

Creative Communities Funding

Applications close 4.00 pm, Tuesday 2 February 2010

**To be assessed at a meeting of the Far North District Council,
Creative Communities Local Funding Assessment Committee, to be held at
the Far North District Council, Memorial Ave, Kaikohe on
Tuesday 2 March 2010 at 10.30am**

CREATIVE COMMUNITIES FUNDING SCHEME
Funding for arts in the Community
Application Form

1 Tell us about yourself

If you are an individual some of these questions may not apply.

1.1 Full name of individual or organisation: _____

Commonly used name (if different from above): _____

1.2 Street address: _____

1.3 Postal address: _____

1.4 Telephone/fax number: _____

1.5 Please name two people we can contact if we need further information.

Name: _____

Telephone (day): _____ Fax: _____

Name: _____

Telephone (day): _____ Fax: _____

1.6 What are your organisation's objectives? _____

1.7 Is your organisation a legally constituted:

Trust Yes No

Incorporated society

Yes No

1.8 Please name up to two referees for you and your project.

Name: _____

Telephone (day): _____ Fax: _____

Name: _____

Telephone (day): _____ Fax: _____

First check your eligibility

ELIGIBILITY CRITERIA

The eligibility and funding criteria are set out in the attached information sheet.

- Is your project an arts and cultural project?
- Will your project take place within your district and / or produce benefits which are largely experienced within your city or district?
- Will your project benefit local communities?
- Will your project increase participation in the arts at a local level, or increase the range and diversity of the arts available to your local community?

Your project cannot start before it has been assessed.

Your project cannot have already received Creative New Zealand funding for the same purpose.

Please note that due to funding restrictions, we are unable to fund any one application over \$2,500.

FUNDING CRITERIA

- Will the project increase community participation in the arts?
- Will the project increase the range and diversity of arts available to communities?
- Will the project enhance or strengthen the local arts sector?

If you have ticked any of the above, continue.

Is funding sought for:

- Facility development?
- Purchasing artworks for a gallery?
- A project in an education institution?
- An ongoing expense in your organisation?
- A project that will have started by the time grants are announced?
- Debt servicing?
- A project already funded by Creative New Zealand?
- for travel outside of the Far North District
- More than \$2,500?

If you have ticked any of the above your project may not be eligible. Contact the Scheme administrator Marcia Wendelborn on 0800 920 029 at the Far North District Council office who can put you in touch with your local Community Arts Council.

2 The project

2.1 Please tell us about your project in full (attach additional sheets if you wish).

2.2 When will your project take place?

2.3 In which local authority area(s) will your project take place?

2.4 What districts do the participants, or those whom you expect to benefit from your project, come from?

2.5 Will the project primarily involve a particular cultural or ethnic group? Please indicate which group:

- Maori Pacific Islands NZ European
 Other (please specify) _____

2.6 Does your project target a particular age group?

- Under 25 over 25 general

2.7 Which of the following Creative Communities Scheme funding criteria **best** describes your project?
(Tick one box only)

Refer to guidelines for further information.

Projects that increase participation in the arts

Will usually involve opportunities for active participation by the target community.

Projects that increase the range and diversity of the arts available to communities

Will often involve presentation of new works and experiences to the community the project is targeting.

Projects that enhance and strengthen the local arts sector

May involve training, engagement of consultants, networking and seminars.

2.8* What art form grouping best describes your project?
(Tick one box only)

language arts and literature (eg poetry, storytelling, fiction, whaikorero)

performing arts (eg dance, music, theatre)

visual arts (eg painting, craft, toi whakairo)

multi-disciplinary (projects which cross over two or more of the above categories)

2.9 Describe who will benefit and how from your project.

**Please relate this to the funding criteria that best describes your project.
(See question 2.7)**

2.10 How will you promote the project?

3 Money and resources

3.1 Are you registered for GST? Yes No

3.2 What is your primary cultural or ethnic affiliation?
Both groups and individuals need to answer this question.

- Maori Pacific Islands NZ European
 Other (please specify) _____

3.3 Outline the costs of your project.

- You may include a specified percentage of overhead costs, including salaries (except volunteer labour), which apply to the project.
- Where appropriate, please include written quotes.
- Grants from Creative New Zealand are GST inclusive. Organisations registered for GST: please use GST inclusive figures in your applications.

