

**FULBRIGHT NEW ZEALAND ALUMNI ASSOCIATION
INCORPORATED**

TE WHAKAWHITINGA AOTEAROA-AMERIKA



ANNUAL REPORT

1 July 2010 to 30 June 2011

Celebrating and promoting international educational exchange under the Fulbright and associated NZ-US educational exchange programmes.

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Introduction

The second Annual Report of the Fulbright New Zealand Alumni Association Inc highlights the achievements and significant progress made during the 2010 -2011 year. Key developments highlighted in the report are:

- membership growing to 181 in the second year with 27 members committing to multi-year memberships;
- arranging 17 alumni events and facilitating invitations to a further 14 events arranged by other organisations;
- increasing interaction between alumni and current grantees through the expansion of the homestay programme that provided 43 “bed nights” for incoming US grantees;
- the planning of alumni-presented lectures on which to build regular Fulbright lectures;
- the piloting of two “thought leaders” conversations in partnership with the Cognition Institute;
- increasing the regularity of newsletters to bi-monthly with increased contributions from members;
- increasing registrations on the State Alumni website to 100;
- development of a consistent message about the purpose and direction of the Association through a Future Directions programme;
- the US Department of State’s Office of Alumni Affairs and the US Embassy’s continued support of the Association through grants and advice; and
- a number of organisations supporting the Association with sponsorship for events.

The report also indicates that the Association now faces challenges to become self-sustainable without the support of US Department of State grants. Some targets in the Alumni Outreach Strategy were not fully achieved and remain “work in progress” into the new financial year.

In summary, the foundations have continued to be laid for a strong, viable alumni association that will provide many opportunities for alumni to “give back” what they have gained from their Fulbright and associated exchange programmes and to strengthen the alumni presence in their own regions, across New Zealand and globally.

Chairperson's Report

It gives me pleasure to present the second annual report of the Fulbright New Zealand Alumni Association. Working with the Association's Board and coordination groups, and meeting so many enthusiastic and committed alumni has been an honour and a privilege.

This report summarises the continuation of work to build an Association characterised by a strong, vibrant network of people who will continue to promote the Fulbright programme aim..."to bring a little more knowledge, a little more reason, and a little more compassion into world affairs and thereby to increase the chance that nations will learn to live in peace and friendship."

This year has seen the Association build on the initial year's establishment work to develop programmes and engage more alumni in activities. Membership has increased from 160 to 181 and the number of people committing to longer term memberships has more than doubled to 27. The response to the call for alumni to offer homestays for incoming US grantees was outstanding and the very positive feedback indicates the programme has benefits for both parties in the arrangements.

A team of enthusiastic and committed coordinators supported by teams of alumni have been active in six regions in New Zealand and two in the US. Between them they have arranged events that have facilitated networking and activity among alumni through lectures, receptions, welcome functions, dinners etc. I acknowledge the coordinators' fine work, commitment and willingness to take up the challenge in their regions where they have continued to shape the regional functioning of the Association.

This year will be remembered for the Canterbury earthquakes and the tragic and disruptive events in that region. Several events were planned in Canterbury but were overtaken by events on each occasion. The Association looks forward to more settled times in Canterbury and remains committed to arranging gatherings and activities in the region when the time is right.

Getting the right mix of activities to achieve the purpose of the Association remains a challenge but feedback from alumni indicates activities that engage participants in stimulating thinking and discussion that goes beyond mere conversation are likely to be constructive. This has led to two pilot "thought leaders" events. The process involves small groups of alumni engaging in stimulating conversations over dinner with a similar number of practitioners or professional colleagues on themes introduced by a researcher/expert presenting a "thought starter". Guidelines for setting up such events based on this model are being developed.

Once again, a generous grant from the US Department of State has allowed an association coordinator to be contracted on a part-time basis to administer the process of inviting alumni to become members and to build a members' database. Two further grants from the US Department of State have been provided to support lectures in the regions and Board meetings, and to support a Future Directions programme to engage alumni in discussion about the Association's direction.

In its first two years, the Association has benefitted significantly from US Department of State grants. However, it is understood that the Association now faces the challenge of being self-funding. The support of financial members is therefore critical and is highly valued.

The Association has also continued to enjoy strong support from Mele Wendt and the team at Fulbright New Zealand. Their support has included sound advice, use of facilities, and practical support for events and the homestay programme. The US Embassy has also provided sound support and advocacy for the Association. These relationships contribute significantly to the capacity for the Association to serve alumni interests.

