):

<https://www.tripleonecare.nz/courses/comprehensive-outdoor-first-aid/> VUWTC aims to secure another flat rate price for the club, to reduce the per person and total costs. We would contribute university grant funding to cover the course cost. Course participants would also pay a small fee.

Ngā mihi nui - thank you for taking the time to consider our application.

Justin Atkinson,
VUWTC Secretary

Clubs Budget Template					
		Budgeted	Adjusted	Actual	Reconciled (Receipts Provided)
INCOME					
Course attendees' portion of course fees					
	Outdoor First Aid Course	85			
Clubs Sponsorship		3000			
TOTAL INCOME		3085	0	0	0
Expenses					
Outdoor First Aid Course Fee		3085			
TOTAL EXPENSES		3085	0	0	0
Profit/Deficit		0	0	0	0



31 March 2025

VUW Tramping Club

Justin Atkinson

vuwtramping@gmail.com

Dear Justin,

Thank you for submitting your application for the Club and Individual March 2025 funding round.

On behalf of Te Herenga Waka - Victoria University of Wellington, I am pleased to offer you the following funding that is made possible through the student services levy. A portion of the Student Services Levy is reserved each year to help clubs operate and to run their events.

Total club funding approved.

- \$3,000.00
- Costs associated with Outdoor First Aid training courses.

We are thrilled to support your club. Clubs can greatly enhance the university experience, providing valuable skills and experiences for students.

Given the constraints on our funding pool, we cannot guarantee the same level of financial support in the future. Please keep this in mind as you plan for activities, events, and projects in 2026.

In addition, we would really appreciate receiving a photo of your students enjoying the club's (events or equipment etc), these can be uploaded to your clubs SharePoint folder or sent to the University Clubs support Team at studentsponsorship@vuw.ac.nz.

As a requirement for funding and audit purposes, please provide copies of receipts for each item or service purchased. We anticipate processing the payment in early April. If there are any changes to your original funding request due to extenuating circumstances, please inform us prior to reallocating any funds you receive.

We wish your club all the best for an enjoyable and successful year ahead.

Yours sincerely,

Karl Whalen

Associate Director, Sport and Recreation