Moray Foundation Trust

Loan Application Information For Financial Mentors

Updated January 2026

Introduction

The Moray Foundation Trust (Moray) is an ***independent registered charitable trust***, established in 1993 by Presbyterian Support Otago, that provides interest-free, fees-free financial loans to those in need within our community.

Most commonly, loans are for debt consolidation. This applies to situations where a person has accumulated multiple sources of escalating debt and is not able to repay the amount owing. Health, welfare and education costs may also be considered.

Our Mission:

Moray works to create a community without unsustainable debt, by providing interest-free loans to people in Otago:

- to help them avoid getting into unsustainable debt, and
- where possible, to help them escape from it

Moray strives to work in a way that promotes:

- inclusivity
- non-judgement
- acknowledgement of our responsibilities under Te Tiriti o Waitangi
- working collaboratively
- trustworthiness
- sustainability

Moray Foundation Trust is goverend by a board of volunteer Trustees. All loans are approved by the Board. An independent charity, Weave Together, is contracted to administer the loan application and repayment processes.

Loan Amounts Available

Two categories of loan are available, as outlined below.

Up to $3,000

- No guarantor required
- No security required
- No interest or fees apply

Loans from $3,000 to $6,000

- Guarantor is required
  - A guarantor is someone who agrees to repay the loan if the borrower defaults or fails to make payments
- No security required
- No interest or fees apply

Lending Criteria

Your Client

- must be at least 18 years of age
- must have New Zealand permanent residency or citizenship
- must be a current resident in the Otago region
- prior to making the loan application, must have had at least three (3) significant interactions with a certified Financial Mentor (FM) and must have expressed their commitment to continue working with their FM, to improve their financial capability
- should anticipate a stable financial situation for the duration of the loan.

Also, your Client:

- does not need to have a community service card
- can be currently insolvent, or has been so in the past.

The Moray Foundation Board expects that prior to making the application, you have contacted your Client's primary debtor agency to negotiate a reduced repayment amount if a Moray loan is obtained.

Loan Application Process

Assisting your Client to apply for a loan involves a two-step process:

1. Please email loans@morayfoundationtrust.org.nz for a copy of the Loan Application Form, or download from the website. We encourage you to discuss your application with a Moray Coordinator before preparing the application.

2. Work with your Client to complete the Moray Loan Application Form, which contains 6 sections:
   - Section 1: Financial Mentor Details
   - Section 2: Applicant Details
   - Section 3: Guarantor Details
   - Section 4: Loan Details
   - Section 5: Moray Privacy Statement
   - Section 6: Loan Application Declaration.

3. Work with your Client to gather the necessary documents that will support their application. These documents include:
   - Letter of Recommendation from you, their FM
     - This should include:
       - Past: What has gotten your Client into their current financial situation?
       - Current: How has their situation changed since working with you, their FM? Are they making progress?
       - Do they have other types of support?
       - Has their employment status changed?
       - Are they committed to a financially stable future?
       - Anything else that would help the Board to understand your Client's situation.
       - Anything else that you think would help the application generally.

- Two (2) fully disclosed budgets:
  - 2 (a) Budget of your Client's current situation
  - 2 (b) Budget of your Client's situation with a Moray Foundation loan and repayments
- Debt Schedule
- Proof of ID (Driver licence, Kiwi Access Card, letter from Work and Income, Community Services Card, payslip or letter from IRD with IRD number)
- Proof of current address (Rates, utility, Work and Income letter with recent date)
- Proof of debts (copies of debt documents, statements etc).
- Three (3) months of client bank statements

4. Guarantor:

If your Client is applying for a loan between $3,000 to $6,000, they will need to provide the name of a person who is willing and able to act as a **Guarantor** for the loan.

The Guarantor is someone who:

- will be responsible for making loan repayments on the loan if the Applicant stops paying, for whatever reason, or breaches any of the terms and conditions of the Loan Agreement; and
- Moray considers is in a stable financial position and is able to repay the loan if needed. As a result, the application form will ask about income and financial position of the nominated Guarantor, and some personal and contract details.

If the loan application is successful, the Guarantor will be required to sign the Loan Agreement and a Guarantor Declaration form.

5.

Please email the completed application form and accompanying documents to loans@morayfoundationtrust.org.nz. The administrator will be in touch for any additional information, and the loan will be considered at the next monthly board meeting.

Next Steps

Your client's application will be considered by the Moray Foundation Trust board, at the next monthly board meeting.

If the loan is approved, the Moray Coordinator will prepare a loan agreement and send this to you, for completion by your client.

Once the loan document is signed and witnessed, a bank transfer will be made to the Financial Mentor's bank account. The Financial Mentor will then on-pay this to the client.

Your Client will be expected to start repaying back the Moray loan immediately, at the agreed amount and frequency. Your client will receive a monthly statement showing the loan balance.

Moray Foundation Trust

Contact Information

Office :

c/- Weave Together,
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Phone Number :
0800 100 962

Email :

loans@morayfoundationtrust.org.nz

Website:
www.morayfoundationtrust.org.nz