I was privileged to be invited to participate in an International Visitor Leadership Programme for alumni leaders in the US in September-October. I learned much about the global alumni network through working with alumni leaders from 30 other nations as we studied volunteerism and the elements of successful voluntary organisations. It has been a pleasure to embark on a series of visits to the regions to share the findings of the programme with members and to gain feedback on the purpose of the Association, whether the activities meet alumni expectations and future directions.

The IVLP programme confirmed that when people of whatever background work together towards a common purpose the similarities among them are likely to be greater than their differences. Successful associations are owned by their members and they are alumni driven. Membership of successful associations is transformational (ie involves commitment, some emotion and makes a difference to the member and others) rather than transactional (ie a sub is paid and involvement is peripheral or a duty).

The Association is an alumni initiative and it is the alumni themselves who will make the Association work. Membership of the Association should be “transformational”. The continuing challenge is to build an active alumni network that will fully explore the relevance of the Fulbright vision in 2011 and beyond and to fulfil the purpose and objectives of the Association in ways that alumni “own, propose and lead”.

In presenting this second annual report I express my thanks for the support, interest and involvement of all members and urge them to “spread the word” and encourage others to join the Association.



Graham Cochrane
Chairperson

Personnel

Board

The Fulbright New Zealand Alumni Association Inc is managed by a board that is representative of both central and regional interests with ex-officio members representing Fulbright New Zealand and the US Embassy. The roles of the Board, the Executive and the officers are contained in the constitution.

This year has seen the first elected board in office. The current board comprises the current regional coordinators and a chairperson, secretary and treasurer. Some changes of board membership have occurred since regional coordinators were elected at the 2010 Annual Meeting, mainly due to members resigning or relocating. In these situations the Board has appointed regional coordinators to hold office for no longer than those originally elected.

Officers of the Board for 2010 -2011 were:

Chairperson:	Graham Cochrane (Fulbright alumnus)
Secretary:	Elizabeth Forbes, (Fulbright alumna)
Treasurer:	Ben Gerritsen (Fulbright alumnus)
Deputy Chairperson: 2010)	Linda Braun (Fulbright alumna - resigned November

Members:

Stuart Parsons, Auckland	(Fulbright alumnus)
Richard Coll, Waikato	(Fulbright alumnus) from November 2010
Helen Patterson, Wellington	(Fulbright alumna) until November 2010
Hugh Davies, Wellington	(Fulbright alumnus) from November 2010
Clemency Montelle, Canterbury	(Fulbright alumna)
Lynley Hood, Otago-Southland	(Fulbright alumna) until December 2010
Lynn Tozer	(Fulbright alumna) from December 2010
Mele Wendt, Executive Director,	Fulbright New Zealand (ex-officio)
Mark Wenig, Public Affairs Officer	US Embassy (ex-officio) until October 2010
Christine Vivian, Director, American Reference Centre US Embassy (ex-officio),	
	from October 2010

In attendance:

Jacqui Simpson, Association Coordinator
Andy Mitchell, Communications Adviser, Fulbright New Zealand

The Board met in Wellington on 25 August 2010 and by teleconference on 9 March 2011. The cost of the board meeting was fully covered by a generous grant from the US Department of State's Office of Alumni Affairs.

The Board has provided a coordinated approach developing policies as well as building a programme of events across the country.

Executive

An executive committee comprising the chairperson, secretary and treasurer has the role of administering and managing the Association between board meetings, supervising the work of the association coordinator and providing support for the regional coordinators. Executive meetings included the attendance of Jacqui Simpson, Association Coordinator and Andy Mitchell, Communications Adviser, Fulbright New Zealand.

The Executive Committee met in Wellington on 6 July 2010, 8 December 2010, 2 February 2011, 2 May 2011 and 15 June 2011. There was full attendance at all meetings either in person or by phone link.

Association Coordinator

The Association successfully applied for funding from the US Department of State's Office of Alumni Affairs through a competitive process to contract a part-time coordinator. The resulting grant allowed the Association to continue its agreement for services with a non-alumna, Jacqui Simpson.

Jacqui has continued to make a significant contribution to the smooth running of the Association and has provided efficient and professional service. The role described in her agreement has been to communicate with alumni to promote membership, compile and maintain a membership database, undertake membership services, develop and maintain administrative systems, provide clerical and other support for the Association chair and board and to prepare and record minutes of board meetings. She has also contributed to the formatting and distribution of the newsletter.

