

Regional Arts and Culture project grants 22_2

Form Preview

Welcome / He mihi

Auckland's Arts and Culture / Ngā Toi me ngā Tikanga-ā-iwi o Tāmaki Makaurau

Important information / Pārongo matua

Tēnā koutou katoa

Please read the Regional Arts and Culture Grant information <https://www.aucklandcouncil.govt.nz/grants-community-support-housing/grants/regional-grants/Pages/about-regional-arts-culture-grants-programme.aspx> before you complete your application. It tells you

- Who can apply
- What activities are supported under this funding programme

Please make sure your application includes a clear plan for project delivery under COVID-19 Alert levels 1-4. You can attach this in section F:10 of the application form.

Please submit your application online using this form before 10:00pm on Sunday 13 February 2022. Projects are to start after 7 April 2022.

Contact grants advisor catherine.george@aucklandcouncil.govt.nz if you need advice on your application

Project Grant Category

* indicates a required field

Which type of project grant are you applying for? Please complete a separate form for each application *

- Project grant: Audience development and programming
- Project grant: Business and capacity development

A. Your Details / Whakapā Kaitono

* indicates a required field

Applicant *

Organisation Name

The applicant name must match the name on your bank account

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Postal Address

*

Address

Suburb Town/ City Postcode

Click [here](#) for the Postcode finder website

Is your physical address different from your postal address? *

Yes No
If yes, please complete below

Physical address

Address

Suburb Town/ City Postcode

A physical address (not a PO Box number) is required for your grant to be paid

Click [here](#) for the Postcode finder website

Contact details

Primary contact *

First Name

Last Name

Secondary contact (who knows about your application)

First Name

Last Name

Position in organisation

If you are applying as an organisation.

Position in organisation

If you are applying as an organisation.

Daytime phone *

Daytime phone

Mobile

Mobile

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Email *

Email

Māori organisation

Auckland Council supports Māori and wider organisations to uplift Māori well-being and achieve better outcomes with Māori. We ask you to show how your project will help to achieve this later in the application form

**Is your organisation
Māori? ***

Yes

No

Māori individual

Auckland Council provides funding for Māori and wider organisations to uplift Māori well-being and achieve better outcomes with Māori

**Are you a Māori
individual? ***

Yes

No

B. Your legal status

* indicates a required field

What is the legal status of your group / organisation? *

- Incorporated Society
- Charitable Trust
- Limited Liability Company
- Not for profit community group
- Individual or group with no formal legal structure

Other: Can include Māori trusts eg, putea trust, whanau trust, ahu whenua trust, whenua topu trust and/or kai tiaki trust.

Applicants with no formal legal structure seeking grants over \$1,000 must either:

a) nominate an umbrella organisation which has agreed to receive and administer the grant on your behalf. The umbrella organisation will be legally accountable to Auckland Council for the grant expenditure **OR**

b) apply for funding to be paid retrospectively to reimburse pre-approved costs when the project or activity has been completed satisfactorily. If you are unsure, contact Regional Funding Advisor catherine.george@aucklandcouncil.govt.nz or phone 021 292 7050.

Please select one.

- I wish to nominate an umbrella organisation to receive and administer the grant on my behalf
- I do not wish to nominate an umbrella organisation and agree to provide receipts so that costs can be reimbursed retrospectively

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Has the umbrella organisation agreed to act on your behalf?

Attach a file:

What registration numbers apply to your organisation or your umbrella organisation?

(Please provide all applicable numbers)

New Zealand Companies Office incorporated society or charitable trust number number

Must be a number

Please click [here](#) to visit the Societies and Trusts website.

NZ Companies Register

The NZBN provided will be used to look up the following information. Click Lookup above to check that you have entered the NZBN correctly.

New Zealand Companies Register Information
NZBN
Entity Name
Registration Date
Entity Status
Entity Type
Registered Address
Office Address

Charities NZ Registration

The Charity Registration Number provided will be used to look up the following information. Click Lookup above to check that you have entered the Charity Registration Number correctly.

New Zealand Charities Register Information
Charity Registration Number
Organisation Name
Other Names
Status
Street Address
Postal Address

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Telephone
Fax
Email
Website
Date Registered

Are you or your umbrella organisation affiliated with a national or regional body?