Item	Amount
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
A. Total cost	\$ _____

3.4 Please outline how you intend to fund the project, excluding Creative Communities Scheme application.

Donated material	\$ _____
Cash in hand towards the project	\$ _____
Loans / mortgage / debenture	\$ _____
Charge to participants or membership subscription	\$ _____
Other sponsorship / grant (please specify source)	\$ _____
Intended fundraising (provide an estimate	\$ _____
Expenditure on project to date	\$ _____
Other	\$ _____
B. Total funds available	\$ _____

3.5 Please work out below the amount of funding requested.

The total cost of the project (A), minus total funds available for the project (B) will usually equal the amount requested from the Creative Communities Scheme.

A. Total cost of project	\$ _____
B. Less total funds available	\$ _____
C. Difference	\$ _____
D. Amount requested	\$ _____

3.6 Note: If your project could be self funding but you are requesting assistance to guard against a possible shortfall in income, you need only apply for a guarantee against loss.

a grant a guarantee against loss

3.7 What other grants, loans or guarantees against loss have you applied for with this project?

Date	Source Type	Amount	Funding received
_____	_____	_____	_____
_____	_____	_____	_____

4 Financial background

4.1 If you are a group or organisation, provide details from your last set of annual accounts, and a copy of your most recent monthly accounts.

4.2 Please provide details of any grants, loans or guarantees against loss you have previously received through the **Creative Communities Scheme**.

Date	Source Type	Amount	Funding received
_____	_____	_____	_____
_____	_____	_____	_____

5 Final check

I declare that the information supplied here is correct. If the application is successful, I/we agree to:

- i) Return a completed project report form by _____ (which will be sent to me/us at the time my/our grant is approved)
- ii) Participate in any funding audit of my organisation or project conducted by the local authority.

I consent to the Far North District Council recording the personal contact details provided in this application, retaining and using these details and disclosing them to Creative New Zealand for the purpose of review of the Creative Communities Scheme. I understand that my name and brief details about the project may be released to the media or appear in publicity material. I undertake that I have obtained the consent of the other contact person to provide these details. We acknowledge our right to have access to this information. This consent is given in accordance with the Privacy Act 1993.

Name: _____

Signature: _____

Position in organisation: _____

Date: _____

HAVE YOU ATTENDED TO ALL OF THE FOLLOWING? (Tick as appropriate)

- Answered all of the questions?
- Do your project figures add up? Please check!
- Provided full financial details (including a recent set of accounts)?
- Provided full details of your project?
- Provided daytime phone numbers?

PLEASE NOTE:

**Closing date of application is at 4.00pm 2 February 2010.
Assessment meeting date is 2 March 2010.**

Please Note:

This application must be received
4.00pm, 2 February 2010 by:
Creative Communities
Administrator – Marcia
Wendelborn
Far North District Council
Private Bag 752
Memorial Avenue
KAIKOHE 0400

Far North District Council staff will
be happy to assist you if you have
any further queries.

Checklist:

1. Have you answered every
question?

2. Have you attached the
relevant documents to your
application?

- Balance Sheet?
(ie. Financial Statement)

- A deposit slip?

3. Send your application form
with the relevant documents
to:

Creative Communities
Administrator – Marcia
Wendelborn

Far North District Council
Private Bag 752
Memorial Avenue
KAIKOHE 0400

Local Offices Here to Help

Kaikohe Service Centre
Memorial Avenue

KAIKOHE
(0800) 920 029

Kawakawa Service Centre
Gillies Street

KAWAKAWA

Kerikeri Service Centre
Cobham Road

KERIKERI

Kaero Service Centre
Main Road

KAEO

Kaitaia Service Centre
Redan Road

KAITAIA

Rawene Service Centre
Parnell Street

RAWENE

Funding Applications are also available from:

Creative Communities Local Funding Scheme Assessment Committee

Kaikohe CAC

Kelly van Gaalen
PO 273 Kaikohe
(09) 401 1177
artinkaikohe@yahoo.co.nz

Kerikeri CAC

Britta Waddell
1078 Waimate North Rd
RD3 Kerikeri
(09) 946 6026

South Hokianga CAC

Chris Morey
PO Box 106 Omapere
(09) 405 8053
shcac@hokianga.com

Far North CAC

Lois Knight
1 Korimako Lane Kaitaia
(09) 408 1476

North Hokianga CAC

Wally Hicks
PO Box 18 Kohukohu 0483
(021) 051 4294
wally_hicks@yahoo.co.nz

Whangaroa CAC

Kathy Heath
10 Old Church Rd
Whangaroa Harbour, RD1Kaero
(021) 885 132
kathyheath@hotmail.com

Pewhairangi BOI CAC

Alwyn Cumming
24 Florance Ave
Russell
(09) 403 7098

Iwi Representative

Mary-Anne Waitai
Waimamaku
(09) 405 8195