Membership

The Association had 181 members at 30 June 2011. This represented an increase of 21 members since 30 June 2010. The high level of renewals of subscriptions by existing members and more than doubling the number of long-term memberships were positive features of the membership renewal process. However, there is significant potential for membership growth. The Association's partner organisation Fulbright New Zealand and the US Embassy are complimentary corporate members.

A process for sharing membership information with and among members is recognised as a need to facilitate communication between members. Work is now in progress to provide shared information for members through a secure link on Fulbright New Zealand's website.

Subscriptions

The subscription rates originally set were confirmed by the Board for the past year. Several categories of subscriptions were set:

- \$50 for Full or Associate members;
- \$30 for student/unwaged Full or Associate members;
- \$500 for Corporate/Organisation members;

The annual subscription for Full or Associate members was reduced for longer-term renewals of membership as follows:

- \$220 – five years
- \$400 – ten years
- \$750 – lifetime

Any recipient of an award or fellowship that entitled them to full membership continued to receive the benefits of membership for the first year after returning to their home country at the completion of their award without having to pay the annual membership subscription and was subsequently invited to become a full member of the association. Sixteen (30%) of these members converted their free memberships to subscribing memberships.

Individual Membership at 30 June 2011

Region	Members 30.6.10	Members 30.6.11
Auckland	42	46
Waikato	9	12
Central North Island	9	10
Wellington	56	50
Canterbury	14	12
Otago-Southland	13	23
USA	13	22
UK	1	2
Pacific	1	1
Australia	0	1
Total	158	179

Members by subscription type

Subscription type	Number of members @ 30.6.10	Number of members @ 30.6.11	% of members
\$50	58	58	32%
\$30	21	23	13%
Five year	6	20	11%
Ten year	1	3	2%
Lifetime	3	4	2%
Gratis (first year)	69	71	39%
Corporate	2	2	1%
Total	160	181	100%

Communication

A number of forms of communication continue to be used to reach alumni and/or members. The Association has its own email account, post office box and telephone.

Email and postal

All New Zealand-based alumni are accessible by email or regular post. All non-member alumni have been contacted over the year inviting them to become members of the Association.

Website

The Association's website (www.fnzaa.org) is part of the Fulbright New Zealand website and has continued to be the prime source of information about the Association. The website contains comprehensive public information about the Association, and includes copies of the newsletters and the constitution. An events page is regularly updated that records the many activities either planned or past. The work of Andy Mitchell, Communications Adviser, Fulbright New Zealand in maintaining the website is acknowledged.

Newsletters

Five newsletters have been published in July 2010, October 2010, December 2010, February 2011 and May 2011. They were distributed to all members and are available to download from the Association's website. Members have increasingly contributed their news and stories to the newsletter.

Flickr

An Association's Flickr account accommodates photographs from regional and national events. See <http://www.flickr.com/photos/fnzaa/>

Facebook

The Association's Facebook page has continued to be maintained by US Fulbright alumna Julie Polakoski at <http://www.facebook.com/pages/Fulbright-New-Zealand-Alumni-Association-FNZAA/102360103143540>. Members and alumni with Facebook accounts can communicate directly with each other.

State Alumni Website – New Zealand Fulbright Community

One of the advantages of being linked with the US Department of State's Office of Alumni Affairs has been the access to the global alumni network. A New Zealand Fulbright community is established on the password-protected State Alumni website <https://alumni.state.gov/> and is maintained by Leigh Parker (Central North Island Regional Coordinator). The community page <https://alumni.state.gov/fnzaa> includes basic information about the Association but also allows members and alumni to post papers and engage in professional dialogue with each other and alumni around the world. This website has seen an increase of registered New Zealanders from 39 in December 2009 to the current 100.

While the number of alumni registered on the site has grown the full potential of the site in providing an avenue for professional dialogue and posting papers has yet to be achieved.

Building an Active Alumni Network

The Association is organised into six New Zealand regions (Auckland, Waikato, Central North Island, Wellington, Canterbury and Otago-Southland) and two US regions (Midwest and New England). A third US region in the North West was in the process of being established at 30 June 2011.

Each region has a coordinator supported by deputies or coordination groups to arrange alumni activities and networking in their regions. The coordinators and their teams are the drivers of activities in their regions and the Association has been fortunate to have the voluntary services of an outstanding group of people who have shown commitment and creativity in their role.