Yes

No

If yes, you will be required to provide more information

Which organisation are you affiliated with?

Are you or your umbrella GST registered? *

Yes

No

GST number

XX-XXX-XXX

Bank account

Please attach proof of bank account details / Pēke tiaki pūtea

The grant will be paid to this account if your application is successful. Please attach ONE of the following: *

- Pre-printed deposit slip
- Certified bank details (certified means bank details stamped and signed by a bank teller)
- A letter from the bank on the bank's letterhead confirming the account holder name and bank account number
- Print screen or image capture of an online bank statement confirming the account holder name and bank account number. This must include the bank logo and URL

The name of the bank account must be the same as the name of the applicant.

Attach a file:

C. Previous Auckland Council support / Tautoko mai te kaunihera

* indicates a required field

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Council support includes funding from any of the following: Local boards, governing body, Auckland Council departments, Council Controlled Organisations (CCOs)

Council support includes: Contestable grants, contracts/funding arrangements, community leases, community loans, sponsorship, rates remission or grants, working with council staff, products supplied by Council

Have you or your umbrella organisation received Auckland Council funding or non-financial support in the last three years? *

Yes No

If yes, please complete table below

Auckland Council support (last three years)

Type of funding or support	Year received	Value	Purpose of funding
If non-financial support was provided please enter 0 in the value column			
		\$	
		\$	
		\$	

D. Project: Audience Development and Programme

* indicates a required field

Project: Audience Development and Programme

To support the delivery of high quality arts and cultural experiences that would not otherwise be viable and that are capable of attracting audiences from across the Auckland region. Core organisational or ongoing overheads such as administration or accommodation are not eligible for Project: Audience Development and Programme grants

Project Title *

Brief description of the project *

Up to 90 words

The idea / He aha te kaupapa

Tell us what you want to do and why and how this will deliver

Up to 250 words

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your selected regional outcomes *

What part of the project are you requesting funding for? *

Up to 100 words

Where is the project taking place?

Uploading a quotation for hire or letter of confirmation for in-kind support strengthens your application. If you have not confirmed a venue, say where you hope your project will take place and a back-up if that venue is not available.

Venue	Venue location	Venue quotation or confirmation
Eg. Marlborough Hall	Eg. Penrose	

What aspects of the venues/places suit your creative purpose and engagement with Aucklanders? *

We will prioritise engaging with Aucklanders who are currently unengaged, location that supports high quality outcomes and that generally removes accessibility barriers and geographic location that is accessible within the region. Up to 250 words

When will your project take place?

Project start date *

Must be a date.

Project end date *

Must be a date

Project plan / Mahere mahinga

Please complete the table below.

Tasks - what will you do?	By when?	What will you achieve?

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Is your project a public artwork? *

Yes

No

If yes, who is going to manage and maintain the public artwork when it is completed? *

Up to 120 words

Does any part of your project require a statutory consent e.g. owner, resource or archaeological consent? *

Yes

No

If yes, what is required and what action is in place? (Please also note this in your project plan above) *

Up to 120 words

Attach a file:

The Budget / He putea

In all questions relating to budget and finance we are looking for evidence that budgets are realistic, accurate financial processes are in place and past financial performance informs forecasted targets

- If you are NOT GST-registered please provide budget figures that INCLUDE GST
- If you ARE GST-registered please provide budget figures that EXCLUDE GST

The figures in this budget: *

Include GST

Do not include GST

Total Project Cost

Please complete the budget summary fully. List costs specific to your project as headline items in this table (artist fees, salaries and wages, venue costs, production costs, promotion,

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ticketing with credit card and insider charges etc) Upload a more detailed budget with quotes for important items.

If you have secured any goods or services at no charge, budget for the real cost under expenditure and show the in-kind value as income.

