



## Creative Communities New Zealand Scheme

<b>Applications close:</b>  <b>31 March 2008</b> <b>30 September 2008</b>  <b>Late applications will not be considered</b>	<b>Post to:</b>  <b>Southland District Council</b> <b>P O Box 903</b> <b>Invercargill</b>  <b>Or deliver to your nearest Southland District Council office</b>
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### Any enquiries to:

Bronwyn Lindsay, telephone (03) 211 1426

Please read on to check whether you are eligible to apply.

### *Purpose of the Creative Communities Scheme*

To increase participation in the arts at the local level, and to increase the range and diversity of arts available to communities through the provision of grant subsidies.

Both groups and individuals involved with arts/culture may apply for a grant subsidy for projects that benefit local communities in the Southland District.

- *Please note that funding is not provided retrospectively (for projects that have already commenced or been completed)*
- *This is a subsidy-based funding scheme. This means that groups must contribute towards the costs of their project.*
- *Total fund available for distribution each year is \$22,000.*

## **Types of activities that are eligible for funding include:**

- cultural events, such as festivals
- costs associated with artist-in-residence schemes
- arts-related promotional activities
- materials for an arts event or activity
- seminars, workshops for local artists and arts groups
- salary costs for one-off, short term projects
- equipment, provided it is related to an arts activity and will be owned by a legally constituted group. (Max subsidy available is 50% of equipment costs)
- dance that has an arts culture focus (not fitness!)
- school-based projects outside normal curriculum activities that provide opportunities for increased community participation in or access to arts/culture.

## **Types of activities that are not eligible for funding**

- facility development (towards costs of buildings or items considered necessary to make a facility fully functional eg plumbing, floor coverings, furnishings, whiteware, crockery)
- the purchase of art works for galleries
- arts activities in education institutions which would normally be funded through their ongoing curriculum and operating budgets
- ongoing administration costs that are not related to a specific project
- elimination of accumulated debt or debt servicing
- catering costs
- fundraising costs
- salaries for ongoing administration and services
- prize money

**If your project does not meet these criteria, you may wish to investigate the Southland District Council Community Development Fund**

For Official Use Only: App No. \_\_\_\_\_  
 Project Cost \$ \_\_\_\_\_  
 Grant Request \$ \_\_\_\_\_  
 Approved \$ \_\_\_\_\_



## Creative Communities New Zealand Scheme Project Application Form

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**Any enquiries to:**

Bronwyn Lindsay, telephone (03) 211 1426

***Please note:** If your organisation has received funding previously, please ensure that the Accountability Form has been returned to the SDC office so that this application can be considered.*

**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 **Contacts:** Please name two people we can contact if we need further information

Name \_\_\_\_\_ Telephone (day) \_\_\_\_\_

Fax \_\_\_\_\_

Name \_\_\_\_\_ Telephone (day) \_\_\_\_\_

Fax \_\_\_\_\_

1.6 GST number if registered



- 2.3 In which local authority area/s will your project take place?
- Southland District Council area
- Invercargill City Council area
- Gore District Council area
- 2.4 How many people in total will participate in or benefit from your project \_\_\_\_\_
- 2.5 How many participants/project beneficiaries live in the Southland District Council area?  
\_\_\_\_\_
- 2.6 Is the project aiming to involve a particular cultural or ethnic group? If so is it:
- Maori             Pacific Island             Other (specify) \_\_\_\_\_
- NZ European/Pakeha             General
- 2.7 Does your project target a particular age group? Please tick appropriate box
- under 25             over 25             General
- 2.8 Which of the following criteria of the *Creative Communities New Zealand* scheme **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 for the community the project is aimed at
- Projects that increase the range and diversity of the arts available to communities   
Will involve presentation of new works and experience to the community the project is aimed at
- Projects that enhance and strengthens the local arts sector   
May involve training, engagement of consultants, purchase of equipment, networking and seminars
- 2.9 What art form grouping **best** suits your project (tick one box only)
- language arts and literature (eg poetry, story telling, fiction, whai korero)
- 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)

2.10 What are the benefits of your project taking place?

It is useful to refer back to the criteria of the scheme and to tell us how your project relates to those aims

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2.11 How will you advertise or promote the project?

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**3. Money and Resource**

3.1 Record all ELIGIBLE project costs - see front cover for details of what can be funded.

If your group is **GST registered**, all costs should be **exclusive of GST**.

If your group is **not GST registered**, all costs should be **inclusive of GST**.

Item	Dollar amount
<b>A</b>	<b>Total Cost</b> \$

3.2 Please outline how you intend to fund the project **excluding** this Creative Communities New Zealand scheme application

a Donated material	\$
b Cash in hand towards the project	\$
c Intended local fundraising	\$
d Charge to participants or membership subscription	\$
e Other sponsorship/grants ( <i>provide details in section 3.5</i> ) • • •	\$
f Loans	\$
g Other	\$
<b>B Total funds available/expected</b>	<b>\$</b>

3.3 Please specify amount of funding requested. The total cost of the project (A), minus total funds available for the project (B) should equal the amount requested from the Creative Communities New Zealand scheme.

<b>A</b> Total cost of project	\$
<b>B</b> Less total funds available	\$
<b>C</b> Difference	\$
<b>D</b> Amount requested	\$

3.4 Are you seeking (please tick one box)

a grant subsidy       guarantee against loss       loan

3.5 Tell us about any other grants, loans, guarantees against loss (GAL) you have applied for for this project.

Application Date	Source/funder	Grant/GAL/loan	Amount	When will you know result?

#### 4. Financial Background

If you are an existing group or organisation, provide details from your last set of annual accounts and a recent bank statement

#### 5. Declaration

I declare that the information supplied here is correct. The form is signed in the knowledge that the full committee (if applicable) is aware of the funding application. If the application is successful, I/we agree to:

- (i) return a completed project accountability form (which will be sent to me in due course by the Southland District Council)
- (ii) participate in any funding audit of my organisation or project conducted by the Southland District Council.

I consent to the Southland District Council collecting the personal contact details provided above, retaining and using these details and disclosing them to Creative New Zealand for the purpose of review of the Creative Communities New Zealand scheme. 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 \_\_\_\_\_

<b><i>Please attach:</i></b>	<b><i>Check</i></b>
• a current statement of income and expenditure	<input type="radio"/>
• a current bank statement from your organisation	<input type="radio"/>
• quotations, where relevant	<input type="radio"/>
• letters of support (if applicable)	<input type="radio"/>

***These items will complete your application.***

**PLEASE ENSURE THAT ALL QUESTIONS ARE ANSWERED IN FULL AND THAT RELEVANT DOCUMENTATION ACCOMPANIES THE APPLICATION FORM**