National Activities

Homestay Programme

The FNZAA worked in partnership with Fulbright New Zealand to extend the welcome to incoming US Fulbright grantees by offering alumni home stays in January/February. All incoming grantees were offered home stays with alumni on arrival in New Zealand and also for one night as part of their orientation programme. The offer was taken up by 15 grantees. As a result, the Association was able to arrange seven home stays (including some airport greetings) on arrival for grantees in Auckland, Dunedin and Wellington and an additional eight one-night home stays in Wellington ie a total of 43 “bed nights” for grantees. Two additional airport greetings were also arranged.

This was a magnificent response. The FNZAA is very grateful to all alumni who provided accommodation and hospitality and made this programme so successful. Evaluation of the programme indicates it has significantly assisted incoming US grantees to settle on arrival in New Zealand

“Thought Leaders” Pilots

A “thought leaders” pilot was held in Wellington with a second planned for Auckland in July 2011 in partnership with Fulbright award partner the Cognition Institute. Each pilot involved five Fulbright alumni joining an equal number of practitioners from the education sector, a student and a community representative to share ideas for shaping education practice, policy and research for the future. The discussion was centred on an essay by a chief researcher from the New Zealand Council for Educational Research which prompted rich conversation about the challenges of a teaching career, how teachers can be supported in their professional development, and the landscape for teaching in the near future.

A record of the themes, points of agreement and points worthy of further investigation has been published on Cognition’s website www.cognition.co.nz. The process of convening such a session will be refined and shared with alumni.

The pilots are intended to be one model that can be used by alumni to engage with their professional communities on important matters in many fields.

Future Directions

Following his participation in the IVLP Alumni Leaders Programme, the Chairperson embarked on a project to meet with groups of members and alumni in each region to share the directions of the Association and engage in dialogue with members about those directions. This project was funded by a grant from the US Department of State as part of the IVLP programme.

Three sessions were held in Otago-Southland, Wellington and the Waikato with sessions planned in the remaining regions in the new financial year. The sessions covered the purpose of the Association, its activities, where it was planning to go, information about the global alumni network and the elements of successful alumni associations gained from the IVLP programme. Discussion revolved around whether the purpose was appropriate, whether activities met alumni expectations and how alumni could contribute to an active, dynamic and sustainable Association.

Although the programme is not complete, the feedback from the discussions so far indicates that activities engaging alumni in thinking, ideas and discussion that go beyond mere conversation are attractive to many. Small group activities that engage all participants can be invigorating. There is support for the hosting and welcoming of incoming US grantees but also a desire to welcome back returning New Zealand grantees through opportunities for them to meet with alumni and share their experiences and build an alumni network at an early stage. Discussions have traversed the contribution that alumni can make to engaging with communities by stimulating thought leadership. There is a vast resource of human capital among alumni that can be harnessed and appropriately shared with communities to further the Fulbright vision of alumni contributing to better communities.

A report on the programme will be prepared once the programme is completed.

Regional Activities

Through the hard work of the coordination teams there were 17 events involving members/alumni throughout the country between 1 July 2010 and 30 June 2011. In addition, invitations were received to a further 14 lectures and receptions arranged by other organisations including Fulbright New Zealand. Some of these activities have been restricted to Association members while others were open to all alumni.

Each region continues to develop its own preferences for events that meet the needs and interests of their members. Activities have ranged from formal dinners with speakers, pot lucks, welcome receptions and informal pub gatherings, to major lectures.

Relationships with professional organisations, businesses and institutes have developed over the year and their support is acknowledged in this report.

Auckland

Coordinator: Stuart Parsons (Fulbright alumnus)

Coordination Team: Gillian Reid (Fulbright alumna) and Graeme Wake (Fulbright alumnus)

The Auckland regional group organised three events for members/alumni over the year. The group continues to have a very positive relationship with the US Consul-General, Randy Berry and has enjoyed his support. They have also been well supported by Barbara Johnson, Chair of Fulbright New Zealand. The group has been proactive in building further partnerships with the Sir Peter Blake Trust and the American Club to expand the previously established partnerships in the region. Events held were:

July 2010: Independence Day dinner.

November 2010: Thanksgiving barbecue.

March 2011: Welcome function for incoming US grantees.

Auckland members were also invited to the Professorial Lecture of Graeme Wake at Massey University (Albany).

One incoming US grantee was home hosted on arrival in Auckland.

Waikato

Coordinator: Linda Braun (Fulbright alumna) – resigned November 2010. Richard Coll (Fulbright alumnus) – acting from January 2010

Deputy Coordinator: Vacant

The year saw the resignation of Linda Braun as coordinator after her fine work with the establishment phase of the Association at national and regional level.