Expenditure (include detail eg Venue - 3 Expenditure Amount \$ days hall hire at \$100 per day)

	Must be a dollar amount
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$

Project income (B)

Itemise estimated income for your project eg. ticket sales, in kind support, donations, your own funds, other fundraising etc

Do not include the grant requested this application or applications made to other organisations

Income (include detail eg Ticket sales - 250 tickets at \$15 per ticket x 4 performances at 60% house) Income Amount \$

	Must be a dollar amount
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$

Other funding sources / Pūtea tautoko mai waho (C)

Tell us about other funding for this project eg contestable funding from philanthropic trusts or government departments, crowd funding or other sources of support. Please include applications made to local boards or other Auckland Council contestable grant programmes

Funding organisation or individual	Amount requested \$	Date of application	Date of decision	Status of Application	If funding is confirmed, how much?
	Must be a dollar amount	Must be a date	Must be a date		Must be a dollar amount
	\$				\$
	\$				\$

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	\$				\$
	\$				\$
	\$				\$

Please upload detailed budget and supporting documentation

Attach a file:

Supporting documentation to strengthen your application might include quotations, letters of commitment from sponsors or partners

Total income *

Must be a dollar amount

Total Project Cost *

Total project cost is your estimated expenditure

Balance (income minus expenditure) *

Must be a dollar amount

Total Amount Requested *

Must be a dollar amount.

E. Project: Business and Capacity Development

* indicates a required field

Business and Capacity Development

To increase the professionalism and build the sustainability of regional arts and culture organisations through the development of strategic, business and marketing plans; feasibility studies; organisational development and digital / web development activities.

Business project title *

What will this grant be spent on? *

Up to 250 words

How will the grant help to develop the business capacity of

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your organisation or the sector? *

Consider priorities in the Assessment Matrix (Regional Arts and Culture Grants Programme). Up to 250 words

Please upload quotations and budget to show how the grant will be spent *

Attach a file:

Budgets and quotations show that expenditure is realistic and accurate and demonstrate planning and best practice.

Have you had any external advice on this project? *

Yes

No

If so, who helped you? What role will the advisor play?

Up to 250 words

Total Amount Requested *

\$

What financial support are you requesting in this application?

If you have a current business plan and/or a strategic plan, please upload it here

Attach a file:

F. Impact and outcomes

* indicates a required field

Regional outcomes

Regional Art and Culture grants help deliver to the goals of the Auckland Plan and Toi Whītiki - the Arts and Culture Strategic Action Plan. Your funding agreement and reporting will show how you help to do this

Regional impact and relationships

How does your project or activity benefit the Auckland region as a whole? *

Up to 250 words

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Will your project involve Māori or Māori outcomes? *

Yes

No

Mātauranga Māori: Has Māori values, Kaupapa Māori or Mātauranga Māori considerations. This will include activities that have strong Māori Storylines and themes, that educate or allow the participants to experience Māori traditions and world views. Specific Response: Has existing clear objectives and measures pertaining to Māori outcomes on a specific issue or focus. These activities could include things like targeted programmes for Māori youth or community literacy. Providing Opportunities for Māori : Has a significant level of participation and support by Māori even though the nature and type of genre may not necessarily be Māori in nature.

If yes, please tell us how

Up to 250 words

Working collaboratively

Will other organisations or people work with you on this project? Examples of collaboration include sector mentoring, shared operational services, co-creation of art, engagement with the private and commercial sector, volunteer groups

Please list collaborators and their role supporting your project

Collaborators	Role	Contact Name	Contact phone number

The people / Ko wai ngā tāngata

Who will deliver the project? Include your organisation / collaborative partners and the experience of key people involved *

The proposed project will be delivered by qualified, experienced people with proven ability. Up to 250 words

Audience development and engagement

Who is your target audience? How will you reach new audiences including Aucklanders who are currently not engaged in arts and cultural activities? *

The audience is understood and at the centre of planning. Up to 250 words

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How will your project be accessible to Aucklanders? *

We will prioritise offerings that remove accessibility barriers. For example: social accessibility (e.g. cost), cultural (inclusiveness), physical (children, older people and people with disabilities), geographic (easy access, everyday places, public transport, or easy parking etc). Up to 250 words

Your audience

Please tell us about the audiences or participants who will benefit from your project. This is for internal use only.

