

# Regional Arts and Culture project grants 24/25 Rd 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 submit your application online using this form before 10:00pm on Sunday 26 January 2025. Projects are to start after Wednesday 26 March 2025.

Contact Regional Funding Advisor [catherine.george@aucklandcouncil.govt.nz](mailto: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

**Postal Address**

\*

Address

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|                      |                      |                      |
|----------------------|----------------------|----------------------|
| <input type="text"/> |                      |                      |
| <input type="text"/> |                      |                      |
| Suburb               | Town/<br>City        | Postcode             |
| <input type="text"/> | <input type="text"/> | <input type="text"/> |

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

|                      |  |  |
|----------------------|--|--|
| <input type="text"/> |  |  |
| <input type="text"/> |  |  |

Suburb Town/  
City

|                      |                      |                      |
|----------------------|----------------------|----------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> |
|----------------------|----------------------|----------------------|

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            |
| <input type="text"/> | <input type="text"/> |

**Secondary contact (who knows about your application)**

|                      |                      |
|----------------------|----------------------|
| First Name           | Last Name            |
| <input type="text"/> | <input type="text"/> |

**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**

**Email \***

**Email**

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### 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

**Which organisation are you affiliated with?**

**Are you or your umbrella GST registered? \***

Yes

No

**GST number**

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 |
|----------------------------|---------------|-------|--------------------|
|                            |               | \$    |                    |
|                            |               | \$    |                    |
|                            |               | \$    |                    |

## 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 your selected regional outcomes \***

Up to 250 words

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**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 |
|-------|----------------|---------------------------------|
|       |                |                                 |
|       |                |                                 |
|       |                |                                 |

**What aspects of the venues/places encourage 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 \***

**Project end date \***

**Project plan / Mahere mahinga**

Please complete the table below.

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

**Is your project a public artwork? \***

Yes

No

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**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, 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)**

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|  |    |
|--|----|
|  | \$ |
|  | \$ |
|  | \$ |
|  | \$ |
|  | \$ |
|  | \$ |
|  | \$ |
|  | \$ |

### 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      Income Amount \$**  
**- 250 tickets at \$15 per ticket x 4**  
**performances at 60% house)**

|  |    |
|--|----|
|  | \$ |
|  | \$ |
|  | \$ |
|  | \$ |
|  | \$ |
|  | \$ |
|  | \$ |
|  | \$ |
|  | \$ |

### 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

| <b>Funding organisation or individual</b> | <b>Amount requested \$</b> | <b>Date of application</b> | <b>Date of decision</b> | <b>Status of Application</b> | <b>If funding is confirmed, how much?</b> |
|---|----------------------------|----------------------------|-------------------------|------------------------------|---|
|   |                            | Must be a date             |                         |                              |   |
|   | \$                         |                            |                         |                              | \$  |
|   | \$                         |                            |                         |                              | \$  |
|   | \$                         |                            |                         |                              | \$  |
|   | \$                         |                            |                         |                              | \$  |
|   | \$                         |                            |                         |                              | \$  |

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**Please upload detailed budget and supporting documentation**

Attach a file:

**Total income \***

\$

**Total Project Cost \***

\$

**Balance (income minus expenditure) \***

\$

**Total Amount Requested \***

\$

## 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 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.

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**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:

**Are you GST registered?**

Yes

No

Other:

Are you GST registered?

## 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

**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

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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

**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),

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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 |
|----------------|-------------|-------------|-------------|-----------|----------|
|                |             |             |             |           |          |

**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

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

Up to 150 words

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**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? \***

- Literary arts  
 Pacific arts  
 Craft/ object arts  
 Māori 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 \***

- 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

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**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

**Your name/Ingoa \***

First Name

Last Name

**Position in organisation**

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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](mailto: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.