Two alumni events were held:

October 2010: The Waikato coordination team worked in partnership with Fulbright New Zealand and the University of Waikato to plan an alumni reception in October that was jointly presented by Fulbright New Zealand and the university.

June 2011: The Chair met with alumni for a “Future Directions” dialogue.

These gatherings were the start of what is hoped will be many more events to build the Waikato Fulbright community.

Central North Island

Coordinator: Leigh Parker (Fulbright alumna)

Deputy Coordinator: Ian Warrington (Fulbright alumnus)

Two events were held in the Central North Island region over the year with some members and alumni travelling from Whanganui to Palmerston North. Several activities were cancelled due to lack of response and a Future Directions session was postponed.

Events held were:

July 2010: Independence Day dinner

September 2010: Lecture by Fulbright alumnus Jon Johansson *Obama in Political Time: Presidential Leadership in the 21st Century* in partnership with Massey University.

Wellington

Coordinator: Toni Moyes (Fulbright alumna) and Helen Patterson (Fulbright alumna), joint coordinators until November 2010.

Hugh Davies (Fulbright alumnus) – from November 2010.

Coordination team members:

Evan Roberts (Fulbright alumnus) until April 2010.

Chris Loh (Fulbright alumnus) from April 2010 to November 2010.

Michael Dudding (Fulbright alumnus), from Nov 2010

Jenny Horsley (Fulbright alumna), from Nov 2010

Toni Moyes (Fulbright alumna), from Nov 2010

Horst Maczuga (Fulbright alumnus) from November 2010.

The year has seen changes to the Wellington coordination team due to the relocation of the foundation members. The Wellington region has arranged three functions for members and alumni over the year. Events held were:

July 2010: A gathering of alumni was held at the Southern Cross to celebrate Independence Day.

August 2010: The Annual Meeting of the Association was held in Fulbright New Zealand's Boardroom.

September 2010: About 40 alumni and family/friends attended the production SHIPWRECKED! at the Circa Theatre and had an after-show session with the composer (a Fulbright alumnus), cast members and the producer.

March 2011: An informal gathering of FNZAA members and their partners was held at an alumna's home to welcome the incoming US grantees.

Additional Wellington events arranged as part of national programmes included:

February 2011: Wellington home stay hosts met for drinks and nibbles to meet their US guests. This function was hosted by Fulbright New Zealand.

March 2011: A "thought leaders" pilot dinner conversation was held in partnership with the Cognition Institute and Buddle Findlay New Zealand Lawyers.

June 2011: The FNZAA Chair, Graham Cochrane, met members for a Future Directions gathering at Fulbright New Zealand.

Wellington members also received invitations from Fulbright New Zealand, the US Embassy, IPANZ, and the New Zealand American Association to 12 lectures and seminars, a Memorial Day commemoration and the 2011 Fulbright New Zealand Awards Ceremony and Alumni Reception.

Wellington members and alumni provided home stays for four incoming US grantees for up to five nights and 12 overnighters as part of the orientation programme.

Canterbury

Coordinator: Clemency Montelle (Fulbright alumna)

Deputy coordinators: Ann Brower (US Fulbright alumna) and Tim Clough (Fulbright alumnus)

Events were being arranged on three occasions during the year and each was disrupted by the tragic series of earthquakes and aftershocks. A comprehensive programme of events will be

planned when the timing is right. Alumni around New Zealand continue to express their concern for their colleagues in Canterbury as the aftershocks continue to make personal and professional lives very challenging.

Otago-Southland

Coordinator: Lynley Hood (Fulbright alumna) – until December 2010. Lynn Tozer – from January 2011

Deputy Coordinator: Lynley Hood – from January 2011, Carol Adler-Morgan (US Fulbright alumna). The fine work of Lynley Hood in the establishment phase of the Association is acknowledged.

The Otago-Southland region has been active in arranging three events over the year and continues to build a supportive network of members and alumni. Events have revolved around southern hospitality at a range of venues. Events held were:

July 2010: A Thanksgiving-on-the-Fourth-of-July dinner was held at the Executive Residence, University of Otago. The guest speaker was US Ambassador, David Huebner.

November 2009: A Thanksgiving barbecue was held at the home of an FNZAA member.

March 2010: The incoming US grantees were welcomed at a cafe function.

April 2011: The FNZAA Chair, Graham Cochrane, met members at a Future Directions gathering at the School of Education, University of Otago.

Otago-Southland members were also invited to a presentation by a visiting Fulbright Senior Scholar.

Two US graduate students were provided with home stays in Dunedin.