What gender are your projected audience or participants? Please put 100% in the 'all' box if your project is not targetted by gender

Male %	Female %	Other %	All - not targeted by gender
Must be a number	Must be a number.	Must be a number	Must be a number

What age are your participants or audiences? Please put 100% in the 'all ages' box if your project is not targetted by age group

Under 15 years	15-24 years	25-44 years	45-64 years	65+ years	All ages
Must be a number	Must be a number	Must be a number	Must be a number	Must be a number	Must be a number

Which ethnic group(s) is your project targeted at? Select all that apply: *

- New Zealand European Other European Māori
 Pacific Peoples Chinese Korean Indian
 Other Asian Middle Eastern Latin American
 African Other (please specify) All/everyone
 Don't know

Is your project targeted at people with a long term disability? *

- Yes No Don't Know
Long term disability is defined as lasting six months or more and stops people from doing everyday things other people can do.

Project / Activity Summary / Whakarāpopoto mō ngā mahi me ngā hua

How have you established there is a need for this project? *

The concept is sound, well-considered and plausible with demonstrated need and demand. Up to 150 words

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What are the community benefits of your project and how will you know you have achieved these? *

Up to 150 words

Upload letters of support or other evidence here

Attach a file:

Letters of support are not required but could strengthen your application

Refer to the [Regional outcomes](#), integrating arts and culture into the everyday lives of Aucklanders, to address community benefits.

Which artform best describes your project? *

- Literature arts
 Pacific arts
 Craft/ Māori art
 Maori arts
 Combined arts
 Theatre
 Dance
 Music
 Visual arts
 Film

What is the broad cultural tradition of your project? *

- European arts
 Māori arts
 Pacific arts
 Asian
 Middle Eastern/ Latin American/ African
 Multicultural
 Other

Please specify the cultural tradition of your project (if possible) *

Please show the cultural tradition of your project not your or your organisation's ethnic affiliations or geographical origins. Select the cultural tradition that best relates to your project and give additional information if needed. For example, a kapa haka performance would be categorised as Māori arts or a traditional Peking opera performance would be Cultural tradition: Asian, Detail: Chinese.

Declaration and Privacy statement

* indicates a required field

Note: Auckland Council reserves the right to decline an application or request a refund of a grant if any of the above information is found to be incorrect

I/We certify that to the best of our/my knowledge the information contained in this application is correct *

- Yes No

I/We confirm that any funds granted will only be used for the activity described in this application *

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Yes

No

I/We confirm that to the best of our/my knowledge I/we have no perceived , potential or actual conflict of interest in applying for or using any grant funding *

Yes

No

Do you consent to a random financial and quality audit of your project/activity? *

Yes

No

For guidance on whether you have a perceived, potential or actual conflict as a result of applying for and using grant funding you should consider the following matters - if in doubt you should declare the conflict.

A conflict of interest could arise where you (the applicant) have a responsibility as a result of receiving Council grant monies. This could affect another responsibility, duty or relationship you may also have.

For example

- Personal or family relationships that you have
 - with Council employees
 - with Council contractors
 - organisations or persons that you will procure services from with the grant monies
- Financial relationships
 - eg investments that you have in entities that you will procure services from with the grant monies
- Employment relationships or membership of clubs
 - eg you intend to procure services with the grant monies from your employer or a club you are a member of - who will benefit financially from the arrangement.

If you have answered No to any of the above, please provide details below:

Up to 100 words

- **I/We understand that Auckland Council is bound by the Local Government Official Information and Meetings Act 1987**
- **I/We understand that my/our name and brief details about the project may be released to the media or appear in publicity material.**
- **I/we understand that I/we have the right to have access to this information**
- **I/We undertake that I/we have obtained the consent of all people involved to provide these details.**

*

Accept

Decline

Declaration Date: *

Must be a date

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Your name/Ingoa *

First Name

Last Name

Position in organisation

When your application is submitted, Smartygrants will email you to confirm receipt. If you do not receive confirmation please check your 'spam' filter.

If you need help please contact the grants advisor at communityfunding@aucklandcouncil.govt.nz or phone 09 301 0101.

Privacy

Any personal information that you provide in this form will be held and protected by Auckland Council in accordance with our [privacy policy](#) and with the Privacy Act 1993. Our privacy policy explains how we may use and share your personal information in relation to any interaction you have with the council, and how you can access and correct that information. We recommend you familiarise yourself with this policy.