USA

Alix Bonardi and Paul Goren continue to coordinate groups in the Midwest and New England regions. Events are arranged for alumni when opportunities arise to bring people together. No formal events were held in 2010 – 2011.

Financial Report

The Association has completed its second financial year in a sound financial position. The Association had a net surplus of funds at 30 June 2011 of \$35,017 with liabilities of \$21,195 related to unexpended conditional US Department of State grants.

The Association receives funds from three sources—grants, member subscriptions and interest. Some regional events have also been supported by sponsors.

The Association is grateful to the US Department of State's Office of Alumni Affairs for providing three grants. The grants totalled \$24,728.00, and have covered the costs of the Association Coordinator's services, arranging to fly and accommodate alumni lecturers and presenters to the regions, the Future Directions programme and a Board meeting in Wellington. The funding from each of these grants has yet to be fully used and the grants carry over to the new financial year.

Funds received from subscriptions totalled \$6,965. This includes funds from multi-year subscriptions. The Board retains money from multi-year subscriptions and releases it proportionally each year over the period of multi-year memberships. Actual annual income from subscriptions for this financial year (including the first year proportion of multi-year subscriptions) was therefore \$4,879.16. The Association distributes a proportion of this funding to the regions to support events, and also uses the funding to meet administrative expenses.

The Board decides annually the proportion of funding to be allocated to support events in the regions. Fifty percent of annual subscription funds were allocated to the regions to support events during 2010-2011,

The US Government grants were provided for particular purposes to assist the Association in its establishment, and the Association is accountable to the funders for the appropriate expenditure. While the Association will apply for further grants from the US Department of State's Office of Alumni Affairs through an annual competitive process, there is no guarantee that applications will be successful. The Association therefore needs to be able to rely on subscriptions and/or regular sponsorships to be self-sustaining.



Ben Gerritsen
Treasurer

AUDIT REPORT

To the Readers of the Fulbright New Zealand Alumni Association Incorporated Financial Statements for the Year Ended 30 June 2011

I (Patrick Teahan) have been appointed by the Fulbright New Zealand Alumni Association Incorporated to carry out the audit of the financial statements of the Association for the year ended 30 June 2011.

Unqualified Opinion

In my opinion the financial statements of the Fulbright New Zealand Alumni Association Incorporated on pages 1 to 4 of the annual financial statements:

- Comply with generally accepted accounting practice in New Zealand and
- Fairly reflect:
 - The Association's financial position as at 30 June 2011 and
 - The results of operations for the year ended on that date.
 - Based on my examination the Association kept proper accounting records.

The audit was completed on 11 October 2011, and is the date at which my opinion is expressed. The basis of my opinion is explained below. In addition, I outline the responsibilities of the Board of the Fulbright New Zealand Alumni Association Incorporated and the Auditor, and explain my independence.

Basis of Opinion

I carried out the audit in accordance with the New Zealand Institute of Chartered Accountants Auditing Standards. I planned and performed the audit to obtain all the information and explanations I considered necessary in order to obtain reasonable assurance that the financial statements did not have material misstatements, whether caused by fraud or error. Material misstatements are differences or omissions of amounts and disclosures that would affect a reader's overall understanding of the financial statements. If I had found material misstatements that were not corrected, I would have referred to them in my opinion.

The audit involved performing procedures to test the information presented in the financial statements. I assessed the results of those procedures in forming my opinion. Audit procedures generally include:

- Determining whether significant financial and management controls are working and can be relied on to produce complete and accurate data;
- Verifying samples of transactions and account balances;
- Performing analyses to identify anomalies in the reported data;
- Reviewing significant estimates and judgements made by the Trustees;
- Confirming year-end balances;
- Determining whether accounting policies are appropriate and consistently applied; and
- Determining whether all financial statement disclosures are adequate.

I did not examine every transaction, nor do I guarantee complete accuracy of the financial statements. I evaluated the overall adequacy of the presentation of information in the financial statements. I obtained all the information and explanations I required to support my opinion above.

Responsibilities of the Board and the Auditor

The Board are responsible for preparing the financial statements in accordance with generally accepted accounting practice in New Zealand. The financial statements must fairly reflect the financial position of the Association as at 30 June 2011 and the results of its operations for the year ended on that date. The Board's responsibilities arise from the requirements of the Constitution of the Fulbright New Zealand Alumni Association Incorporated.

I am responsible for expressing an independent opinion on the financial statements and reporting that opinion to you.

Independence

Other than the audit of the financial statements of the Association for the year ended 30 June 2011, I have no relationship with or interests in the Association.

Patrick Teahan

Chartered Accountant

Fulbright New Zealand Alumni Association Incorporated

Balance sheet

As at 30 June 2011

	notes	2010 \$	2011 \$
Current Assets			
Cash and cash equivalents	1	11,227	32,603
Goods and Services Tax Refund Due		1,194	2,414
Total current assets		12,421	35,017
Liabilities			
Conditional Grants	2	4,927	21,195
Total liabilities		4,927	21,195
Balance of fund			
Retained earnings		5,177	13,822
Total equity		7,494	13,822

SIGNED:

DATE: 10 August 2011

SIGNED:

DATE: 10 August 2011

Fulbright New Zealand Alumni Association Incorporated

Income Statement

For the year ended 30 June 2011

AUDIT • TAX • ADVISORY AUDIT • TAX • ADVISORY

	2010	2011
	\$	\$
Operating income		
Subscriptions from Members	3	7,485
United States State Department	1	7,906
United States Embassy (NZ)	1	2,000
Project income	0	739
Interest	112	179
Total operating income	17,503	16,343
Operating expenses		
Administration Coordinator	5,589	6,837
Board Meeting Expenses	2,317	1,079
Stationary Expenses	1,184	120
Project expenses	0	1,707
Other operating expenses	919	271
Total operating expenses	10,009	10,015
Net surplus for the period	7,494	6,328

Fulbright New Zealand Alumni Association Incorporated

Statement of movement in equity

For the year ended 30 June 2011

	2010 \$	2011 \$
Balance of fund as at 1 July	0	7,494
Net surplus for the year	<u>7,494</u>	6,328
Total recognised revenue and expenses for the year	<u>7,494</u>	<u>6,328</u>
Balance of fund as at 30 June	<u><u>7,494</u></u>	<u><u>13,822</u></u>

Fulbright New Zealand Alumni Association Incorporated

Statement of Accounting Policies

1) Reporting entity

The reporting entity is the Fulbright New Zealand Alumni Association Incorporated (The Association). The Association has been incorporated under the Incorporated Societies Act 1908. The Association was incorporated on the 19 October 2009. The principal activity of the association is to celebrate and promote international educational exchange by connecting Fulbright and associated international exchange alumni with each other; supporting the mission of Fulbright New Zealand and current grantees; and raising awareness of the aims of the Fulbright programme. The financial statements of the Association are for the period ended 30 June 2011. The financial statements cover the period from 1 July 2010 to 30 June 2011. The financial statements were authorised for issue by the Executive on 14 August 2011.

2) Basis of preparation

a) Statement of compliance and basis of preparation

The financial statements have been prepared in accordance with NZ GAAP. They comply with New Zealand equivalents to NZ IFRSs and other applicable Financial Reporting Standards, as appropriate for public benefit entities that qualify for and apply differential reporting concessions. The Association qualifies for differential reporting exemptions as it has no public accountability and the

Association is small in terms of the size criteria specified in Framework for Differential Reporting. All available reporting exemptions allowed under the Framework for Differential Reporting have been adopted.

b) **Basis of measurement**

The financial statements are prepared on the historical cost basis.

c) **Presentation currency**

These financial statements are presented in New Zealand dollars (\$).

3) Significant accounting policies

The accounting policies set out below have been applied consistently to all periods presented in these financial statements.

a) **Trade and other receivables**

Trade and other receivables are measured at their cost less impairment losses.

b) **Trade and other payables**

Trade and other payables are stated at cost.

c) **Revenue**

(i) **Grant funding**

The Association's activities are supported by grants, members subscriptions and interest from the investments.

Grants received that are subject to conditions are initially recognised as a liability and revenue is recognised

only when the services are performed or conditions are fulfilled.

(ii) **Subscriptions from members**

Subscriptions from members are recognised as income when received.

d) **Income tax**

The Association is an Incorporated Society.

The Association is not exempt from indirect tax legislation such as Goods and Services Tax (GST), Finge Benefit Tax, PAYE or ACC and accordingly it is required to comply with these legislations.

e) **Goods and services tax**

All amounts are shown inclusive of Goods and Services Tax .

f) **Changes in Accounting Policies and Comparative figures**

These are the second financial statements of the Association.

Comparative figures have been provided against 2010 financial statements.

Fulbright New Zealand Alumni Association Incorporated
Notes to the financial statements

1) Cash and Cash Equivalents

Bank accounts are held at the National Bank of New Zealand

As at the 30 June 2011 the balances of the accounts were:

	2010	2011
	\$	\$
Business Current Account	6,179	27,436
Business Premium Call Account	5,167	5,048
	<hr/>	<hr/>
	11,227	32,603

2) Conditional Grants

During the period covered by the financial statements three grants were received from the United States Department of State. These grants are subject to the condition that they must be spent for the purposes stated in the grant documents.

Grant GR058 of \$11,028 was for the extension of the Association Coordinator's contract for a further year. Grant GR017 of \$6,300 was for extending the outreach of the Association through the "Future Directions" programme.

Grant GR029 of \$7,400 was for travel and accommodation expenses for major events (lectures) in each region and one Board meeting in Wellington.

A grant of \$12,833 was made in 2010 for the cost of the Association Coordinator's services and Board meetings. \$4,927 of this grant was not spent and was carried over as a liability to 2011.

For the period ending 30 June, \$21,195 of this grant money remained unspent and is recognised as at 30 June 2011.

3) Subscriptions from Members

The Association had 181 members as at 30 June 2011.

Some of these members have paid lifetime subscriptions while others have paid 5 and 10 year subscriptions.

In accordance with the Association accounting policy, Members Subscription Income is recognised when received.

Acknowledgements

The Association expresses its thanks to the following for their support and encouragement over the past year:

Fulbright New Zealand

- Thanks to all the Fulbright New Zealand Board members and staff for their tangible help, support and encouragement and for the use of the boardroom and other space and facilities.
- Special thanks to Mele Wendt for her drive and enthusiasm and her ex-officio role as a board member. Special thanks also to Andy Mitchell for hours of work and advice in establishing and maintaining the Association's communications, attending board and executive meetings and for being the active link with Fulbright New Zealand.

US Embassy

- The Association acknowledges the strong support received from the US Embassy and the interest shown by the Ambassador, David Huebner and the staff.
- Special thanks to Mark Wenig and Christine Vivian for their encouragement and support and for being members of the Board. The Association also appreciates the interest and support of the Embassy staff and the excellent relationship that has developed between them and the Association.
- Special thanks also to Randy Berry, the US Consul-General in Auckland, for his support of Auckland alumni activities.

US Department of State's Office of Alumni Affairs

- Three grants for the Association Administrator and to fund particular projects are appreciated. The Office of Alumni Affairs has also been generous with its advice and support.
- The invitation for the Chairperson to participate in the International Visitor Leadership Alumni Leaders Programme was a unique opportunity and very timely for the Association.

The FNZAA Honorary Auditor

- Thanks to Patrick Teahan for his careful and efficient auditing of the Association's accounts for no fee.

Cognition Institute

- The Association acknowledges the partnership and sponsorship of the "thought leaders" pilot sessions.

The Association acknowledges the event sponsorship and support of the following:

- Buddle Findlay New Zealand Lawyers (pilot "thought leaders" dinner hosting)
- The University of Waikato (co-hosting alumni reception and venue for Future Directions session)
- Massey University (partnership for Jon Johansson's lecture)
- The University of Otago (venues for Future Directions session and Thanksgiving Dinner)
- The University of Canterbury (early partnership in a deferred Fulbright lecture)

The Association's Financial Members

The Association is grateful to those members who have shown their interest and commitment through paying a subscription.

The confidence and generous support of the following members who have taken out long-term memberships is appreciated.

Five year members:

- Lynley Hood, Dunedin
- Phil Lester, Wellington
- Helen Patterson, Wellington
- Suzanne Purdy, Auckland
- Suzanne Snively, Wellington
- Rathan Subramaniam, New England, USA
- Graham Cochrane, Wellington
- Alan Goodyear, Waikato/Bay of Plenty
- Paul Goren, Chicago, USA
- Aroha Harris, Auckland
- Stephen Jacobi, Central North Island (Napier)
- Clemency Montelle, Canterbury
- Penny Brothers, Auckland
- Janette Campbell, Auckland
- Adam Claasen, Auckland
- Nick Flanagan, Auckland
- Nina Khouri, Auckland
- Audrey McKinlay, Christchurch
- David Ross, Auckland
- Eric Shortridge, Central North Island (Napier)

Ten year members:

- Stuart Middleton, Auckland
- Graham Stuart, Auckland
- Alixe Bonardi, Boston USA

Lifetime members:

- Helen Anderson, Wellington
- Roy Ferguson, Wellington
- Ian Warrington, Palmerston North
- Jon Johansson, Wellington